**Course Outline**

University: University of Management and Technology

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Semester:

Course Title: Project Stakeholder, Communication & Integration Management

Program Head: Mr. Ali Hussain Bukhari

**Course Description & Format**

The course provides coverage of project initiation, planning, execution, and closing within the Project Integration Management, Project Stakeholder Management, and Project Communications Management Knowledge Areas, as well as monitoring & controlling within the Project Stakeholder Management Knowledge Area.

The focus of this course will be to understand the real working scenarios encountered by project managers working, trying to get their projects done in today’s stress-filled environment with special focus on Triple Constraint.

Students will also have the opportunity to discuss the real world scenarios with Industry specialist by meeting them in guest lectures.

**Course Objectives**

1. Students will learn the theoretical and practical framework of diagnosing the issues of Project Management based on the PMI standard.
2. The main student objective however will be to understand the types and management of Stake holders in small, medium and large projects and the communication strategies involved in each type of project.
3. After undertaking this course, the students would be enabled to identify Issues & subsequently find solutions in practicing Project Management on their own.

**Course Outline**

Following will be discussed in the class during this session:

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| **Session/Week** | **Course Outline** | **Activities** | **Outcomes** |
| 1 | Session 1: Project Management: An Overview• One-to-one introduction• Course Introduction, Teaching & Assessment Methodology• Distribution of Course Outlines• Discussion of Course OutlineDividing the class in Study Groups which will remain till the completion of the course “Project Stakeholder, Communication & Integration Management”. | Groups Formation | The main learning objective of the reading is to provide a basic and conceptual understanding of the subject. |
| 2 | Project Stakeholder Overview & ManagementUnderstand the importance of project stakeholder management throughout the life of a projectDiscuss the process of identifying stakeholders, how to create a stakeholder register, and how to perform a stakeholder analysisDescribe the contents of a stakeholder management planUnderstand the process of managing stakeholder engagement and how to use an issue log effectively | • Project Stakeholder Assignment | • Identification of Stakeholders• Issues in initiation of the Project |
| 3 | Project Communication ManagementUnderstand the importance of good communication on projects and describe the major components of a communications management planDiscuss the elements of project communications planning, including information distribution, performance reporting, and administrative closure | 1. Quiz-12. Exercise 1.1: Project Communication Management. | These sessions will let students Understand how the main outputs of performance reporting help stakeholders stay informed about project resourcesRecognize how the main outputs of administrative closure are used to formally end a project |
| 4 | Project Communication ManagementDiscuss various methods for project information distribution and the advantages and disadvantages of eachUnderstand individual communication needs and how to determine the number of communications channels needed for a project | 1. Case Discussion | These sessions will let students learn about the list various methods for improving project communications, such as managing conflicts, running effective meetings, using e-mail effectively, and using templates |
| 5 | Project Integration ManagementDescribe an overall framework for project integration management as it relates to the other project management knowledge areas and the project life cycle | Groups Presentations | Meaning of Project Integration Management |
| 6 | Project Integration ManagementDescribe project plan development, including project plan content, using guidelines and templates for developing plans, and performing a stakeholder analysis to help manage relationshipsExplain project plan execution, its relationship to project planning, the factors related to successful results, and tools and techniques to assist in project plan execution | 1. Case Discussion | Meaning of Project Integration Management and its relation with Planning Phase and Stakeholders Management |
| 7 | Understand the integrated change control process, planning for and managing changes on information technology projects, and developing and using a change control systemDescribe how software can assist in project integration management | Assignment 2 | Meaning of Project Integration Management and its relation with Planning Phase and Stakeholders Management |
| 8 | Mid Term |   |   |
| 9 | Execution Phase in the Project Management.Ensure owner follow-through on project tasks and action items, avoid having too many meetings keeping track of project details without things falling through the cracks, avoid having contributors game in status metrics, best ways to communicate project status, manage project successfully despite high-priority interruptions, best project management communication techniques for remote contributors & establish effective global communications, metrics to use to track communications. | 1. Case Discussion.2. Exercise 2.1: A live Discussion on Issues relating Execution Phase | Major learning outcome of this session is to manage project successfully despite high priority interruption, survive a late project work bulge ensuring project completion & team cohesion etc |
| 10 | Control Phase of Project Management.Ensuring all members on multi-site team have all the information they need to do their work & project documentation is enough, overly constrained project effectively, keeping project from slipping. etc | 1. Case Discussion.2. Exercise 2.2: Appraising a live Project from Control point of view. | Major learning outcome of this session is to examine the nature of issues in Control phase of Project Management  |
| 11 | The Risk in Project Management.Planning Project Risk management, Identifying Risks, Qualitative & Quantitative Risk Management, Plan Risk Responses & How to Control Risks | • Identifying Risks from Various Projects | • Development of Risk Management Plan• Development of Risk Register |
| 12 | Monitoring & Evaluation of ProjectsLogic Model, Modeling Simulations, Monte Carlo, Pareto Charts, Bar charts, Histograms | • Quiz-2 | Major learning outcome of this session is to examine the nature of issues in Monitoring and Evaluation phase of Project Management. |
| 13 | Scheduling of ProjectsManage schedule when project WBS becomes huge, getting meaningful commitment from team members that ensures follow-through, estimating activity durations and costs, improve the quality and accuracy of project estimates, metrics helping estimate project activity durations and costs, realistically estimate duration holidays and other times when productivity decreases | Group Presentations | Major learning outcome of this sessions are issues of Scheduling is to examine the schedule when WBS becomes huge, estimating duration of costs, improve quality & accuracy, effectively plan and manage a project. |
| 14 | Project Cost ManagementCalculations of NPV, IRR etc. | Quiz - 3 | Cost Calculations |
| 15 | Project Closure & Revision of whole Course along with a session of Industry Specialist for Managing Project Stakeholders, Communication and Integration Management | Discussion with Industry Specialist | Activities for Proper Project Closure |
| 16 | Final Term |   |   |

**Recommended Books (s) & Text:**

PMBOK 5th Edition

Presentations/ Course Pack and All related material provided by the Lecturer.

**ASSESSMENT METHODOLOGY**

As per UMT’s Protocol.

**CALENDAR OF ACTIVITIES**

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| **Session** | **Sub-Topic** | **Readings**  | **Activities** |
| 1 | Project Management-An Over view | PMBOK Review | Groups formation |
| 2 | Project Stakeholder & Overview  | PMBOK- Chapter-1, 2 | Paper Tower (Group Activity)Project Charter Assignment |
| 3 | Project Communication Management | PMBOK- Chapter 3, 4 | Quiz-1. |
| 4 | Project Communication Management-II | PMBOK Chapter 4 | Case Discussion |
| 5 | Project Integration Management | PMBOK Chapter 6 | Group Presentations |
| 6 | Project Integration Management-II | PMBOK Chapter 6 | Group Presentations |
| 7 | Issues in Project Cost Management | Chapter 7 | Quiz-2 |
| 8 | The Issues in Scheduling of Project Management | Chapter 5 | Quiz-3 |
| 9 | The Risk Issues in of Project Management | Chapter 11 | Identifying Risks from Various Projects |
| 10 | The Issues in Execution Phase in the Project Management. | Chapter 11, 12 | Case Discussion |
| 11 | The Issues in Control Phase of Project Management. | Chapter 13 | Identification of Risks in various Projects |
| 12 | Controlling, Monitoring & Evaluation of Projects |  | Case Discussion |
| 13 | Monitoring & Evaluation of Projects |  | USAID Online Certificate |
| 14 | Corporate Session |  | Discussion with Guest Speaker |
| 15 | Project Closure & Revision |  |  |