

# Washtenaw Community College Comprehensive Report

## BMG 291 Project Management Effective Term: Fall 2012

### Course Cover

**Division:** Business and Computer Technologies

**Department:** Business

**Discipline:** Business Management

**Course Number:** 291

**Org Number:** 13210

**Full Course Title:** Project Management

**Transcript Title:** Project Management

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:** Three Year Review / Assessment Report

**Change Information:**

#### **Outcomes/Assessment**

**Rationale:** Update assessment and outcomes/objectives based on assessment work.

**Proposed Start Semester:** Fall 2012

**Course Description:** Students will learn and utilize the Project Management Methodology along with the general functions of management. Using project management software, team strategies, business applications and effective communication controls, students will plan and manage projects. The course will cover the following project management knowledge areas as outlined by the Project Management Institute: integration management, scope management, time management, cost management, human resources management, and communications management.

### Course Credit Hours

**Variable hours:** No

**Credits:** 3

**Lecture Hours: Instructor: 45 Student: 45**

**Lab: Instructor: 0 Student: 0**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 45 Student: 45**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

### College-Level Reading and Writing

College-level Reading & Writing

### College-Level Math

#### Requisites

#### General Education

#### Request Course Transfer

**Proposed For:**

Eastern Michigan University

### Student Learning Outcomes

1. Evaluate and manage projects using the Project Management Methodology.

**Assessment 1**

**Assessment Tool:** Comprehensive exam with questions equivalent to sample questions from the Certified Associate in Project Management Certification Exam

**Assessment Date:** Fall 2015

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students

**How the assessment will be scored:** Answer Key

**Standard of success to be used for this assessment:** 70% of the students will score 70% or above.

**Who will score and analyze the data:** Instructor

2. Apply the functions of management and the project management methodology in managing a project.

**Assessment 1**

**Assessment Tool:** Student Group Project

**Assessment Date:** Fall 2015

**Assessment Cycle:** Every Three Years

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students (every group project)

**How the assessment will be scored:** Each group project will be evaluated against a project rubric by two departmental faculty members and an average score will be calculated.

**Standard of success to be used for this assessment:** Each group will receive an average score of 70% or greater on project.

**Who will score and analyze the data:** Departmental faculty will score and analyze the data.

**Course Objectives**

1. Apply the Project Management Methodology by managing a project.  
**Matched Outcomes**
2. Identify the stages in the project management life cycle.  
**Matched Outcomes**
3. Explain the major tasks in the Project Management Methodology.  
**Matched Outcomes**
4. Apply the functions of management by managing a project.  
**Matched Outcomes**
5. Compare and contrast how project management differs from traditional management.  
**Matched Outcomes**
6. Rationalize the value of project management as an effective way to achieve results.  
**Matched Outcomes**
7. Learn about careers and resources in Project Management.  
**Matched Outcomes**
8. Describe the role and responsibility of the project manager and project team.  
**Matched Outcomes**
9. Identify and begin to develop the unique skills needed to be a project manager.  
**Matched Outcomes**
10. Describe the characteristics of an effective team and the tools to help team build.  
**Matched Outcomes**
11. Develop and contribute to a team for effective results.  
**Matched Outcomes**
12. Manage the four constraints of Project Management: scope, cost, schedule and customer satisfaction.  
**Matched Outcomes**
13. Define a project and develop a scope statement.  
**Matched Outcomes**

14. Create a project plan and schedule tasks.  
**Matched Outcomes**
15. Create a work break down structure and network diagram.  
**Matched Outcomes**
16. Apply a budget to a project and its tasks.  
**Matched Outcomes**
17. Use MS Project's basic features to define a project, resources and budget.  
**Matched Outcomes**
18. Design communication and project controls for effective reporting and analysis on project progress to complete a project on time and within budget.  
**Matched Outcomes**
19. Make creative decisions to resolve problems within a project that affect scope, cost, customer satisfaction and schedule.  
**Matched Outcomes**
20. Use MS Project to manage and control a project.  
**Matched Outcomes**
21. Utilize key financial measures to evaluate cost performance (CAC, TBD, CBC, and CEV).  
**Matched Outcomes**
22. Calculate earned value, committed costs, and variances as proactive measures to identify problems and opportunities.  
**Matched Outcomes**

## **New Resources for Course**

### **Course Textbooks/Resources**

#### Textbooks

Gido & Clements. *Successful Project Management*, 5th ed. South Western, 2012, ISBN: ISBN-13: 978.

#### Manuals

#### Periodicals

#### Software

### **Equipment/Facilities**

Level III classroom

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Kimberly Hurns</i>	<i>Faculty Preparer</i>	<i>Mar 06, 2012</i>
<b>Department Chair/Area Director:</b> <i>Colette Young</i>	<i>Recommend Approval</i>	<i>Mar 09, 2012</i>
<b>Dean:</b> <i>Rosemary Wilson</i>	<i>Recommend Approval</i>	<i>Apr 02, 2012</i>
<b>Vice President for Instruction:</b> <i>Stuart Blacklaw</i>	<i>Approve</i>	<i>May 15, 2012</i>