

Information Technology Project Management

Course Outcome Summary

Course Information

Organization	Madison Area Technical College
Developers	Nina Milbauer;Lori Kelley
Development Date	9/18/2002
Course Number	10-107-159
Instructional Level	Associate Degree
Potential Hours of Instruction	72
Total Credits	3

Description

Introduces the concept of managing information technology projects. Use of a project management tool will help students develop written and oral skills in project development, project management, and technical documentation. Planning methods and graphical techniques such as Gantt charts will be some of the tools utilized. Human resources management including team development and user training are an integral component of the course.

Types of Instruction

Instruction Type	Contact Hours	Credits
Classroom Presentation	36	3
On-Campus Lab	36	

Textbooks

Kathy Schwalbe. *Information Technology Project Management*. Course Technology. **Edition:** Second.

Learner Supplies

Microsoft Project 2000. **Manufacturer:** Microsoft. **Quantity:** 1. **Price:** 0. **Source:** Included with textbook.

Prerequisites

150-170 (Networking and Communications 1)

Exit Learning Outcomes

Core Abilities

- A. Develop self-awareness

Program Outcomes

- A. Configure, maintain, troubleshoot, & secure routers, switches, firewalls, and virtual private networks
- B. Maintain data, confidentiality, and integrity through data and communication encryption
- C. Determine the role of security in a business

Competencies

- A. **Summarize the need for project management**
You will demonstrate your competence:

- A.1. by participating in the class
- A.2. by examination
- A.3. by completing group projects
- A.4. by completing individual projects

Your performance will be successful when:

- A.1. you complete your group project correctly
- A.2. you complete your individual project correctly
- A.3. you attend class regularly
- A.4. you arrive for class on time
- A.5. you listen attentively during class
- A.6. you enter into class discussions about the importance of project management
- A.7. you enter into class discussions about how project management relates to other disciplines
- A.8. you enter into class discussions about the five process groups of project management, the typical level of activity for each, and interactions among them

B. Summarize project management and key elements in a project

You will demonstrate your competence:

- B.1. by participating in the class
- B.2. by examination
- B.3. by completing group projects
- B.4. by completing individual projects

Your performance will be successful when:

- B.1. you complete your group project correctly
- B.2. you complete your individual project correctly
- B.3. you attend class regularly
- B.4. you arrive for class on time
- B.5. you listen attentively during class
- B.6. you enter into class discussions about stakeholders
- B.7. you enter into class discussions about common tools and techniques used in project management
- B.8. you enter into class discussions about project management knowledge areas

C. Describe the importance of aligning projects with business strategy

You will demonstrate your competence:

- C.1. by participating in the class
- C.2. by examination
- C.3. by completing group projects
- C.4. by completing individual projects

Your performance will be successful when:

- C.1. you complete your group project correctly
- C.2. you complete your individual project correctly
- C.3. you attend class regularly
- C.4. you arrive for class on time
- C.5. you listen attentively during class
- C.6. you enter into class discussions about SWOT (Strengths, Weaknesses, Opportunities, & Threats) analysis
- C.7. you enter into class discussions about strategic planning

D. Select a project

You will demonstrate your competence:

- D.1. by participating in the class

- D.2. by examination
- D.3. by completing group projects
- D.4. by completing individual projects

Your performance will be successful when:

- D.1. you complete your group project correctly
- D.2. you complete your individual project correctly
- D.3. you attend class regularly
- D.4. you arrive for class on time
- D.5. you listen attentively during class
- D.6. you enter into class discussions about selecting a project based on net present value
- D.7. you enter into class discussions about selecting a project based on return on investment
- D.8. you enter into class discussions about selecting a project based on payback analysis
- D.9. you enter into class discussions about selecting a project based on a weighted scoring model
- D.10. you create a weighted scoring model to select a project with

E. Create a project charter

You will demonstrate your competence:

- E.1. by participating in the class
- E.2. by examination
- E.3. by completing group projects
- E.4. by completing individual projects

Your performance will be successful when:

- E.1. you complete your group project correctly
- E.2. you complete your individual project correctly
- E.3. you attend class regularly
- E.4. you arrive for class on time
- E.5. you listen attentively during class
- E.6. you enter into class discussions about initiating a project
- E.7. you enter into class discussions about a stakeholder analysis
- E.8. you enter into class discussions about the contents of a project charter
- E.9. you create a project charter

F. Develop a project scope statement

You will demonstrate your competence:

- F.1. by participating in the class
- F.2. by examination
- F.3. by completing group projects
- F.4. by completing individual projects

Your performance will be successful when:

- F.1. you complete your group project correctly
- F.2. you complete your individual project correctly
- F.3. you attend class regularly
- F.4. you arrive for class on time
- F.5. you listen attentively during class
- F.6. you enter into class discussions about the contents of a project scope statement
- F.7. you create a project scope statement

G. Summarize the importance of the triple constraint in project management

You will demonstrate your competence:

- G.1. by participating in the class
- G.2. by examination

- G.3. by completing group projects
- G.4. by completing individual projects

Your performance will be successful when:

- G.1. you complete your group project correctly
- G.2. you complete your individual project correctly
- G.3. you attend class regularly
- G.4. you arrive for class on time
- G.5. you listen attentively during class
- G.6. you enter into class discussions about the importance of time management in a project
- G.7. you enter into class discussions about the importance of scope management in a project
- G.8. you enter into class discussions about the importance of cost management in a project

H. Create a work breakdown structure

You will demonstrate your competence:

- H.1. by participating in the class
- H.2. by examination
- H.3. by completing group projects
- H.4. by completing individual projects

Your performance will be successful when:

- H.1. you complete your group project correctly
- H.2. you complete your individual project correctly
- H.3. you attend class regularly
- H.4. you arrive for class on time
- H.5. you listen attentively during class
- H.6. you enter into class discussions about defining activities
- H.7. you enter into class discussions about dependencies between activities
- H.8. you enter into class discussions about estimating duration of activities
- H.9. you enter into class discussions about estimating the cost of activities
- H.10. you create a work breakdown structure

I. Summarize the importance of human resource management and communications in a project

You will demonstrate your competence:

- I.1. by participating in the class
- I.2. by examination
- I.3. by completing group projects
- I.4. by completing individual projects

Your performance will be successful when:

- I.1. you complete your group project correctly
- I.2. you complete your individual project correctly
- I.3. you attend class regularly
- I.4. you arrive for class on time
- I.5. you listen attentively during class
- I.6. you enter into class discussions about assigning resources to activities in a project
- I.7. you enter into class discussions about communications management in a project
- I.8. you enter into class discussions about working effectively with others in a project

J. Describe the procurement process in relation to project management

You will demonstrate your competence:

- J.1. by participating in the class
- J.2. by examination
- J.3. by completing group projects

J.4. by completing individual projects

Your performance will be successful when:

- J.1. you complete your group project correctly
- J.2. you complete your individual project correctly
- J.3. you attend class regularly
- J.4. you arrive for class on time
- J.5. you listen attentively during class
- J.6. you enter into class discussions about make or buy analysis
- J.7. you enter into class discussions about procurement management plans
- J.8. you enter into class discussions about requests for proposal/quote

K. Design a process to manage change control in a project

You will demonstrate your competence:

- K.1. by participating in the class
- K.2. by examination
- K.3. by completing group projects
- K.4. by completing individual projects

Your performance will be successful when:

- K.1. you complete your group project correctly
- K.2. you complete your individual project correctly
- K.3. you attend class regularly
- K.4. you arrive for class on time
- K.5. you listen attentively during class
- K.6. you enter into class discussions about the importance of scope verification, scope control and accepting deliverables
- K.7. you enter into class discussions about how to appropriately manage change in a project

L. Summarize the importance of closing a project

You will demonstrate your competence:

- L.1. by participating in the class
- L.2. by examination
- L.3. by completing group projects
- L.4. by completing individual projects
- L.5. by completing individual and group evaluations

Your performance will be successful when:

- L.1. you complete your group project correctly
- L.2. you complete your individual project correctly
- L.3. you attend class regularly
- L.4. you arrive for class on time
- L.5. you listen attentively during class
- L.6. you enter into class discussions about bringing a project to completion
- L.7. you enter into class discussions about improving project performance
- L.8. you complete individual and group evaluations of your project team