

Northern Marianas College
CURRICULUM ACTION REQUEST

Effective Semester / Session: Fall 2015

Type of Action:

- New
- Modification
- Move to Inactive (Stop Out)
- Cancellation

Course Alpha and Number: MG 405

Course Title: Project Management

Reason for initiating, revising, or canceling:

This course is required in the Bachelor of Science in Business Management (BSBM) degree program. Project management has been proven to be the most effective method of delivering products within cost, schedule, and resource constraints. This intensive and hands-on course will give students the skills to ensure that projects assigned in the organization are completed within time and on budget while giving the organization the product they expect. Students will gain a strong working knowledge of the basics of project management and be able to immediately use that knowledge to effectively manage work projects. At the end of the course students will be able to identify and manage the product scope, build a work breakdown structure, create a project plan, create the project budget, define and allocate resources, manage the project development, identify and manage risks, and understand the project procurement process.

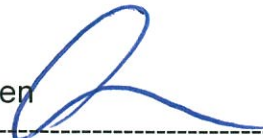
Chavel Green

Proposer


06/25/15
Date

Chavel Green

Department Chair


06/25/15
Date

Barbara K. Merfalen

Dean of Academic Programs and Services


7.28.15
Date

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Course Guide

Course: MG 405 Introduction to Project Management

1. Department

Business

2. Purpose

This course is required in the BSBM program. Project management has been proven to be the most effective method of delivering products within cost, schedule, and resource constraints. This intensive and hands-on course will give students the skills to ensure that projects assigned in the organization are completed within time and on budget while giving the organization the product they expect. Students will gain a strong working knowledge of the basics of project management and be able to immediately use that knowledge to effectively manage work projects. At the end of the course students will be able to identify and manage the product scope, build a work breakdown structure, create a project plan, create the project budget, define and allocate resources, manage the project development, identify and manage risks, and understand the project procurement process.

3. Description

A. Required/Recommended Textbook(s) and Related Materials

Required:

Kloppenborg, T (2016). *Contemporary Project Management, 3rd Edition*, Cengage Publishing.

Readability Level: College Level

B. Contact Hours

1. **Lecture:** 3 hours per week / 45 hours per semester

2. **Lab:** N/A

3. **Other:** N/A

C. Credits

1. **Number:** 3

2. **Type:** Regular degree credits

D. Catalogue Course Description

The building of large-scale projects have been going on for decades, but only recently has the management problems associated with these projects been studied by project researchers. The purpose of this course therefore, is to introduce students to the basic elements of Project Management. The focus will be on setting, assessing, defining project goals, developing the parts of a project, and assessing project resources. Prerequisite: must complete 60 credit hours to maintain junior level. English Placement Level: EN 202.

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Math Placement Level: MA 161. (Offered Fall).

E. Degree or Certificate Requirements Met by Course

A "C" grade or better in this course satisfies a core course requirement in Northern Marianas College Bachelor of Science in Business Management.

F. Course Activities and Design

Course activities include lecture, discussions, simulations, peer reviewed case studies, homework assignments, test, quizzes, and a final exam.

4. Course Prerequisite(s); Concurrent Course Enrollment; Required English/Mathematics Placement Level(s)

Prerequisites: Must complete 60 credit hours to maintain junior level.

English Placement Level: EN 202

Math Placement Level: MA 161

5. Estimated Cost of Course; Instructional Resources Needed

Cost to the College: Instructor's salary;

Cost to the Student: Tuition for a 3-credit hour course and the cost of the textbook, and lab fees.

Instructional resources needed for this course include, overhead projector, TV/VCR, videotaped programs, library books, and dry-erase board/markers.

6. Method of Evaluation

Student's grades will be based on the regular letter grade system as described below:

A: Excellent-grade points:	4.0
B: Above average-grade points:	3.0
C: Average-grade points:	2.0
D: Below average-grade points:	1.0
F: Failure-grade points:	0.0

NMC's grading and attendance policies will be followed.

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7. Course Outline

This is a topical outline and does not necessarily indicate the sequence in which the material will be presented.

- 1.0 Organizing projects
 - 1.1 Introduction to project management
 - 1.2 Project selection and prioritization
 - 1.3 Organizational capability: structure, culture, and roles
 - 1.4 Chartering projects
- 2.0 Planning projects
 - 2.1 Stakeholder Analysis and Communication Planning
 - 2.2 Scope planning
 - 2.3 Scheduling projects
 - 2.4 Resourcing projects
 - 2.5 Budgeting projects
 - 2.6 Project risk planning
 - 2.7 Project quality planning and project kick-off
- 3.0 Performing projects
 - 3.1 Project supply chain management
 - 3.2 Leading and managing project teams
 - 3.3 Determining project progress and results
 - 3.4 Finishing the project and realizing the benefits

8. Instructional Goals

This course will introduce students to:

- 1.0 Project management principles, theories, and practices;
- 2.0 The basic concepts described in the most current version of the Project Management Institute's *PMBOK® Guide*;
- 3.0 Project management tools and techniques to initiate, plan, execute, monitor, control, and close a project;
- 4.0 The characteristics of high performance teams;
- 5.0 The appropriate techniques to communicate effectively with team members and other stakeholders;
- 6.0 Project management risks;

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- 7.0 The changes that occur during project execution;
- 8.0 Work plans that accurately determine the project completion date;
- 9.0 Tools utilized to estimate project activities;
- 10.0 Different ways to manage external vendors more effectively;
- 11.0 Strategic ways to manage stakeholder expectations; and
- 12.0 The educational requirement for PMP® certification.

9. Student Learning Outcomes

Upon successful completing of this course, students will be able to:

- 1.0 Examine the five process groups and nine knowledge areas of the PMBOK® Guide;
- 2.0 Examine the roles and responsibilities of the project manager and project team;
- 3.0 Draft a project scope statement;
- 4.0 Create a work breakdown structure;
- 5.0 Develop a project schedule;
- 6.0 Justify the resource needs of the project and develop a cost baseline;
- 7.0 Classify the components of a project's quality management plan;
- 8.0 Determine project stakeholders and determine their information needs;
- 9.0 Perform a basic project risk assessment;
- 10.0 Determine the key elements needed to measure and report on project scope, schedule, and cost performance; and
- 11.0 Assess and analyze changes to project scope.

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10. **Assessment Measures**

Assessment of student learning may include, but not be limited to, the following:

- 1.0 Test and exams;
- 2.0 Peered reviewed case studies;
- 3.0 Simulations;
- 4.0 Homework;
- 4.0 Research assignments;
- 5.0 Class participation; and
- 6.0 Oral presentations.