

# Northern Marianas College

## CURRICULUM ACTION REQUEST

**Course:** MG405 Introduction to Project Management

**Effective Semester / Session:** Spring 2024

**Type of Action:**

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

**Course Alpha and Number:** MG405

**Course Title:** Introduction to Project Management

**Reason for initiating, revising, or canceling:**

This course guide is being updated to reflect a change in Required/Recommended Textbook(s) and Related Materials.

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Jamin Dela Cruz

Jan 11, 2024

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**Proposer**

Date

*Barbara Hunter*

Barbara C. Hunter

Jan 11, 2024

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**Academic Unit Head**

Date



Adam Walsh

01.08.24

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**Language & Format Review Specialist**

Date



Velma C. Deleon Guerrero (Jan 12, 2024 07:50 GMT+10)

Velma Deleon Guerrero

Jan 12, 2024

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**Academic Council Chair**

Date



Lorraine Maui (Jan 12, 2024 08:33 GMT+10)

Lorraine C. Maui

Jan 12, 2024

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**Interim Dean of Academic Programs & Services**

Date

# Northern Marianas College

## Course Guide

Page: 2

**Course:** MG405 Introduction to Project Management

### 1. Department

Business

### 2. Purpose

This course is required in the Bachelor of Science in Business Management 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 on 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 and 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:

Cengage Unlimited: all textbooks and related materials are included in this online learning platform.

Recommended: N/A

#### B. Contact Hours

1. **Lecture:** 3 per week / 45 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 has 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 and defining project goals, developing the parts of a project and assessing project resources. Prerequisite: must complete 60 credit

# Northern Marianas College

## Course Guide

Page: 3

**Course:** MG405 Introduction to Project Management

hours to maintain junior level. English Placement Level: EN 202. 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, homework assignments, test, quizzes, and a final exam.

### **4. Course Prerequisite(s); Concurrent Course Enrollment**

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

Concurrent Course Enrollment: None

### **Required English/Mathematics Proficiency Level(s)**

English Placement Level: EN202

Mathematics Placement Level: MA161

### **5. Estimated Cost of Course; Instructional Resources Needed**

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

Cost to the College: Instructor's salary

Instructional resources needed for this course include: overhead projector, multimedia, dry-erase board and markers.

### **6. Method of Evaluation**

Student learning will be evaluated based on test and quizzes, peer reviewed case studies, simulations, homework, research assignments, oral presentations, and a final exam. NMC's grading and attendance policies will be followed.

**Course:** MG405 Introduction to Project Management

### 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 Customer behavior and segmentation
- 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 Resourcing projects
- 2.4 Budgeting projects
- 2.5 Project risk planning
- 2.6 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

**Course:** MG405 Introduction to Project Management

**8. Instructional Goals**

The course will introduce students to:

- 1.0 Fundamentals of project management principles, theories, and practices;
- 2.0 Effective project management tools and techniques to initiate, plan, execute, monitor, control, and close a project;
- 3.0 Characteristics of high performance teams;
- 4.0 Appropriate techniques to communicate effectively with team members and other stakeholders;
- 5.0 Effectively managing project risks;
- 6.0 Determining and anticipating changes that occur during project execution;
- 7.0 Completing a detailed work-plan to accurately determine the project completion date;
- 8.0 Tools utilized to estimate project activities;
- 9.0 Different ways to manage external vendors more effectively; and
- 10.0 Strategic ways to manage stakeholder expectations

**Course:** MG405 Introduction to Project Management

**9. Student Learning Outcomes**

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

- 1.0 Identify project management concepts;
- 2.0 Examine the steps for identifying projects and developing proposals;
- 3.0 Identify scope, quality, responsibility, activity sequence, and schedule of a project;
- 4.0 Determine the budget requirements for a project to include earned value;
- 5.0 Analyze risks by identifying their potential impact;
- 6.0 Analyze a project team's characteristics in its entirety;
- 7.0 Identify the steps for closing a project; and
- 8.0 Describe the project management organizational structure roles, including responsibilities and skills of the project manager

**10. Assessment Measures of Student Learning Outcomes**

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

- 1.0 Tests and Quizzes;
- 2.0 Peer-Reviewed Case Studies;
- 3.0 Simulations;
- 3.0 Homework;
- 4.0 Research Assignments;
- 5.0 Oral Presentations; and
- 6.0 Final Exam