



NORTHWEST
MISSOURI STATE UNIVERSITY
MARYVILLE | KANSAS CITY

School of Computer Science and Information Systems
Project Management in Business & Technology (44618-02)
Spring 2024

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Office Hours: MWF: 3PM-4PM,

TR: 9AM-11AM or by appointments

Prerequisites:

CSIS 44542 with a grade of B or better, or concurrent enrollment in CSIS 44542, or consent of instructor.

Course Description:

This course covers the skill set needed to lead an information system development team in successful project management using the constraints of scope, time, cost, and quality. Current behavioral and technical tools of project management are presented within the context of the information systems development process. Some of the work may be accomplished using workgroups and teams. (3 hours credit)

Student Learning Outcomes

Student Learning Outcomes	Assessment Methods
1. An ability to analyze a problem, and to identify and define the computing requirements appropriate to its solution.	Assignments, group discussions and presentations.
2. An ability to function effectively in teams to establish goals, plan tasks, meet deadlines, manage risk, and produce deliverables.	Assignments, group discussions and presentations.
3. An ability to evaluate and demonstrate leadership skills, make sound data- driven decisions, take responsibility for actions, manage workload, address challenges ethically and responsibly, and	Assignments, group discussions and presentations.

communicate effectively on technical matters to a wide variety of audiences.	
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Objectives of the Course

Upon completion of this course, students should:

1. Understand project management and its importance to improving the success of information technology projects
 - o Team leadership
 - o Organizational culture
 - o Leading changes in today's organizations
 - o Managing quality
2. Demonstrate knowledge of project management terms and techniques such as
 - o The project management knowledge areas and process groups
 - o The project life cycle
 - o The System Development Life Cycle (SDLC)
 - o The iterative process of management and development
3. Use tools and techniques of project management such as
 - o Project selection techniques
 - o Work breakdown structures
 - o Network diagrams and critical path analysis
 - o Cost estimates
 - o Microsoft Project and other software to help plan and manage information technology projects
 - o Motivation and team building
4. Appreciate the importance of good project management
 - o Share his/her own examples of good and bad project management
 - o Use knowledge and skills developed in this class in other settings
 - o Analyze and develop projects in a team setting

Textbook and Supplementary Materials

- Schwalbe, Kathy (2019). Information Technology Project Management 9e, Course Technology, Cengage Learning. ISBN-13: 978-1-337-10135-6
- Research Paper Articles will be provided at an appropriate time.

Software: Students should have access to the following at every course meeting:

- A bound notebook with pencil/pen for taking notes and submitting written content (e.g., pop quizzes)
- Their campus-assigned laptop, in working order, with all required software and other software that may be needed:
- Free Git distributed version control system
- Free TortoiseGit for integrating Git with Windows File Explorer
- Free PuTTY for creating SSH public/private key pairs
- Free BitBucket and GitHub educational accounts
- Free Notepad++ text editor
- Free Visual Studio Code integrated development environment
- Free account at Typing.com. Typing is a foundational skill for software development.

Instructional Methods and Techniques

Instructional methods include lectures, group discussions, presentations, final project, and interactive question and answer sessions.

Grading and Evaluation (Graduate)

Components	Percentage
Exam 1 (Chapters 1-5) happens in 6 th week	10%
Exam 2 (Chapters 6-11) happens in 12 th week	10%
Quizzes	10%
Comprehensive final exam	20%
Project	15%
Assignments	15%
Group Discussions / Research Articles Presentations	15%
Attendance	5%
Total	100%

Grading scale

Percent Range	Grade
90-100%	A
>= 80% and < 90%	B
>= 70% and < 80%	C
>= 60% and < 70%	D
below 60%	F

Course Conduct Guidelines

1. Students will behave in a professional manner in all course interactions.
2. Devices including cell phones, earphones, gadgets, and other items should be silent and put away during class.
3. Unauthorized use of devices during class may result in a reduction in scores.
4. Be ready to work when the class is scheduled to begin.
5. Be polite and respectful to others in the class. Do not interrupt someone during a class discussion, and respect others' opinions/comments as you expect them to respect yours.

Citation Requirements

1. Cite ALL Sources. You must provide proper citation for any content including text, images, videos, and code that you did not personally develop.
2. Do not copy and paste content for any submissions.
3. Failing to acknowledge assistance including internet photos, clipart, slide content, course files, shared solutions, etc. can be expected to result in a 0 on the assignment, a one-half letter grade reduction, a 0 in the course, and/or a failing the course with an academic integrity violation.

Assignments: Assignments will be posted at appropriate times during the semester. Assignment's submission instructions and guidelines will be stated in each homework assignment. Assignments are designed to illustrate concepts covered in class. Cooperating with other students on academic course work, only where specifically authorized. Also, note that all assignments are to be done individually unless specified otherwise. In addition, you should present your own work honestly and accurately. You may discuss with your classmates about an individual assignment, but you must do your own work in completing the assignment. Failure to follow these guidelines will be subject to the penalties described in the academic honesty paragraph.

Late Assignment Policy: For late work, exceptions can always be made for valid medical and compassionate reasons. Any work will not be accepted after the deadline without a valid excuse arranged in advance by the instructor. Each assigned and graded activity will have a due date posted and is expected to be completed by the due date. If there is no submission, then the student will receive a grade of zero.

Exam dates & policies: Dates for all exams are stated on the syllabus and are subject to changes if required. In case you miss an exam for a valid and verifiable reason (e.g., being sick, family emergencies, university- sponsored trips), it is your responsibility to notify the instructor prior to the exam. Quizzes will be given at appropriate times and the exact dates will be announced in class and on Canvas.

Attendance: Students are expected to attend all classes as specified in the course syllabi for each course.

Attendance is worth 6% of your grade and awarded at the discretion of the instructor. Statistics have shown that students who miss 3 or more classes are unlikely to succeed. It is the responsibility of the student to promptly notify the instructor when unable to attend class. Attendance will be taken in the first 5 minutes of each lecture. Please refer to the university policy on attendance at <https://www.nwmissouri.edu/policies/academics/Attendance.pdf>

Digital devices in classroom & participation: Distractive activities such as reading/writing e-mails, googling, chatting, and using cellphones, etc. during lectures are not allowed. This is very disruptive to me and the other students in the class, including your self-distraction from learning the material. Students who use their computers for other multitask activities tend to contribute less to class activities. Students are supposed to use their computers, if needed, to improve and enhance their knowledge, but not to replace the instructor. There will be no aids during exams, including calculators, cellphones, etc. If you forget and bring a cellphone to a test, make sure it cannot ring during the exams.

Final exams: The final exam schedule is <https://www.nwmissouri.edu/registrar/finals.htm> Check the final exam schedule for any changes.

Section	Class Time	Final Exam Time (check the schedule)
02	MWF 1:00 PM	Monday, April 22 4:10 PM - 6:10 PM

Announcements, postings, and email:

Course material and announcements are communicated via the course website and your Northwest Missouri State University (Northwest) email account. It is your responsibility to check each of these

sources daily. All announcements shall be announced in class as well. All course related emails to the instructor and/or assistants must include the course and section numbers in the subject line.

Grade appeals: You can contact the GA for any questions or remarks about your work, which will be accepted up to one week after the marks have been released. However, students may discuss/view their grades during my office hours and within a one-week period. Any academic issue that has not been resolved by your GA should be forwarded to me, either verbally or by e-mail.

Special accommodations policy: Northwest Missouri State University complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 [ADA] and the ADA Amendments Act of 2008 [ADAAA]. If a student has a disability that qualifies under the ADA/ADAAA and requires accommodations, they should contact the Office for Equity and Accessibility for information on appropriate policies and procedures. For the university policy on disability accommodation refer to <http://www.nwmissouri.edu/policies/student/Disability-Accommodation.pdf>

Final exams: If an emergency occurs that prevents the administration of a course scheduled final examination, the final course grades will be calculated based on the work in the course completed to that point in time and the faculty member's considered judgment. Final exams will not be rescheduled, and a grade of "I" will not be given as a result of an institutional cancellation of a final examination. This final exam policy does not apply to online courses.

Disclaimer: Course schedule is subject to change, and you will be responsible for abiding by any such changes. Your instructor will notify you of any changes.