



GBUS 865 Project Management

Spring/Summer 2025

INSTRUCTOR DETAILS:

Name: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Office Location: [REDACTED]

Office Hours: By appointment

CLASS DETAILS:

Class Dates: Tuesdays and Thursdays from May 5 to June 18, 2025.

Class Times: 7:00 p.m. to 9:45 p.m.

Class Location: [REDACTED]

COURSE DESCRIPTION

This course provides a thorough understanding of project management principles and practices. Students will learn how to manage projects by focusing on scope, time, cost, and risk. The course includes a mix of theory, case studies, group projects, and real-world applications, helping students build practical project management skills. Hands-on experience with tools like Microsoft Project will be provided, along with a focus on leadership, teamwork, and decision-making in projects.

LEARNING OBJECTIVES / OUTCOMES

By the end of this course, students will be able to:

LO1: Understand the key project phases such as initiation, planning, execution, monitoring, and closure, using frameworks like PMBOK or Agile.

LO2: Develop project charters, timelines, and budgets that meet stakeholder expectations and are based on available resources.

LO3: Identify risks early in the project and use structured risk management techniques to reduce their impact.

LO4: Use tools like Microsoft Project to create schedules, track tasks, assign resources, and manage project timelines.

LO5: Use leadership and teamwork skills to manage teams, solve conflicts, and achieve project goals.

LO6: Evaluate project outcomes against objectives and apply lessons learned to improve future planning and performance.

COURSE EXPECTATIONS

Students are expected to attend and actively engage in all parts of the course, including lectures, discussions, and group activities. Participation means coming prepared by completing the assigned readings, contributing respectfully to discussions, and thinking critically during class interactions. There will be opportunities to interact with guest speakers to help with professional development. To succeed in this course, students must uphold academic integrity, submit assignments on time, and maintain regular attendance.

COURSE MATERIALS

Textbook: Project Management: The Managerial Process (Latest Edition) – Erik W. Larson, Clifford F. Gray.

Additional readings and case studies will be provided via UR Courses.

Student membership to PMI (\$35 USD- Includes free PMBOK download, access to all digital resources and templates, CAPM exam discount, online courses and webinars, networking) *

COURSE ASSESSMENT SUMMARY

Assessment	Weight	Due by
Class Contribution	15%	Ongoing
Assignment 1	20%	Week 2
Assignment 2	15%	Week 3
Group Project Final Presentation	20%	Week 6
Final Exam	15%	Week 7
Group Project Final Report	15%	Week 7

Note: For a description of the grading system, consult the Faculty of Graduate Studies and Research link here: <https://www.uregina.ca/gradstudies/current-students/grad-calendar/grading-system.html#gradingsystem>

DESCRIPTION OF ASSESSMENT

Class Participation

- Responding to random questions during class, showing preparation, understanding, and active participation.
- Includes general contributions to the class and maintaining professionalism.

Assignment 1: Business Case Document (LO1,2)

- Group Assignment (3–5 students per team)
- Teams select a project as their "Master Project" for the course.
- Develop a Business Case Document with a team profile, project title, concise scope, high-level budget, timeline, risks, stakeholder list, requirements, constraints, assumptions, and SMART acceptance criteria.
- Submit and present to the instructor for approval. Projects not approved may need rework and resubmission.
- Submission via UR Courses in PDF format on **May 13, 2025, 23:59 P.M.**

Assignment 2: Risk, Governance, and Quality Planning (LO3)

- Group Assignment, Focuses on Risk, Governance, and Quality Planning.
- Develop a detailed Risk Register, an organizational governance chart with decision-making procedures, and a quality plan outlining how project quality will be ensured and measured.
- Submission via UR Courses in PDF format on **May 27, 2025, 23:59 P.M.**

Group Project Final Presentation (LO1-6)

- Teams present their completed Master Project Plan to the class in the final weeks.
- Presentations will be evaluated based on clarity, organization, depth, visuals, and teamwork.

Final Exam (LO1-6)

- A cumulative exam covering all course content.
- Includes multiple choice, true/false questions, case studies, scenario-based questions, and short discussion prompts.

Group Project Final Report

- A formal written report detailing the team's approach, execution, and evaluation of their Master Project.
- Submission through UR courses in PDF format on **June 12, 2025, 23:59 P.M.**

Note: Students are required to maintain the same group for both assignments and the group project throughout the course.



ACADEMIC REGULATIONS

Submission Deadline Enforcement: All assignments must be submitted before the specified due date. Submissions made after the due date without valid documentation will be penalized 10% per day after the submission date. For the pre-reflective submissions, no submissions will be accepted once the class begins. For the final essay, any extension will be considered a request for a deferred exam and must be signed by the instructor. Final approval will come from the Faculty of Graduate Studies and Research (FGSR).

Deferred Submission Requests: Requests for deferred assignments or exams for work that must be handed in during the semester (not for final exams/assignments) are at the discretion of the instructor. The instructor's policy on deferrals will be outlined clearly.

Final Exam or Assignment Deferrals: Extensions or requests for changes to final exams and assignments due dates require the student to complete a formal request for deferral. This form must be completed by the student and signed by the instructor. Once signed, the instructor submits the form (along with any supporting documentation) to FGSR. FGSR will then approve or deny the deferral based on the provided information. Deferrals are typically granted only for extenuating circumstances, such as illness or a family emergency. The decision will be sent to the student via mail, and it is the student's responsibility to follow up with FGSR if a response is not received. Requests for deferrals received more than two (2) weeks after the final day of the examination period will be denied. The deferral form is available on the FGSR website.

Assignment Submission Policy: All assignments for this course are to be submitted via UR Courses, unless otherwise specified by the instructor. Submitting assignments through any other platform or method will not be accepted.

Compassionate Circumstances: If students foresee that health or compassionate circumstances will prevent them from submitting an assignment on time, they must notify the instructor ahead of time. Appropriate documentation will be required to support the deferral request.

AI Use Policy: The use of AI tools (e.g., ChatGPT) is not permitted for completing assignments, quizzes, or projects unless explicitly allowed. Submitting AI-generated content as your own will be considered academic misconduct.

STUDENT RESOURCES

Accessibility Services

If there is any learner who, because of a disability or other consideration, may have a need for accommodation(s), please contact the Centre for Student Accessibility before or at the start of the course. The Centre will advise how you proceed and the required communication with your instructor.

Counseling Services

If any learner is experiencing personal problems which may be affecting their studies, please consider consulting UofR Consulting Services.

Writing Assistance

The Student Success Centre offers both on-line resources and in-person tutoring on writing skills.

Student Support Resources: Students are encouraged to use available support services, including the following:

- **Student Accessibility Services:** <https://www.uregina.ca/student/accessibility/>
- **Counseling Services:** <https://www.uregina.ca/student/counselling/services/index.html>
- **Writing Assistance:** <https://www.uregina.ca/ssc>

FACULTY BIOGRAPHY

██████████ is a certified project management professional with over 10 years of teaching experience and more than 3 years of industry experience. She has previously served as a Sessional Instructor in the Faculty of Engineering and Applied Science at the University of Regina. She holds a master's degree in applied Electronics Engineering from Anna University and a Post-Graduate Diploma in Project Management from Saskatchewan Polytechnic. ██████████ has earned both the Certified associate in project management and Engineer-in-Training designations. She is an active member of IEEE and ISTE and has published in international academic journals. Her professional background includes coordinating multidisciplinary projects in the education and technology sectors. ██████████ teaching approach emphasizes the integration of theoretical frameworks with practical applications, preparing students for effective leadership and project execution in diverse environments.



CLASS SCHEDULE

Week	Date	Topic	Readings	LO Covered	Teaching Methodology	Milestones / Key Events
1	06-May-25	Course Introduction & Modern Project Management	Course Syllabus, Chapter 1	LO1: Demonstrate knowledge of key project phases	Lecture, PPT, Group Discussion	Group Selection
2	08-May-25	Defining a Project	Chapter 2	LO1, LO2: Initiation & Planning	Lecture, Group Discussion, PPT	Assignment 1 Explanation: Business Case Document
						Assignment 1 Due: May 13, 2025
3	13-May-25	Estimating Project Time and Costs	Chapter 4	LO2: Create project charters, timelines, and budgets	Case Study, Group Discussion, PPT	Assignment 1 Submission: May 13, 2025
4	15-May-25	Developing a Project Schedule	Chapter 5	LO2: Create project timelines	Guest Speaker, Case Study, PPT	Mid-Term Exam Preparation: Review prior topics
						Mid-Term Exam Due: May 20, 2025
5	20-May-25	Managing Risk	Chapter 6	LO3: Identify and manage project risks	Risk Register Exercise, Group Discussion, PPT	Mid-Term Exam May 21, 2025
6	22-May-25	Organization: Structure and Culture	Chapter 7	LO5: Apply leadership and collaborate	Lecture, Case Study, Group Discussion	Assignment 2 Explanation: Risk, Governance, and Quality Planning
						Assignment 2 Due: May 27, 2025
7	27-May-25	Project Scope Management	Chapter 3	LO2: Create project charters and scope	Educational Video, Group Discussion, PPT	Assignment 2 Submission: May 27, 2025



8	29-May-25	Managing Project Teams & Outsourcing	Chapter 11, Chapter 12 & App. 12.1	LO4: Use software to track projects, LO5: Apply leadership	Group Discussion, Guest Speaker, PPT	Group Project Work Continues
9	03-Jun-25	Progress and Performance Measurement & Evaluation	Chapter 13	LO6: Evaluate project success	Case Study, Group Discussion, PPT	Group Project Work Continues
10	05-Jun-25	Scheduling Resources and Costs, Reducing Project Duration	Chapter 14 & App. 14.1, Chapter 8 & App. 8.1	LO4: Use software to track projects	Lecture, Microsoft Project Demo, Group Discussion	Group Project Final Presentation: June 5, 2025
11	10-Jun-25	Being an Effective Project Manager	Chapter 9	LO5: Apply leadership and collaborate	Case Study, Group Discussion, Educational Videos	Group Project Work Continues
12	12-Jun-25	Organization Strategy and Project Selection	Chapter 10	LO2: Create comprehensive project charters	Guest Speaker, Group Discussion, PPT	Group Project Final Report Submission: June 12, 2025
13	17-Jun-25	Final Exam Review & Wrap-Up	Review all prior chapters	All LO's	Review, Group Discussion, Q&A Session, PPT	Final Exam Review
14	19-Jun-25	Final Exam	N/A	All LO's	Final Exam	Final Exam

Note: The following schedule is subject to change. Any modifications will be announced in class and via UR Courses.