

GBUS 865: Project Management

May/June 2024

INSTRUCTOR DETAILS:

Name: [REDACTED]

Office Phone: [REDACTED]

Email: [REDACTED]

Office Location: [REDACTED]

Office Hours: By appointment

CLASS DETAILS:

Class Dates: May 7 – June 18, 2024

Class Times: 7:00 P.M. to 9:45 P.M.

Class Days: Tuesday and Thursday

Class Location: [REDACTED]

COURSE DESCRIPTION

This course introduces students to Project Management principles, addressing the phases of a project's life cycle. Students will learn to manage projects more effectively using Project Management techniques, through monitoring and maintaining control of scope, time, and costs within a project.

LEARNING OBJECTIVES / OUTCOMES

1. To provide students with experience in using project concepts, techniques, and decision tools.
2. To expand students' understanding of the importance of work breakdown structures, network planning, and scheduling – which contribute to project control.
3. To provide students with a framework for managing projects, increasing confidence on projects.
4. To imbed the importance of communications, social capital, and stakeholder management.
5. To provide an opportunity to apply project management concepts.

COURSE EXPECTATIONS

This course will entail a combination of lectures, guest speakers, and case discussions. As a result, students are required to have regular class attendance and actively participate in classroom activities.

Students are expected to prepare in advance for class and be able to participate in class discussions.

Students are expected to read and prepare for the lecture and case studies appropriately for every class.

Please read each section of the course outline for expectations on all components of the course.

COURSE MATERIALS

Textbook: Project Management: The Managerial Process 8th Edition. By Erik Larson and Clifford Gray. Published by McGraw-Hill. ISBN10: 1260570436. ISBN13: 9781260570434. You can use the e-book or an earlier version, however some of the cases are different in earlier versions.

COURSE MANAGEMENT

The course homepage is available at [UR Courses | UR Courses, University of Regina \(uregina.ca\)](https://www.uregina.ca/uregina/courses/865).

Lecture slides, announcements, and all other related material will be posted on the course web page. It is your responsibility to check the website regularly. **However, for email communications, please use your @uregina.ca email address to communicate with my @uregina.ca email address.**

COURSE ASSESSMENT SUMMARY

The course grade will be based on the following components:

Class Participation	15%
Assignment 1	20%
Assignment 2	25%
Final Group Project Presentation	15%
Final Group Project Report	25%

For a description of the grading system, consult the Faculty of Graduate Studies and Research link here: [Grading System | Graduate Studies, University of Regina \(uregina.ca\)](#)

DESCRIPTION OF ASSESSMENT

Class Participation:

- During each class, the lecturer will ask cold-call questions from a randomized student list.
- The students will respond orally in-class, demonstrating:
 - o Evidence of preparation, active engagement, and their understanding of the material.
- Additionally, this mark includes class contributions and respectfulness.
- The final participation grade is up to the discretion of the lecturer.

Assignment 1:

- **Tuesday, May 7, 2024** – posted on URCourses.
- **Tuesday, May 21, 2024** – due 23:59 P.M. in PDF format.
 - o Students are to submit their assignments via URCourses.

Assignment 2:

- **Tuesday, May 21, 2024** – posted on URCourses.
- **Tuesday, Jun 4, 2024** – due 23:59 P.M. in PDF format.
 - o Students are to submit their assignments via URCourses.
 - o This assignment will be a continuation from the first assignment.

Final Group Project:

- **Tuesday, Jun 4, 2024** – the lecturer will provide the project teams to the class.
- **Tuesday, Jun 4, 2024** – posted on URCourses.
- **Final Group Project Report AND Group Presentation materials:**
 - **Tuesday, Jun 18, 2024** – due 23:59 P.M. in PDF format.
 - o Students are to submit their assignments via URCourses

Class Delivery Format:

The lecturer will deliver this class using the HyFlex format. Prior to the first class in January, students will receive an email to which each student will indicate if they will be using the HyFlex format.

- You must respond to the email by **Monday, May 6, 2024**. This will make it easier to plan for class activities and teamwork.
- Once you select your preference, you cannot change that for the rest of the course.
- The lecturer will provide a HyFlex link to students who will remotely attend the class.
- HyFlex students must keep their video on during lectures.
- For consideration, Project Management work is optimal with physical presence and co-location.

Courses cannot be recorded.

ACADEMIC REGULATIONS

The lecturer will deduct 5% per day from all late in-semester assignments; the lecturer will treat one-minute after submission deadline as the first late day. For the Final Project Report, the lecturer treats all extensions as a request for a deferred exam. Students need to pursue deferrals through their program's faculty.

Extensions or requests for changes by students to final exams and assignment due dates will require the student to complete a formal request for deferral. The student completes the request, consults with the instructor who must sign the form, and the instructor then submits the form (and any supporting documentation provided by the student) to the Faculty of Graduate Studies and Research (FGSR). The decision (approved or denied deferral) is made by FGSR and is usually only approved if there are extenuating circumstances (e.g., illness, death, etc.). The decision is sent by mail to the student, and it is the student's responsibility to ensure the deferred requirements are met within the outlined time frame. It is also the student's responsibility to follow-up with FGSR if they do not receive a response from FGSR on their submitted request. Requests for deferral received more than two (2) weeks after the final day of the examination period will be denied. The deferral form can be found on the FGSR website at [University of Regina Graduate Studies | Forms](#).

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 [UR Accommodated | UR Accommodated, University of Regina \(uregina.ca\)](#). 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. For more information check here [Student Mental Health | Student Mental Health, University of Regina \(uregina.ca\)](#).

Writing Assistance

The Student Success Centre [Welcome to the Student Success Centre | Student Success Centre, University of Regina \(uregina.ca\)](#) offers both on-line resources and in- person tutoring on writing skills.

FACULTY BIOGRAPHY



CLASS SCHEDULE

The following is a tentative schedule of topics to be covered during the Semester. There may be changes in the schedule as the course progresses. Changes to this schedule will be announced during class and on UR-courses in advance of the affected class periods.

Date and Day	Topics	Reading
Tue. May 7, 2024	- Course Introduction and expectations - Modern Project Management	Course Syllabus Chapter 1
Thur. May 9, 2024	- Defining a Project	Chapter 4
Tue. May 14, 2024	- Estimating Project Time and Costs - Developing a Project Schedule	Chapter 5 Chapter 6
Thu. May 16, 2024	No Class – lecturer unavailable (topic moved into May 14 th and May 21 st classes)	
Tue. May 21, 2024	- Managing Risk - Organization: Structure and Culture	Chapter 7 Chapter 3
Thu. May 23, 2024	- Managing Project Teams - Outsourcing: Managing Interorganizational Relations	Chapter 11 Chapter 12 & App. 12.1
Tue. May 28, 2024	- Progress and Performance Measurement and Evaluation	Chapter 13
Thu. May 30, 2024	- Project Closure	Chapter 14 & App. 14.1
Tue. Jun 4, 2024	- Scheduling Resources and Costs	Chapter 8 & App. 8.1
Thu. Jun 6, 2024	- Reducing Project Duration	Chapter 9
Tue. Jun 11, 2024	- Being an Effective Project Manager	Chapter 10
Thu. Jun 13, 2024	- Organization Strategy and Project Selection	Chapter 2
Tue. Jun 18, 2024	- Team Project Presentations	-

Course Communications

- **Email only** – Communications with the lecturer must only occur via email from students' @uregina.ca email accounts to the lecturer's @uregina.ca address.
 - ***Do not use text messages and do not use URCourses mail.***
- **Structured communications** – Emails must have a salutation and end with your name and student number.
- **Lecturer Responses** – Responses from the lecturer can take up to 48 hours (not including weekends).