

GBUS/MBA 865: Project Management

Winter 2024

INSTRUCTOR DETAILS:

Name: [REDACTED]
Office Phone: [REDACTED]
Email: [REDACTED]

Office Location: [REDACTED]
Office Hours: By appointment

CLASS DETAILS:

Class Dates: Jan 08 – Apr 12, 2024
Class Times: 7:00 P.M. to 9:45 P.M.
Class Days: Monday
Class Location: [REDACTED]

COURSE DESCRIPTION

This course will introduce 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 practice project management concepts.

COURSE EXPECTATIONS

This course will entail a combination of lectures, guest speakers, and case discussions. As a result, regular attendance in class and active participation in classroom activities is required. **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.

COURSE MANAGEMENT

The course homepage is available at [UR Courses | UR Courses, University of Regina \(uregina.ca\)](#). Lecture slides, announcements, practice problems solutions, and all other related material will be posted on the course web page. It is your responsibility to check the website regularly. **Please use UR-courses email for all communications related to the course.**

COURSE ASSESSMENT SUMMARY

The course grade will be based on the following components:

Class Participation	10%
Assignment 1	20%
Assignment 2	20%
Assignment 3	20%
Final Project Presentation	10%
Final Project Report	20%

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, students may receive cold-call questions. The lecturer will indicate cold-calls.
- The students will respond orally in-class, demonstrating:
 - o Evidence of preparation, active engagement, and their understanding of the material.
- The final participation grade is up to the discretion of the lecturer.

Assignment 1:

- **Monday, Jan 8, 2024** – posted on URCourses.
- **Monday, Jan 29, 2024** – due midnight in Microsoft Word format.
 - o All submissions will be by individual submission and must be via URCourses.

Assignment 2:

- **Monday, Jan 29, 2024** – posted on URCourses.
- **Monday, Feb 12, 2024** – due midnight in Microsoft Word format.
 - o All submissions will be by individual submission and must be via URCourses.
 - o This assignment will be an elaboration of the first assignment.

Project:

- **Monday, Feb 12, 2024** – teams will be provided.
 - o Teams will be assigned and consist of 3-5 students.
 - o The teams will choose from one their team member's assignments – elaborating from that team member's first two (2) assignments.

Assignment 3:

- **Monday, Feb 12, 2024** – posted on URCourses.
- **Monday, Mar 4, 2024** – due midnight in Microsoft Word format.
 - o All submissions will be submitted as a team.
 - o All submissions must be via URCourses.
 - o Only one student from each group needs to submit the assignment.

Final Project Report:

- **Monday, Mar 4, 2024** – posted on URCourses.
- **Monday, Apr 8, 2024** – team presentation.
- **Monday, Apr 8, 2024 – due midnight in Microsoft Word format.**
 - o All submissions will be submitted as a team.
 - o All submissions must be via URCourses.
 - o Only one student from each group needs to submit the assignment.

Class Delivery Format:

This class is delivered using the HyFlex format. Prior to the first class in January, an email will be sent to every student and will ask your preferred method of attendance. You must respond to the email by **Thursday, Jan 04, 2024**. This will make it easier to plan for class activities and teamwork. Once you select your preference (in-person or remote), you cannot change that for the rest of the course. A zoom link will be provided only for students who are attending the class remotely. For consideration, Project Management work is optimal with physical presence, and when team-members co-locate.

Courses cannot be recorded.

ACADEMIC REGULATIONS

All late in-semester assignments will be deducted 10% per day after the submission date. For the Final Project Report, all extensions will be treated as a request for a deferred exam, needing to be pursued by the student 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

██████████ is a sessional lecturer in Project Management at the University of Regina. He has 20+ years of industry experience delivering projects in multiple industries including: a software start-up, aviation, utilities, and government registries. He has worked in each of the four Western Canadian Provinces, and in the United States. ██████████,

██████████. ██████████ holds an MBA and a Bachelor of Science in Computer Science from the University of Regina. He also completed two programs through Stanford University: Advanced Project Management Certificate, and an Executive Certificate in Mergers & Acquisitions. His professional designations include: Project Management Professional (PMP) and Certified Management Consultant (CMC).

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
Jan 8, 2024 Monday	- Course Introduction and expectations - Modern Project Management - Defining a Project - Small in-class case study & discussion	Course Syllabus Chapter 1 Chapter 4
Jan 15, 2024 Monday	- Estimating Project Time and Costs - Small in-class case study & discussion	Chapter 5
Jan 22, 2024 Monday	- Developing a Project Schedule - Small in-class case study & discussion	Chapter 6
Jan 29, 2024 Monday	- Managing Risk - Small in-class case study & discussion	Chapter 7
Feb 5, 2024 Monday	- Organization: Structure and Culture - Managing Project Teams - Small in-class case study & discussion	Chapter 3 Chapter 11
Feb 12, 2024 Monday	- Outsourcing: Managing Interorganizational Relations - Small in-class case study & discussion	Chapter 12
Feb 19, 2024 Monday	- No class	-
Feb 26, 2024 Monday	- Progress and Performance Measurement and Evaluation - Small in-class case study & discussion	Chapter 13
Mar 4, 2024 Monday	- Project Closure - Small in-class case study & discussion	Chapter 14
Mar 11, 2024 Monday	- Scheduling Resources and Costs - Small in-class case study & discussion	Chapter 8
Mar 18, 2024 Monday	- Reducing Project Duration - Small in-class case study & discussion	Chapter 9
Mar 25, 2024 Monday	- Being an Effective Project Manager - Small in-class case study & discussion	Chapter 10
Apr 1, 2024 Monday	- Organization Strategy and Project Selection - Small in-class case study & discussion	Chapter 2
Apr 8, 2024 Monday	- 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).