

ORIGINAL COURSE IMPLEMENTATION DATE: September 2007
REVISED COURSE IMPLEMENTATION DATE: January 2019
COURSE TO BE REVIEWED: (six years after UEC approval) December 2023

Course outline form version: 09/15/14

OFFICIAL UNDERGRADUATE COURSE OUTLINE FORM

Note: The University reserves the right to amend course outlines as needed without notice.

Course Full Title: Project Management Course Short Title (if title exceeds 30 characters): Faculty: Faculty of Professional Studies Calendar Description: Managing projects is essential in any organization. This course examines project management in theory and practice and the roles and responsibilities of the project manager. It offers a practical approach to managing projects, focusing on initiating, planning, and executing projects as well as industry-standard software to support these tasks. Prerequisites (or NONE): A5 university-level credits including BUS 100. Corequisites (if applicable, or NONE): None Pre/Corequisites (if applicable, or NONE): None Equivalent Courses (cannot be taken for additional credit) Former course code/number: Cross-listed with: Equivalent course(s): Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take this course for further credit. Total Hours: 45 Typical structure of instructional hours: Lecture hours Seminars/tutorials/workshops 10 Laboratory hours Experiential (practicum, internship, etc.) Online learning activities Online learning activities Other contact hours: Total 1 45 Department / Program Head or Director: Dr. Frank Ulbrich Date approved: November 3, 2017 Date approved: November 3, 2017	Course Code and Number: BUS 457		Number of Credits: 3 Course credit policy (105)					
Faculty: Faculty of Professional Studies Department (or program if no department): School of Business Calendar Description: Managing projects is essential in any organization. This course examines project management in theory and practice and the roles and responsibilities of the project manager. It offers a practical approach to managing projects, focusing on initiating, planning, and executing projects as well as industry-standard software to support these tasks. Prerequisites (or NONE): 45 university-level credits including BUS 100. Corequisites (if applicable, or NONE): None Pre/corequisites (if applicable, or NONE): None Equivalent Course (cannot be taken for additional credit) Transfer Credit Former course code/number: Transfer credit already exists: Yes No Cross-listed with: Transfer credit requested (OReg to submit to BCCAT): Equivalent course(s): None: Equivalent course(s): No (if yes, fill in transfer credit form) Note: Equivalent course(s) should be included in the calendar description by way of a note that students with credit for the equivalent course(s) cannot take Transfer credit requested (OReg to submit to BCCAT): Yes No (if yes, fill in transfer credit form) Resubmit revised outline for articulation: Yes No To find out how this course transfers, see betransferquide.ca. Special	Course Full Title: Project Management							
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Faculty Council approval Date approved: November 3, 2017	Department / Program Head or Director: D	r. Frank Ulbrid	ch		T			
	Faculty Council approval				Date approved:	November 3, 2017		
Campus-Wide Consultation (CWC) Date of posting: December 8, 2017	Campus-Wide Consultation (CWC)				Date of posting:	December 8, 2017		
Dean/Associate VP: Dr. Tracy Ryder Glass Date approved: November 3, 2017	Dean/Associate VP: Dr. Tracy Ryder Glass				Date approved:	November 3, 2017		
Undergraduate Education Committee (UEC) approval Date of meeting: December 15, 2017	Undergraduate Education Committee (UEC) approval				Date of meeting:	December 15, 2017		

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Learning Outcomes			
Upon successful complet	ion of this course, students will be at	ble to:	
LO 2. Assess risks in p LO 3. Plan projects; LO 4. Execute projects LO 5. Recommend the	•	, and strategic management;	
Prior Learning Assessn	nent and Recognition (PLAR)		
	R cannot be awarded for this course	because	
Typical Instructional Me	thods (guest lecturers, presentations	s, online instruction, field trips, etc.; may vary at department	's discretion)
Lectures, seminars, and I in case preparations, and	•	aching method will be applied. Students are required to ac	tively participate
Grading system: Letter	Grades: ☐ Credit/No Credit: ☐	Labs to be scheduled independent of lecture hours: Yes	s ⊠ No □

NOTE: The following sections may vary by instructor. Please see course syllabus available from the instructor.

Ту	Typical Text(s) and Resource Materials (if more space is required, download Supplemental Texts and Resource Materials form)							
	Author (surname, initials)	Title (article, book, journal, etc.)	article, book, journal, etc.) Current ed. Publisher		Year			
1.	Meredith, J. R., Mantel, S. J., & Shafer, S. M.	Project Management: A Managerial Approach	\boxtimes	Wiley				
2.	Project Management Institute	A Guide to the Project Management Body of Knowledge (PMBOK® Guide)	\boxtimes	Project Management Institute				
3.	Chatfield, C., & Johnson, T.	Microsoft Project 2016 Step by Step		Microsoft Press				

Required Additional Supplies and Materials (software, hardware, tools, specialized clothing, etc.)

Students need access to a PC compatible computer, and Microsoft Project.

Typical Evaluation Methods and Weighting

Final exam:	20%	Assignments:	-	Midterm exam:	30%	Practicum:	-
Quizzes/tests:	-	Lab work:		Field experience:		Shop work:	-
Class participation:	-	Term project:	30%	Case studies:	20%	Total:	100%

Details (if necessary):

Typical Course Content and Topics

Module One: Project initiation

- Strategic management and project selection
- Managing projects
- The project in the organizational structure
 - Assessment: Midterm exam, Case studies (LO 1)

Module Two: Project planning

- · Project activity and risk planning, including work breakdown structure
- Budgeting
- Scheduling, including network techniques such as PERT and CPM
- Resource allocation
 - o Assessment: Case studies (LO 2-3)

Midterm exam (LO 1-3)

Module Three: Project execution

- Monitoring projects
- Project control
- Project auditing
- Project termination
 - o Assessment: Case studies (LO 4-5)

Module Four: Managing projects with Microsoft Project

- Task lists
- Assigning resources to tasks
- Tracking progress
- Reporting project status
 - Assessment: Case studies (LO 6)