COURSE DESCRIPTION

Prerequisites: Basic understanding of personal computers and operating systems as obtained in ITSC 1401 or BCIS 1405 or COSC 1401 or equivalent experience approved by instructor.

Use of project management software for developing a project plan including timelines, milestones, scheduling, lifecycle phases, management frameworks, skills, processes, and tools.

This is a 4 credit hour course. (3 lec., 4 lab)

WECM END-OF-COURSE OUTCOMES: Use project management software to plan and manage a project; organize and evaluate project phases; produce reports and charts; distinguish task relationships; and demonstrate teamwork.

STUDENT LEARNING OUTCOMES:

Upon the successful completion of ITSC 1415, students will be able to:

- **Identify** industry accepted principles of Project Management.
- **Produce** personal journals to demonstrate various writing skills used by Project Management Professionals for communication.
- **Reinforce** project management software skills and knowledge of the Project Management Body of Knowledge (PMBOK) set of standards for effective project managers and project teams through class participation and completion of required assignments.
- **Demonstrate** proficiency in the use of Microsoft Project by reading, editing, and creating a complex Project Management Plan.

COURSE MATERIALS


Required Software: Access to the full installation of Microsoft Project 2007. Students using Project 2010 on home computers must self-adapt the course material to Project 2010 requirements as instructions for lab assignments are for Project 2007.

A student of this institution (El Centro College) is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Major Course Requirements
Students will plan and manage a small project. Students will create a complex Project Management Plan. Students will write personal journals to demonstrate writing skills used for professional communication. Students will complete lab exercises which include:

- Current Project Management theory & concepts
- Review of timelines, milestones, scheduling, lifecycle phases, management frameworks, skills, processes and tools
- Standards used by Project Management (PMBOK) Project Management Body of Knowledge

A Final Exam and course projects will be used to evaluate the student’s understanding of Project Management and knowledge presented in each chapter.

**Subject Matter**

Topics covered in the lecture portion of the course include:

- Acquire & Install MS Project 2007
- The Project Management & Information Technology Context
- Guide to Using MS Project 2007
- Project Integration Management
- Project Scope Management
- Project time Management
- Project Cost Management
- Project Quality Management
- Project Human Resources Management
- Project Communications Management
- Project Risk Management
- Project Procurement Management

**Disclaimer**

The provisions contained in this syllabus do not constitute a contract between the student and El Centro College. These provisions may be changed at the discretion of the Coordinator/Instructor. When necessary, appropriate notice of such changes will be given to the student.

The instructor-of-record may provide additional information to enhance the course to meet the needs of the enrolled students, provided that the enhancements do not conflict with the official course syllabus.

**Policies**

Students should click on the links below and read all of these policies.

- [General institutional policies](#)
- [Course-related institutional policies](#)