

Course Syllabus - Fall 2016

LOGOM 4347/INFSYS 3898 Project Management

Instructor: John Earls

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Office Hours: By arrangement

Section: E01

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Class Time(s) – 5:30PM – 6:45PM

Class Day(s) – Monday & Wednesday

Location: 104 ESH

Course Overview - - This course introduces the concepts and practices of Project Management with a focus on Logistics and Operations Management related projects. It will cover conventional aspects of project management, such as the project evaluation, planning, roles, responsibilities, scheduling, and tracking. In addition, this class will introduce agile project management as applicable to projects where there is not the specificity of goals or solutions to be applicable to traditional project management.

Prerequisites - - LOM 3320 Introduction to Operations Management

Textbook - - Project Management: The Managerial Process with MS Project, 6e, Larson, 1259186407 / 9781259186400

Course Requirements

1. Course materials will be presented as class lectures. Class participation is essential for effective and efficient learning.
2. There may be homework assignments each week.
3. There are no planned usage of online assignments in MyOMLab at this time
4. Quizzes / Exams
 - a. There will be approximately three quizzes and three exams. Exams are non-cumulative and only cover the chapters recently covered.
 - b. Quizzes and exams are in-classroom and have a mixture of multiple choice and T/F.
 - c. There is a project that will be assigned during class. This will serve as your 'final'. Details to follow.
 - d. There is no final exam for the class.

5. Problem solving questions – If there are problem solving questions on tests, a formula sheet is allowed for an exam, unless there is one provided by the instructor.
6. Make-up exam is only given under special circumstances such as work conflict, medical needs, etc. Signed documents with official letter head are required for a make-up test.
7. Due to the quantitative nature of the course, it is highly recommended that the students read and review relevant chapters before and after class. In addition, working on an adequate number of exercises (examples, solved problems, homework assignments and learning aids in the textbook) is also essential to ensure success in this course.

Grading

Class participation:	10%	Letter Grades
Project:	20%	90 ~ 100 A
Quizzes:	10%	80 ~ 89 B
Exam-1:	20%	70 ~ 79 C
Exam-2:	20%	60 ~ 69 D
Exam-3:	20%	Below 60 F

Note(s):

1. The letter grade ranges may be adjusted based on the performance of the class
2. No plus and minus grades will be used to differentiate performance within a grade range.
3. The grading scheme is subject to change, and any changes will be announced in class.
4. Your grade will be based on the structure above.
5. **Extra credit** – May be made available to all students, on occasion and at the instructors discretion, via problems or assignments. Worth will be specified at the time of the assignment. The intention of extra credit is for students that are on the border between two grades or have really struggled with an assignments, etc.

Exams: Exams consist of both qualitative questions (multiple choice, short answer, etc.) and quantitative (calculation) problems. Preparation for the exams includes: (1) understanding the material presented in class; (2) reading and understanding the text; (3) working the homework problems and asking questions about material you do not understand; and, (4) understanding review materials.

Quizzes: Several short quizzes will be given in class. The quizzes are announced in advance and if you miss a quiz, you will receive a grade of “0” for that quiz.

Suggested Problems: A number of suggested homework problems from the end of the chapters are recommended. These are not to be turned in (or graded). Suggested problems (and solutions) are available under Suggested Problems on MyGateway. The website for the text also includes some good problems for most chapters at the link **“Hypothetical Problems with Worked-Out Solutions”**. **This web site also includes spreadsheets for some of these problems.**

Class Attendance and Preparation: You are expected to come to class on time and prepared. Arriving late and leaving class early is disruptive for the class and disrespectful to your fellow students - and may result in a reduced grade. You should prepare for class by reading the relevant materials before class and working relevant homework problems. Students are responsible for all materials and announcements covered in class.

Tentative Schedule

Month	Day	Event/Lecture Topics
August	29	Introductions / class re-orientation Chapter 1 – Modern Project Management
	31	Chapter 1 – Modern Project Management (cont.) PMI / Project mgt. Body of Knowledge
September	5	Labor Day
	7	Chapter 2 – Organization Strategy and Project Selection
	12	Chapter 4 – Defining the Project
	14	Chapter 4 – Defining the Project (cont)
	19	Chapter 5 – Estimating Project Times & Costs
	21	Chapter 6 – Developing a Project Plan
	26	Chapter 6 – Developing a Project Plan (cont)
	28	Test 1 - Chapters 2,4,5,6
October	3	Chapter 7 – Managing Risk
	5	Chapter 10 – Leadership: Being an effective Project Manager
	10	Chapter 11 – Managing Project Teams
	12	Chapter 11 – Managing Project Teams (cont)
	17	Test 2 – 7,10,11
	19	
	26	Fall Break
	26	
31	Chapter 14 – Project Closure	
November	2	Chapter 16 - Oversight
	7	Chapter 17 – Agile Project Management
	9	Chapter 17 – Agile Project Management (cont)
	14	Test 3 – Chapter 14, 16, 17 Change Management
	16	Change Management

	21	Change Management
	23	Change Management
	28	Change Management
	30	Change Management
December	5	Change Management
	7	Last Day of Class
	12	Project Paper is due (Finals begin)

Note(s):

1. This schedule is tentative. In some cases, adjustments may be made

Drop Policy: If you drop the course on or before the first class after Exam 1 is returned, you will receive a grade of "Excused". If you drop after the first class after Exam 1 is returned, you will receive an "Excused" or "Failing" grade based on your grade at the time the instructor receives written notification that you are dropping the course. The last day to drop for a student may be referenced here:

- http://www.umsl.edu/services/academic/publications/academic_calendar.html
- <http://bulletin.umsl.edu/homepage.pdf>

Academic Honesty: Academic dishonesty includes activities such as cheating, plagiarism, or sabotage. The According to the University Standard of Conduct, Section 6.0101, "The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards." Any student who is caught cheating on any exam or assignment will receive a grade of zero for that assignment or exam. Further, a recommendation may be made to the appropriate university officials that additional formal disciplinary action be taken.

Any written assignments should be in your own thoughts and words. Plagiarism, which is presenting the ideas, written work (including material from web sites), or any other information from someone else as your own work, is academic dishonesty. Last year there were over 19 cases of plagiarism among UMSL students, and in all cases the students to be found guilty. (In each case, the students received a failing grade and a sanction from the Office of Academic Affairs.) Any ideas or quotes from other sources (including web sites) that you use in a written assignment should be in quotations and should be properly acknowledged. For a nice discussion of how to properly cite your sources and how to avoid plagiarism, see <http://www.umsl.edu/divisions/artscience/communication/files/plagiarism.pdf>.

Disabilities: This University abides by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) which stipulates that no student shall be denied the benefits of an education solely by reason of a disability. If anyone has a health condition or disability which may require accommodations in order to effectively participate in this class,

please contact the Disability Access Services Office in 144 Millennium Student Center at 516-6554.