COURSE SYLLABUS: MNGT 4370
Information Technology Project Management

Instructor:

Dr. Charles Snyder, Woodruff Professor
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Web page for Dr. Snyder: http://www.auburn.edu/~snydech
Web page for Dr. Mark Clark: http://www.business.auburn.edu/~mclark [for access to Cases]

Office Hours: M-F: by Appointment

Course Schedule: Please see the *tentative* course calendar attached.

Course Materials:

Schwalbe, K. (2002). Second Edition, *Information Technology Project Management*. (Note: Your text should come with an examination copy of Microsoft Project. Please make sure your text has this CD. Do not install the software until after the first exam, since we will not be using it until then and it is time sensitive.)

Other selected readings (TBA – will be available on **Dr. Clarks' Web Page** or will be distributed in class)

Course Objectives:
Students will become familiar with the essential tools and techniques of project management as well as ways of dealing with the "people" issues that must be addressed in order to make the tools work. Students will become competent in using Microsoft Project as a project management tool. Students will apply the concepts and tools by managing an information technology group project during the term. Students will further demonstrate written and oral communication skills by developing a project report and presentation. Finally, students will develop project evaluation skills and use them in evaluating each others' projects.

Course Grade Components:

Midterm Exam:	25%
Exam II:	25%
Final Project Report:	30%
HBS Cases	20%

Grading Scale:

A ≥ 90%
B ≥ 80%
C ≥ 70%
D ≥ 60%
F < 60%

Do not expect a curve in assigning grades at the end of the semester.

Exams:

Exams will cover material in the readings as well as lecture. The only excused reasons for missing an exam are those listed in the *Tiger Cub* as official University excuses. If you are unable to take an exam at the scheduled time, you must inform the instructor ahead of the exam or, if unable, within 5 days of the exam. Only students who have informed me within 5 days of the exam and who have an official University excuse will be allowed to take a makeup exam, and a grade of zero will be assigned.

Group Projects and Presentations:

You will be assigned a course project fairly early in the semester. You will be placed in teams to complete the case analysis. Instructions for completing the case analysis will be given in class. Groups will turn in a written description of the project and a PowerPoint presentation to the class. There will be no partial credit for late project reports or presentations. You will be required to turn in the work allocation for yourself and your team members. Team members' individual contributions will be taken into account in assigning individual grades for the project report and presentation.

HBS Cases:

Harvard Business School cases will be assigned and collected. Late submissions will only be accepted with an official University excuse. Turn in the work to Dr. Snyder with the excuse attached to it.

There will be four HBS cases this term. They are:

- HBS BH 010 How to fail in Project Management (without really trying)
- HBS #3339-396-311 and #9-296-312 BAE Automated Systems (A and B): Denver International Airport Baggage Handling System
- HBS #9-391-021 Regency Plaza Case

- HBS #9-688-040 Boeing 767: From Concept to Production

These cases will be posted on Dr. Clark's web site where you can download and read them. You will be required to summarize aspects of each of these cases, and answer questions that I assign.

Communication:

We will use the class roll e-mail function in AU Study as a communication supplement. This means that you should regularly check your university email account. Or, you should contact the Office of Information Technology Help Desk (26 L Building; helpdesk@auburn.edu ; 844-4944) to get your mail forwarded to whatever account you regularly use.

Changes in homework assignments, tips, corrections, etc. may be sent to the entire class. You are responsible for checking your mail frequently. Please feel free to contact me by e-mail if you have questions, suggestions, or problems.

It is also important that you attend class. Some important schedule changes may be only announced during class.

Grades will NOT be posted.

Course Policies:

- Turn off all wireless communications devices in class. Do not make or receive calls during class. Further, making or receiving calls during an exam will be viewed as an Academic Honesty violation. No hats to be worn in class.
- If you decide to withdraw from the class, notify your instructor and let your team know.
- No extra credit at the end of the term.
- I only change grades after the term if I have made an error. Therefore, feel free to contact me if you think there has been an error. Otherwise, please do not contact me after the term to see if your grade can be changed.
- Take responsibility for your actions (or inactions).

Rules:

Honesty—Civility—Preparation (i.e., Read the Damn assignments before class)—Participation (Significantly).

Academic Honesty:

All violations or alleged violations of the Student Academic Honesty Code (see SGA Code of Laws in the *Tiger Cub*) will be reported to the Office for the Vice President for Academic Affairs.

Students with Disabilities:

Students who need special accommodations should make an appointment as soon as possible with Dr. Snyder to discuss their Accommodation Memo. It is essential for faculty members be aware of necessary accommodations at the beginning of the course. If you do not have an Accommodation Memo but need special accommodations, contact the Program for Students with Disabilities, 1244 Haley Center, 334-844-2096 (Voice T/O).

Tentative Course Topics

Topic:
Introduction to IT Project Management
Intro. (Continued); Chapter 1
The Project Management Context & Processes; Ch. 2
General Systems Theory & IT Project Management; Ch. 2
Project Integration Management; Ch. 3
Project Scope Management; Ch. 3
Project Time Management; Ch. 5; Appendix A
Project Cost Management; Ch. 6
Project Quality Management; Ch. 7
Project HR Management; Ch. 8
Project Communications Management; Ch. 9
Project Risk Management; Ch. 10
MID TERM
Project Procurement Management; Ch. 11; CASE: Harvard 010
DIA CASE
Initiating; Ch. 12
Planning; Ch. 13
Regency Plaza CASE
Executing; Ch. 14
Group Case, EXAM II
Controlling; Ch. 15
Closing, Ch. 16
Boeing 767 CASE
Project Presentations
Case Review; Presentations
Projects Due; Course Review