1.	Course title	Information Systems Project Management
2.	Course number	1902473
3.	Credit hours (theory, practical)	Three Credit Hours (Theory)
	Contact hours (theory, practical)	Two hours face-to-face sessions / One hour online session
4.	Prerequisites/co-requisites	**Introduction to Software Engineering (1902371)**
5.	Program title	Computer Information System (CIS)
6.	Year of study and semester (s)	2019-2020 Second semester
7.	Final Qualification	Bachelor
8.	Other department (s) involved in teaching the course	-
9.	Language of Instruction	English
10.	Date of production/revision	22/1/2020
11.	Required/ Elective	Required

12. Course Coordinator:

Office numbers, office hours, phone numbers, and email addresses should be listed.
Dr. Rana Yousef
Office number: CIS-216, Office Hours: 11:30-12:30: (Sun, Tue) 11-12 (Mon); Or by appointment,
Tel. 22641, Email: **rana.yousef@ju.edu.jo**

13. Other instructors:

Office numbers, office hours, phone numbers, and email addresses should be listed.

14. Course Description:

As stated in the approved study plan.
This course aims to introduce students to the concepts of Project Management for Information Systems. It provides students with the required skills to identify and select projects, planning, performing and controlling the project. It gives students an understanding of the different possibilities in developing the schedule, resource utilization, determining costs, managing risk and closing a project. The course Introduces students to Project Management responsibilities and skills needed. An information systems' project management case study in the healthcare domain constitutes a major part of this course. The topics that are covered each week are demonstrated using the case study to show how the project management process activities are deployed in

healthcare systems. Students are required to work through a real project and show how to break down the project's tasks into WBS and perform scheduling, estimation, risk analysis, etc. for this system. Progress reports should be submitted in a weekly basis. Passing the project is required to pass the course.

15. Course aims and outcomes:

A- Aims:

The Goal:
The main goal of this course is to equip students with knowledge about project management for information systems.

Aims
The main objectives of the course are:
1- To provide students with a theoretical understanding of project management for information systems
2- To provide students with practical experience to be qualified to manage information systems' projects.

B- Intended Learning Outcomes (ILOs): Upon successful completion of this course students will be able to ...

A. Knowledge and Understanding:
1. Identify the distinct types of IS projects and their characteristic
2. Understand project planning concepts such as milestones, progress reports, quality attributes, risk management, etc..
3. Understand the generic model for controlling project work
4. Recognize the need for leadership
5. Understand the activities required to manage a healthcare IS project

B. Intellectual Analytical and Cognitive Skills:
1. Explore the importance of the project start-up stage under the headings of
what, why, who, how and when
2. Describe the importance of dependencies in project planning
3. Define the structure for a project timesheet
4. Assess risks and prepare a risk map
5. Describe some key leadership styles and behaviours
6. Describe the challenges of managing IS projects in the healthcare domain

C. Subject- Specific Skills:
1. Explain the stages of the generic process model
2. Identify estimation methods
3. Show how bar charts and milestones can be used to prepare resource
Requirements
4. Explain how earned value analysis can be used to monitor progress

D. Transferable Key Skills:
1. Prepare a project initiation document for an IS project
2. Prepare a work and a product breakdown structure for an IS project
3. Structure a progress report presentation for an IS project
4. Prepare a quality plan for an IS project
5. Deploy the IS project management activities in the healthcare domain
6.Use MS project to prepare and manage a project schedule

16. Topic Outline and Schedule:

Topic	Week	ILOs	Program SOs[1]	TLA (teaching, learning and Assessment)
Introduction What is IS Project Management What makes IS project different Project management lifecycle Project Management knowledge area	1 (f2f sessions)	A.3	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions
Types of Software Systems (part1) Software development projects , Package implementation projects, System enhancement projects, Consultancy and business analysis assignments **Case Study Part1**	2 (f2f session)	A.1, A.5, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions
Types of software systems (part2) Systems migration projects, Infrastructure projects, Outsourcing (and in-sourcing) projects, Disaster recovery projects, Smaller IS projects	2 (Online session)	A.1	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
The profile of a project/ part 1 sections 7.1 7.2 7.3 7.4.1 7.4.2 **Case Study Part2**	3 (f2f session)	A.5, B.1, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: Assignment

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[1] The ABET outcomes

The profile of a project/ part 2 section 7.4.3	3 (Online session)	B.1, C.1	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
MS project how to use	4 (f2f session)	D.6	5, 6	**T**: Lectures and lab training sessions, Presenting Example **L**: Reading lecture notes and book chapter **A**: Assignment
the profile of a project/ part 3 7.5, 7.6, 7.7, 7.8	4 (Online session)	B.1, D.1	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Project Planning: Understanding the work **Case Study Part3**	5 (f2f session)	A.2, D.2, D.5	5, 6	**T**: Lectures, Presenting Example **L**: Reading lecture notes and book chapter **A**: Online Assignment
Project Planning: Estimating (Part 1) the introduction + estimation methods: analogy, analysis effort, programming method, direct estimation, Delphi	5 (Online session)	A.2, C.2	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Project Planning: Estimating (Part 2) COCOMO, COCOMO II, Pert Estimating, Estimating supporting activities **Case Study Part4**	6 (f2f session)	A.2, C.2, D.5	5, 6	**T**: Lectures, Presenting Example **L**: Reading lecture notes and book chapter **A**: Online Assignment
Case study discussion (online forum)	6 (Online session)	D.5	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Project planning: Scheduling and resourcing(part 1) Effort and elapsed time, developing the schedule	7 (f2f session)	A.2, B2, C.3, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter

Case Study Part5				**A**: in Class questions
Midterm material revision Online forum	7 (Online session)			**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Midterm exam	8			A: Exam
Exam discussion **Case Study Part6**	9 (f2f session)	D.5	5, 6	**T**: Lecture **L**: Reading case study **A**: in Class questions
Case Study Part7	9 (Online session)	B6	5, 6	**T**: Online material **L**: Reading case study
Project planning: Scheduling and resourcing(part 2) Scheduling considerations, showing overhead tasks on schedule **Case Study Part8**	10 (f2f session)	A.2, B.3, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions
Project planning: Scheduling and resourcing(part 3) Milestones, developing resource plans, contingency, documenting the plan	10 (Online session)	A.2, C.3	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Monitoring Progress (part 1) milestone slip chart Monitoring effort,	11 (f2f session)	D.3	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions
Monitoring Progress (part 2) monitoring other costs, Monitoring quality	11 (Online session)	C.4	5, 6	**T**: Online material **L**: Viewing online material/Reading book chapter **A**: Online Quiz
Monitoring Progress (part 3) Earned value analysis	12 (f2f session)	C.4	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions
Exercising control	12 (f2f session)	D.6	5, 6	**T**: Lecture

				L: Reading lecture notes and book chapter **A**: Online Quiz	
Reporting progress	13 (f2f session)	C.4	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: Online Quiz	
Managing quality Quality concepts Total quality management Quality management and the quality plan Quality control methods **Case study part9**	13 (f2f session)	D.4, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions	
Managing risk Outline of the risk management process Risk identification Risk assessment Risk actions **Case study part 10**	14 (f2f session)	B.4, D.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions	
Leadership and performance A leadership process Managing performance Setting objectives Reviewing performance Reprimands Performance improvement through coaching	14 (f2f session)	A.4, B.5	5, 6	**T**: Lecture **L**: Reading lecture notes and book chapter **A**: in Class questions	
Projects presentations	15 (f2f sessions)			A: Assessing projects	
Final Exam	16			A: Exam	

(Please mention instructors per topic if the course topics are being taught by more than one instructor)

17. Evaluation Methods and Course Requirements (Optional):

Opportunities to demonstrate achievement of the ILOs are provided through the following <u>assessment methods and requirements</u>:

<u>**Assessment (A) Methods**</u>: There will be several assessment methods of evaluation the performance of the students such as attending and class participation, grading the homework, online quizzes and project; conducting the Midterm and the Final Exams. Every student is expected to completely adhere to the project strict deadlines, absolutely no exceptions will be given.

<u>**Assessment Weights:**</u>

Midterm Exam	30%
Project	10%
Online Quizzes and assignments	20%
Final Exam	40%

18. Course Policies:

A- Attendance policies: Class attendance for the f2f sessions is mandatory. University regulations will be applied. Regular attendance is essential for satisfactory completion of this course.

B- Absences from exams and handing in assignments on time: Any student who misses any exam will receive a failing grade. Permission for makeup will be granted only if the student notifies the instructor in due time and presents evidence of an officially excused absence.

C- Health and safety procedures

D- Honesty policy regarding cheating, plagiarism, misbehavior: The honor code applies to all work turned in for this course including exams and assignments. It is important that you understand the solutions to all problems, and the best way to gain an understanding is to work them out and write them up by yourself. Hence the policy is that you must submit your own work. You may not share your work with other students, unless it is allowed as group. Violating the policy will be taken as a no submission state for the assignment. University regulations will be preserved at all times.

E- Grading policy + Weighting (i.e. weight assigned to exams as well as other student work)
 Intended Grading Scale:

0-44	F	45-49	D-	50-53	D	54-59	D+		
60-65	C-	66-69	C	70-75	C+				
76-79	B-	80-85	B	86-89	B+	90-93	A-	94-100	A

F- Available university services that support achievement in the course:

Course website: available at: https://elearning.ju.edu.jo/

G- Statement on Students with disabilities

Students with Disabilities: Students with disabilities who need special accommodations for this class are encouraged to meet with the instructor and/or their academic advisor as soon as possible. In order to receive accommodations for academic work in this course, students must inform the course instructor and/or their academic advisor, preferably in a written format, about their needs no later than the 4th week of classes.

19. Required equipment:

-Design tool
- MS Project

20. References:

A- Required book (s), assigned reading and audio-visuals:

A1. Kathy Schwalble, Information Technology Project Management, 8th edition, 2016, Cengage Learning.
A2. Susan M. Houston, The Project Manager's Guide to Health Information Technology Implementation, 2nd edition, 2017, CRC press, Taylor & Francis Group.

B- Recommended books, materials, and media:

B1. James Cadle and Donald Yeates. Project Management for Information Systems, 5th edition, 2008, Pearson, Prentice Hall.

21. Additional information:

Please visit the course website available at: https://elearning.ju.edu.jo/

Date: 22/1/2020

Name of Course Coordinator: Rana Yousef   Signature: ------------------------

Head of curriculum committee/Department: ------------------------ Signature: --------------

Head of Department: ------------------------ Signature: --------------------------------

Head of curriculum committee/Faculty: ------------------------ Signature: ---------------------

Dean: -- -Signature: -------------------------------

<u>Copy to:</u>
Head of Department
Assistant Dean for Quality Assurance
Course File