1	**Course title**	Project Management
2	**Course number**	1902478
3	**Credit hours**	٣
	Contact hours (theory, practical)	3
4	**Prerequisites/corequisites**	**Introduction to Software Engineering (1902371)**
5	**Program title**	Computer Information Systems
6	**Program code**	٢
7	**Awarding institution**	The university of Jordan
8	**School**	King Abdullah II School for Information Technology
9	**Department**	Computer Information Systems
10	**Level of course**	Undergraduate
11	**Year of study and semester (s)**	2022-2023 (Fall)
12	**Final Qualification**	Bachelor of Science in Computer Information Systems
13	**Other department (s) involved in teaching the course**	None
14	**Language of Instruction**	English
15	**Teaching methodology**	☐ **Blended** ☒ Online
16	**Electronic platform(s)**	☒ **Moodle** ☒ **Microsoft** Teams ☐ Skype ☐ Zoom ☐Others:…………
17	**Date of production/revision**	2ⁿᵈ October, 2022

18 Course Coordinator:

Name: Rana Yousef
Office number: KASIT 2ⁿᵈ Floor 216
Phone number: 5355000/ext.: 22641
Office hours: 10:30-12:00 Sundays and Tuesdays, or by arranging an MS teams call or meeting
E-mail: rana.yousef@ju.edu.jo

19 Other instructors:

None

٢٠ Course Description:

This course aims to provide students with the required skills to plan and control information technology projects. It gives students an understanding of the different possibilities in developing projects' schedules, utilizing resources, determining costs, managing risks, and closing projects. The course covers the project management life cycle, the roles and responsibilities of a project manager, and the effective project management tools and techniques that drive successful project outcomes. It also examines project management methods in an agile environment. This course guides students through a practical, hands-on approach through case studies and exercises. 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 in teams to manage a real project and show how to break down the project's tasks into WBS and perform scheduling, estimation, risk analysis, etc. Progress reports should be submitted on a weekly basis.

٢١ Course aims and outcomes:

Aims:

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

Intended Learning Outcomes (ILOs):

Upon successful completion of this course students will be able to:

A. Knowledge and Understanding:
A.1 Identify the distinct types of IS projects and their characteristics
A.2 Understand project planning concepts such as milestones, progress reports, quality attributes, risk management, etc.
A.3 Understand the generic model for controlling project work
A.4 Recognize the need for leadership
A.5 Understand the activities required to manage a healthcare IS project
A.6 Understand the project management methods in an agile environment

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

C. Subject- Specific Skills:
C.1 Explain the stages of the generic process model
C.2 Identify estimation methods
C.3 Show how bar charts and milestones can be used to prepare projects schedules
C.4 Explain how earned value analysis can be used to monitor progress
C.5 Identify different social styles to manage human resources in a project

D. Transferable Key Skills:
D.1 Prepare a project charter for an IS project
D.2 Prepare a work and a product breakdown structure for an IS project
D.3 Structure a progress report presentation for an IS project
D.4 Prepare a quality plan for an IS project
D.5 Deploy the IS project management activities in the healthcare domain
D.6 Use project management tools such as MS project to prepare and manage a projects schedule
D.7 Use proper tools to manage software project development

ABET Students Outcomes (SOs):

5- Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
6- Support the delivery, use, and management of information systems within an information systems environment [IS].

Mapping ILOs to ABET SOs

ILOs	ABET SOs
A1-A5	5,6
B1-B6	5,6
C1-C5	5,6
D1-D7	5,6

٢٢. Topic Outline and Schedule:

Week	Lecture	Topic	SO[1]	ILOs	Teaching Methods*/platform	Evaluation Methods**	References
Week 1	Lecture1	Welcome and orientation (review syllabus, objectives, textbook, project and assignments, online material and teaching methods) + Introduction to the course	-	-	Lecture (MS-Teams)	-	Course Syllabus and Announcements on MOODLE
	Lecture2	**Project Management Introduction**	5,6	A.3	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
Week 2	Lecture3	**IS project types**	5,6	A.1, A.5, D.5	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
	Lecture4	**PM process model**	5,6	B.1, C.1	Lecture (MS-Teams)	Quiz1	Text book Material on e-learning website
Week 3	Lecture5	**Project Planning: Understanding the work**	5,6	A.2, D.2, D.5	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
	Lecture6	**Practical material: using MS project in project planning**	5,6	D2, D6	Training session (MS-Teams)	Assignment	Tutorial
		Project Planning: Understanding dependencies	5,6	A.2, D.2, D.5	Lecture (MS-Teams)	Quiz2	Text book Material on e-learning website Recorded lecture

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[1] ABET SOs (1-6)

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Week 4	Lecture7	**Project management in an agile environment (part 1)**	5,6	A6	Lecture (MS-Teams)	In-lecture questions	Tutorial
	Lecture8	**Project management in an agile environment (part 2)**	5,6	A6	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
Week 5	Lecture9	**Project planning: estimating (part 1)**	5,6	A.2, C.2, D.5	lecture (MS-Teams)	Quiz3	Text book Material on e-learning website Recorded lecture
	Lecture10	**Project planning: estimating (part2)**	5,6	A.2, C.2	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
Week 6	Lecture11	**Project planning: scheduling and resourcing (part 1)**	5,6	A.2, B2, C.3, D.5	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
	Lecture12	**Project planning: scheduling and resourcing (part 2) ONLINE**	5,6	A.2, B.3, D.5	Lecture (MS-Teams)	Quiz4	Text book Material on e-learning website Recorded lecture
Week 7	Lecture13	**Practical material: using MS project to monitor progress**	5,6	D3, D6	Training session (MS-Teams)	Assignment	Tutorial
	Lecture14	**Project Progress**	5,6	D.5	MS-Teams	Progress evaluation	-
Week 8	Lecture15	**Midterm Exam**	-	**-**		Mid-term exam	
	Lecture16	**Monitoring progress (part 1)**	5,6	D.3	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website

Week 9	Lecture17 Lecture18	**Monitoring progress (part 2)**	5,6	C.4	Lecture (MS-Teams)	Quiz5	Text book Material on e-learning website Recorded lecture
Week 10	Lecture19 Lecture20	**Exercising control and reporting progress**	5,6	D.6	Lecture (MS-Teams)	Quiz6	Text book Material on e-learning website Recorded lecture
Week 11	Lecture21	**Managing risks**	5,6	B.4	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
	Lecture22	**Project Human Resource Management part 1**	5,6	C.5	Lecture (MS-Teams)	Quiz7	Text book Material on e-learning website Recorded lecture
Week 12	Lecture23	**Project Human Resource Management part 2**	5,6	C.5	Lecture (MS-Teams)	In-lecture questions	Text book Lecture notes Material on e-learning website
	Lecture24	**Leadership**	5,6	A.4, B.5	Lecture (MS-Teams)	Quiz8	Text book Material on e-learning website Recorded lecture
Week 13	Lecture25	**Project Integration**	5,6	D.4	Lecture (MS-Teams)	In-lecture questions	Text book Material on e-learning website Recorded lecture
	Lecture26	**Review + Case study**	**5,6**	D.5			
Week 14	Lecture27 Lecture28	**Project Evaluation**			MS-Teams	Project evaluation	
Week 15	Lecture29 Lecture30	**Project Evaluation**			MS-Teams	Project evaluation	
Week 16		**Final Exam**				**Final Exam**	

* Teaching methods include: Synchronous lecturing/meeting; Asynchronous lecturing/meeting
** Evaluation methods include: Homework, Quiz, Exam, pre-lab quiz…etc

٢٣ Evaluation Methods:

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

Evaluation Activity	Mark	Topic(s)	Period (Week)	Platform
Quizzes and assignments	15	Material covered each week	weekly	
Project	15		Week 4/6/10/15	
Mid exam	30	Material covered in the first 7 weeks	Week 8	JUExams
Final Exam	40	All material	Week 16	JUExams

٢٤ Course Requirements (e.g: students should have a computer, internet connection, webcam, account on a specific software/platform…etc):

Students should have a computer, Internet Connection, Microsoft office, webcam and an account on Microsoft Teams.
Project management tool (example MS Project)

٢٥ Course Policies:

A- *Attendance policies:*

Maximum allowable absence 15% of number of Lectures/Semester

Attending online meetings is mandatory. Attendance will be taken for each meeting. Regular attendance is essential for satisfactory completion of this course and university regulations will be applied.

B- *Absences from exams and handing in assignments on time:*
It is the student's responsibility to ensure that he/she is aware of all assignments, announcements and contents of missed sessions

- Any student who misses any exam will receive a zero 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.
  Submitting the assignments will be through the Moodle platform, the time duration for each home assignment will be determined clearly. Late submissions are not allowed; any student exceed this time duration without submitted his/her assignment will take the zero as mark.

C- *Health and safety procedures:*
University Regulations

D- *Honesty policy regarding cheating, plagiarism, misbehavior:*
   It is the student's responsibility to ensure that he/she is adhere with cheating, plagiarism, misbehavior.

Assignments are individual or done in learning teams. While students are free to discuss their individual assignments with anybody, including fellow students, individual assignments are expected to show the expertise, creativity and critical faculty of the individual student. Virtually identical individual assignments (in the judgment of the instructor) are not acceptable. Plagiarism is unacceptable and will be punished with an F for the full course. References to all source materials are necessary. For more details on University regulations please visit http://www.ju.edu.jo/rules/index.htm

   E- *Grading policy:*

All of the following are important in the evaluation of a student's work.

- Written Reports:
  - Organization, clarity and continuity.
  - Quality, completeness and soundness of the analysis
  - Quality of presentation.
- Oral Presentation:
  - Organization and continuity.
  - Selection and support of recommendations.
  - Time, style and clarity.
  - Professionalism.
- Assessment Weights:
  - Quizzes + project: 30%
  - Mid exam: 30%
  - Final exam: 40%
- Satisfactory completion of this subject requires a 50% pass in the end-of-semester
- Suggested Grading Scale:

0-44   F   45-49 D-   50-54 D   55-59 D+   60-63 C-   64-68 C

69-72 C+   73-76 B-   77-80 B   81-84 B+   85-89 A-   90-100 A

   The grading policy is subject to change at the end of the semester according to the overall performance of students.

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

 elearning.ju.edu.jo

JUexams.com

http://teams.office.com/

٢٦ **References:**

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

A1. Dave Whitfield Rnd, Information Technology Project Management, 2021, KDP Print US
A2. Kathy Schwalble, Information Technology Project Management, 9th edition, 2018, Cengage Learning.

B- Recommended books, materials and media:

B1. Susan M. Houston, The Project Manager's Guide to Health Information Technology Implementation, 2nd edition, 2017, CRC press, Taylor & Francis Group.
B2. Joseph Heagney. Fundamentals of Project Management
, 5th edition, 2016, AMACOM.

C- Educational Platforms:
  1. Elearning.ju.edu.jo
  2. JUExams.com
  3. http://teams.office.com/

٢٧ **Additional information:**

- Students are encouraged to make heavy use of the library, E-LIBRARY http://ezlibrary.ju.edu.jo/login or from within the university using (http://e-library)

- The instructor can make changes to this syllabus when necessary.

- University regulations will be preserved at all times

Name of Course Coordinator: Rana Yousef   Signature: Date: 2/10/2022

Head of Curriculum Committee/Department: --------------------------- Signature: ------------------------

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

Head of Curriculum Committee/Faculty: ------------------------------------- Signature: ------------------

Dean: --Signature: ---