



Degree Applicable
Effective Quarter: Fall 2007

I. Catalog Information

CIS 95B **Project Planning and Control - A Practicum** **4 Unit(s)**

Prerequisites: Computer Information Systems 95A or equivalent experience.
Advisories: English Writing 100 and Reading 100 (or Language Arts 100), or English as a Second Language 172 and 173.

Four hours Lecture.

Create a project scope statement that will act as a basis for creating a project plan Build a project plan that integrates time, resources and communication with cost and quality of work.
Plan controls to proactively mitigate risks.

II. Course Objectives

- A.** Integrate and coordinate all project plans to create a consistent, coherent project plan document.
- B.** Implement the project scope process to ensure that project includes only the required work.
- C.** Employ time management techniques to ensure timely completion of project
- D.** Implement cost management techniques to ensure that the project is completed within the approved budget.
- E.** Evaluate project plan and utilize quality management process to ensure that project will satisfy the needs for which it was undertaken.
- F.** Implement controls in project plan to reduce the possibility of risks.

III. Essential Student Materials

None

IV. Essential College Facilities

None

V. Expanded Description: Content and Form

- A.** Integrate and coordinate all project plans to create a consistent, coherent project plan document.
 - 1.** Document Project planning assumptions.
 - 2.** Document project planning decisions regarding alternatives chosen

3. Facilitate communication among stakeholders.
 4. Define key management reviews as to content, extent, and timing.
 5. Provide a baseline for progress measurement and project control.
- B.** Implement the project scope process to ensure that project includes only the required work.
1. Authorizing the project or phase.
 2. Developing a written scope statement as the basis for future project decisions.
 3. Subdividing the major project deliverables into smaller, more manageable components.
 4. Formalizing acceptance of the project scope.
 5. Controlling changes to project scope.
- C.** Employ time management techniques to ensure timely completion of project
1. Identifying the specific activities that must be performed to produce the various project deliverables.
 2. Identifying and documenting interactivity dependencies.
 3. Estimating the number of work periods that will be needed to complete individual activities.
 4. Analyzing activity sequences, activity durations, and resource requirements to create the project schedule.
 5. Controlling changes to the project schedule.
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- D.** Implement cost management techniques to ensure that the project is completed within the approved budget.
1. Determining what resources (people, equipment, materials) and what quantities of each should be used to perform project activities.
 2. Developing an approximation (estimate) of the costs of the resources needed to complete project activities.
 3. Allocating the overall cost estimate to individual work activities.
 4. Controlling changes to the project budget.
- E.** Evaluate project plan and utilize quality management process to ensure that project will satisfy the needs for which it was undertaken.
1. Identifying which quality standards are relevant to the project and determining how to satisfy them.
 2. Evaluating overall project performance on a regular basis to provide confidence that the project will satisfy the relevant quality standards.
 3. Monitoring specific project results to determine if they comply with relevant quality standards and identifying ways to eliminate causes of unsatisfactory performance.
- F.** Implement controls in project plan to reduce the possibility of risks.

1. In context of project plan implement scope change, schedule, cost and quality controls.

VI. Assignments

- A. 3-12 Homework Assignments helping students apply the PMBOK Theory from text and lab manual. Students will work on case studies on fictitious scenarios and prepare papers and/or presentations.

VII. Methods of Instruction

Lecture and visual aids
Discussion of assigned reading
Discussion and problem solving performed in class
Guest speakers
Collaborative learning and small group exercises
Collaborative projects

VIII. Methods of Evaluating Objectives

- A. Solving scenarios that require implementation of course outline
- B. One Midterm
- C. Final exam

IX. Texts and Supporting References

- A. Examples of Primary Texts and References
 1. "Project Planning, Scheduling and Control", 4E by James Lewis - Dec. 15th 2005, McGraw-Hill Publishing (ISBN - 0071460373)
- B. Examples of Supporting Texts and References
 1. None