اعتماد
NCAAA

T4

2020

Course Specifications

Course Title:	Information Systems Project Management
Course Code:	MIS 451
Program:	Management Information Systems
Department:	Management Information Systems
College:	College of Business Administration, Alkharj
Institution:	Prince Sattam Bin Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 5	

2. Course type

a.   University ☐   College ☐   Department ☑   Others ☐

b.   Required ☑   Elective ☐

3. Level/year at which this course is offered: 12th level/Fourth Year

4. Pre-requisites for this course (if any)**:**

MIS 201 – Management Information Systems

5. Co-requisites for this course (if any)**:**

N/A

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	**Traditional classroom**	60	100%
2	**Blended**		
3	**E-learning**		
4	**Distance learning**		
5	**Other**		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	**Lecture**	48
2	**Laboratory/Studio**	12
3	**Tutorial**	
4	**Others** (specify)	
	Total	**60**

B. Course Objectives and Learning Outcomes

1. Course Description

This course aims to teach the concepts related to project management in terms of defining, planning and executing the project. In addition, the course focuses on managing the aspects related to information system projects.

2. Course Main Objective

This course is designed to introduce the concepts of project management in information systems. It treats both the technical and behavioral issues in project management and focuses on showing how project management is integral to the organization as a whole.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Describe a project plan, scheduling activities, tracking, progress, and managing change.	**PLO 1.1**
1.2	Define a project management method which includes scope, tasks, time, cost and resource elements.	**PLO 1.1**

	CLOs	Aligned PLOs
1.3	Recognize the tools and methods used in managing IT projects	PLO 1.2 & PLO 1.4
2	**Skills :**	
2.1	Demonstrate effective use of project management techniques and tools	PLO 2.4
2.2	Demonstrate the problem-solving ability within the context of the project management domain	PLO 2.3
3	**Values:**	
3.1	Demonstrate the ability to collaborate effectively with peer groups	PLO 3.1 & PLO 3.2

C. Course Content

No	List of Topics	Contact Hours
1	**Chapter 1: Modern Project Management** Importance of Project Management, Characteristics of a Project, Project Lifecycle.	8
2	**Chapter 2: Organization Strategy and Project Selection** Strategic Project Management Process, Project Portfolio Management - The Implementation Gap, Organization Politics Resource Conflict. Project Selection Criteria, RFP.	8
3	**Chapter 3: Organization: Structure and Culture** Types of Organization – functional organization, dedicated organization, matrix organization. Organization culture.	7
4	**Chapter 4: Defining the Project** Defining the project-process, WBS, PBS, Responsibility matrix, communication plan	6
5	**Chapter 5: Estimating Project Times and Costs** Project Estimation, Quality of estimates, project estimation approaches	6
6	**Chapter 6: Developing a Project Plan** Developing a project plan, Network computation process, and Critical path analysis.	9
7	**Chapter 7: Managing Risk** Project risk management process, contingency planning, Change management.	6
8	**Chapter 8: Scheduling Resources and Costs** Overview of the Resource Scheduling Problem, Types of Resource Constraints	6
9	**Chapter 9: Reducing Project Duration** Classification of a Scheduling Problem, Resource Allocation Methods.	4
	Total	**60**

D. Teaching and Assessment
1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	**Knowledge and Understanding**		
1.1	Describe a project plan, scheduling activities, tracking, progress, and	• Lectures • Active and	Quizzes, Assignments, Midterms, & Final Exam

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
	managing change.	Collaborative Learning • Case-based Teaching	
1.2	Define a project management method which includes scope, tasks, time, cost and resource elements	• Lectures • Active and Collaborative Learning	Quizzes, Assignments, Midterms, & Final Exam
1.3	Recognize the tools and methods used in managing IT projects	• Lectures • Active and Collaborative Learning •	Quizzes, Assignments, Midterms, & Final Exam
2.0	**Skills**		
2.1	Demonstrate effective use of project management techniques and tools	• Lectures • Projects	• Quizzes, Assignments, Midterms, & Final Exam • Projects evaluation
2.2	Demonstrate the problem-solving ability within the context of the project management domain	• Lectures • Projects	• Quizzes, Assignments, Midterms, & Final Exam • Projects evaluation
3.0	**Values**		
3.1	Demonstrate the ability to collaborate effectively with peer groups.	• Solving problems in groups • Writing reports	• Evaluation of Group work • Reports assessment • Presentations evaluation

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Midterm exam1	5th	15%
2	Midterm exam 2	10th	15%
3	Quizzes	4th, 8th, and 10th	10%
4	Assignments	4th, 7th, and 9th	10%
5	Mini Projects	11th	10%
6	Final Exam		40%

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice:

10:00 AM – 12:00 PM (Sunday, Tuesday & Thursday)

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Erik W. Larson and Clifford F. Gray, Project management: the managerial process, 7th edition, McGraw-Hill Education, 2017
Essential References Materials	• Bob Hughes and Mike Cotterell, Software Project Management, 4th Edition, McGraw-Hill Education, 2009 • Kathy Schwalbe, Information Technology Project Management, 7th edition, Cengage Learning, 2013 • Greg Horine, Project Management Absolute Beginner's Guide, 4th edition, Que Publishing, 2017 • Joseph Heagney, Fundamentals of Project Management, 5th edition, AMACOM, 2016
Electronic Materials	Website: www.masterstudies.net Website: www.booksites.net/cadle
Other Learning Materials	N/A

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	• Lecture room with 20 seats
Technology Resources (AV, data show, Smart Board, software, etc.)	• Data Show • Smart Board • Computer with internet connection and unique data sets for each student depending on the class size.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	N/A

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Students Feedback through survey	students	At the end of each academic semester, students' feedback is taken. A survey form entitled, *Course Evaluation Survey* (CES) provided by NCAAA is administered by Quality & Development Unit regularly using the Survey Monkey portal. In the CES, Q.No.5 to Q.No.9 reflects the students' opinion on the effectiveness of teaching. Further, students can also provide their

Evaluation Areas/Issues	Evaluators	Evaluation Methods
		feedback on the effectiveness of teaching using the open-ended questions given at the end of CES.
Peer-Observation	Senior faculty member	A senior faculty from the college/department nominated by DC visits the class and observes at least 2-3 classes during the entire semester. Peer observer provides his feedback on a template provided by Deanship of Development & Quality viz. class observation form for developing the teaching learning process.
Self-Assessment	Course lecturer	At the end of each semester, the course instructor self-reflects his experiences during the semester and prepares the *course report*, which is discussed at the DC/CC for further improvement.
Periodical Review of the Teaching Strategies	Head of department	The Department council periodically reviews the teaching strategies of individual faculty members mentioned in course specifications and suggest measures for Improvement of Teaching.
In-house check marking of final Assessment Sheets	Department member	Check marking by an independent member of teaching staff of a sample of student work
External Experts Independent verification and opinion	Faculty member, not department member	Department randomly selects the samples of students' work (Exam answer sheets, home assignments etc.) from the faculty course portfolio and sends it to the external evaluators already identified by each department.

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	Department Council
Reference No.	2
Date	SEP 2022

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