



ATTACHMENT 5.

T6. COURSE SPECIFICATIONS (CS)



هيئة تقويم التعليم
Education Evaluation Commission

Course Specifications

Institution: Al Yamamah University	Date: Nov 3 rd 2018
College/Department: College of Business Administration / Management Information Systems (BSBA – MIS) College of Engineering and Architecture/ Computer Engineering department	

A. Course Identification and General Information

1. Course title and code: MGT 416: Project management MIS 431: Project Management CIS 386: Project management																				
2. Credit hours: 3 hours																				
3. Program(s) in which the course is offered. MGT 416: BSBA – Major Management MIS413: BSBA – Major MIS CIS386: Software Engineering – Computer Engineering Department.																				
4. Name of faculty member responsible for the course Ms. Souhaila Nada																				
5. Level/year at which this course is offered: Fourth Year																				
6. Pre-requisites for this course (if any): MIS201 – ISY102																				
7. Co-requisites for this course (if any): NA																				
8. Location if not on main campus: Engineering Building																				
9. Mode of Instruction (mark all that apply): <table><tr><td>a. traditional classroom</td><td><input checked="" type="checkbox"/></td><td>What percentage?</td><td><input type="text" value="100%"/></td></tr><tr><td>b. blended (traditional and online)</td><td><input type="checkbox"/></td><td>What percentage?</td><td><input type="text"/></td></tr><tr><td>c. e-learning</td><td><input type="checkbox"/></td><td>What percentage?</td><td><input type="text"/></td></tr><tr><td>d. correspondence</td><td><input type="checkbox"/></td><td>What percentage?</td><td><input type="text"/></td></tr><tr><td>f. other</td><td><input type="checkbox"/></td><td>What percentage?</td><td><input type="text"/></td></tr></table>	a. traditional classroom	<input checked="" type="checkbox"/>	What percentage?	<input type="text" value="100%"/>	b. blended (traditional and online)	<input type="checkbox"/>	What percentage?	<input type="text"/>	c. e-learning	<input type="checkbox"/>	What percentage?	<input type="text"/>	d. correspondence	<input type="checkbox"/>	What percentage?	<input type="text"/>	f. other	<input type="checkbox"/>	What percentage?	<input type="text"/>
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f. other	<input type="checkbox"/>	What percentage?	<input type="text"/>																	
Comments:																				

B Objectives

1. What is the main purpose for this course?

This course discusses the processes, methods, techniques and tools that organizations use to manage their information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. It assumes that project management in the modern organization is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources from within the firm, as well as contracted from outside the organization.

Upon completion of this course, the student will be able to:

- Plan an information technology project, including scope, cost, time, quality, human resource, communication, and procurement.
- Manage the stakeholders in a project.
- Initiate a project.
- Plan a project.
- Execute a project.
- Monitor a project.
- Control a project.
- Close a project.

2. Briefly describe any plans for developing and improving the course that are being implemented. (e.g. increased use of IT or web-based reference material, changes in content as a result of new research in the field)

- This course provides lots of e-resources such as videos to help students to understand the materials.

C. Course Description (Note: General description in the form used in Bulletin or handbook)

Focuses on application of information technologies (IT) to system life cycle methodology, systems analysis, systems design, and system implementation practices. Covers methodologies related to identification of information requirements, feasibility in the areas of economic, technical and social requirements, and related issues are included in course content. Software applications may be used to enhance student skills.

1. Topics to be Covered		
List of Topics	No. of Weeks	Contact hours
Introduction to Project Management What is a project. Brief history of Project Management Role of a Project Manager What are the benefits of project management. Case study	1W	3
Opening Case Study Project Triple Constraints Define the Ten (PMBOK) Knowledge Area	1W	3
Opening Case Study Understanding Organization - Structure and Culture - Four frame Model	1W	3
Quiz1	1D	1
Opening Case Study Project Management Process Groups Developing Methodology Developing a Project Charter Managing Outsourced IS Projects	2W	6
Opening Case Study Project Integration Management - Strategy and Project Selection Performing Net Present Value Analysis, Return on Investment, and Payback Analysis Net Present Value Analysis Return on Investment Payback Analysis Using a Weighted Scoring Model	1W	3
Revision and Midterm		2
Opening Case Study Project Scope Management - Requirements Gathering - Project Scope Statement - Creating Work Breakdown Structure	1W	3
Opening Case Study Project Time Management - Gantt Charts for displaying project schedule information - Using Tracking Gantt Charts - Dependencies tasks - Precedence diagram method - Arrow diagram method - Critical Path Method - Program Evaluation and Review Technique (PERT)	2W	6
Quiz2		1

Project Cost Management Scheduling Resources and Costs Cost Estimation Tools and Techniques Controlling Cost - Earned value management - Cost variance (CV)	1W	3
Project Quality Management - Controlling Quality - Tools and Techniques used for Quality Control - Control chart - Fish bone diagram - Pareto chart	1W	3
Project Human Resource Management		1
Project Risk Management		2
Project Procurement Management		2
Class Project + Revision		3
Final Exam		

2. Course components (total contact hours and credits per semester):

		Lecture	Tutorial	Laboratory/ Studio	Practical	Other:	Total
Contact Hours	Planned	45					45
	Actual	3					3 hrs/week
Credit	Planned						
	Actual						

3. Additional private study/learning hours expected for students per week.

3 hrs

4. Course Learning Outcomes in NQF Domains of Learning and Alignment with Assessment Methods and Teaching Strategy

On the table below are the five NQF Learning Domains, numbered in the left column.

First, insert the suitable and measurable course learning outcomes required in the appropriate learning domains (see suggestions below the table). **Second**, insert supporting teaching strategies that fit and align with the assessment methods and intended learning outcomes. **Third**, insert appropriate assessment methods that accurately measure and evaluate the learning outcome. Each course learning outcomes, assessment method, and teaching strategy ought to reasonably fit and flow together as an integrated learning and teaching process. (Courses are not required to include learning outcomes from each domain.)

Code #	NQF Learning Domains And Course Learning Outcomes	Course Teaching Strategies	Course Assessment Methods
1.0	Knowledge		
1.1	List and Define project management knowledge Area, processes, tools and techniques in order to achieve project success.	<ul style="list-style-type: none"> - Lectures - Support Materials - Group Discussions, - Individual and group Assignments - Case Study Analyses 	<ul style="list-style-type: none"> • Written exams (quizzes, mid-term, and final exams) • Oral presentations • Group discussion Assignments
1.2	Describe a project life cycle, and skillfully map each stage in the cycle including creation of project charter.		
1.3	Outline project planning activities that accurately forecast project costs, quality and timelines by Master several basic project scheduling techniques including WBS, Gantt chart and network diagram to calculate the Critical Path, and resource constrained scheduling.		
2.0	Cognitive Skills		
2.1	Design appropriate and relevant technological solutions by addressing the strategic and operational needs of an enterprise.	<ul style="list-style-type: none"> - Case Studies - Design specialized course work and assignments that promote critical thinking and ability to seek solutions. - Group discussion/project 	<ul style="list-style-type: none"> • Oral Presentation • In-class exercises
2.2	Predicts project costs and apply risk management techniques to IS projects	<ul style="list-style-type: none"> - Lectures - Assignments that promote critical thinking and ability to seek solutions. 	<ul style="list-style-type: none"> • Written exams (quizzes, mid-term, and final exams)
3.0	Interpersonal Skills & Responsibility		
3.1	Practices interpersonal skills to: <ul style="list-style-type: none"> - Work cooperatively in teams and with others to analyze a project and implement a solution - Manage the human resources of a project including organizing and leading the project team, using effective strategies to influence others, manage conflict, and leads teams to successful project completion. 	<ul style="list-style-type: none"> - Case Studies - Class Project - Class discussion 	<ul style="list-style-type: none"> • Group Work
3.2	Demonstrate effective organizational leadership skills for managing projects, project teams, and stakeholders		
4.0	Communication, Information Technology, Numerical		

4.1	Utilize technology tools for communication, collaboration, information management, and decision support.	- Lecture - Case study	<ul style="list-style-type: none"> • Class participation • Group Open discussion • Presentation
5.0	Psychomotor		
5.1	NA		

5. Schedule of Assessment Tasks for Students During the Semester			
	Assessment task (i.e., essay, test, quizzes, group project, examination, speech, oral presentation, etc.)	Week Due	Proportion of Total Assessment
1	Quizzes		20%
2	Midterm exam		20%
3	Course Project		10%
4	Assignment		10%
5	Final exam		40%

D. Student Academic Counseling and Support

<p>1. Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice. (include amount of time teaching staff are expected to be available each week)</p> <p>Teacher is supposed to be available to the his/her students during definite office hours about 5 hrs per week);</p> <p>The schedule of the office hours is posted on faculty office door.</p> <p>Besides, the advisory hours in order to have individual student consultation/academic advice.</p>
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E Learning Resources

<p>1. List Required Textbooks</p> <p>Information Technology Project Management 8th edition, 2016 Kathy Schwalbe, Ph.D., PMP CENGAGE learning.</p>
<p>2. List Essential References Materials (Journals, Reports, etc.)</p> <p>NA</p>
<p>3. List Electronic Materials, Web Sites, Facebook, Twitter, etc.</p> <p>All course content, grades, and assignment submissions will happen via YU website https://lms.yu.edu.sa Digital Book version</p>
<p>4. Other learning material such as computer-based programs/CD, professional standards or regulations and software.</p> <p>Microsoft Project management software</p>

F. Facilities Required

Indicate requirements for the course including size of classrooms and laboratories (i.e. number of seats in classrooms and laboratories, extent of computer access, etc.)
1. Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.) Lecture classroom
2. Technology resources (AV, data show, Smart Board, software, etc.) Overhead Projector Smart Board Internet connection
3. Other resources (specify, e.g. if specific laboratory equipment is required, list requirements or attach list)

G Course Evaluation and Improvement Processes

<p>1. Strategies for Obtaining Student Feedback on Effectiveness of Teaching</p> <p>During the course, students' surveys that covers all aspects relating to their learning experience to collect their feedback about course materials and instructors. These forms will then be analyzed by the Academic Advising and Counseling Department. Next, the Academic Advising and Counseling Department will conduct a meeting with the concerned faculty to discuss the students' feedback outcomes.</p>
<p>2. Other Strategies for Evaluation of Teaching by the Instructor or by the Department</p> <p>Peer review visits are normally conducted among faculties wherever possible during academic year. During the lecture time Chair (Head)/ Dean of the department visits the classroom. At the end of each visit, faculties are usually set together to discuss related issues.</p>
<p>3. Processes for Improvement of Teaching</p> <ul style="list-style-type: none"> Specialized workshops and seminars are conducted throughout academic year to address specific teaching strategies and improvements. Feedbacks from students using different types of survey are discussed with faculty members to improve the teaching.
<p>4. Processes for Verifying Standards of Student Achievement (e.g. check marking by an independent member teaching staff of a sample of student work, periodic exchange and remarking of tests or a sample of assignments with staff at another institution)</p> <ul style="list-style-type: none"> Comparing students' assignments and reports. Statistical analysis of students' marks in progress and final tests.
<p>5. Describe the planning arrangements for periodically reviewing course effectiveness and planning for improvement.</p>



Name of Course Instructor: Souhaila Nada

Signature: _ S.Nada ____ Date Specification Completed: 1-12-2018

Program Coordinator: COBA/Dr. Jehad Aldehayyat
Program Coordinator: COEA/ Dr. Ibrahim ALoqily.

Signature: _____ Date Received: _____