PROPOSED
RARITAN VALLEY COMMUNITY COLLEGE
ACADEMIC COURSE OUTLINE

BUSI 230 Project Management

I. Basic Course Information

A. Course Number and Title: BUSI 230 Project Management

B. New or Modified Course: Modified

C. Date of Proposal: Fall 2021

D. Effective Term: Fall 2022

E. Sponsoring Department: Business & Public Service

F. Semester Credit Hours: 3.0

G. Weekly Contact Hours: 4.0   Lecture: 2.0
                                  Laboratory: 2.0
                                  Out of class student work per week: 5.0

H. Prerequisites/Corequisites: None

I. Laboratory Fees: None

J. Name and Telephone Number or e-mail Address of Department Chair and Divisional Dean at time of approval:

   Tracy Rimple tracy.rimple@raritanval.edu,
   Patrice Marks patrice.marks@raritanval.edu

II. Catalog Description

The course will provide students with the knowledge and skills necessary to plan, organize and control a large project. It will introduce the student to basic project management concepts and reinforce those concepts through the use of computerized project management software.

III. Statement of Course Need

A. Project Management has developed in order to plan, co-ordinate and control the complex and diverse activities of organizational projects. Project management can involve the following activities: planning - deciding what is to be done; organizing - making arrangements; staffing - selecting the right people for the job; directing - giving instructions; monitoring - checking on progress; controlling - taking action to remedy hold ups; innovation - coming up with new solutions; representing - liaising with users.

This course will benefit anyone whose job requirements involve managing a series of tasks that require a successful conclusion within a specific time period and within a specific budget. Such projects can be in any discipline, ranging from traditional IT projects, to business projects, to projects in health sciences or other disciplines not previously considered to need such skills.

B. Course utilizes computerized project management software – college must pay for software license to install on college computers.

C. This course generally transfers as elective credit, or does not transfer at all.

IV. Place of Course in College Curriculum

A. Free Elective
B. This course is not a General Education course.
C. This course meets a program requirement for A.A.S. Accounting Information Systems, and A.S. Business Administration, Management Information Systems option. It serves as a business elective for A.S. Business Administration, General Business option, and A.A.S. Business Management, General Business and Marketing options.
D. To see course transferability: a) for New Jersey schools, go to the NJ Transfer website, www.njtransfer.org; b) for all other colleges and universities, go to the individual websites.

V. Outline of Course Content

The course outline provides an overview of the subject content to be covered in the course. It contains sufficient detail so that the scope and depth of the course may be easily inferred and that someone unfamiliar with the subject area will be able to understand what the course entails. The outline order may be either hierarchical or chronological and include activities as well as topical areas.

A. Introduction to Project Management
B. Project Selection
C. Project Charter
D. Organizational Structure
E. Leading and Managing Projects

F. Project Communication
G. Scope Planning
H. Project Scheduling
I. Project Resources
J. Project Budgets
K. Risk Management
L. Quality Management
M. Supply Chain Management
N. Project Completion

VI. General Education and Course Learning Outcomes

A. <u>General Education Learning Outcomes:</u>

At the completion of the course, students will be able to:
1. Use technological tools to construct a schedule in support of a project management plan, and use it for problem solving and decision making in support of the successful completion of the project (GE - NJ 4)
2. Communicate with others in a clear, logical manner regarding scope, budget, time, and risk issues associated with the project (GE - NJ 1)

B. <u>Course Learning Outcomes:</u>

At the completion of the course, students will be able to:
1. Define a project scope that reflects stakeholder perspectives and project requirements.
2. Prepare an effective Work Breakdown Structure.
3. Develop estimates for project cost and schedule.

C. <u>Assessment Instruments</u>

The following assessment methods may be used:

A. Examination/Quizzes
B. Research Paper
C. Projects
D. Presentations

VII. Grade Determinants

A. Homework
B. Labs
C. Projects
D. Tests/Quizzes
E. Final Exam and/or Final Project
F. Participation

Modes of teaching and learning used in this course:

    A. Lecture/discussion
    B. Multimedia presentations
    C. Computer-assisted instruction
    D. Lab work using Microsoft Project or other Project Management Tool
    E. Student oral presentations
    F. Student collaboration

VIII. Texts and Materials

Textbook: *Contemporary Project Management* latest edition
                Timothy J. Kloppenborg
                Cengage

(Please Note: The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.)

IX. Resources

The course must take place in a classroom equipped with computers for each student. Each computer must have a copy of latest edition of the computerized project management software loaded onto the hard drive.

X. Honors Option

None