

CISC 260 – IT Project Management– Spring 2008

Instructor:

Michael E. Ruth, Ph.D.

Office: Akeley Hall, Room 234

Office Hours: M W F 10:00 am - 12:00 am

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Course Description:

This course introduces the fundamentals of modern project management focusing on the knowledge areas defined by the Project Management Institute's Project Management Body of Knowledge using both concepts and applications.

Topics:

- Introduction to Projects, Programs, & Project Portfolios
- Project, Program, and Portfolio Selection
- Initiating Projects
- Planning Projects
 - Integration, Scope, Time, and Cost
 - Project Quality, Human Resource, Communications, Risk, and Procurement
- Executing, Monitoring, and Controlling Projects
- Closing Projects

Texts:

Introduction to Project Management by Kathy Schwalbe (ISBN: 1-4188-3559-5)

Grading (tentative):

Exams (TBD)	50%
Homework (TBD)	20%
Project (TBD)	30%

Grading Scale:

90-100%	A, A-	Sub-grading Scale:
80-89%	B-, B, B+	7-9 +
70-79%	C-, C, C+	3-6
60-69%	D-, D, D+	0-2 -
0-59%	E	

Class participation:

You are expected (and *strongly* encouraged) to attend and *participate* in all lectures. However, your attendance (physical presence) is not a formal requirement and, therefore:

You are responsible for all material covered including all lectures, handouts, and announcements given via email, during class, or on the course web page

No make-up exams will be given *without proof* of an excused absence.

Academic Honesty:

You must adhere to Lock Haven University of Pennsylvania's policies regarding academic honesty. Academic dishonesty of any form will not be tolerated and appropriate action will be taken per University policies.

Disabilities:

Students with disabilities are encouraged to discuss requests for reasonable accommodations with the professor at the beginning of the semester. In order for accommodations to be provided, your disability must be verified by Dr. Reynol Junco, Director of the Office for Disability Services, 104 Russell Hall, (570) 484-2926.

Etiquette

- Come to class *on time*. *If you do come late*, quietly find a seat and take it with as little disturbance as possible. If you must leave the room – do so quietly.
- As you walk into class, kindly *silence all beepers, cell phones*, and any other noise-producing equipment.
- Depending on the overall punctuality and attendance patterns, **I may institute stricter policies over the semester** (these policies will not be retro-active).

How to succeed in this class:

- Read the assigned reading in the book *before and after* the class.
- Pay attention and participate in the class discussions.
- Asking for permission vs Asking for forgiveness → *permission always wins!*
- *If you don't understand something get help early!*