



Hunan University BUS 33: PROJECT MANAGEMENT

Professor: To be announced

Total contact hours: 54 hours

Credit: 4

Course Description

In our course, topics explored include leadership dimensions, project selection, project initiation, project organization, risk assessment, project planning, project budgeting, project scheduling, resource allocation, project monitoring & control and project evaluation and closure. Project management software, like Microsoft Project Management, will also be introduced and used. The material is organized to enable both technical and non-technical participants to appreciate the value offered by a variety of management practices and planning tools as means for administering, directing and coordinating projects.

Required Material

Project Management: A Systems Approach to Planning, Scheduling, and Controlling. 2013 2. 1296pages.

Published by : Wiley cop

Author: Harold Kerzner

ISBN: 1118022270

Grading

The course will be marked based on the following activities:
practice problem series, working with MS project and exams.

The weighting of each activity is as follows:

1. Project Management problems series takes 25%
2. Utilizing of the Microsoft Project software takes 10%
3. Mid-term exam takes 20%
4. Final exam takes 45%

TOTAL 100%

A+ 96-100	A 90-95	A- 85-89
B+ 82-84	B 78-81	B- 75-77
C+ 71-74	C 66-70	C- 62-65
D 60-61	F < 60	



Learning Objectives

Upon completion of this course, students should be able to:

- (a) Recognize the role of projects in supporting organizational strategy.
- (b) Develop an understanding of the roles a project manager must balance in order to effectively deliver project results, offer vision and direction to a team, manage the expectations of multiple stakeholders, and motivate participants.
- (c) Develop in-depth knowledge in (1) managing the overall schedule to ensure that a project is completed on time and within budget; (2) identifying, tracking, managing and resolving project issues; (3) proactively communicating project information to all stakeholders; and (4) identifying, responding to and managing project risk.
- (d) Evaluate project performance based on a balanced set of key performance indicators.
- (e) Execute an effective project closure

Course Formation

The formation of the class includes mini-case studies and in class exercises. Students in groups will be required to participate in exercises that will be conducted during class time. Class attendance and participation are important to acquire a better and lasting understanding of the material covered in this course. We also encourage group assignments in the school for several reasons. Group assignments are also good for learning integrative skills for putting together a complex task. Your professor may assign one or more group tasks/assignments/projects in this course. Before embarking on a specific problem as a group, it is your responsibility to ensure that the problem is meant to be a group assignment and not an individual one.

Homework

Your success in this course is usually directly related to the effort you put into the homework assignments.

Course Schedule

Management accounting and business contains 24 regular classes and 1 final examination class. The tentative arrangements are as follows:

Class 1: Course outline and syllabus, self-introduction and attending policy.

Class 2: Discussion: Projects in contemporary organizations. Concepts and tools for project selection.

Class 3: Using scoring models and AHP in project selection

Class 4: Projects in the organizational structure

Class 5: Balance theory.

Class 6: Starting the project plan.

Class 7: Planning tools to organize and sequence project activities.

Class 8: Measuring and evaluating progress and performance .



Class 9: Review of former classes and middle test.

Class 10: Modifying project to accommodate time and resource .

Class 11: Capital Investment decisions and impact of sustainability.

Class 12: Project closure and auditing

Class 13: Case study: Pan-Europa Foods, Using Linear programming to deal with crashing decisions.

Class 14: Change & Innovation Assignment.

Class 15: Institutional theory.

Class 16: Knowledge-Based theory.

Class 17: Mental models.

Class 18: Organizational ecology.

Class 19: Organizational justice theory.

Class 20: Planned behavior theory.

Class 21: Prospect theory.

Class 22: Psychological contract theory.

Class 23: Review of all chapters.

Class 24: Final exam.

Attending Policy

Regular and prompt attendance is required. Under ordinary circumstances, you may miss two times without penalty. Each absence over this number will lower your course grade by a third of a letter and missing more than five classes may lead to a failing grade in the course. Arriving late and/or leaving before the end of the class period are equivalent to absences.

Policy on "Late Withdrawals"

In accordance with university policy, appeals for late withdrawal will be approved **ONLY** in case of medical emergency and similar crises.

Academic Honesty

Hunan University expects all students to do their own work. Instructors will fail assignments that show evidence of plagiarism or other forms of cheating, and will also report the student's name to the University administration. A student reported to the University for cheating is placed on disciplinary probation; a student reported twice is suspended or expelled.

General Expectations:

Students are expected to:

- Attend all classes and be responsible for all materials covered in class and otherwise assigned;
- Complete the day's required reading and assignments before class;
- Review the previous day's notes before class and make notes about questions you have



about the previous class or the day's reading;

- Participate in class discussions and complete required written work on time;
- Refrain from texting, phoning or engaging in computer activities unrelated to class during the class period;
- While class participation is welcome, even required, you are expected to refrain from private conversations during the class period.

Special Needs or Assistance

Please contact the Administrative Office immediately if you have a learning disability, a medical issue, or any other type of problem that prevents professors from seeing you have learned the course material. Our goal is to help you learn, not to penalize you for issues which mask your learning.