

I. COURSE DESCRIPTION:

This course provides students with an introduction to project management and the project management certificate. Students will be provided with a broad overview of all the components of project management. They will be able to identify the main components of a project and utilize some basic tools for approaching projects.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Apply the principals of project management and the qualities of an effective project manager.
2. Identify the ten knowledge areas of project management.
3. Discover the phases of a project and the deliverables.
4. Identify the project's key stakeholders and conduct stakeholder analysis.
5. Apply various tools and knowledge areas of Project Management in project and work activities.
6. Use the PMI's primary text on which the PMP Exam is currently based (PMBok – Project Management Body of Knowledge)

III. TOPICS:

1. Project Terms as defined by PMI
2. Project Processes and Phases
3. Project Documents and their Roles
4. Organizational Structures and their effect on Project Management
5. Business Requirements/Statement of Work
6. Scope, Time and Cost Constraints
7. Importance of Human Resource Considerations in Projects

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

A Guide to the Project Management Body of Knowledge, 5th Ed. (Project Management Institute)

Project Management: A Systems Approach, Publisher Wiley.

V. EVALUATION PROCESS/GRADING SYSTEM:

The following semester grades will be assigned to students:

Grade	<u>Definition</u>	<i>Grade Point Equivalent</i>
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

VI. SPECIAL NOTES:

80% grade determined by final test

20% grade based on participation determined by instructor

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.