



## COURSE OUTLINE: PMC107 - BUSINESS OPERATIONS

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Approved: Sherri Smith, Chair, Natural Environment, Business, Design and Culinary

<b>Course Code: Title</b>	PMC107: BUSINESS OPERATIONS
<b>Program Number: Name</b>	2176: PROJECT MANAGEMENT
<b>Department:</b>	BUSINESS/ACCOUNTING PROGRAMS
<b>Semesters/Terms:</b>	21F, 22W, 22S
<b>Course Description:</b>	This course is designed to provide non-business students entering the Project Management (Post-Graduate Certificate) program with an understanding of the fundamentals of business operations management and the role that it plays within an organization. In this practical course, the students will develop an appreciation for the challenges in providing world-class products, services, and the ability to use some analytical and conceptual framework to guide their approach and thinking about business operations and project management. The students will be able to discuss each topic in relation to their background and relate relevance of the business concepts to their learning of Project Management.
<b>Total Credits:</b>	3
<b>Hours/Week:</b>	3
<b>Total Hours:</b>	45
<b>Prerequisites:</b>	There are no pre-requisites for this course.
<b>Corequisites:</b>	There are no co-requisites for this course.
<b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>	<p><b>2176 - PROJECT MANAGEMENT</b></p> <p>VLO 2 Align the project to the organization`s strategic plan, quality assurance processes and business justification throughout its lifecycle.</p> <p>VLO 8 Implement general business concepts, practices, and tools to facilitate project success.</p>
<b>Essential Employability Skills (EES) addressed in this course:</b>	<p>EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.</p> <p>EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.</p> <p>EES 4 Apply a systematic approach to solve problems.</p> <p>EES 5 Use a variety of thinking skills to anticipate and solve problems.</p> <p>EES 6 Locate, select, organize, and document information using appropriate technology and information systems.</p> <p>EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.</p> <p>EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.</p> <p>EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.</p>

Please refer to program web page for a complete listing of program outcomes where applicable.

In response to public health requirements pertaining to the COVID19 pandemic, course delivery and assessment traditionally delivered in-class, may occur remotely either in whole or in part in the 2021-2022 academic year.



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EES 10 Manage the use of time and other resources to complete projects.  
 EES 11 Take responsibility for ones own actions, decisions, and consequences.

**Course Evaluation:**

Passing Grade: 50%, D

A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

**Other Course Evaluation & Assessment Requirements:**

**ASSIGNMENTS**

All assignments are due on the appropriate date at the BEGINNING OF CLASS.

**LATE ASSIGNMENTS**

Late assignments will not be accepted. If you will not be attending class, assignments are stated due date as per standard assignment submission policy. There are no makeup assignments and submission deadlines are adhered to in this course. If you have extenuating circumstances, please advise the instructor in a timely basis.

**MISSED TESTS and EXAMS**

There are no makeup exams. If you have extenuating circumstances, please advise the instructor in a timely basis.

**ATTENDANCE**

Attendance is required for all classes. If you are not able to attend, please advise the instructor.

**CANCELLED CLASSES**

If classes should be canceled, students will be notified by the instructor and/or Sault College. If assignments are due, students are required to email completed assignments to the instructor on or before the start of the scheduled class time.

**ACADEMIC INTEGRITY**

Sault College takes academic integrity very serious. No student should submit any work (in whole or in part) that has not been written or developed by the student responsible for the assignment/project. Those students who breach academic integrity are liable to receive a grade of F or withdrawal from the program.

**Books and Required Resources:**

A Guide to the Project Management Body of Knowledge by Project Management Institute  
 Publisher: Project Management Institute Edition: 6th

Understanding Canadian Business by William Nickels, James McHugh, Susan McHugh, Rita Cossa, Julie Stevens, Bob Sproule  
 Edition: 10th Canadian Edition

Understanding Canadian Business, Connect w/SmartBook - 365 day subscription (Alt by Nickels  
 Publisher: McGraw Ryerson Ltd. Edition: 10th

**Course Outcomes and Learning Objectives:**

Course Outcome 1	Learning Objectives for Course Outcome 1
Understand how business ethics apply to customers and other stakeholders in the business environment and	1.1 Analyze the importance of a code of ethics within a project and organization.  1.2 Discuss the differences between business ownership: Sole proprietorship, partnership and corporations.

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	project environment.	<p>1.3 Research the policy development process and the role policy plays in an organization.</p> <p>1.4 Discuss the role ethics plays in various project environments.</p>
	<b>Course Outcome 2</b>	<b>Learning Objectives for Course Outcome 2</b>
	Differentiate the difference between the Canadian business environment and project management.	<p>2.1 Research how projects are managed in a free enterprise system and other types of economic systems.</p> <p>2.2 Analyze how a PMO can be established in a corporation.</p> <p>2.3 Identify the marketing eras and how project management evolved.</p>
	<b>Course Outcome 3</b>	<b>Learning Objectives for Course Outcome 3</b>
	Demonstrate knowledge of project management processes and how they can be applied in the Canadian business context.	<p>3.1 Analyze how a project manager can interact with team and stakeholders in a professional manner, respecting differences to ensure a collaborative project environment.</p> <p>3.2 Identify the marketing eras and how project management evolved.</p> <p>3.3 Report on how a PMO fits within the various types of organizational structures.</p> <p>3.4 Identify how project management can assist an organization with competing in global markets.</p>
	<b>Course Outcome 4</b>	<b>Learning Objectives for Course Outcome 4</b>
	Determine factors for successful projects, as well as reasons for failure based on specific case studies in the context of effective business operations.	<p>4.1 Contrast the differences between business production techniques that are required for project success.</p> <p>4.2 Discuss various key principles in motivational theories that project managements can employ in a project environment.</p> <p>4.3 Identify the role of human resource in the context of business success.</p>

**Evaluation Process and Grading System:**

Evaluation Type	Evaluation Weight
Assignments and Case Studies	25%
Final Exam	30%
Mid-Term Exam	20%
Quizzes	25%

**Date:**

August 16, 2021

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**Addendum:**

Please refer to the course outline addendum on the Learning Management System for further information.

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