



INSTRUCTIONAL HOURS: 18

RECOMMENDED PRE-REQUISITE(S): n/a

CO-REQUISITES: n/a

APPROVED FOR USE IN ACADEMIC SEMESTERS: 2010/2011

COURSE DESCRIPTION:

Students will learn the importance of defining a project scope and how projects that become out of scope lead to cost overruns or unanticipated results. This course will provide students with the processes required to ensure that the project includes all the work that is required but only the work that is required to run projects effectively. Change Management will also be covered, including why, when, and how to introduce changes to project scope.

RATIONALE:

Many projects fail due to a poorly defined scope statement. If you haven't properly defined the work you are delivering how can you successfully deliver it? This course provides an in-depth look into the scope management processes and associated deliverables and tools. Starting with the scope plan, describing how the scope will be defined, through to creating the work breakdown structure (WBS) by progressive elaboration, each process will be explained using real world examples. Student will also be taught the importance of scope management and how to identify when their project has deviated from the approved scope and take corrective actions to put it back on course.

COURSE DELIVERY:

The course content will be presented through a blend of instructional methods which may include lecture, discussion, and independent study assignments. PowerPoint presentations will be used and available for reference as a PDF.

The course will combine reference to PMI (Project Management Institute) methodologies as well as real world nuances and experiences.

LEARNING OBJECTIVES/OUTCOMES:

Upon successful completion of this course, the student will be able to understand the importance of defining project scope and how projects that become out of scope lead to cost overruns and unanticipated results. This course will provide students with the processes required to ensure that the project includes all the work that is required but only the work that is required. Students will learn techniques for monitoring and controlling a project, as well as Change Management including why, when, and how to introduce changes to project scope.

TOPICS:

- What is project scope
- Importance of a well defined scope
- Consequences of a poorly defined scope
- Overview of the five scope management process
- Scope management plan
- Preliminary scope statements
- Scope definition
- Detailed scope statement
- Definition of WBS

- Creating a WBS
- WBS dictionary
- Scope baseline
- RACI
- Validating the scope
- Scope control tools and techniques
- Performance reports
- Variance analysis
- Change requests
- Scope creep

REQUIRED COURSE MATERIAL:

1- A Guide to the Project Management Body of Knowledge, 4th Ed. (Project Management Institute)

2- Project Management, A Systems Approach 10th Edition by Wiley.

(these are the only two books required for all 9 courses of the Project Management Certificate program)

STUDENT EVALUATION

At the end of the semester, the student will receive a final grade which will be recorded using the following:

A+ = 90-100

A = 80-89

B = 70-79

C = 60-69

D = 50-59

The grading will constitute:

30% for class participation (attendance mandatory)

20% based on assignment submissions

50% for the final test.

An overall mark of 60% is required to pass (equating to an “S”).

This grade may be found on the student portal at my.saultcollege.ca. Your username is your student number; your password is welcome and your postal code (i.e. welcomep6a5l3).

Teaching Contact Italo Albidone

Academic Manager
Signature “Laurie Poirier”

NOTICE TO ALL
STUDENTS:

We urge you to retain this course outline for future reference. There is a charge for additional copies.