UNIVERSITY of VIRGINIA

SCHOOL of CONTINUING & PROFESSIONAL STUDIES

Class Overview

General Class Information
All fields must be completed and posted in UVaCollab and World Viewable in SIS no later than two weeks prior to registration.

Subject Area & Catalog Number	PSPM 5250	Class Title	IT SYSTEMS PROJECT MANAGEMENT		
Credit Type	☐Undergraduate ☒Graduate	☒ Credit ☐ Noncredit	Delivery Method	☐P (In-Person) ☒CI (Classroom/Internet) ☒WB (Web-Based)	
Re-licensure Re-certification Points	NA	Approval Date *(For internal use only)*			

1. **Class Description (Use the SIS 400 characters from catalog description)**

    WITH A FOCUS ON THE IT SYSTEMS, THIS COURSE ASSISTS PARTICIPANTS IN RECOGNIZING AND ACTING UPON THE ESSENTIAL ELEMENTS IN THE PROJECT MANAGEMENT CYCLE. SESSIONS COVER MARKET RESEARCH AND ANALYSIS, SCHEDULING AND TIMELINING, BUDGET DEVELOPMENT AND MANAGEMENT, PERFORMANCE ASSESSMENT, BENCHMARKING, AND PROJECT EVALUATION. LEADERSHIP AND TEAM DEVELOPMENT SKILLS ARE EMPHASIZED.

2. **Learning Outcomes**

    THROUGH A SERIES OF READINGS, DISCUSSIONS, ONLINE MEETINGS, RESEARCH, ANALYSIS, AND CASE STUDIES YOU WILL LEARN THE CONCEPTS FOR MANAGING INFORMATION SYSTEMS PROJECTS. AFTER COMPLETING THIS COURSE YOU SHOULD HAVE THE KNOWLEDGE OF:

    ☐ THE PRINCIPLES AND METHODS OF PLANNING OR MANAGING THE IMPLEMENTATION, UPDATE OR INTEGRATION OF INFORMATION SYSTEMS COMPONENTS

    ☐ THE PROJECT PROCESSES, PHASES, AND LIFE CYCLES OF IT PROJECTS

    ☐ TECHNIQUES OF INFORMATION TECHNOLOGY ASSESSMENT, PLANNING, MANAGEMENT, MONITORING AND EVALUATION

    ☐ THE DEVELOPMENTS AND NEW APPLICATIONS OF INFORMATION TECHNOLOGY AND THEIR APPLICATIONS TO BUSINESS PROCESSES TO MEET ORGANIZATIONAL REQUIREMENTS

    ☐ EMPLOY TECHNIQUES TO MANAGE REMOTELY LOCATED TEAMS TO ENSURE TIMELINES OF THE PROJECT ARE MET

    ☐ THE DEVELOPMENTS AND NEW APPLICATIONS OF INFORMATION TECHNOLOGY AND THEIR APPLICATIONS TO BUSINESS PROCESSES TO MEET ORGANIZATIONAL REQUIREMENTS.

3. **Assessment Components**

ASSESSMENT CATEGORY	POINTS
CLASS PARTICIPATION	30
STUDENT BIO & GOALS	15
ESSAY	20
CLASS PARTICIPATION	30

GROUP PROJECT PROPOSAL		20
MIDTERM ACADEMIC SURVEY		30
DISCUSSION FORUM		20
CLASS PARTICIPATION ONLINE		30
CLASS PARTICIPATION ONLINE "OFFSITE"		30
GROUP PROJECT		35
FINAL ACADEMIC SURVEY		40

4. **Required Text (include ISBN, specific edition)**
   NOTE: STUDENTS ARE HIGHLY ENCOURAGED TO PURCHASE COPIES OF THE REQUIRED TEXTBOOKS FROM A SITE OF THEIR OWN CHOOSING, I.E., PURCHASING THROUGH TEXTBOOKS.COM, BARNES & NOBLE, ETC., TO FIND THE MOST ECONOMICAL COPY FOR THEIR USE IN THIS COURSE.

   TWO TEXTBOOKS ARE REQUIRED:

   A. INTRODUCTION TO IT PROJECT MANAGEMENT
   CYNTHIA SNYDER, PMP & FRANK PARTH, PMP
   ISBN: 978-1-56726-178-3
   HARD COPY
   443 PAGES
   2007, MANAGEMENT CONCEPTS

   &

   B. A GUIDE TO THE PROJECT MANAGEMENT BODY OF KNOWLEDGE (5TH EDITION)

   NEWTOWN SQUARE, PENNSYLVANIA: PROJECT MANAGEMENT INSTITUTE PUBLISHERS. ISBN 987-1-933890-51-7 (PAPERBACK)   THIS CAN BE ORDERED VIA THE UVA BOOKSTORE OR ONLINE AT THE PMI BOOKSTORE AT HTTP://WWW.PMIBOOKSTORE.ORG/PMIBOOKSTORE/INDEX.ASPX.

5. **Required Additional Resources and Technical Components**
   TECHNICAL REQUIREMENTS FOR ACCESSING THE COURSE ARE AS FOLLOWS:

   • UVA COMPUTING IDS AND PASSWORDS
   • HEADSET WITH MICROPHONE (REQUIRED)
   • INTERNET EXPLORER (8.0 OR ABOVE) OR
   • MOZILLA FIREFOX

   INTERMEDIATE COMPUTER SKILLS ARE NECESSARY. GROUP PROJECT REQUIRES THE USE OF A DESKTOP COMPUTER OR EQUIVALENT AND THE APPLICATION OF PROJECT MANAGEMENT APPLICATIONS SOFTWARE. STUDENTS WISHING TO USE ALTERNATE SOFTWARE MUST CONTACT THE INSTRUCTOR PRIOR TO THE COURSE START DATE.

6. **Other Class Expectations (for Classroom/Internet and Web-Based classes, specify any live (synchronous) meetings dates, times, delivery mode)**

CATEGORY	DUE DATE	POINTS
CLASS PARTICIPATION (ONLINE) 7:00 P.M. TO 8:30 P.M., EASTERN TIME	THURSDAY, SEPTEMBER 5, 2013	30
STUDENT BIOGRAPHY & GOALS	MONDAY, SEPTEMBER 9, 2013	15
ESSAY	THURSDAY, SEPTEMBER 26, 2013	20
CLASS PARTICIPATION (ONLINE) 7:00 P.M. TO 8:30 P.M., EASTERN TIME	THURSDAY, OCTOBER 3, 2013	30

CATEGORY	DUE DATE	POINTS
GROUP PROJECT PROPOSAL	THURSDAY, OCTOBER 10, 2013	20
MIDTERM ACADEMIC SURVEY	THURSDAY, OCTOBER 17, 2013	30
DISCUSSION FORUM (ONLINE)	TUESDAY, NOVEMBER 7, 2013	20
CLASS PARTICIPATION (ONLINE) 7 P.M. TO 8:30 P.M., EASTERN TIME	TUESDAY, NOVEMBER 14, 2013	30
CLASS PARTICIPATION ("ONLINE OFFSITE") & GROUP PRESENTATIONS 6:00 P.M. TO 9:00 P.M., EASTERN TIME	TUESDAY, DECEMBER 3, 2013	65
FINAL ACADEMIC SURVEY	FRIDAY, DECEMBER 13, 2013	40