Class Overview

General Class Information

Instructor Name and Contact Information:

- Dr. Michael (Mike) Powers, Faculty
- Virtual Office Hours: Tuesday
- 10:30 a.m. – 12:30 p.m.
- Office Phone: (720) 310-0526
- Email: mcp7u@virginia.edu

Subject Area and Catalog Number: PSPM 5230

Year and Term: 2016 - Fall

Class Title: The Project Manager and Managing the Project Team

Level: Graduate

Credit Type: 3 Units

Class Description:

The difference between leadership and management in the project management environment will be explored. The application of various leadership and management techniques related to project management will be reviewed. The role of the project manager as team leader will also be discussed.

Required Text:

Required Texts (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.

Required Text:

Robbins, S. P., & Coulter, M. (2012). *Management* (11th ed.). Upper Saddle River, NJ: Prentice Hall. ISBN: 9780132163842

Lencioni, P. (2002). *The five dysfunctions of a team: A leadership fable.* San Francisco: Jossey-Bass.

Optional Texts:

A. American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, D.C.: American Psychological Association. ISBN: 978-1433805615

B. *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.

Learning Outcomes:

At the completion of the course students will be able to:
- **Analyze leadership through masters-level research**
  - Compare and contrast leadership models
  - Assess the effectiveness of leadership models
  - Profile individual skills as a transformational leader
  - Discuss the importance of leadership expectations
  - Identify situational modifiers impacting leader effectiveness

- **Describe how to resolve issues that challenge project teams**
  - Explain the importance and role of the project manager in relationship to the project team
  - Execute proper management of project teams that contribute to the success of organizations
  - Identify challenges that face the project manager and the team and use various tools and techniques to mitigate issues

Assessment Components:
- The standard UVA Grading Policy will be in effect.

    Please note: Students may earn " + " or " - " for each of the standard UVA Grades dependent upon the number of points earned by each Student.

Assignment	*Total Points*	*Due Date*	*Grading Percent*
Written Assignments – (2)	200	See schedule	20%
Forum Discussions– (4)	150	See schedule	15%
Team Assignment – (1)	250	See schedule	25%
Quizzes – (2)	100	See schedule	10%
Exams – Midterm and Final	300	See schedule	30%

Total Points: 1000

Points	Percentage%	Grade
1000	100	A+
999-950	99.9-95	A
949-900	94.9-90	A-
899-870	89.9-87	B+
869-830	86.9-83	B
829-800	82.9-80	B-
799-770	79.9-77	C+
769-730	76.9-73	C
729-700	72.9-70	C-
699-670	69.9-67	D+
669-630	66.9-63	D
629-600	62.9-60	D-
<600	<60	F

NOTE: All grades will be posted in the online Grade Book within 7 days after the student submission of the assignment.

Delivery Mode Expectations:

This is an online class that will be delivered via asynchronous and synchronous methods. Please see course schedule for synchronous meeting times. Some of my methods to administer/teach this course will be delivered through lectures, PowerPoint presentations, and discussions that will be generated through the weekly discussion questions. You will be required to complete a total of four (4) discussion questions, three (3) written assignments, two (2) quizzes, a midterm, and a final exam.

Live Chat (synchronous, optional). See class for chat times.

Required Technical Resources and Technical Components:

- Computer with basic audio/video output equipment;
- UVA Computing ID and Passwords;
- Internet access (broadband recommended);
- Internet Explorer (7.0 or above) OR Mozilla Firefox/Mic—Recommended Logitech Head set with USB (if required);
- Microsoft Word

Technical Specifications: Computer Hardware
- Operating system: Microsoft Windows 8.1 (64-bit) or Mac OS X 10.10
- Minimum hard drive free space: 100GB, SSD recommended
- Minimum processor speed: Intel 4th Gen Core i5 or faster
- Minimum RAM: 8GB

Technical Support Contacts
- Login/Password: scpshelpdesk@virginia.edu
- UVaCollab: collab-support@virginia.edu
- BbCollaborate Support: http://www.tinyurl.com/uvabbc

UVa Policies
SCPS Grading Policies: Courses carrying a School of Continuing and Professional Studies subject area use the following grading system: A+, A, A-; B+, B, B-; C+, C, C-; D+, D, D-; F. S (satisfactory) and U (unsatisfactory) are used for some course offerings. For noncredit courses, the grade notation is N (no credit). Students who audit courses receive the designation AU (audit). The symbol W is used when a student officially drops a course before its completion or if the student withdraws from an academic program of the University. Please visit www.scps.virginia.edu/audience/students/grades for more information.

Attendance: Students are expected to attend all class sessions. Instructors establish attendance and participation requirements for each of their courses. Class requirements, regardless of delivery mode, are not waived due to a student's absence from class. Instructors will require students to make up any missed coursework and may deny credit to any student whose absences are excessive. Instructors must keep an attendance record for each student enrolled in the course to document attendance and participation in the class.

University Email Policies: Students are expected to check their official UVa email addresses on a frequent and consistent basis to remain informed of University communications, as certain communications may be time sensitive. Students who fail to check their email on a regular basis are responsible for any resulting consequences.

Mid-Term and End-of-Class Evaluations: Students may be expected to participate in an online mid-term evaluation. Students are expected to complete the online end-of-class evaluation. As the semester comes to a close, students will receive an email with instructions for completing this. Student feedback will be very valuable to the school, the instructor, and future students. We ask that all students please complete these evaluations in a timely manner. Please be assured that the information you submit online will be anonymous and kept confidential.

University of Virginia Honor System: All work should be pledged in the spirit of the Honor System at the University of Virginia. The instructor will indicate which assignments and activities are to be done individually and which permit collaboration. The following pledge should be written out at the end of all quizzes, examinations, individual assignments and papers: "I pledge that I have neither given nor received help on this examination (quiz, assignment, etc.)". The pledge must be signed by the student. For more information, visit www.virginia.edu/honor.

Special Needs: It is the policy of the University of Virginia to accommodate students with disabilities in accordance with federal and state laws. Any SCPS student with a disability who needs accommodation (e.g., in arrangements for seating, extended time for examinations, or note-taking, etc.), should contact the Student Disability Access Center (SDAC) and provide them with appropriate medical or psychological documentation of his/her condition. Once accommodations are approved, it is the student's responsibility to follow up with the instructor about logistics and implementation of accommodations. Accommodations for test taking should be arranged at least 14 business days in advance of the date of the test(s). Students with disabilities are encouraged to contact the SDAC*:* 434-243-5180/Voice, 434-465-6579/Video Phone, 434-243-5188/Fax. Further policies and statements are available at www.virginia.edu/studenthealth/sdac/sdac.html

For further policies and statements about student rights and responsibilities, please visit www.scps.virginia.edu/audience/students