

University of North Texas at Dallas

SYLLABUS

CSCE 3055: IT Project Management		3Hrs
Department of	Mathematics and Information Sciences	School of Liberal Arts and Sciences
Instructor Name:	Sam Nakib	
Office Location:		
Office Phone:	(972)200-4727	
Email Address:	Oussama.nakib@untDallas.edu	
Office Hours:	100 % Online	
Virtual Office Hours:	6 PM to 8 PM Tuesday, Wednesday and Thursday and by Appointments	
Classroom Location:	100 % Online	
Class Meeting Days & Times:	100 % Online	
Course Catalog Description:	Provides students with the tools and techniques needed to manage a wide variety of IT systems projects, including software design and development, IT systems design and installation, network management and support and others. Students develop and practice skills through the use of case studies and other project-based exercises.	
Prerequisites:	CSCE 2100	
Co-requisites:		
Required Text:	Schwalbe, K., Information Technology Project Management, 7th Edition, Course Technology, ISBN 978-1133526858.	
Required Software:	Microsoft Project 2010, a software tool, is used for hands-on practices of project management principles and skills	
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fhcg.follett.com	
Course Goals or Overview:	By weaving together theory and practice, this course presents an understandable, integrated view of concepts, skills, tools, and techniques involved in information technology project management.	
Learning Objectives/Outcomes:	At the end of this course, the student will	
1	Demonstrate the use of good project management techniques and tools in the development of a management plan for an IT project.	
2	Demonstrate an understanding of the unique management requirements of different types of IT Systems projects.	
3	Develop a management plan and budget for an IT project.	
4	Demonstrate an understanding of team management and conflict resolution skills through a number of small management projects.	

Course Outline

The following progressive table is tentatively scheduled and subject to change by the instructor. Changes to this schedule will be communicated by eCampus announcements.

Topics		Timeline
Ch 1.	Class Requirement Introduction to Project Management	Week 1
Ch 2.	The Project Management and Information Technology Context	Week 2
Lab 1	Microsoft Project: Introduction	Week 3
Ch 3.	The Project Management Process Groups: A Case Study	Week 4
Lab 2.	Microsoft Project: Tasks and Milestones	Week 5
Ch 4.	Project Integration Management	Week 6
	Midterm Exam	Week 7
Lab 3.	Microsoft Project: Project Structure	Week 8
	Spring Break	Week 9
Ch 5.	Project Scope Management	Week 10
Lab 4.	Microsoft Project: More About Task	Week 11
Ch 6.	Project Time Management	Week 12
Ch 7.	Project Cost Management	Week 13
Lab 5.	Microsoft Project: Project Resources	Week 14
Ch 8.	Project Quality Management	Week 15
	Final Exam	Week 16

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Exams – written tests designed to measure knowledge of presented course material

Labs – lab assignments designed to supplement and reinforce course material

Class Participation – participation in class discussions

Grading Matrix:

Instrument	Value (points or percentages)	Total
Lab assignments	5 lab assignments at 16 points each	80
Midterm Exam	90	100
Final Exam	90	100
Discussion Boards	5 discussions at 4 points each	20
Total:		300

Grade Determination:

A = 270 – 300 pts; i.e. 90% or better

B = 240 – 269 pts; i.e. 80 – 89 %

C = 210 – 239 pts; i.e. 70 – 79 %

D = 180 – 209 pts; i.e. 60 – 69 %

F = 179 pts or below; i.e. less than 60%

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at UNTDisability@untDallas.edu or at Building 2, room 204.

Blackboard Learn Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: <http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Student Evaluation of Teaching Effectiveness Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: (According to the instructor's discretion while working in concert with the division/program's guidelines).

Exam Policy: (Online exams and the ability to retake is solely at the instructor's discretion). **NOTE:** Online exams may be proctored on campus per instructor's discretion.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Online Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .

Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to <http://www.untDallas.edu/registrar> for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course

Inclement Weather and Online Classes: Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online "Netiquette:

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at <http://www.untDallas.edu/osa/policies>. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Requirements: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.

Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:

- <http://www.untdallas.edu/dlit/ecampus/requirements>
- https://help.blackboard.com/en-us/Learn/9.1_SP_12_and_SP_13/Student/040_Browser_Support_for_SP_13
- https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html