

PROJECT MANAGEMENT



COURSE DESCRIPTION

- **This class is designed to enable students to understand project management including project scope, project planning, milestones and project closing.**
- **Important themes include leadership, team dynamics, storytelling/creating a narrative, communication, and conflict management.**

COURSE OBJECTIVES

- **Discuss the inputs, tools and techniques, and outputs that comprise each project management process**
- **Understand the relationship between the knowledge areas and the process groups in terms of actions and activities**

COURSE OBJECTIVES

- **Choose a real student consulting project and apply the knowledge areas and process groups to it**
- **Use project management forms to plan a real student consulting project**

TEXTBOOKS

- **Snyder, Cynthia. A Project Manager's Book of Forms: A Companion to the PMBOK Guide, 3rd Edition. 2017. Wiley: San Francisco. ISBN 1119393981 NOTE: Any edition of this guide is useful.**
- **Snyder, Cynthia. A User's Manual to the PMBOK Guide. 2013. Wiley: San Francisco. ISBN 1118431078 NOTE: Any edition of this manual is useful.**

INSTRUCTOR

- **John Goldberg, MBA**
- **Lecturer, UC Davis Graduate School of Management**
- **Email: jgoldberg@ucdavis.edu**
- **Office location: Gallagher Hall room GH 2309**
- **Office hours: XXX**

INSTRUCTOR

Education:

- **MBA, Case Western Reserve University
(Organizational Behavior)**

INSTRUCTOR

Experience:

- **Manager, Organization Development,
Chiquita Brands International**
- **Organizational Development Specialist, City
of Sacramento**
- **Training Officer, State of California**

PROJECT EXPERIENCE

- **HIV/AIDS Prevention, Honduras**
- **Labor/Management Cooperation, Honduras**
- **Supervisor Training, American Tropics**
- **Corporate Responsibility, American Tropics, Europe and U.S.**

INTRODUCTIONS

- **Where are you from?**
- **What was your undergrad major?**
- **Where did you get your undergrad degree?**
- **What knowledge or experience do you have about project management?**
- **What are your goals for this course?**

GRADING CRITERIA

- **Participation: 10%**
- **Peer Evaluation: 5%**
- **Project Charter 10%**
- **Project Forms: 75%**

GRADING SCALE

- **97 - 100: A+**
- **93 - 96.99: A**
- **90 - 92.99: A-**
- **87 - 89.99: B+**
- **83 - 86.99: B**
- **80 - 82.99: B-**
- **77 - 79.99: C+**
- **73 - 76.99: C**
- **70 - 72.99: C-**
- **67 - 69.99: D+**
- **63 - 66.99: D**
- **60 - 62.99: D-**
- **0 - 59.99 F**

ATTENDANCE

- **Attendance does not equal participation**
- **However, attendance is required for participation**
- **There will be no makeups for class sessions.**

PARTICIPATION

- **Participation will be graded with a maximum of one point per hour of class session. The use of electronics in class will be considered as a lack of participation.**
 - **Full points: Presence and participation during the entire hour.**
 - **Zero points: Absence or lack of participation during the hour.**

ELECTRONICS

- **If you have an urgent need to use your phone or other device do so briefly outside of the classroom**
- **The use of digital devices will result in zero participation points, unless requested by the instructor.**

PROJECT FORMS (CASE STUDY)

- **This is a team project**
- **Students will be assigned to teams.**

CASE STUDY TOPICS

- Choose any topic from the list at the following site that no member of your team participated in or has access to:
- <https://gsm.ucdavis.edu/past-client-projects>

PROJECT PLAN DOCUMENTS

- **Project Charter**
- **Stakeholder Analysis**
- **Project Management Plan**
- **Scope Management Plan**
- **Requirements Management Plan**
- **Schedule Management Plan**
- **Milestone List**
- **Communications Management Plan**
- **Risk Management Plan**
- **Team Performance Assessment**
- **Project Close-out**

SCHEDULE

- **January 5** (classroom session 9am-3pm): Initiating Process Group and Planning Process Group
- **January 19** (classroom session 9am-3pm): Executing Process Group, Monitoring & Controlling Group and Closing Process Group; Read User's Manual Chapters 1, 2, 3, 5, 7, 9 and 12; **Project Management Charter due by 8am**
- **February 9** (no classroom session): Read User's Manual Chapters 13, 15, 17, 18, 19, 21, 22, 25 and 26; **Project Management Forms due by 8am**

ALL GRADED MATERIAL WILL BE RETURNED TO STUDENTS THE WEEK FOLLOWING SUBMISSION

- **Students who wish to appeal grades regarding any of the elements of the class listed above will need to contact the instructor within one week of receiving the grade.**