ROCHESTER COMMUNITY AND TECHNICAL COLLEGE

Course discipline/number/title: BUS 2240: Project Management

A.   **CATALOG DESCRIPTION**
1. **Credits: 3**
2. **Hours/Week: 3**
3. **Prerequisites (Course discipline/number):** None
4. **Other requirements:** College level reading is recommended.
5. **MnTC Goals (if any):** NA

B.   **COURSE DESCRIPTION:** This course examines the processes, tools and techniques along with the best practices within the project management disciplines. Projects drive change in organizations. A project is aimed at moving an organization from one state to another state in order to achieve a specific objective. Students will discover how projects are methodically organized, appropriate tools to utilize, and how to plan and schedule projects to achieve their objectives. From risk assessments to ethical decision making, students will walk through the entire project management plan throughout the semester.

C.   **DATE LAST REVISED (Month, year):** February, 2024

D.   **OUTLINE OF MAJOR CONTENT AREAS:**
1. Project Charter and Requirements
2. Project Constraints
3. Scope Statement
4. Project Schedule
5. Risk Management Strategies
6. Budget Techniques
7. Resource Planning
8. Contingency Planning
9. Management of Team Members
10. Ethical Project Management Practices
11. Formal Project Plan

E.   **LEARNING OUTCOMES (GENERAL):** The student will be able to:
1. Define the elements of a project charter.
2. Formulate a comprehensive list of project requirements.
3. Analyze the elements of the triple constraints (scope, time, budget) and the impact on project management strategies.
4. Prepare a project scope statement including the Project Overview Document and Work Breakdown Structure.
5. Design a comprehensive project schedule using task durations and dependencies.
6. Identify the critical path, and preparation of the project budget.
7. Analyze risk management strategies for the project.
8. Apply estimating techniques in the development of project cost estimates and budgets.
9. Develop a resource plan including a responsibility matrix.
10. Apply contingency planning techniques throughout the entire project management process.
11. Evaluate effective approaches to managing and motivating project team members.
12. Describe an environment that fosters professional responsibility and ethical project management practices.
13. Create a formal project management plan.

F.   **LEARNING OUTCOMES (MNTC):** NA

G.   **METHODS FOR EVALUATION OF STUDENT LEARNING:** Methods may include but are not limited to:
1. Assignments and projects
2. Exams and quizzes
3. Formal Project Management Plan

H.   **RCTC CORE OUTCOME(S).** This course contributes to meeting the following RCTC Core Outcomes(s): **Critical Thinking.** Students will think systematically and explore information thoroughly before accepting or formulating a position or conclusion.

I.   **SPECIAL INFORMATION (if any):** None