

**BA in Management  
OPIM 409 Project Management  
Spring 2017**

**Instructor:** Abdullah Daşcı  
**Office:** FMAN 1042  
**Phone:** (216) 483-9664  
**Fax:** (216) 483-9724  
**E-mail:** [dasci@sabanciuniv.edu](mailto:dasci@sabanciuniv.edu)  
**Web:** SuCourse  
**Office Hours:** By appointment.

Time	Days	Location
16:40 – 19:30	M	FMAN – G060

**Course Objective:**

In recent years, there has been a rapidly increasing emphasis on project management (PM) concepts and software as more organizations recognize that PM is synonymous with change management. Organizations that want to change their focus or direction increasingly recognize that introducing new products, processes, or programs in a timely and cost effective manner requires professional project management.

This course introduces students to the theory and practice of project management. It takes a technical approach to planning, budgeting, implementing and finalizing small and large-scale projects. This course examines the management of complex projects and the tools that are available to assist managers with such projects. Some of the specific topics we will discuss include, project teams, project selection, organizational issues, planning, scheduling and budgeting, risk management, monitoring and control, and auditing. Students will also be introduced to commercial project management software.

**Learning Outcomes:**

Upon successful completion of the course, the student should be able to:

1. Distinguish routine operations from projects and explain the implications
2. Identify basic project management terms and identify knowledge areas
3. Identify project stakeholders and determine their expectations
4. Use project charter documents, Work Breakdown Structures and project networks for managing projects
5. Construct and interpret project progress reports
6. Use a project management software

## Course Material:

**Required Textbook:** Gray, C.F and E.W. Larson. *Project Management: The Managerial Process*, 5<sup>th</sup> ed. McGraw-Hill/Irwin, New York, NY (2011).

## Course Web:

The presentation material pertaining to the lectures will be posted before each class. Students are advised to check the course webpage a few times a week, particularly a day before the classes. The students are also welcomed to use the “Discussion board” for issues related to the course, questions, clarifications, etc.

## Instructional Design:

Each week we will have coverage based on lecture notes, class discussions, and project work. Students are also required to form groups and work on a topic to practice project management techniques.

## Grading:

Assignments (5)	: 30%
Exam I	: 35%
Exam II	: 35%

## Requirements:

**Assignments:** Students will be asked to work in groups on hypothetical projects and submit a series of assignments related to their project. The assignments are intended to help students to practice PM concepts as well as to prepare for the exams. Assignments will be done and submitted as groups. Assignments will be done after the class. So, be prepared to stay until 8:30 on some days. Attendance to the entire lecture as well the assignment session for those classes is mandatory. Failure to attend the classes or assignment session will result in zero mark for the assignment. Further information on the project related issues will be given during the semester.

**Exams:** There will be two exams, which will include problem solving, short essay, multiple-choice and true-false type questions and will be written with closed books and notes. A formula sheet will be provided by the instructor, when necessary.

**Academic Honesty:** Learning is enhanced through cooperation and as such you are encouraged to work in groups, ask for and give help freely in all appropriate settings. At the same time, as a matter of personal integrity, you should only represent your own work as yours. Any work that is submitted to be evaluated in this class should be an original piece of writing, presenting your ideas in your own words. Everything you borrow from books, articles, or web sites (including those in the syllabus) should be properly cited. Although you are encouraged to discuss your ideas with others (including your friends in

the class), it is important that you do not share your writing (slides, MS Excel files, reports, etc.) with anyone. Using ideas, text and other intellectual property developed by someone else while claiming it is your original work is *plagiarism*. Copying from others or providing answers or information, written or oral, to others is *cheating*. Unauthorized help from another person or having someone else write one's paper or assignment is *collusion*. Cheating, plagiarism and collusion are serious offenses that could result in an F grade and disciplinary action. Please pay utmost attention to avoid such accusations.

Sabanci University uses a very powerful web-based tool called Turnitin. Turnitin is the worldwide standard in online plagiarism prevention. It allows instructors to compare student papers against a database composed of millions of articles. Your submissions will be scanned by Turnitin.

**Classroom Policies and Conduct:** Sabancı values participatory learning. Establishing the necessary social order for a participatory learning environment requires that we all:

- Ask questions that facilitate your own understanding and that of your classmates.
- Listen to the person who has the floor. During class hours avoid unnecessary conversations.
- Except emergency and health related excuses do not leave and re-enter the class.
- All cell phones, laptops or other electronic devices should be turned off unless they are used as part of the lecture.
- Make every effort to be at class on time.

## Course Schedule:

This is a tentative schedule. It may be revised based on the progress in the class.

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Due</b>
1	Feb 6	Course Introduction Modern Project Management (Ch 1) Explore PMI, PMP	
2	Feb 13	Organization Strategy and Project Selection (Ch 2)	
3	Feb 20	Organization: Structure and Culture (Ch 3)	Group formation and Project proposal [A1]
4	Feb 27	Defining the Project (Ch 4)	Project scope statement [A2]
5	Mar 6	Estimating Project Times and Costs (Ch 5) Developing a Project Plan (Ch 6)	WBS [A3]
6	Mar 13	Scheduling Resources and Costs (Ch 8) Reducing Project Duration (Ch 9)	Project network [A4]
7	Mar 20	Exam I	
8	Mar 27	Managing Risk (Ch 7)	Risk [A5]
9	Apr 3	N O C L A S S (Semester break)	
10	Apr 10	Progress and Performance Measurement and Evaluation (Ch 13)	
11	Apr 17	Project Closure (Ch 14)	
12	Apr 24	Oversight (Ch 16)	
13	May 1	Agile Project Management Review	
14	May 8	Exam II	
15	May 15	TBD	