

Project Management in the Information Age
MASY1-GC 1250 | Section 107 | Spring 2024 | 01/23/2024 - 04/30/2024 | 3 Credits
Modality: In Person

Course Site URL: <https://brightspace.nyu.edu/d2l/home/330611>

General Course Information

Instructor Name/Title: Shoshana Bass, PhD – Clinical Assistant Professor (She/Her)

Email: shoshana.bass@nyu.edu

Class Meeting Schedule: 1/23/2024 – 4/30/2024: Tuesdays 1:00 – 3:35PM

Class Location: 20 W 43rd St (Midtown Ctr) Room 421

Office Hours: Tuesdays 12PM-1PM – Room 434 at MTC and By Appointment

Description

This course covers the fundamentals of project management and explores the methodologies and techniques for managing technological projects. Throughout this course, students learn to define a business problem, plan the delivery of a solution for that problem, and manage the quality completion of the project deliverables. The course prepares students to plan and manage organizational technology-related projects by applying various project management techniques effectively.

Prerequisites

MASY1-GC1240 – Information Technology and Data Analytics

Learning Outcomes

Upon completion of this course, students will be able to:

- Determine the business need for a proposed technology project and its alignment to the organization's mission and/or business model using various analytic tools
- Develop a technology-related project proposal, including a recommendation for a systems solution and the framework methodology for the planning and execution of a project plan.
- Apply project management principles to create a technology related project plan including the product/service deliverables and the project plan artifacts
- Produce a functional specification to represent the features and functions of a project deliverable for alignment to a technical design specification
- Apply the Systems Development Lifecycle Model (SDLC) to technology related projects across the lifecycle phases, including planning, analysis, design, implementation, and operations
- Prepare a test plan using a comprehensive test design template, to validate and verify the usability of the planned systems solution

Communication Methods

Be sure to turn on your [NYU Brightspace notifications](#) and frequently check the “Announcements” section of the course site. This will be the primary method I use to communicate information critical to your success in the course. To contact me, send me an email. I will respond within 24 hours.

Structure | Method | Modality

There are 14 session topics in this course, meeting once per week. Active learning experiences and small group projects are key components of the course. Assignments, papers, and exams will be based on course materials, lectures, and class discussions. Course sessions will be conducted in-person or synchronously on NYU Zoom, which you can access from the course site in [NYU Brightspace](#).

ExpectationsLearning Environment

You play an important role in creating and sustaining an intellectually rigorous and inclusive classroom culture. Respectful engagement, diverse thinking, and our lived experiences are central to this course, and enrich our learning community.

Participation

You are integral to the learning experience in this class. Be prepared to actively contribute to class activities, group discussions, and work outside of class.

Assignments and Deadlines

Please submit all assignments to the appropriate section of the course site in [NYU Brightspace](#). If you require assistance, please contact me BEFORE the due date.

Course Technology Use

We will utilize multiple technologies to achieve the course goals. I expect you to use these technologies in ways that enhance the learning experience for all students and are consistent with the [NYU Academic Integrity Policy](#). For all course work, I will explain what technologies are expected to be used and how you can cite their usage. I will also communicate what technologies are not permitted for course work. If you have any questions about the use of a technology for a course assignment/project, please contact me.

Feedback and Viewing Grades

I will provide timely meaningful feedback on all your work via our course site in NYU Brightspace. You can access your grades on the course site Gradebook.

Attendance

I expect you to attend all class sessions. Attendance will be taken into consideration when determining your final grade. Refer to the [SPS Policies and Procedures page](#) for additional information about attendance.

Course Materials

All materials are available online at NYU Libraries and can also be accessed through the course reserves on our Brightspace page.

Required Texts:

Agile Practice Guide
Project Management Institute
ISBN-13: 978-1628251999

A Guide to the Project Management Body of Knowledge (PMBOK Guide) – Seventh Edition
and the Standard for Project Management
Project Management Institute
ISBN-13: 978-1628256642

Process Groups: A Practice Guide
Project Management Institute
ISBN-13: 978-1628257830

Recommended Texts:

Information Technology Project Management – 9th Edition
Kathy Schwalbe
ISBN-13: 978-1337101356

Grading | Assessment

Your grade in this course is based on your performance on multiple activities and assignments. Since all graded assignments are related directly to course objectives and learning outcomes, failure to complete any assignment will result in an unsatisfactory course grade.

<u>DESCRIPTION</u>	<u>PERCENTAGE</u>
Team Project	40%
Individual Topic Assignment	10%
Individual Reflection Paper	15%
Midterm Exam	35%
<hr/> TOTAL POSSIBLE	<hr/> 100%

See the ["Grades" section of Academic Policies](#) for the complete grading policy, including the letter grade conversion, and the criteria for a grade of incomplete, taking a course on a pass/fail basis, and withdrawing from a course.

Course Outline

Start/End Dates: 01/23/2024 – 04/30/2024 | Tuesday

Time: 01:00 – 03:35PM

No Class Date(s): Tuesday – 03/19/2024

Special Notes: Spring Break 03/18/24 - 03/24/24

Detailed Weekly Readings and Assignment Descriptions Will Be Posted on Brightspace and Communicated In Class. Below is a High-Level Summary of Topics To Be Covered:

January 23: Introduction and Overview of IT Project Management

January 30: IT Project Lifecycle and Types of IT Projects

February 6: Agile Methodology – Part 1

February 13: Agile Methodology – Part 2

February 20: Project Tools

February 27: The IT Project Manager

March 5: Project Scope Definition and Scheduling in IT

March 12: Stakeholder Management and Communication. Risk Management in IT Projects

March 26: Measurement, Project Effort Analysis, and Quality Assurance

April 2: DevOps Methodology

April 9: Midterm Exam

April 16: Project Management Tools

April 23: Alternative Lean Methods

April 30: Scaling Agile, Transitioning to Agile, Hybrid Approaches

NOTES:

The syllabus may be modified to better meet the needs of students and to achieve the learning outcomes.

The School of Professional Studies (SPS) and its faculty celebrate and are committed to inclusion, diversity, belonging, equity, and accessibility (IDBEA), and seek to embody the IDBEA values. The School of Professional Studies (SPS), its faculty, staff, and students are committed to creating a mutually respectful and safe environment (*from the [SPS IDBEA Committee](#)*).

New York University School of Professional Studies Policies

1. Policies - You are responsible for reading, understanding, and complying with [University Policies and Guidelines](#), [NYU SPS Policies and Procedures](#), and [Student Affairs and Reporting](#).
2. Learning/Academic Accommodations - New York University is committed to providing equal educational opportunity and participation for students who disclose their dis/ability to the [Moses Center for Student Accessibility](#). If you are interested in applying for academic accommodations, contact the [Moses Center](#) as early as possible in the semester. If you already receive accommodations through the Moses Center, request your accommodation letters through the Moses Center Portal as soon as possible (mosescsa@nyu.edu | 212-998-4980).
3. Health and Wellness - To access the University's extensive health and mental health resources, contact the [NYU Wellness Exchange](#). You can call its private hotline (212-443-9999), available 24 hours a day, seven days a week, to reach out to a professional who can help to address day-to-day challenges as well as other health-related concerns.
4. Student Support Resources - There are a range of resources at SPS and NYU to support your learning and professional growth. For a complete list of resources and services available to SPS students, visit the [NYU SPS Office of Student Affairs site](#).
5. Religious Observance - As a nonsectarian, inclusive institution, NYU policy permits members of any religious group to absent themselves from classes without penalty when required for compliance with their religious obligations. Refer to the [University Calendar Policy on Religious Holidays](#) for the complete policy.
6. Academic Integrity and Plagiarism - You are expected to be honest and ethical in all academic work. Moreover, you are expected to demonstrate how what you have learned incorporates an understanding of the research and expertise of scholars and other appropriate experts; and thus recognizing others' published work or teachings—whether that of authors, lecturers, or one's peers—is a required practice in all academic projects.

Plagiarism involves borrowing or using information from other sources without proper and full credit. You are subject to disciplinary actions for the following offenses which include but are not limited to cheating, plagiarism, forgery or unauthorized use of documents, and false form of identification

[Turnitin](#), an originality detection service in NYU Brightspace, may be used in this course to check your work for plagiarism.

Read more about academic integrity policies at the NYU School of Professional Studies on the [Academic Policies for NYU SPS Students](#) page.

7. Use of Third-Party Tools - During this class, you may be required to use non-NYU apps/platforms/software as a part of course studies, and thus, will be required to agree to the "Terms of Use" (TOU) associated with such apps/platforms/software.

These services may require you to create an account but you can use a pseudonym (which may not identify you to the public community, but which may still identify you by IP address to the company and companies with whom it shares data).

You should carefully read those terms of use regarding the impact on your privacy rights and intellectual property rights. If you have any questions regarding those terms of use or the impact on the class, you are encouraged to ask the instructor prior to the add/drop deadline.