Seneca | SCHOOL OF SOFTWARE DESIGN & DATA SCIENCE

Course Code	PMC444	Course Section	NCC	Course Title	Introduction to IT Project Management
Term	Fall 2023 (2237)	Course Outline Link	Course Outline Link	Instructional Mode	Hybrid
Scheduled Office Hours	Thursdays, 10:45 a.m. to 12:30 p.m. - virtually via Zoom; message for appointment.	Professor's Preferred Method of Communication	Email	Expected Response Time	2 business days

* An additional row for second scheduled day of classes per week is available if needed. Highlight rows 5 to 7, right click, and select "Unhide". Upon completion of the addendum - highlight, right click and HIDE THIS LINE.

* Additional rows for second professor's information are available for semesters when two professors will facilitate course. If needed, highlight rows 8 to 12, right click, and select "Unhide". Upon completion of the addendum - highlight, right click and HIDE THIS LINE.

Assessment Summary

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The semester starts on Sept 5th

Week	Class type	Topics/Activities	Instruction Mode	Class Location	Assessment (Type and weight)
Week 1 Sept. 5 - 8	Lecture	Introduction to PMC444 / Intro to Project Management	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meeting	Course Addendum Course Format and Assessments Teams and Team selections	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
Week 2 Sept. 11 - 15	Lecture	The Project Management Process Groups and Knowledge Areas	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meeting	Finalize Group selections / Submission of Project Proposal	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
Week 3 Sept. 18 - 22	Lecture	Information Technology Project Management	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	MS Project 2019 Discussion - Part 1 Linkedin Learning	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
Week 4 Sept. 25 - 29	Lecture	Project Integration Management • What Is Project Integration Management? • Developing a Project Charter • Developing a Project Management Plan • Considerations for Agile/Adaptive Env.	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	Quiz #1	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Quiz #1 - 5%
Week 5 Oct. 02 - 06	Lecture	Project Scope Management • Defining Scope & Project Scope Mgmt • Creating the Work Breakdown Structure • Considerations for Agile/Adaptive Env.	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	Scope Mgmt Continuation Linkedin Learning Checkpoint	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
	Lecture	Project Schedule Management (Part 1) • Sequencing Activities, Network Diagrams • Estimate time, cost, and team resources • Build a project schedule	Online Synchronous (Attend online at scheduled time)	Zoom	

Week	Session	Topic	Mode	Location	Assessment
Week 6 Oct. 09 - 13	Lecture / Team Meetings	Project Time Management (part 2) • Gantt Charts • Calculating the Critical Path • Agile and Schedule Management Quiz #2	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Quiz #2 - 5%
Week 7 Oct. 16 - 20	Lecture	Project Cost Management	Online Synchronous (Attend online at scheduled time)	Zoom	Submission: Group Work #1 = 15% • Business Case • Project Charter
	Midterm Test	Comprehensive Chapters 1 -7	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Midterm Exam - 20%
Study week is from Oct 23 to Oct 27					
Week 8 Oct. 30 - Nov. 03	Lecture	Project Quality Management	Online Synchronous (Attend online at scheduled time)	Zoom	Submission: Linkedin Learning Part 1 = 5%
	Lecture / Team Meetings	Cont - Project Quality Mgmt	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
Week 9 Nov. 07 and Nov 9	Lecture	Project Resource Mgmt	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	Feedback Session for Project #1 and Linkedin Learning Part 1 Quiz #3	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Quiz #3 - 5%
Week 10 Nov. 14 and Nov. 16	Team Meetings	Project Communications Management • Managing and Monitoring Communications • Templates for Project Communications • Considerations for Agile/Adaptive Env.	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	• Linkedin Learning Checkpoint • Group Project #2 Consultation	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	
Week 11 Nov. 21 and Nov. 23	Lecture	Project Risk Management • Identify risks • The Risk Register • Planning and Controlling Risks • Considerations for Agile/Adaptive Env.	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	Continuation: Risk Mgmt Lecture	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Submission: Group Work #2 = 15% • Work Breakdown Structure •WBS Dictionary
Week 12 Nov. 28 and Nov. 30	Team Meetings	Project Procurement Management & Project Stakeholder Management • Identifying Stakeholders • Managing Stakeholder Engagement • Agile/Adaptive Environments	Online Synchronous (Attend online at scheduled time)	Zoom	
	Lecture / Team Meetings	• Quiz #4 • Group Project #2 Feedback	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	Quiz #4 - 5%
Week 13 Dec 05 and Dec. 07	Lecture	Lecture on Agile Project Management Practices	Online Synchronous (Attend online at scheduled time)	Zoom	
	Group Project Presentation	Group Project Presentation (covering): • Project #1 - Project Charter & Business Case • Project #2 - WBS and WBS Dictionary	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C4032)	• Group Project Presentation = 20%
Week 14 Dec. 12	Group Project Presentation (Cont.)	Group Project Presentation (continuation): • Project #1 - Project Charter & Business Case • Project #2 - WBS and WBS Dictionary	In-Person (Attend on campus)	Physical Classroom (Newnham Bldg C - C3036)	• Submission: Linkedin Learning Part 2 = 5%
The semester ends Dec 13					

A+	90% to 100%
A	80% to 89%
B+	75% to 79%
B	70% to 74%
C+	65% to 69%
C	60% to 64%
D+	55% to 59%
D	50% to 54%
F	0% to 49% (Not a Pass)

Academic Policies

http://www.senecacollege.ca/about/policies/academics-and-student-services.html

For further information, see a copy of the Academic Policy, available online (http://www.senecacollege.ca/about/policies/academics-and-student-services.html) or at Seneca's Registrar's Offices.

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