**Executive Summary**

The textbooks and course curriculum for the MBA615 Project Management class is in dire need of updating. The textbooks for the course is copyrighted from the year 2007. The PowerPoint presentations have dates that are copyrighted from 2004 through 2007. This outdated material is unacceptable to teach Masters level students. Coleman University will put together a project team to address and correct this issue.

The first iteration of this project will focus primarily on the updating of the campus textbooks and campus PowerPoint presentations. The Information Technology Project Management book is the book to be updated. The project sponsor has chosen Mr. Stanley Murphy to be the Project Manager of the project. The project manager chose a small team that consists of the Human Resource Manager, Purchasing Manager, and the Lead Librarian to handle and correct the issue.

The project manager held a kickoff meeting in which the process of how the project would like to be constructed and completed. Afterwards, the project manager begin to write the scope and then discuss the details of the Work Breakdown Structure (WBS) with the help of the project team. The WBS was then created and the project was ready to enter its execution phase. The project mostly went according to the scope with only one scope change. There were four milestones that were meet during the project which kept the team focused and striving for the same goals.

In the end, the project team completed the project on budget and slightly ahead of schedule. There were a few lessons learned during this project which the team will look into incorporating into the next iteration of the project. One of the lessons learned is looking into adding an Information Technology Manager. The next iteration is to updated the online textbooks and course curriculum for the MBA615 Project Management class.