
EPM-1133 Identifying Project Requirements: Scope and Quality Management

Computer Studies

Course Number: EPM-1133	Co-Requisites: N/A	Pre-Requisites: N/A
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Approved by:	Chris Slade, Senior Dean	
Approval Date:	Wednesday, April 12, 2023	
Approved for Academic Year:	2023-2024	
Credit Weight:	3.00	

Course Description

In this course students identify and define project scope and quality requirements using an array of tools and techniques, including Planning Scope Management, Collecting Requirements, Defining Scope, Creating the Work Breakdown Structure (WBS) and Planning Quality Management.

Course Learning Outcomes/Course Objectives

- 1. Describe the components of a comprehensive project plan that ensures the integration of the Project Management Process Groups**
 - 1.1 Describe a project management plan framework that integrates the outputs of the Planning Performance Domain
 - 1.2 Demonstrate how the components of the Project Management Plan relate in the three development approaches: Predictive, Hybrid, and Adaptive
- 2. Create the Project Scope Management Plan**
 - 2.1 Describe the components of the Delivery Performance Domain, and identify how the project's scope will be defined and validated
 - 2.2 Demonstrate the requirements needed in order to create the project Scope Management Plan
 - 2.3 Create a project statement of work which clearly indicates what is and is not within project scope
- 3. Document project deliverables through the analysis of stakeholder requirements**
 - 3.1 Develop a strategy for the gathering, analysis, and prioritization of project and stakeholder requirements
 - 3.2 Create a traceability matrix to document the relate stakeholders and their requirements to project outcomes

4. **Decompose the deliverables of a project using the work breakdown structure (WBS) to breakdown the work into management tasks and create a WBS dictionary**
 - 4.1 Decompose the defined project deliverables to create the project's work breakdown structure (WBS) that indicates the relationship between the various deliverables the project will produce
 - 4.2 Create the WBS dictionary that details the information needed to execute project tasks
5. **Describe the differences between different quality management concepts such as Total Quality Management, Continuous Quality Improvement, International Standards Organization standards, and Six Sigma**
 - 5.1 Describe how the different quality management concepts (TQM, Six Sigma and Lean Sigma) are applied in order to achieve quality requirements
 - 5.2 Describe the Cost of Quality in terms of the cost to perform Quality Management and Control versus the cost of not including quality management in the project
 - 5.3 Describe the difference between descriptive and prescriptive practices and how they are applied
6. **Develop a quality management plan that details how quality management will be conducted throughout the project**
 - 6.1 Analyze stakeholder requirements and standards documents to identify and document quality requirements
 - 6.2 Write a section of a detailed specification that describes the quality requirements of a select project deliverable

Relationship to Vocational Learning Outcomes

This course provides the opportunity for you to achieve the following Program Vocational Learning Outcomes (VLO's), which will be taught and evaluated at a taught (T), assessed (A) or culminating performance (CP) level:

PMES - Advanced Project Management - Environmental

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| VLO 1 | Manage project goals, constraints, deliverables, performance criteria, quality control needs, communication, negotiation, collaboration, and resource requirements with all stakeholders to ensure the successful completion of environmental projects. (T, A) |
| VLO 2 | Drive organizational change and promote a positive organizational culture by managing relationships, resolving conflict, and facilitating communication. (T, A) |
| VLO 3 | Work collaboratively with team members to provide service excellence and problem-solve effectively, while maintaining and improving project team performance in a Canadian environmental setting. (T, A) |

PMIO - Advanced Project Management - Information Technology

PMIT - Advanced Project Management - Information Technology

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| VLO 1 | Manage project goals, constraints, deliverables, performance criteria, quality control needs, communication, negotiation, collaboration and resource requirements with all stakeholders to ensure the successful completion of information technology projects. (T, A) |
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- VLO 2 Align management and leadership strategies when working on projects according to internal organizational culture in the information technology industry. (T, A)
- VLO 3 Develop and apply teamwork, service excellence, problem-solving and leadership skills to contribute as an effective information technology project team member in a Canadian setting. (T, A)

PMLM - Advanced Project Management and Strategic Leadership

- VLO 1 Manage project goals, constraints, deliverables, performance criteria, quality control needs, and resource requirements as defined by the project stakeholders (T, A)
- VLO 4 Facilitate communication, negotiation, and collaboration with all stakeholders to ensure the successful completion of projects. (T, A)

PMLO - Advanced Project Management and Strategy Leadership

PMLS - Advanced Project Management and Strategy Leadership

- VLO 1 Manage project goals, constraints, deliverables, performance criteria, quality control needs, and resource requirements as defined by the project stakeholders. (T, A)
- VLO 4 Facilitate communication, negotiation, and collaboration with all stakeholders to ensure the successful completion of projects. (T, A)

PMLT - Advanced Project Management and Strategic Leadership

- VLO 1 Manage project goals, constraints, deliverables, performance criteria, quality control needs, and resource requirements as defines by the project stakeholders. (T, A)
- VLO 4 Facilitate communication, negotiation, and collaboration with all stakeholders to ensure the successful completion of projects. (T, A)

Learning Resources

Resources and Supplies:

Note: Resources listed below are used in other courses of the project management program and are not exclusive to this course.

Required:

- Chatfield, Carl & Johnson, Timothy . (2016). Microsoft Project 2016 Step by Step, Microsoft Press
- Project Management Institute (2021). A Guide to the Project Management Body of Knowledge (PMBOK® Guide), (7th Edition), Project Management Institute.
- Rose, Kenneth H. (2014).Project Quality Management, Why, What and How, John Ross Publishing

Student Evaluation

Reflective Journals - 10%:

Two Reflective Journals based on class attendance (students must be present in class to submit the reflective journal).

1 Reflective Journal @ 5% 1 Reflective Journal @ 5%

Projects/Case Studies - 40%

Case Study 1: Project Scope Management - 20% (Learning Outcomes 2, 3, 4)

Case Study 2: Project Quality Management - 20% (Learning Outcomes 5, 7, 8, 9)

Quizzes and Tests - 50%

Scope Management Quiz - 25%

Quality Management Quiz - 25%

Grade Scheme

The round off mathematical principle will be used. Percentages are converted to letter grades and grade points as follows:

Mark (%)	Grade	Grade Point	Mark (%)	Grade	Grade Point
94-100	A+	4.0	67-69	C+	2.3
87-93	A	3.7	63-66	C	2.0
80-86	A-	3.5	60-62	C-	1.7
77-79	B+	3.2	50-59	D	1.0
73-76	B	3.0	0-49	F	0.0
70-72	B-	2.7			

Prior Learning Assessment and Recognition

Students who wish to apply for prior learning assessment and recognition (PLAR) need to demonstrate competency at a post-secondary level in all of the course learning requirements outlined above. Evidence of learning achievement for PLAR candidates includes:

- Not Applicable: Students are not eligible for a Prior Learning Assessment.

Course Related Information

This course is delivered in the classroom environment using several approaches to learning including traditional instructor-led instruction, discussions, individual and group assignments, and presentations. The student is required to do reading, assignments, and study preparation for testing.

College Related Information

Note: It is the student's responsibility to retain course outlines for possible future use to support applications for transfer of credit to other educational institutions.

Academic Integrity

Lambton College is committed to high ethical standards in all academic activities within the College, including research, reporting and learning assessment (e.g. tests, lab reports, essays).

The cornerstone of academic integrity and professional reputation is principled conduct. All scholastic and academic activity must be free of all forms of academic dishonesty, including copying, plagiarism and cheating.

Lambton College will not tolerate any academic dishonesty, a position reflected in Lambton College policies. Students should be familiar with the Students Rights and Responsibilities Policy, located at lambtoncollege.ca. The policy states details concerning academic dishonesty and the penalties for dishonesty and unethical conduct.

Questions regarding this policy, or requests for additional clarification, should be directed to the Lambton College

Student Success Department.

Students with Disabilities

If you are a student with a disability please identify your needs to the professor and/or the Accessibility Centre so that support services can be arranged for you. You can do this by making an appointment at the Accessibility Centre or by arranging a personal interview with the professor to discuss your needs.

Lambton College in Toronto at Cestar College Campus and Lambton College in Mississauga at Queen's College Campus, please identify your needs to the professor and/or student services.

Student Rights and Responsibility Policy

Acceptable behaviour in class is established by the instructor and is expected of all students. Any form of misbehaviour, harassment or violence will not be tolerated. Action will be taken as outlined in Lambton College policy.

Date of Withdrawal without Academic Penalty

Please consult the Academic Regulations and Registrar's published dates.

Waiver of Responsibility

Every attempt has been made to ensure the accuracy of this information as of the date of publication. The content may be modified, without notice, as deemed appropriate by the College.

Students should note policies may differ depending on the location of course offering. Please refer to your study location specific policies:

LAMBTON COLLEGE POLICIES - applicable to all Lambton College students:

- Student Rights & Responsibilities & Discipline policy (2000-5-1)
- Test & Exam Writing Protocol (2000-1-6)
- Evaluation of Students (2000-1-3)
- Policy Link - <https://www.lambtoncollege.ca/custom/Pages/Policies/Policies.aspx>

CESTAR COLLEGE:

- www.lambtoncollege.ca/policies-tor

QUEENS COLLEGE:

- www.lambtoncollege.ca/policies-miss