
EPM-2243 IT Project Management Fundamentals - A Canadian Perspective

Computer Studies

Course Number:	Co-Requisites:	Pre-Requisites:
EPM-2243	EPM-1173	N/A
Prepared by:	Lambton College, Outline Creator	
Approved by:	Chris Slade, Dean School of Information Technology	
Approval Date:	Friday, June 2, 2023	
Approved for Academic Year:	2023-2024	
Credit Weight:	3.00	

Course Description

In this course, students study the terminology, life cycles and core processes involved specifically in the management of IT projects in Canada. Responsibilities and tasks that an IT project manager has during the development and implementation of an IT project, as well as the required skills an IT Project Manager needs in order to successfully integrate the projects with IT operations and service management. Students also learn about careers in the IT project management space in Canada.

Course Learning Outcomes/Course Objectives**1. Examine Project Management framework and governing bodies**

- 1.1 Define the characteristics of a project within the Canadian Industries.
- 1.2 Explain the need for project management.
- 1.3 Describe key elements of the project management framework, including project constraints, project stakeholders, and project knowledge areas.
- 1.4 Describe the role and suggested skills of the project manager in Canada
- 1.5 Describe the project management profession in Canada
- 1.6 Describe the role of the Project Management Institute in Canada.
- 1.7 Describe the importance of certification and ethics, and the growth of project management software such as MS Project.

2. Summarize the initiation phase of a project

- 2.1 Describe the project life cycle including the phases of a project
- 2.2 Describe the initiating processes
- 2.3 Prepare a business case to justify the need for a project.

- 2.4 Identify project stakeholders and perform a stakeholder analysis.
- 2.5 Create a project charter to formally initiate a project.
- 2.6 Describe the importance of holding an effective project kick-off meeting.

3. Analyze the planning phase of a project

- 3.1 Describe the importance of creating project plans to guide project execution.
- 3.2 Discuss the project integration management planning process.
- 3.3 Explain the purpose of the team contract and project management plan.
- 3.4 Discuss the importance of requirements gathering documents such as the requirements management plan and the requirement traceability matrix.
- 3.5 Create a project scope statement and work breakdown structure (WBS).
- 3.6 Prepare an activity list, milestone list, network diagram, activity resource requirements, activity duration estimates, and project schedule.
- 3.7 Create cost estimates and cost baseline.
- 3.8 Discuss the project quality management planning process
- 3.9 Explain the purpose and content of a quality management plan, project dashboard, quality metrics, and quality checklists.
- 3.10 Explain the process of human resources planning in a project
- 3.11 Describe the importance of using a project communications management plan.
- 3.12 Describe the importance of planning stakeholder management.
- 3.13 Explain the project risk planning processes.
- 3.14 Discuss the project procurement management planning processes.

4. Illustrate Project Execution

- 4.1 Discuss the importance of producing promised deliverables, implementing solutions to problems, evaluating work performance and change requests.
- 4.2 Explain the importance of recommending corrective actions and updating project-related information as part of quality assurance.
- 4.3 Describe the executing processes performed as part of human resource management, including leveling resources, assigning staff, and assessing team performance.
- 4.4 Describe the process of managing communications during project execution.
- 4.5 Explain the executing processes performed as part of procurement management.

5. Examine Monitoring and Controlling Projects

- 5.1 Explain the importance of validating and controlling project scope.
- 5.2 Describe the schedule control process and schedule performance measurement tools.
- 5.3 Discuss tools and techniques to assist cost control.
- 5.4 Discuss the tools used to control project quality.

- 5.5 Examine the methods for controlling communications, stakeholder engagement, risks, and procurement.

6. Examine Closing Projects and Best Practices

- 6.1 List the processes and outputs of project closing.
- 6.2 Describe the purpose and content of final project reports and lessons-learned reports.
- 6.3 Examine best practices used in project management.

7. Analyze Canadian Project Management

- 7.1 Explain various ways of defining a Canadian project.
- 7.2 Discuss reasons to pursue Canadian business / projects.
- 7.3 Explain the key risk factors and risk reduction techniques in Canadian project management.
- 7.4 Describe ways of reducing culture shock in Canadian Project Management.
- 7.5 Explain how people are selected and trained for projects in Canada.

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:

PMIT - Advanced Project Management - Information Technology

- | | |
|-------|--|
| 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) |
| VLO 2 | Align management and leadership strategies when working on projects according to internal organizational culture in the information technology industry. (T, A) |
| VLO 7 | Apply systematic information technology development methodologies and principles to successfully manage projects and team collaborations in the information technology development and operations space. (T, A) |

Learning Resources

Required:

- Project Management: A Systems Approach to Planning, Scheduling, and Controlling by Harold Kerzner
|| Publisher : Wiley; 12 edition (April 3 2017)

Student Evaluation

Assignments - 40%

- Individual Assignment (2.3) - 2%
- Individual Assignment (2.5) - 2%
- Individual Assignment (3.5) - 2%
- Individual Assignment (3.6) - 2%
- Individual Assignment (3.8) - 2%
- Group Presentation (3.10) - 10%
- Group Presentation (4) - 10%
- Group Assignment / Project - 10%

Mid-Term - 25%

Final Exam - 35%

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: Post-graduate course

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