# Course Syllabus (Updated January 25, 2024)

# Course Information

*Course Number/Section*  MIS 6360 0W1

*Course Title*Agile Project Management

*Ter**m* Spring 2024

# Professor Contact Information

*Professor* Mark Thouin, Ph.D.

*Office Phone* (972) 883 4011

*Email Address* mark.thouin@utdallas.edu

*Office Location*  JSOM 4.620

*Office Hours*  1 – 3 Mondays, 10 – 12:30 Wednesdays, and by appointment.

*Other Information* Office hours are held either in person or via MS Teams. If you’d prefer to meet in person, stop by my office in JSOM 4.620. If you’d prefer online [Join Microsoft Teams Meeting](https://teams.microsoft.com/l/meetup-join/19%3a7c2303687ed1493cb99b78b9436e2754%40thread.tacv2/1597429926783?context=%7b%22Tid%22%3a%228d281d1d-9c4d-4bf7-b16e-032d15de9f6c%22%2c%22Oid%22%3a%226784be98-4fcd-453a-8e1a-5118b8990724%22%7d).

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## **Course Modality and Expectations**

| **Instructional Mode** | Online |
| --- | --- |
| **Course Platform** | eLearning |
| **Expectations** | Participate in all course activities on a regular basis and complete all assignments. |

## **COVID-19 Guidelines and Resources**

The information contained in the following link lists the University’s COVID-19 resources for students and instructors of record.

Please see <http://go.utdallas.edu/syllabus-policies>.

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## **Class Participation**

## Regular class participation is expected regardless of course modality. Students who fail to participate in class regularly are inviting scholastic difficulty. A portion of the grade for this course is directly tied to your participation in this class. It also includes engaging in group or other activities during class that solicit your feedback on homework assignments, readings, or materials covered in the lectures (and/or labs). Class participation is documented by faculty. Successful participation is defined as consistently adhering to University requirements, as presented in this syllabus. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003).

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**Class Recordings**

Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student AccessAbility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003).

The instructor may record meetings of this course. Any recordings will be available to all students registered for this class as they are intended to supplement the classroom experience. Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student AccessAbility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. If the instructor or a UTD school/department/office plans any other uses for the recordings, consent of the students identifiable in the recordings is required prior to such use unless an exception is allowed by law. Failure to comply with these University requirements is a violation of the [Student Code of Conduct](https://policy.utdallas.edu/utdsp5003).

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**Class Materials**

The Instructor may provide class materials that will be made available to all students registered for this class as they are intended to supplement the classroom experience. These materials may be downloaded during the course, however, these materials are for registered students' use only. Classroom materials may not be reproduced or shared with those not in class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the [Student Code of Conduct.](https://policy.utdallas.edu/utdsp5003)

# Course Pre-requisites, Co-requisites, and/or Other Restrictions

None

# Course Description

The course provides an in depth examination of traditional and agile project management practices. The five process groups and ten knowledge areas of the Project Management Body of Knowledge (PM BOK) are discussed with respect to the traditional waterfall approach for managing software development projects. An agile software development process using Scrum is also discussed along with the use and application of software project management tools.

# Student Learning Objectives/Outcomes

* + Understand the Scrum development process and agile development principles
  + Understand the five process groups and ten knowledge areas of the PM BOK
  + Use and apply software tools to facilitate the project management process (e.g. Microsoft Project, SPL SimAgile)

# Required Textbooks and Materials

*Essential Scrum: A Practical Guide to the Most Popular Agile Process*, ISBN: 978-0-13-704329-3. Free online access available via <https://www.utdallas.edu/library/>

*PMP in Depth, 3rd Edition*, ISBN: 159863996X. Free online access is available via

<https://www.utdallas.edu/library/>

*Microsoft Project Professional 2021* (Free for UT Dallas Students).

Instructions for downloading and installing MS Project Professional 2021 will be posted to eLearning within 10 days of the start of the semester.

*JIRA Software*

Instructions for accessing JIRA Software will be provided later in the semester.

*Leadership: Theory and Practice, 6th Edition*, ISBN 9781452203409, [Chapter 1 ONLY](http://www.sagepub.com/upm-data/45967_Chapter_1.pdf)

A PDF copy of chapter 1 is available online for free using the link provided above.

[SimAgile](https://simulationpl.com/training-simulations/agile-game/) – Do not purchase until instructed to do so.

**Suggested Course Materials**

*Applied Software Project Management*, ISBN: 0-596-00948-8

<https://www.utdallas.edu/library/>

*Quality Software Project Management (QSPM)*, ISBN: 0-13-091297-2

<https://www.utdallas.edu/library/>

*PMP Exam Prep*, ISBN: 978-1-932735-41-3, <https://www.utdallas.edu/library/>

*User Story Mapping* by Jeff Patton and Peter Economy, <https://www.utdallas.edu/library/>

*The Essential Personal Lifecycle,* Appendix A, B, and C only, John Pruitt and Tamara Adlin, <https://www.utdallas.edu/library/>

*Designing and Prototyping Interfaces with Figma* by Fabio Staiano, <https://www.utdallas.edu/library/>

Textbooks and some other bookstore materials can be ordered online through [Off-Campus Books](http://www.offcampusbooks.com/home.php) or the [UTD Bookstore](http://www.utd.bkstr.com). They are also available in stock at both bookstores.

Textbooks and some other bookstore materials can be ordered online or purchased at the [UT Dallas Bookstore](http://www.bkstr.com/texasatdallasstore/home).

# Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the [Getting Started with eLearning](https://ets.utdallas.edu/elearning/students/current/getting-started) webpage.

# Course Access and Navigation

This course can be accessed using your UT Dallas NetID account on the [eLearning](https://elearning.utdallas.edu/) website.

Please see the course access and navigation section of the [Getting Started with eLearning](https://ets.utdallas.edu/elearning/students/current/getting-started)  webpage for more information.

To become familiar with the eLearning tool, please see the [Student eLearning Tutorials](https://ets.utdallas.edu/elearning/students/current/tutorials) webpage.

UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The [eLearning Support Center](https://ets.utdallas.edu/elearning/helpdesk) includes a toll-free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

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# Communication

This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the [Student eLearning Tutorials](https://ets.utdallas.edu/elearning/students/current/tutorials) webpage for video demonstrations on eLearning tools.

Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

# Distance Learning Student Resources

Online students have access to resources including the McDermott Library, Academic Advising, The Office of Student AccessAbility, and many others. Please see the [eLearning Current Students](https://ets.utdallas.edu/elearning/students/current) webpage for more information.

# Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online [eLearning Help Desk](https://ets.utdallas.edu/elearning/helpdesk). The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

# Academic Calendar

|  |  |  |
| --- | --- | --- |
| Week | Description | Activity |
| 1 | Course Access, Syllabus Overview, and Introduction Module 1: Introduction to Software Project Management - PMP in Depth Chapter  - Essential Scrum Chapter 1  - Read assigned additional readings posted to eLearning |  |
| 2 | Module 2: Business Case Development, Project Initiation and Process Management  - PMP in Depth Chapter 2 | Install MS Project 2021 Professional |
| 3 | Module 3: The Project Charter  - PMP in Depth Chapter 3 |  |
| 4 | Module 4: Systems Development Lifecycles  - Topi, H. & Spurrier, G. (2023). Teaching How to Select an Optimal Agile, Plan-Driven, or Hybrid Software Development Approach: Lessons from Enterprise Software Development Leaders. *Journal of Information Systems Education,*34(2), 148-178  - Topi, H. & Spurrier, G. (2019). Invited Paper: A Generalized, Enterprise-Level Systems Development Process Framework for Systems Analysis and Design Education. *Journal of Information Systems Education,*30(4), 253-265  Module 5: Work Activities and the Project Schedule  - PMP in Depth Chapter 4 |  |
| 5 | Group Project – Part 1  **Due February 18th at 11:59 PM** | **Group Project – Part 1** |
| 6 | Module 6: Scrum  -Essential Scrum Chapters 2 and 3 |  |
| 7 | Module 7: User Stories  - Essential Scrum Chapter 5 |  |
| 8 | Module 8: Planning Poker  - Essential Scrum Chapter 7 |  |
| 9 | Group Project – Part 2  **Due March 24th at 11:59 PM** | **Group Project – Part 2** |
| 10 | Module 9: Earned Value Management  - PMP in Depth Chapter 13 |  |
| 11 | Module 10: Release Planning  - Chapter 18 and 19  Module 11: Leadership and Decision Making  - Leadership Theory and Practice Chapter 1 |  |
| 12 | Exam  **May be taken at the UTD Test Center anytime between April 11th and April 13th. Exam is 90 minutes in duration.** [**Registration**](https://ets.utdallas.edu/testing-center) **ahead of time is required.** | Exam |
| 13 | Group Project Simulation | Group Project Simulation |
| 14 | Group Project Simulation | Group Project Simulation |
| 15 | Group Project Simulation | Group Project Simulation |
|  | **ASSIGNMENT DUE**  **May 5th at 11:59 PM** |  |

Weights

|  |  |
| --- | --- |
| Class Participation | 10% |
| Group Project – Part 1 | 12.5% |
| Group Project – Part 2 | 12.5% |
| Exam | 25% |
| Group Project Participation | 15% |
| Group Project Simulation | 25% |
| Total | 100% |

Grading Scale

|  |  |
| --- | --- |
| Scaled Score | Letter Equivalent |
| >= 94.0 | A |
| >= 90.0 and < 94.0 | A- |
| >= 86.7 and < 90.0 | B+ |
| >= 83.3 and < 86.7 | B |
| >= 80.0 and < 83.3 | B- |
| >= 76.7 and < 80.0 | C+ |
| >= 70.0 and < 76.7 | C |
| >= 70.0 | P |
| Less than 70.0 | F |

# Proctored Final Exam Procedures

If your course has a proctored exam requirement, please see the [UTD Testing Center](https://ets.utdallas.edu/testing-center) webpage and [Distance Learning Proctored Exams](https://ets.utdallas.edu/testing-center/distance-learning/) webpage to make arrangements.

# Course Policies

*Make-up exams*

Please notify the instructor 1 week prior to the exam if you require a make-up exam and include a reason why a make-up exam is necessary.

*Extra Credit*

Not applicable.

*Late Work*

A 20% grade penalty per day the assignment is late will be assessed on all late assignments.

*Class Participation*

Students are required to login regularly to the online class site. The instructor will use the tracking feature in eLearning to monitor student activity. Students are also required to participate in all class activities such as discussion board, chat or conference sessions and group projects.

*Virtual Classroom Citizenship*

The same guidelines that apply to traditional classes should be observed in the virtual classroom environment. Please use proper netiquette when interacting with class members and the professor.

*Policy on Server Unavailability or Other Technical Difficulties*

The university is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UTD eLearning Help Desk: <http://www.utdallas.edu/elearninghelp>, 1-866-588-3192. The instructor and the UTD eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

*End of Semester Course Evaluation*

An end of course evaluation will be administered that complies with UTD policy and uses the university approved Universal Evaluation System (UES). See <https://policy.utdallas.edu/utdpp1074> and <https://eval.utdallas.edu/> for details. ***Everyone completing an end of semester course evaluation will receive extra credit in the form of 1% being added to the final grade.***  As detailed below, all course evaluations remain anonymous.

*“Yes, evaluations really are anonymous; there is no link between a submitted evaluation and a particular student. Instructors can see that a student has filled out an evaluation, but only after a minimum of four other students in the class have as well, and they are never able to see which evaluation was filled out by which student.*

*That said, if a student enters personally identifying information in the comments section of the evaluation, the instructor will know who submitted that individual comment”*

# Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

*“As a Comet, I pledge honesty, integrity, and service in all that I do.”*

# Academic Support Resources

The information contained in the following link lists the University’s academic support resources for all students.

Please go to [Academic Support Resources](http://go.utdallas.edu/academic-support-resources) webpage for these policies.

# UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to [UT Dallas Syllabus Policies](http://go.utdallas.edu/syllabus-policies) webpage for these policies.

***The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor. If changes to the syllabus are made, changes will be communicated via e-mail and an eLearning announcement.***