

SOPHIA Learning

PM1001- Project Management (3 semester credits)

COURSE DESCRIPTION

Students in this course will go through the life cycle of managing a project, from designing the scope to completing the project and celebrating success. Along the way students will gain applied experience with project planning as well as managing project resources and risks.

Course Effective Dates: September 2019

Prerequisite(s): No prerequisites

Length of course: This is a self-paced course. Students have 60 days with an additional 30 day extension (if needed) to complete the course.

ACE CREDIT® Recommendation: In the lower-division baccalaureate/associate degree category, 3 semester hours in project management (8/19).

LEARNING OUTCOMES

Upon completion of the course, the student will be able to:

1. Analyze the beginning of the project
2. Illustrate the project planning process
3. Apply project management skills
4. Evaluate project completion

OUTLINE OF MAJOR CONTENT AREAS

- Project Stakeholders
- Project Manager Roles & Responsibilities
- Project Approaches and Methodologies
- Project Life Cycle & Processes
- Time, Scope, and Cost
- Project Success & Failure
- Project Scope
- Defining Project Rationale
- Gathering Stakeholder Expectations
- Determining Project Outcomes
- Writing SMART Goals
- Estimating
- Identifying Project Risks
- Gaining Scope Approval
- Project Planning
- Creating a WBS
- Resource Planning
- Procuring Resources
- Assigning People to Tasks
- Project Schedule
- Sequencing & Dependencies
- Time and Effort Estimates

- Visually Representing the Project Schedule
- Project Budgeting
- Budget Methods and Evaluation
- Classifying and Recording Risks
- Planning Phase Risks
- Responsibility Matrix
- Communication Planning
- Status Reporting Plan
- Gaining Approval
- Project Communications
- Communicating Effectively
- Communication Mediums
- Individual and Team Accountability
- Leadership & Motivation
- Kick off Meeting
- Overview of Monitoring Progress
- Monitoring Time
- Monitoring Cost
- Monitoring Scope
- Managing Project Risks
- Change Management
- Change Request and Implementation
- Phase 3 Approval Lesson
- Closing Process
- Evaluating Project Readiness
- When the Project isn't Ready
- Evaluating & Reporting Project Success
- Project Approval
- Lessons Learned
- Warehousing Information
- Transferring ownership
- Evaluating Project Team
- Celebrating Project Completion
- Project Management in Context
- Project Life Cycle Review

GRADING

This is a pass/fail course. Students are required to complete all 8 formative and 4 summative assessments with an overall course average of 70% or better.