

School of Information Management

MMIM 514 Project Management

Trimester 3 2014

COURSE OUTLINE

Names and Contact Details

** Please note: All enquiries about the course should be directed to David Johnstone until after the Christmas/New Year break.*

Mary Tate (Course Co-ordinator*) mary.tate@vuw.ac.nz

Room: RH504, Phone: (04) 463 5265

For appointments, please contact me by email to arrange a time

David Johnstone, david.johnstone@vuw.ac.nz

Room: RH431, Phone: (04) 463 5877

For appointments, please contact me by email to arrange a time

Usha Varatharaju (MIM Programme Administrator), usha.varatharaju@vuw.ac.nz

Room RH521, Phone: (04) 463-5309

Course Information

Credits: 15 points

Lectures: Thursdays, 17:40 – 19:30, in GBG04 (Government Buildings)

Teaching Period: Monday 17 November, 2014 – Friday 20 February, 2015

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before **28th November 2014**.
2. The standard last date for withdrawal from this course is **27th January, 2015**. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks or [online](#).

Course Delivery

Course delivery is based around lectures, class discussions, and material presented through Blackboard.

Readings

There is no textbook for this course. Materials for assessments and other purposes will be posted as required on Blackboard, though some material may be handed out in class.

Course Schedule

Date	Topic	Notes
Basic IT Project Management Principles		
20 Nov	Introduction and the nature of IT projects	
27 Nov	The IT project life cycle	
4 Dec	IT project building blocks (scope, work breakdown, estimation, schedule, budget)	
11 Dec	IT project governance (decision-making, communication & reporting, tracking, methodologies)	
18 Dec	IT project risk and issue management	Ass 1 due 19 Dec
IT Project Success		
8 Jan	Project success (constraints) vs. product success (benefits)	
15 Jan	Point-in-time success (knowledge management, review and remediation, abandonment)	
IT Project Context and Issues		
22 Jan	The human element (stakeholder management)	Ass 2 due 2 Feb
29 Jan	Sourcing and procurement	
5 Feb	The project manager	
12 Feb	IT project environments (public vs. private sector, multi-vendor)	Ass 3 due 23 Feb

Mandatory Course Requirements

It is expected that students will attend all classes, where possible. To pass the course, each student must gain a weighted average of at least 50% overall across the combined assessments.

If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

Course Learning Objectives

The course objectives are expressed in the table below.

Objective	On completion of this course, students will be able to:
a	Understand the nature of information technology (IT) projects, including the project life cycle.
b	Understand how IT projects are governed, including reporting and decision-making structures, tracking, risk, and the use of methodologies.
c	Understand how IT project resources and constraints are managed, including scope, work breakdown, estimation, schedule and budget.
d	Evaluate IT project success, in terms of both project constraints and benefit realisation.
e	Understand how IT project environments and issues unique to IT projects can be managed.

Assessment Activities

1. Teaching case development assignment (35%)

Learning Objectives: a, b, c

Due: Friday, 19 December 2014

Based on an IT project in the student's workplace, or from past experience, develop a teaching case describing the nature of the project, and the events that lead to a key decision occurring at some point during the project life-cycle.

2. Success evaluation assignment (30%)

Learning Objectives: a, b, d

Due: Monday, 2 February 2015

Assess the success of an IT project, at a point in time during the project life cycle, by using established evaluation frameworks.

3. Best-practice development assignment (35%)

Learning Objectives: a, b, e

Due: Monday, 23 February 2015

Synthesise academic and practitioner literature focused on a specific, contemporary IT project-related issue, and consequently develop a best-practice framework.

Quality Assurance Note to Students

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Examinations

There is no final examination for this course.

NOTE: In the event of bereavement or prolonged illness affecting your ability to meet a deadline or attend a class assessment, it is essential that you discuss your situation with the Course Coordinator (where possible, before the assessment deadline/class). You must verify your claim, e.g. produce a medical certificate. In doing so, you consent to your supporting documentation being checked by the Course Coordinator.

Expected Workload

Students are expected to work 150 hours for this course. Times will vary for individuals, but the following breakdown presents one estimate of how that time may be broken down:

Attending classes: 22 hours (2 hours each for 11 sessions)

Preparing assignments: 73 hours

Readings, study and class preparation: 55 hours (5 hours each week)

Communication of Additional Information

Face-to-face, email and blackboard are the primary communication devices for this course.

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Student Feedback

Student feedback on University courses may be found at:

www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to general information

For general information about course-related matters, go to:

<http://www.victoria.ac.nz/vbs/studenthelp/general-course-information>
