Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.
COURSE SYLLABUS

BMIS 460
IS PROJECT MANAGEMENT

COURSE DESCRIPTION
Capstone course for MIS majors. Develops skills in managing the project development cycle in an organization. Topics include systems engineering, cost analysis, risk management, and managing the socio-technological elements of a project. (Formerly ISYS and CMIS 460)

RATIONALE
In today’s business environment, it is essential that IT projects be well managed so that they produce the desired results, services, and products within established time, cost, and scope parameters. The content of this course provides the students with opportunities and challenges to learn the project management framework necessary to successfully produce defined project goals and deliverables. In addition, this course gives the students a marketable skill which will be invaluable to them as they enter the job market.

I. PREREQUISITES
For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASES
Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. ADDITIONAL MATERIALS FOR LEARNING
A. Computer with Internet access (broadband recommended)
B. Microsoft Word and PowerPoint
   (Microsoft Office is available at a special discount to Liberty University students.)
C. Adobe Acrobat Reader

IV. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:
A. Discuss the relevance of course material to biblical worldview.
B. Demonstrate, through various projects, an ability to plan the implementation of a system or program to meet desired needs.
C. Display an ability to function effectively on teams to accomplish a common goal.
D. Demonstrate a recognition of the need for continuing professional development through research, presentation, and examination.
V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and presentations

B. Course Requirements Checklist
   After reading the Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (2)
   There will be 2 Discussion Board Forums throughout this course. The student is required to post a thread in response to the provided prompt for each forum. Each thread must be 400 words and demonstrate course-related knowledge. In addition to the thread, the student is required to reply to 2 other classmates’ threads. Each reply must be 150 words.

D. Article Reviews (4)
   The student will research 1 project management article for a project management knowledge area (integration, scope, time, cost, quality, human resources, communications, risk, or procurement), and write a report analyzing the article. Each article review must be 3–5 pages and follow current APA format.

E. Group Project
   This project will implement a project management office within an IT department. The project will include the development of a Project Plan and associated sub-plans related to implementing a financial information system, including the selecting, purchasing, and implementing of IT hardware and software. The student will be assigned to a Group Discussion Board in which he/she can collaborate for group work. The groups will be assigned by the instructor and a team leader will be chosen by the group members to submit each assignment.

1. Charter Exercise
   The group in which the student is assigned will develop a Project Charter for the Group Project using a provided template.

2. Work Breakdown Structure (WBS)
   Using the charter and scope statement documents, each group will develop a Work Breakdown Structure for the Group Project.

3. Management Plans (2)
   The group will develop management plans for specified knowledge areas. Management Plan 1 must cover cost and quality. Management Plan 2 must cover Human Resources and Communication.

4. Plan and PowerPoint
   The group will develop a project Plan and PowerPoint presentation for establishing a Project Management Office within an organization. The group
will act as consultants and develop a Project Management Office (PMO) for a provided company.

F. Quizzes (4)

Each quiz will cover the Reading & Study material for the module/week in which it is assigned. Each quiz will be open-book/open-notes, contain 20 true/false and multiple-choice questions, and have a 40-minute time limit.

VI. COURSE GRADING AND POLICIES

A. Points

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (2 at 75 pts ea)</td>
<td>150</td>
</tr>
<tr>
<td>Article Reviews (4 at 75 pts ea)</td>
<td>300</td>
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<tr>
<td>Group Project:</td>
<td></td>
</tr>
<tr>
<td>Charter Exercise</td>
<td>80</td>
</tr>
<tr>
<td>Work Breakdown Structure</td>
<td>50</td>
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<tr>
<td>Management Plans (2 at 80 pts ea)</td>
<td>160</td>
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<tr>
<td>Plan and PowerPoint</td>
<td>100</td>
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<tr>
<td>Quizzes (4 at 40 pts ea)</td>
<td>160</td>
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<tr>
<td><strong>Total</strong></td>
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B. Scale

- A = 900–1010
- B = 800–899
- C = 700–799
- D = 600–699
- F = 0–599

C. Note: If the student plans to apply this course’s credits toward certification via the Project Management Institute, he/she must be aware that he/she will need to score 80% or better on all assignments.

D. Late Assignment Policy

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the class will not be accepted.
4. Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

E. Disability Assistance
Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at luoodas@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.
# COURSE SCHEDULE

## BMIS 460


<table>
<thead>
<tr>
<th>MODULE/WEEK</th>
<th>READING &amp; STUDY</th>
<th>ASSIGNMENTS</th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kerzner: chs. 1–2, PMBOK: chs. 1–4, 1 presentation</td>
<td>Course Requirements Checklist Undergraduate Level Business Program Assessment Class Introductions Quiz 1</td>
<td>10</td>
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<tr>
<td>2</td>
<td>Kerzner: ch. 11, PMBOK: ch. 5, 1 presentation, 1 article</td>
<td>DB Forum 1 Article Review 1 Group Project: Select a Team Leader</td>
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<tr>
<td>3</td>
<td>Kerzner: chs. 12–13, 15, PMBOK: chs. 6–7, 1 presentation</td>
<td>Group Project: Charter Exercise Quiz 2</td>
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<tr>
<td>4</td>
<td>Kerzner: chs. 16, 20, PMBOK: ch. 8, 1 presentation</td>
<td>Article Review 2 Group Project: WBS</td>
<td>75</td>
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<tr>
<td>5</td>
<td>Kerzner: ch. 4, PMBOK: ch. 9, 1 presentation</td>
<td>Group Project: Management Plan 1 Quiz 3</td>
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<tr>
<td>6</td>
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<td>Article Review 3 Group Project: Management Plan 2</td>
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<td>Group Project: Plan and PowerPoint Quiz 4</td>
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<td>8</td>
<td>Kerzner: ch. 19, PMBOK: ch. 11, 1 presentation, 1 article</td>
<td>DB Forum 2 Article Review 4</td>
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**TOTAL** 1010

DB = Discussion Board  
WBS = Work Breakdown Structure  
PMBOK = Guide to the Project Management Body of Knowledge  
**NOTE:** Each course week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on Friday.