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
BUSI 414
PROJECT MANAGEMENT I

COURSE DESCRIPTION
This course provides focused instruction in the first five (of nine) project management competencies as delineated in the Project Management Institute’s Body of Knowledge (PMBOK): Project Integration Management, Project Scope Management, Project Time Management, Project Cost Management, and Project Quality Management. Students will apply processes to ensure project coordination, plan development processes, project plan execution processes and integrated change control processes.

RATIONALE
The purpose of this course is to provide a more detailed knowledge of the first five knowledge areas of the PMBOK. At the successful completion of this course and BUSI 415, students should be prepared to sit for the Project Management Institute’s (PMI) Certified Associate in Project Management (CAPM) exam. Additional project management experience and these courses, will allow the student to improve their credentials to the PMI Project Management Professional (PMP) certification.

I. PREREQUISITE
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 basic audio/video output equipment
B. Internet access (broadband recommended)
C. Microsoft Word
   (Microsoft Office is available at a special discount to Liberty University students.)
D. The Holy Bible, any version

IV. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:
A. Identify processes required to ensure the timely and appropriate generation, collection, distribution, storage, retrieval, and ultimate disposition of project information.

B. Discuss risk management planning, identification, analysis, response planning and monitoring, and control on a project.

C. Differentiate the processes necessary to purchase or acquire products, services, or results needed from outside the project team to perform the work.

D. Discuss the balance of technical, interpersonal, and conceptual skills needed to analyze situations and interact appropriately.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations

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

C. Discussion Board Forums (4)
   The student will participate in 4 Discussion Board Forums. Each forum will consist of a thread (200 words minimum) and at least two replies (100 words minimum). Each of the forums are based on a chapter topic. Outside research will be required for the thread. The instructor is looking for substantial, thoughtful, and critical discussions.

D. Paper
   There will be 1 major paper due within this course. It is important for the student to understand the major themes associated with project management. Through this paper, the student will be researching and writing about a project management theme. The paper must be in current APA format and will be divided into 3 parts; Part 1 is the topic submission, Part 2 is the submission of an Outline & Annotated Bibliography, and Part 3 is the creation of a 10-page paper.

E. Integration of Faith
   The student will complete an integration of faith assignment. He or she will read a biblical story and relate it to project management in a 2-page paper.

F. Exams (2)
   There will be 2 exams during this course, a Midterm and Final. The exams will consist of 25 true/false and/or multiple-choice questions. The student will have a 1-hour time limit. The exams are open-notes/open-book.

VI. COURSE GRADING AND POLICIES

A. Points
   | Course Requirements Checklist | 10 |
   | Discussion Board Forums (4 at 100 pts ea) | 400 |
Paper

<table>
<thead>
<tr>
<th>Part 1</th>
<th>0</th>
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<tbody>
<tr>
<td>Part 2</td>
<td>100</td>
</tr>
<tr>
<td>Part 3</td>
<td>100</td>
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<tr>
<td>Integration of Faith</td>
<td>50</td>
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<tr>
<td>Midterm Exam</td>
<td>175</td>
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<tr>
<td>Final Exam</td>
<td>175</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1010</strong></td>
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B. Scale

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

C. 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.

D. 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](http://www.liberty.edu/disabilitysupport).
# Course Schedule

**BUSI 414**


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<thead>
<tr>
<th>Module/Week</th>
<th>Reading &amp; Study</th>
<th>Assignments</th>
<th>Points</th>
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</table>
| 1           | Dinsmore & Cabanis-Brewin: chs. 3–6  
1 presentation | Course Requirements Checklist  
Class Introductions  
DB Forum 1 Thread  
Paper: Part 1 | 10 0 50 0 |
| 2           | 1 presentation | DB Forum 1 Replies | 50 |
| 3           | Dinsmore & Cabanis-Brewin:  
chs. 7–8  
PMBOK: chs. 4–5  
1 presentation | DB Forum 2 Thread  
Paper: Part 2 | 50 100 |
| 4           | 1 presentation | DB Forum 2 Replies  
Midterm Exam | 50 175 |
| 5           | Dinsmore & Cabanis-Brewin:  
chs. 9–10, 10A  
PMBOK: chs. 6–7  
1 presentation | DB Forum 3 Thread  
Integration of Faith | 50 50 |
| 6           | 1 presentation | DB Forum 3 Replies | 50 |
| 7           | Dinsmore & Cabanis-Brewin:  
chs. 11, 31  
PMBOK: ch. 8  
1 presentation | DB Forum 4 Thread  
Paper: Part 3 | 50 100 |
| 8           | 1 presentation | DB Forum 4 Replies  
Final Exam | 50 175 |

**Total** 1010

DB = Discussion Board

**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.