

**MGT 470.01—Project Management**

Fall 2009

M, W 11:30-12:45 pm, GU 100

Dr. Terry Adler, PMP  
[tadler@nmsu.edu](mailto:tadler@nmsu.edu)Phone: 646-3328; Office: GU 308  
Office Hrs: 10:00-11:00 M,W & by appointment**TEXT:** "Crucibles of Project Management," Adler, 2009, 2<sup>nd</sup> Edition.**COURSE OBJECTIVES**

1. Develop an understanding of a project manager's roles & responsibilities.
2. Develop knowledge, skills & abilities in managing projects.
3. Develop techniques to:
  - a. develop the foundations of a project plan
  - b. implement & control the project
  - c. terminate a project effectively
  - d. provide a foundation for preparation for project management certification

ASSIGNMENTS AND GRADING	POINTS	COURSE GRADE
EXAM 1 – Oct 7 (W) - Chapt.'s 1 - 6	100	A = 90% - 100% B = 80% - 89% C = 70% - 79% D = 60% - 69% F = Below 60% If S/U graded, S = 70%
EXAM 2 – Nov 16 (M) - Chapt.'s 7 – 12	100	
Project management paper—due Nov 11 (W)	100	
Final Exam – TBA (tentative date; closed book; no notes or formulas; individual; and comprehensive)	100	

- **Incompletes ("I" grades):** Given for passable work that could not be completed due to circumstances beyond the student's control (e.g., severe illness, death in the immediate family). These circumstances must have developed after the last day to withdraw from the course. Requests for "I" grades should be made to the instructor, but must be approved by the Management Department Head.
  - **Withdrawals:** It is the responsibility of the student to know important dates such as University drop dates; last day to withdraw with a W is October 14<sup>th</sup>. Moreover, it is the responsibility of the student to officially withdraw from any class that he or she intends to drop.
  - **Cheating:** Cheating will not be tolerated. Punishment for those caught cheating will be an "F" in the course. The person will also be subject to further sanctions as indicated in the student code of conduct.
  - **Disabilities/Employee Relations:** Feel free to call the Director of Institutional Equity at 505-646-3635 with any questions you may have about NMSU's Non-Discrimination Policy & complaints of discrimination, including sexual harassment. Call the Coordinator of Services for Students with Disabilities at 505-646-6840 regarding student issues related to the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973. All medical information will be treated confidentially.
-

**COURSE OUTLINE - MGT 470.01**

<b>DATE</b>	<b>TOPIC</b>	<b>CHAPTER</b>
Aug	24 (M)	What is Proj Mgt? 1
	26 (W)	Projects and Organizational Fit/ Exercise 2-1, 2-2 & Case 2-1 2
Sep	31 (M)	SDI Class Handouts
	2 (W)	SDI No Class—team SDI assessments
	9 (W)	Project Initiation 3
	14 (M)	Exercise 3-1, 3-2 & Case 3-1 3
	16 (W)	Keys to Planning the WBS 4
	21 (M)	Exercise 4-1, 4-2 & Case 4-1 4
	23 (W)	Developing Project Requirements 5
	28 (M)	Exercise 5-1, 5-2 & Case 5-1 5
	30 (W)	Scheduling & Cost Reporting 6
Oct	5 (M)	Exercise 6-1, 6-2 & Case 6-1 6
	7 (W)	<b>EXAM 1</b>
	12 (M)	Project Team Structures 7
	14 (W)	Exercise 7-1, 7-2 & Case 7-1 7
	19 (M)	CMP Team Meetings No Class
	21 (W)	Ensuring Project Quality & Exercises 8
	26 (M)	Estimating Project Risk 9
	28 (W)	Exercise 9-1, 9-2 & Case 9

Nov		9-2	
	2 (M)	Make or Buy	10
Dec	4 (W)	Leadership in Project Management...discuss conflict portion of the SDI	11
	9 (M)	Performance Measurement and Close-Out	12
	11 (W)	Exercise 12-1, 12-2 & Case 12-1— <b>Team and Individual PAPERS DUE</b>	12
	16 (M)	<b>EXAM 2</b>	
	18 (W)	Project Close-Out and Certification	13-14
	30 (M)	<b>Team Presentations***</b>	Everyone must attend to receive credit for their project team paper
	2 (W)	<b>Team Presentations***</b>	Everyone must attend to receive credit for their project team paper
	7-11	<b>Exam Week</b>	Comprehensive—the instructor will let you know the specific day and time of the final exam

\*Sep 7, 2009 is Labor Day so NO CLASS

\*\*November 23-27, 2009 is Thanksgiving Holiday week so NO CLASS

\*\*\*To get full credit for your team project grade, you must attend both team presentation periods. Your individual part of the team project grade will drop 15 points per day missed.