1. **Department and Contact Information**

   Tracking Number: 727  
   Date & Time Submitted: 2008-03-04 12:53:01  
   Department: IMSE  
   College: Engineering  
   Budget Account Number: 210300  
   Contact Person: Dr. Jose Zayas-Castro  
   Phone: 4-5589  
   Email: josezaya@eng.usf.edu

2. **Course Information**

   Prefix: ESI  
   Number: 4142  
   Full Title: Project Management

   Is the course title variable? N  
   Is a permit required for registration? N  
   Are the credit hours variable? N

   Credit Hours: 3  
   Section Type: Class Lecture (Primarily)  
   Grading Option: Regular

   Total Clock Hours: 3  
   Abbreviated Title (30 characters maximum): Project Management

   Prerequisites: EGN 3443

   Corequisites

   Co-Prerequisites

   **Course Description**

   Provide principles and techniques for planning, scheduling and managing projects in engineering and related environments. Applies analytical tools and techniques including software to solve project management problems. Not restricted. Non-repeatable.

3. **Gordon Rule**

   Does this course meet the **writing** portion of the Gordon Rule? N

   If you checked "yes" above, specify how the 6,000 words will be covered (exams, papers).
Does this course meet the **computation** portion of the Gordon Rule?

N

**4. Justification**

A. Indicate how this course will strengthen the Undergraduate Program. Is this course necessary for accreditation or certification?

This course is currently an elective in high demand across many majors. The content is applicable to projects in research institutions as well as in government organizations and industry. Many engineers become involved in projects, either as project managers or as functional managers working on activities within projects. Engineers need to understand the principles of how to plan, organize, determine times and budgets, monitor and control projects. The course helps them understand these concepts.

B. What specific area of knowledge is covered by this course which is not covered by courses currently listed?

This course will be an elective and will apply knowledge acquired in statistics, Engineering Economics with Global and Social Implications and Engineering Cost Analysis in managing engineering projects.

C. What is the need or demand for this course? (Indicate if this course is part of a required sequence in the major.) What other programs would this course service?

This course in not part of a required sequence for a Bachelor's degree in Industrial Engineering. However, the average enrollment is about 35 students per offering. This demand is expected to continue or increase due to the wide applicability of the content to all majors in the college of engineering. It is also applicable to majors in other science/technical disciplines.

D. Has this course been offered as Selected Topics/Experimental Topics course? If yes, what was the enrollment?

Yes. This course has been offered as a Special Topics Course (EIN 4933) on several occasions.

E. How frequently will the course be offered? What is the anticipated enrollment?

Once per year. Anticipated to enroll 35 to 50 students annually.

F. Do you plan to drop a course if this course is added? If so, what will be the effect on the program and on the students? (Please forward the nonsubstantive course change form regarding the course to be deleted to the Council secretary.)

No.
G. What qualifications for training and/or experience are necessary to teach this course? (List minimum qualifications for the instructor.)

The instructor must have the following qualifications at minimum: A master's degree in Engineering, Business Administration or related field with relevant professional experience in an engineering environment.

5. **Other Course Information**

A. Objectives / Outcomes

1. Become familiar with PMBOK
2. Learn how to determine project activities and structure (Work Breakdown Structure),
3. Learn how to construct project network diagrams and Gantt charts.
4. Learn to determine critical paths using Gantt, CPM, PERT, and Precedence Diagramming methods.
5. Learn how to “crash” projects.
7. Understand resource constraint algorithms.
8. MS Project software (to some degree).
9. Learn Project management control and monitoring techniques.
10. Learn about the latest PM concepts.

B. Major Topics

Project involvement, work breakdown structure and risk management; Scheduling, network diagrams & CPM, Gantt Charts and PERT; Precedence Diagram; Crashing a project and Time/ Cost Trade-offs; MS project; Budgeting, Cost Estimation and Learning Curve; Resources Allocation and Resource Constraints; Project Monitoring and Critical Chain; Project Control;

C. Textbooks

Text: Project Management, A Managerial approach, 5th or 6th Edition
Authors: Jack R. Meredith and Samuel J. Mantel, Jr.
Publisher: Wiley
Reference Books:
- Critical Chain Author: E. Goldratt
  Publisher: North RiverPress
  Publisher: Project Management Institute
- It Sounded good When We Started Authors: D. Phillips and R. O’Bryan
  Publisher: Wiley-Interscience
- Project Management a Systems Approach to Learning, Scheduling and Controlling, 5th Edition
  Author: H. Kerzner
  Publisher: Van Nostrand Reinhold

6. **Syllabus**

Your college will forward an electronic copy of your syllabus to Undergraduate Studies when your course is approved for submission.
Instructors: Thomas Grisham, DPM, PMP, PE and William A. Miller, PhD, PE
Office: ENC 1207
E-mail: grisham@eng.usf.edu  miller@eng.usf.edu
Phone: (813) 974 – 5548
Office hours: Check Blackboard course website

Website: https://my.usf.edu

Text: Project Management, A Managerial approach, 5th or 6th Edition
Authors: Jack R. Meredith and Samuel J. Mantel, Jr.
Publisher: Wiley

Reference: Critical Chain
Books
Author: E. Goldratt
Publisher: North River Press

A Guide to the Project Management Body of Knowledge, 3rd Edition
Publisher: Project Management Institute

It Sounded good When We Started
Authors: D. Phillips and R. O’Bryan
Publisher: Wiley-Interscience

Project Management a Systems Approach to Learning, Scheduling and Controlling, 5th Edition
Author: H. Kerzner
Publisher: Van Nostrand Reinhold

Objectives: Provide principles and techniques for planning, scheduling and managing engineering projects. Focus is on technical, scientific and related managerial environments. Analytical tools and some management techniques used in conjunction with project management will be introduced to students. Topics include: project time determination, project cost and time/cost trade-off analysis, resource constraints and evaluation, and management techniques to achieve a quality product on time and within budget.

Goals:
1. Become familiar with PMBOK
2. Learn how to determine project activities and structure (Work Breakdown Structure),
3. Learn how to construct project network diagrams and Gantt charts.
4. Learn to determine critical paths using Gantt, CPM, PERT, and Precedence Diagramming methods
5. Learn how to “crash” projects.
7. Understand resource constraint algorithms.
8. MS Project software (to some degree).
9. Learn Project management control and monitoring techniques
10. Learn about the latest PM concepts

Policies:

1. **Academic Integrity**
Academic honesty is fundamental to the activities and principles of a university. All members of the academic community must be confident that each person’s work has been responsibly and honorably acquired, developed and presented. Any effort to gain an advantage not given to all students is dishonest whether or not the effort is successful. The academic community regards academic dishonesty as an extremely serious matter, with serious consequences that range from probation to expulsion. When in doubt about plagiarism, paraphrasing, quoting, or collaboration on assignments, consult the instructor.

2. **USF Policy on Academic Dishonesty and Disruption of Academic Process**
“Students attending USF are awarded degrees in recognition of successful completion of coursework in their chosen fields of study. Each individual is expected to earn his/her degree on the basis of personal effort. Consequently, any form of cheating on examinations or plagiarism on assigned papers constitutes unacceptable deceit and dishonesty. Disruption of the classroom or teaching environment is also unacceptable. This cannot be tolerated in the University community and will be punishable, according to the seriousness of the offense, in conformity with this rule”. For more information go to the web site http://www.ugs.usf.edu/catalogs/0203/adadap.htm.

3. **ADA Resources**
The University recognizes and values students with disabilities. The faculty and administration strive to insure that students with disabilities participate in all aspects of university life. Academic accommodations are arranged through the Office of Student Disability Services. The Office of Student Disability Services, located in SVC 1133, (974-4309), is responsible for determining eligibility of students for disability status and facilitating services and accommodations for those who qualify. Accommodations that are developed in collaboration with students and faculty, include, but are not limited to, extended time on examinations, alternate formats for printed materials, and the services of sign language interpreters”. For more information go to the web site http://www.sa.usf.edu/sds.

4. **Resources**
- USF Library http://www.lib.usf.edu
- Academic Computing Technologies http://www.acomp.usf.edu
- USF Open-Use Computer Labs http://www.acomp.usf.edu/computing.html
- Technology Training – Training Center LIB 618A http://www.acomp.usf.edu/training.html
- Student Government Computing Services CTR 038 http://www.sgcs.usf.edu
- Writing Center - English Department CPR 257
5. **Grievance Procedures**  
Advocacy for issues that are not able to be resolved within the framework of the established policies for this course will be handled using the procedures found in the published University of South Florida catalog for the relevant academic year. For further information go to the web site: [http://www.ugs.usf.edu/pdf/cat0506/acapol.pdf](http://www.ugs.usf.edu/pdf/cat0506/acapol.pdf).

6. **Student Responsibilities**  
- Students are responsible for all information conveyed during class and on Blackboard (myUSF Portal).
- Students who anticipate the necessity of being absent from class due to the observation of a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second class meeting.
- **Official electronic communications** means: **your USF assigned e-mail address** and the course web site in the USF portal ([https://my.usf.edu](https://my.usf.edu)). It is students’ responsibility to make sure they are receiving their official USF email. Please see [http://una.acomp.usf.edu](http://una.acomp.usf.edu) for more details.

**Grading:**  
Grading will be in accordance with the Course Assignment Sheet shown below. Grading system to be used will be A, B, C, D, F. No + or – final grades will be given.

No extra credit opportunities, special projects, etc. will be provided to enhance grade.

**Test Days:**  
Tests will be online.

**Courtesy:**  
Please turn off cell phones and pagers during class.

**Schedule:**  
Schedule is subject to change as course evolves during current term.

<table>
<thead>
<tr>
<th>Class #</th>
<th>Wednesday Class Date</th>
<th>Chapter</th>
<th>Project Management: A Managerial Approach, 5th Edition</th>
<th>Sessions</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>16-May-07</td>
<td>1</td>
<td>Projects in Contemporary Organizations</td>
<td>Session 1.1</td>
<td>Make contact with your team &amp; establish plans for how you will do the teamwork.</td>
</tr>
<tr>
<td>2</td>
<td>23-May-07</td>
<td>5</td>
<td>Project Planning</td>
<td>Session 2.1</td>
<td>Exercise 1 - WBS Exercise (Pg 276)</td>
</tr>
<tr>
<td>7</td>
<td>23-May-07</td>
<td>7</td>
<td>Budgeting and Cost Estimating</td>
<td>Session 2.2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>JPP Session</td>
<td>Session 2.3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Date</td>
<td>Session</td>
<td>Details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>------------</td>
<td>-----------</td>
<td>-------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>30-May-07</td>
<td><strong>Guest Speaker &amp; Class Case Study</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>6-Jun-07</td>
<td>8</td>
<td>Scheduling (PERT, CPM, Crystal Ball)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session4.1.png" alt="Session 4.1 - MS Project, Scheduling" /></td>
<td><img src="https://example.com/exercise2.png" alt="Exercise 2 - MS Project Exercise (Pg 276)" /></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>13-Jun-07</td>
<td>9</td>
<td>Resource Allocation (loading, leveling)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session5.1.png" alt="Session 5.1" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>13-Jun-07</td>
<td>9</td>
<td>Recruit and Organize the Project Team</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session5.2.png" alt="Session 5.2" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>13-Jun-07</td>
<td></td>
<td><strong>On-Line Test</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session5.3.png" alt="Session 5.3" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>20-Jun-07</td>
<td>10</td>
<td>Monitoring and Information Systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session7.1.png" alt="Session 7.1" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>27-Jun-07</td>
<td>10</td>
<td>Project Control - Presentation Skills</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session7.2.png" alt="Session 7.2" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>27-Jun-07</td>
<td></td>
<td><strong>Project Auditing</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/exercise3.png" alt="Exercise 3 - Prepare Presentation (Neift C)" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>27-Jun-07</td>
<td></td>
<td><strong>Risk Management - NOT IN TEXT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session6.1.png" alt="Session 6.1" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>27-Jun-07</td>
<td></td>
<td><strong>Quality Management - NOT IN TEXT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session6.2.png" alt="Session 6.2" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>27-Jun-07</td>
<td></td>
<td><strong>HOLIDAY - NO CLASS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>4-Jul-07</td>
<td></td>
<td><strong>HOLIDAY - NO CLASS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>11-Jul-07</td>
<td></td>
<td>In Class Presentations</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session9.1.png" alt="Session 9.1" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>11-Jul-07</td>
<td></td>
<td>Project Termination</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session9.2.png" alt="Session 9.2" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>18-Jul-07</td>
<td>6</td>
<td>Conflict and Negotiation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session10.1.png" alt="Session 10.1" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>18-Jul-07</td>
<td></td>
<td>Design Build</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session10.2.png" alt="Session 10.2" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>18-Jul-07</td>
<td></td>
<td><strong>On-Line Test</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><img src="https://example.com/session10.3.png" alt="Session 10.3" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>18-Jul-07</td>
<td></td>
<td><strong>Test 2 (Chapter 10 - 13 less 6)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>18-Jul-07</td>
<td></td>
<td><img src="https://example.com/session10.3.png" alt="Session 10.3" /></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Grading Structure**