



PROJECT MANAGEMENT

Disclaimer Statement

The final examination in this course will be remotely proctored. Please be sure you have your computer's camera on so you can display your photo identification so the proctoring system can verify your identity. If you run into any issues please reach out to your Success Coach.

You can also prepare for your examination by reading this helpful guide: <https://www.talview.com/en/test-taker-guide>

Project Management — PJMG500, 37.5 hours

PROFESSOR

Dr. Lisette Negron

Lisette M. Negron currently resides in Arlington, VA. She joined the military when she was 18, served 4 years active duty and 11 years, and counting as a reservist. Over the course of her career, she has served as a Human Resources professional. She has been responsible for the overall training and development of hundreds of civilian employees and soldiers, managers, and supervisors. These developmental trainings consist of day-to-day operations, program processes, HR systems training, and successful completion of HR management certifications. HR departments oversee various aspects of employment, such as compliance with labor laws and employment standards, administration of employee benefits, and some aspects of recruitment. As a reservist, she is the Health Sciences HR Officer for a Medical Ground Ambulance company, where she manages all areas of operations, staffing, logistics, training, and work-life balance.

Ms. Negron completed her Doctorate degree in Business Administration with a concentration in HR Management and holds a graduate certificate in Health Care Administration.

She looks forward to being a part of this journey as your instructor.

CONTACT INFORMATION

Email: lnegron@lakewood.edu

Phone: [1.800.517.0857](tel:1-800-517-0857) ext. 775

ONLINE SUPPORT (IT) AND MOODLE NAVIGATION:

All members of the Lakewood University community who use the College's computing, information or communication resources must act responsibly. Support is accessible by calling 1-800-517-0857 option 2 or by emailing info@lakewood.edu

BOOKS AND RESOURCES

Pinto, J. K. (2018). *Project Management: Achieving Competitive Advantage* (5th ed.). Pearson Education (US).

EVALUATION METHOD

Graded work will receive a numeric score reflecting the quality of performance.

Course Requirement Summary

- Assignments - Total of 120 Points
- Weekly discussion forums – Total of 160 Points
- Final Exam - 50 Points

GRADING SCALE

Graded work will receive a numeric score reflecting the quality of performance as

given above in evaluation methods. The maximum number of points a student may earn is 330.

Your overall course grade will be determined according to the following scale:

A = (90% - 100%)

B = (80% - 89%)

C = (70% - 79%)

D= (60% - 69%)

F < (Below 60%)

PARTICIPATION POLICY

Students in 16-week courses (degree) are required to complete 1 full lesson per week. In order to remain in Satisfactory Progress academic standing. Failure to complete assignments on a weekly basis, with fewer than 6 lessons behind, will place a student under Unsatisfactory Progress academic standing, and result in a phone call or email from the student's success coach. Students are encouraged to work with their success coaches in order to return to Satisfactory Progress academic standing. Students who fall more than 6 lessons behind in their studies will be immediately be placed in Unacceptable Progress academic standing. Students remaining in this status for more than 2 weekly review periods and have not met with his/her success coach to develop an improvement plan demonstrate repeated failures to turn in weekly lessons which may result in disciplinary measures up to dismissal.

ACADEMIC INTEGRITY/ PLAGIARISM:

Cheating (dishonestly taking the knowledge of another person whether on a test or an assignment and presenting it as your work) and plagiarism (to take and pass off as one's own the ideas or writing of another) are a serious issue. While it is legitimate to talk to others about your assignments and incorporate suggestions, do not let others "write" your assignments in the name of peer review or "borrow" sections or whole assignments written by others. We do get ideas from life experiences and what we read but be careful that you interpret these ideas and make them your own.

I am aware that many types of assignments are available on the internet and will check these sources when there is legitimate suspicion.

Penalty is a zero on the assignment. In cases where there is a major or continuous breach of trust, further discipline, such as an "F" in the course, may be necessary.

The major consequence of any form of cheating is damage to your character and the result of trust and respect.

DISABILITY ACCOMMODATIONS

Students who have a disability and wish to request an academic accommodation should contact Jim Gepperth, the Disabilities Services Coordinator and Academic Dean. The student can request an accommodation at any time although it is encouraged to do so early in the enrollment process. The student should complete an accommodation request form which begins a

conversation between the school and the student regarding the nature of their disability and an accommodation that would help the student succeed in their program. The school may request documentation regarding the disability to address the accommodation request effectively. The school will communicate to the student the type of accommodation arranged. This process typically follows a team approach, bringing together persons from the academic department (including the instructor) and personnel from other departments as necessary. Additional information on disability accommodations may be found in the Lakewood University Catalog.

Disability Services Email: disabilityservices@lakewood.edu

SUPPLEMENTAL TEXTS

You can use the following resources to assist you with proper source citation.

American Psychological Association Style Guide- https://www.mylakewoodu.com/pluginfile.php/118179/mod_resource/content/1/APA%20Style%20Guide%207th%20edition.pdf

The Purdue OWL website is also a helpful resource for students. Here is a link to the OWL website: https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html

LIBRARY

Mary O'Dell is the Librarian on staff at Lakewood University

She is available by appointment. You can make an appointment with her by emailing her at modell@lakewood.edu or call at 1-800-517-0857 X 730

You may also schedule a meeting at this link: <https://my.setmore.com/calendar#monthly/r3a761583354923270/01032020>

She can assist you with navigating LIRN, research, citations etc.

SUPPORT

Each student at Lakewood University is assigned a Success Coach. Your Success Coach exists to assist you with academic and supportive services as you navigate your program. They will reach out to you, often, to check-in. Please use the resources they offer.

Student Services is available to assist with technical questions regarding Lakewood University and all services available to you.

1-800-517-0857 option 2
info@lakewood.edu
studentservices@lakewood.edu

CAREER SERVICES

Students are offered Career Services at any point as they journey their academics at Lakewood University.

1-800-517-0857 option 2
careerservices@lakewood.edu

LESSONS

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 1	<p>Chapter 1: Introduction: Why Project Management?</p> <p>Chapter 2: The Organizational Context: Strategy, Structure, and Culture</p> <p>Forum 1</p> <p>Weekly Evaluation</p>	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 2	<p>Chapter 3: Project Selection and Portfolio Management</p> <p>Chapter 4: Leadership and the Project Manager</p> <p>Forum 2</p> <p>Assignment 1</p> <p>Weekly Evaluation</p>	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 3	<p>Chapter 5: Scope Management</p> <p>Chapter 6: Project Team Building, Conflict, and Negotiation</p> <p>Forum 3</p> <p>Weekly Evaluation</p>	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 4	<p>Chapter 7: Risk Management</p> <p>Chapter 8: Cost Estimation and Budgeting</p> <p>Forum 4</p> <p>Assignment 2</p> <p>Weekly Evaluation</p>	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 5	<p>Chapter 9: Project Scheduling: Networks, Duration Estimation, and Critical Path</p> <p>Chapter 10: Project Scheduling: Lagging, Crashing, and Activity Networks</p> <p>Forum 5</p> <p>Weekly Evaluation</p>	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 6	<p>Chapter 11: Advanced topics in planning and scheduling: Agile and Critical Chain</p>	Due at the completion of this lesson.

Chapter 12: Resource Management

Forum 6

Assignment 3

Weekly Evaluation

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 7	Chapter 13: Project Evaluation and Control Forum 7 Weekly Evaluation	Due at the completion of this lesson.

TITLE	READINGS/ASSIGNMENTS	DUE
Lesson 8	Chapter 14: Project Closeout and Termination Forum 8 Final Exam	Due at the completion of this lesson.

DESCRIPTION

Project management is the discipline of initiating, planning, performing, controlling, and closing the work of a team to attain specific goals and meet specific success criteria.

1. Examine theories of effective project management as they apply to various projects.
2. Identifying project management roles
3. Assess the application of project management and planning tools.
4. Identify the framework/structure required to best serve the various stakeholders
5. Examine project management schedules and how they are assessed
6. Identify risks that are associated with project management
7. Assess quality control factors in relation to a project
8. Identify communication needs of global and virtual team

OBJECTIVES

1. Examine theories of effective project management as they apply to various projects.
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4. Identify the framework/structure required to best serve the various stakeholders
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8. Identify communication needs of global and virtual team