City University of Hong Kong

Information on a Course
offered by Department of Information Systems
with effect from Semester B in 2010 / 2011

Part I

Course Title: Information Systems Project Management
Course Code: IS4500
Course Duration: One Semester
No. of Credit Units: 3
Level: B4
Medium of Instruction: English

Prerequisites: (Course Code and Title)
CS3311 Software Development Methodologies AND CS3312 Software Quality Assurance; or CS3342 Software Design AND CS3343 Software Engineering Practice; or equivalent

Precursors: (Course Code and Title) Nil

Equivalent Courses: (Course Code and Title) IS4532 Outsourcing and Project Management

Exclusive Courses: (Course Code and Title) CS3356 Managing Software Projects

Part II

1. Course Aims:

This course aims to:

- Introduce the concepts, tools and techniques of project management to the students. The course will focus on applying project management to projects in the areas of information technologies and information systems;

- Help the students understand the importance of proper project management for the success of a project in a business environment.

2. Course Intended Learning Outcomes (CILOs)

Upon successful completion of this course, students should be able to:

<table>
<thead>
<tr>
<th>No.</th>
<th>CILOs</th>
<th>Weighting (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Explain what project management means and how it improves the success of projects in information technology and information systems.</td>
<td>2</td>
</tr>
<tr>
<td>2.</td>
<td>Describe project management terms, skills and</td>
<td>3</td>
</tr>
</tbody>
</table>
3. **Teaching and Learning Activities (TLAs)**  
*(designed to facilitate students’ achievement of the CILOs)*

<table>
<thead>
<tr>
<th>ILO No</th>
<th>TLA1</th>
<th>TLA2</th>
<th>TLA3</th>
<th>TLA4</th>
<th>TLA5</th>
<th>Hours/week (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO 1</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>CILO 2</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>---</td>
</tr>
<tr>
<td>CILO 3</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>---</td>
</tr>
<tr>
<td>CILO 4</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>---</td>
<td></td>
</tr>
</tbody>
</table>

(1: Indirectly Supporting ILO; 2: Directly Supporting ILO)

4. **Assessment Tasks/Activities**  
*(designed to assess how well the students achieve the CILOs)*

**AT1.** Class and Tutorial Participation (10%): This will reflect the students’ participation in classes, tutorial sessions and discussions. Students are encouraged to attend those sessions and actively participate in discussions.

**AT2.** Quiz (15%): There will be one to two quiz papers taken in the middle of the term to test the understanding of the students half way through the course. This is an individual mark.

**AT3.** Group Project (35%): This is a group project to let students apply the...
project management skills and techniques learnt in class to solve practical problems. The project includes the following components:

- 10%: An interim group report that describes the background of the project, the scope of the work and the work breakdown structure.
- 15%: A final group report that covers the project schedule, cost estimate, risk factors, quality assurance plan and the outsourcing plan.
- 10%: Project presentation. 5% will be a group mark. 5% will be an individual mark.

AT4. Examination (40%): A two-hour written examination is developed to assess students’ competence level of the taught subjects.

** Students must pass BOTH coursework (AT1 + AT2 + AT3) and examination in order to get an overall pass in this course. **

<table>
<thead>
<tr>
<th>ILO No</th>
<th>AT1 (10%)</th>
<th>AT2 (15%)</th>
<th>AT3 (35%)</th>
<th>AT4 (40%)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO 1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>1 – ILO moderately assessed by AT; 2 – ILO heavily assessed by AT.</td>
</tr>
<tr>
<td>CILO 2</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>CILO 3</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CILO 4</td>
<td>1</td>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(1: ILO moderately assessed by AT; 2: ILO heavily assessed by AT)

5. **Grading of Student Achievement:** Refer to Grading of Courses in the Academic Regulations


Class and Tutorial Participation (AT1, 10%):

<table>
<thead>
<tr>
<th>ILO</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO1-4</td>
<td>- Actively participate in class and tutorial sessions and discussions and - Often ask and answer questions</td>
<td>- Fairly active in participating in class and tutorial sessions and discussions and - Sometimes ask and answer questions</td>
<td>- Not much participation in class and tutorial sessions and discussions and - Never ask nor answer questions</td>
<td>- Not much/no participation in class and tutorial sessions and discussions and - Never ask nor answer questions</td>
</tr>
</tbody>
</table>

Quiz (AT2, 15%):

<table>
<thead>
<tr>
<th>ILO</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO1 &amp; 2</td>
<td>- Demonstrate an in-depth understanding on what project management is and its associated skills and techniques</td>
<td>- Demonstrate a fair level of understanding on what project management is and its associated skills and techniques</td>
<td>- Demonstrate only a shallow understanding on what project management is and its associated skills and techniques</td>
<td>- Can hardly demonstrate understanding on what project management is and its associated skills and techniques</td>
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</tbody>
</table>

Group Project (AT3, 35%):

<table>
<thead>
<tr>
<th>ILO</th>
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<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO1-4 (based on</td>
<td>- Demonstrate good</td>
<td>- Demonstrate fair understanding of</td>
<td>- Demonstrate reasonable</td>
<td>- Poor understanding of the</td>
</tr>
</tbody>
</table>
| Reports) | understanding of the basic project management concepts  
- In-depth thought and research has been made in applying the skills and techniques learnt in class to the project  
- The report has covered all the specified requirements  
- The report is well-structured, well-written and well presented | the basic project management concepts  
- Some thought and research has been made in applying the skills and techniques learnt in class to the project  
- The report has covered all/most of the specified requirements  
- The report is fairly well-structured, well-written and well presented | understanding of the basic project management concepts  
- Reasonable thought and research has been made in applying the skills and techniques learnt in class to the project  
- The report has covered most of the specified requirements  
- The report is not so well-structured, well-written and well presented | basic project management concepts  
- Little thought and research has been made in applying the skills and techniques learnt in class to the project  
- The report has covered only some of the specified requirements  
- The report is poorly-structured, poorly-written and poorly presented |
| CILO2 & 3  
(based on group presentation) | - The presentation is well-structured and presented in a logical sequence. Time control is good. Powerpoint slides are of high quality.  
- The team is able to tackle all/most of the questions raised | - The presentation is mostly well-structured and presented in a logical sequence. Time control is good. Powerpoint slides are of fairly high quality.  
- The team is able to tackle some of the questions raised | - The presentation is not so well-structured and sequence of presentation can be improved. Time control is fair. Powerpoint slides are of medium quality.  
- The team is unable to tackle the questions raised | - The presentation is poorly-structured and presented out of logical order. Time overruns. Powerpoint slides are of poor quality.  
- The team is unable to tackle the questions raised |
| CILO1 - 3  
(based on individual performance in presentation) | - Excellent presentation skills and language skills  
- Appropriate use of visual aids in presentation | - Good presentation skills and language skills  
- Appropriate use of visual aids in presentation | - Fair presentation skills and language skills  
- Use of visual aids in presentation can be improved | - Poor presentation skills and language skills  
- Inappropriate use of visual aids in presentation |

**Examination (AT4, 40%)**:

<table>
<thead>
<tr>
<th>ILO</th>
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<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>CILO1</td>
<td>- Evidence of good understanding of the importance of good project management to an IT/IS project</td>
<td>- Evidence of fair understanding of the importance of good project management to an IT/IS project</td>
<td>- Evidence of reasonable understanding of the importance of good project management to an IT/IS project</td>
<td>- Evidence of little/no understanding of the importance of good project management to an IT/IS project</td>
</tr>
<tr>
<td>CILO2</td>
<td>- Accurately describe all/most key concepts; and demonstrate a thorough understanding of all/most of the terms and techniques</td>
<td>- Accurately describe most key concepts; and demonstrate a fairly thorough understanding of some the terms and techniques</td>
<td>- Can only accurately describe some key concepts; and demonstrate a only shallow understanding of most of the terms and techniques</td>
<td>- Unable to describe most key concepts; and cannot demonstrate an understanding of the terms and techniques</td>
</tr>
<tr>
<td>CILO3</td>
<td>- Demonstrate the ability to apply all/most of the skills and</td>
<td>- Demonstrate the ability to apply a fair amount of the skills and</td>
<td>- Demonstrate the ability to apply some of the skills and techniques</td>
<td>- Demonstrate the ability to apply only a few skills and techniques learnt to</td>
</tr>
</tbody>
</table>
Part III

Keyword Syllabus:

Introduction to Project Management

- What are the TRIPLE CONSTRAINTS?
- What are the various STAGES of a SOFTWARE DEVELOPMENT LIFE CYCLE?
- How is project management KNOWLEDGE CLASSIFIED?

Managing the Various Aspects of Information Systems Projects:

- How are the various COMPONENTS of a project INTEGRATED?
- How to manage the PROJECT SCOPE, TIME, cost, QUALITY, HUMAN RESOURCES, COMMUNICATION and RISKS?
- What is IT project OUTSOURCING, and how does it work?

Tools and Techniques

- What are the TOOLS and TECHNIQUES of project management?
- How are PROJECT SELECTION METHODS, WORK BREAKDOWN STRUCTURES, NETWORK DIAGRAMS, CRITICAL PATH ANALYSIS, and EARNED VALUE MANAGEMENT used in project management?
- How can project management be supported with SOFTWARE?

Recommended Reading:

Textbook:


Other text:


Web Sites:

www.pmi.org
www.augsburg.edu/oppages/~schwalbe/
www.infogoal.com/pmc/pmchome.htm
www.pmforum.org
www.softwareprojects.org/