

**Common Course Outline**  
**PMGT 103**  
**Contemporary Topics in Project Management**

**(3) Semester Hours**

**The Community College of Baltimore County**

**Description**

Contemporary Topics in Project Management addresses the subject of project management using a life cycle approach. Topics discussed include: project selection methods and systems using decision support software; formation and organization of the project team; the various organizational approaches used to structure and house projects; the project planning process; the creation of a baseline plan and budget. Microsoft Project is used to apply this learning in simulation exercises.

**Overall Course Objectives**

Upon completion of this course, students will be able to:

- differentiate between projects and operations and know when to organize work as a project;
- apply the most effective methods for prioritizing project proposals;
- describe the role and responsibilities of the project manager and apply the lessons learned by successful project managers;
- differentiate among the various approaches for setting up projects within an organization and explain when each should be used;
- demonstrate how to form and manage high performing project teams;
- develop the project plan and effectively implement it;
- utilize proven techniques for schedule, resource, and cost planning and control;
- use Microsoft Project for project planning and control;

- differentiate between conventional and critical chain project management, and describe the key issues to address when applying the latter;
- conduct a project audit in order to learn how to improve future projects;
- define when to terminate a project;
- develop judgments that avoids the major pitfalls of project management.

### **Major Topics**

- I. Differentiating between Projects and Operations
- II. Applying the Most Effective Methods for Prioritizing Project Proposals
- III. Developing the Project Plan and Effectively Implementing It.
- IV. How to Make Judgments that Avoid Major Pitfalls of Project Management.
- V. Starting a Project in Microsoft Project 2000™
- VI. Outlining and Task Relationships in Microsoft Project 2000™
- VII. Adding and Assigning Resources in Microsoft Project 2000™
- VIII. Adjusting Project Resources and Timelines in Microsoft Project 2000™
- IX. Using Different Views and Reports in Microsoft Project 2000™
- X. Organizing Project Information in Microsoft Project 2000™

### **Course Requirements**

Grading/exams: Grading procedures will be determined by the individual faculty member but will include the following elements:

1. A mid-term Exam
2. Assessment of student's work on exercises/cases
3. A comprehensive final exam mapped to the Project Management Professional (PMP) certification exam.

The final exam will have a grading weight of at least 40%.

### **Other Course Information**

This course is the third course in a required three-course sequence.

Individual faculty members may include additional course objectives, major topics, and other course requirements to the minimum expectations stated in the Common Course Outline.