

# **Common Course Outline**

## **PMGT 101**

**Principles of Project Management 1**

**(3) Semester Hours**

## **The Community College of Baltimore County**

### **Description**

Principles of Project Management I covers the foundation of managing projects in today's business environment. Topics covered include the basic concepts of the five essential project management processes, defining requirements, schedules, risk management, and change control. Students gain a mastery of how the project management processes are used during the phases of a project to build a better, more effective project plan. Through the use of short case studies, practical exercises, class discussions, and lectures, students have the opportunity to apply these best practices.

### **Overall Course Objectives**

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

- define the elements of an effective project charter;
- identify the elements of the triple constraint;
- develop a project scope including the Project Overview Document and the Work Breakdown Structure;
- apply and use the different types of estimates;
- determine strategies for handling change requests;
- identify, quantify, and manage risk;
- develop, monitor and control schedules;
- demonstrate the importance of a project closeout process;
- formulate a comprehensive needs/requirements statement for their projects;

- prepare a work breakdown structure, broken out to work package level;
- develop a project schedule using task durations and dependencies, and identify the critical path;
- apply a variety of estimating techniques to develop a cost estimate for the project;
- develop a resource plan, including responsibility matrix and resource Gantt chart;
- simulate a project cost/schedule control system;
- develop and implement more effective conflict management approaches;
- develop and implement more effective decision making strategies;
- explain an environment that fosters a strong team-oriented ethic;
- identify differences in motivation for team members;
- develop an alternative approach for managing team members.

### **Major Topics**

- I. The Project Management Culture
- II. Initiating a Project & Confirming Project Requirements
- III. Developing the Work Breakdown Structure
- IV. Cost Estimates for Project Activities & Developing the Project Schedule
- V. Understanding Project Risk & Managing Change
- VI. Cost Estimates for Project Activities
- VII. Developing & Implementing the Project Schedule
- VIII. Project Budgeting, Estimating & Performance Measurement
- IX. Change Control & Project Closeout
- X. Team Development

### **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 first 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.

(8) Date Revised: MM/DD/YY