



UNIVERSIDAD
esan

Syllabus of course Project Management

March – July 2019

Level 9th

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I. Course Overview

Course Name:	Project Management		
Required:	Strategic Planing, Project formulation and appraisal	Code:	04720
Precedente:	---	Semester:	2019-1
Credits:	3	Level:	9
Hours:	4	Type of course:	In classroom
Type of course and careers	Mandatory courses: - Information Technology engineering and Systems - Industrial Engineering and Commercial	Coordinator:	Joseph Ballón jballon@esan.edu.pe

II. Summary

This course, understanding Project Management, has got as a main goal that students be able to know concepts and practices about Project Management. As a result of this, first, students will be able to be part of teamwork and after leading it to design, develop, document, and manage a real project, applying the knowledge, tools and techniques learned upon to PMBOK standard guide, and important topics related

III. Objective of course

The objective of the course is to design a Project Management Plan related to Capstone Project, applying concepts, tools and techniques based on best practices worldwide accepted.

IV. Learning Results

At the end of the course students:

- To know important concepts about Project Management, focus on the Knowledge Management Areas proposed by The Project Management Book of Knowledge - PMBOK 6th edition.
- To apply concepts and tools for an effective management for projects.
- To design a Project Charter, Stakeholder Analysis, Requirements and WBS linked to Capstone Project.
- To design a Schedule, Budget and Quality Metrics linked to Capstone Project.
- To know the importance of Soft Skills in Project Management.
- To design a RACI Matrix, Communication Matrix and Procurement Matrix linked to Capstone Project.
- To Perform a Qualitative Risk Analysis linked to Capstone Project.
- To develop and present a researching about Project Management Special Assignment.

- To design and explain a Kick Off Meeting presentation linked to Capstone Project.
- To develop the sense of accountability about the final Capstone Project results

V. Methodology

The methodology is based on active participation from students and use methods and techniques.

There will be sessions explained by the professor with lectures and discussions in group, study cases, reading papers, practice exercises and develop an integrator assignment.

There are mandatory readings from complementary material and these should be complete by students in according to schedule of course.

VI. Evaluation

The evaluation system is integral and continuous. It involves the Permanent Evaluation (60%), the Partial Exam (20%) and Final Exam (20%).

Permanent Evaluation includes these items:

PERMANENT EVALUATION AVERAGE: 60%		
Type of evaluation	Description	Weight
Project Management – Capstone Project	During the course, the students will deliver a Project Management Plan and develop workshops about topics performed in class.	50%
Reading Controls	Four Reading Controls (The lowest grade will be eliminated)	25%
Special Group Assignment about Project Management research	The students will present a special lecture (25 – 30 min) with a writing paper about a specific topic proposed by professor	20%
Classroom participation		5%

The Final Average (FA) makes of this way:

$$FA = (0,60 \times PE) + (0,20 \times ME) + (0,20 \times FE)$$

Where:

FA = Final Average.

ME = Midterm Exam.

PE = Permanent Evaluation Average and,

FE = Final Exam.

VII. Content Scheduled

WEEK	UNIT	ACTIVITIES / EVALUATION
Learning Unit 1: Project Management Body of Knowledge – Part 01 Learning Results: <ul style="list-style-type: none"> To know important concepts about Project Management, focus on Integration and Scope Management, proposed by the Project Management Book of Knowledge - PMBOK 6th edition. To apply concepts and tools for an effective management for projects. To design a Project Charter, Stakeholder Analysis, Requirements and WBS linked to Capstone Project. 		
1° March 21 - 30	Topics: 1.1 Introduction and Integration Management. <ul style="list-style-type: none"> - Project Management introduction. - PMBOK and its sections. 	Presentation Course Methodology Guidance review (guidelines) for the development of the final Capstone Project Review of the Guide for the presentation of written works at the Esan University (APA standards) <ul style="list-style-type: none"> Lecture. To define teams for workshops and special assignment.
	Project Management Book of Knowledge (PMBOK) – Chapters 1 to 3	
2° April 01 – 06	Topics: 2.1 Integration Management. <ul style="list-style-type: none"> - Project Charter. - Project Management Plan. - Integration Management Process. - Project Canvas 2.2 Tips for project management. <ul style="list-style-type: none"> - Planning. - Executing. - Monitoring and Controlling. - Team Working 	<ul style="list-style-type: none"> Lecture. Workshop N° 01 (Project Canvas + Prototype)
	Project Management Book of Knowledge (PMBOK) – Chapter 4	

<p>3° April 08 - 13</p>	<p>Topics: 3.1 Stakeholders Management</p> <ul style="list-style-type: none"> - Learning about Stakeholders techniques - Review Stakeholders Management Processes - Managing stakeholders <p>Project Management Book of Knowledge (PMBOK) – Chapter 13</p>	<ul style="list-style-type: none"> • Lecture • Workshop N° 02 (Stakeholder Analysis) • Reading Control N° 01 • Schedule of visits
<p>4° April 15 – 20</p> <p>Holiday 18,19 and 20 April</p>	<p>Topics: 4.1 Scope Management.</p> <ul style="list-style-type: none"> - Scope Project and Scope Product. - Scope Management Process. - Work Breakdown Structure as Fundamental Tool <p>Project Management Book of Knowledge (PMBOK) – Chapter 5</p>	<ul style="list-style-type: none"> • Lecture • Workshop N° 03 (Requirements and WBS) • Integrated Presentation • Capstone – Advance 01
<p>Learning Unit 2: Project Management Body of Knowledge – Part 02 Learning Results:</p> <ul style="list-style-type: none"> • To design a Schedule, Budget and Quality Metrics linked to Capstone Project. 		
<p>5° April 22-27</p>	<p>Topics: 5.1 Time Management.</p> <ul style="list-style-type: none"> - Time Management Processes. - Estimation Techniques of Time. - Critical Path Method and Techniques of Compression. <p>Project Management Book of Knowledge (PMBOK) – Chapter 6</p>	<ul style="list-style-type: none"> • Lecture. • Presentation – Capstone Project Management - ITIS (Sections I – IIIc) • Exercises – Critical Path. • Reading Control N° 02 • Integrated Presentation • Capstone – Advance 02
<p>6° April 29 - May 04</p>	<p>Topics: 6.1 Cost Management.</p> <ul style="list-style-type: none"> - Cost Management Processes. - Estimation Techniques of Cost. - Earned Value Method. <p>Project Management Book of Knowledge (PMBOK) – Chapter 7</p>	<ul style="list-style-type: none"> • Lecture. • Exercises - Earned Value. • Workshop N° 04 (Schedule and Budget) • Capstone – Advance 03
<p>7° May 06 - 11</p>	<p>Topics: 7.1 Quality Management.</p> <ul style="list-style-type: none"> - Quality Management Processes. - The Seven Fundamental Quality Tools. <p>Project Management Book of Knowledge (PMBOK) – Chapter 8</p>	<ul style="list-style-type: none"> • Lecture. • Workshop N° 05 (Quality Metrics) • Integrated Presentation
<p>8° May 13 - 18</p>	<p>MIDTERM EXAM</p>	

Learning Unit 3: Project Management Body of Knowledge – Part 03 and Soft Skills. Learning Results: <ul style="list-style-type: none"> To know the importance of Soft Skills in Project Management To design a RACI Matrix, Communication Matrix and Procurement Matrix linked to Capstone Project. To Perform a Qualitative Risk Analysis linked to Capstone Project. 		
9° May 20 - 25	Topics: 9.1 Resources Management. <ul style="list-style-type: none"> - Resources Management Processes - Teambuilding. 	<ul style="list-style-type: none"> Lecture. Reading Control N° 03 Workshop N° 06 (Organization Chart and RACI Matrix) Capstone – Advance 04
	Project Management Book of Knowledge (PMBOK) – Chapter 9	
10° May 27 – June 01	Topics: 10.1 Communication Management. <ul style="list-style-type: none"> - Communication Management Processes. - Communication Matrix and Lessons Learned. 10.2 Soft Skills in Project Management. <ul style="list-style-type: none"> - The importance of Soft Skills for a Project Manager. - Communication and Motivation. - Leadership as fundamental skill. - Negotiation and Solution of Conflicts 	<ul style="list-style-type: none"> Lecture. Workshop N° 07 (Communications Matrix) Integrated Presentation Capstone – Advance 05
	Project Management Book of Knowledge (PMBOK) – Chapter 10	
11° June 03 – 08	Topics: 11.1 Procurement Management. <ul style="list-style-type: none"> - Procure Management Processes. - Procure Matrix and Management of Suppliers 	<ul style="list-style-type: none"> Lecture. Reading Control N° 04 Workshop N° 09 (Procurement Matrix) Capstone – Advance 06
	Project Management Book of Knowledge (PMBOK) – Chapter 12	
12° June 10 - 15	Topics: 12.1 Risk Management. <ul style="list-style-type: none"> - Risk Management Processes. - Risk Matrix and Risk Break Down Structure 	<ul style="list-style-type: none"> Lecture. Workshop N° 10 (Risk Matrix) Integrated Presentation
	Project Management Book of Knowledge (PMBOK) – Chapter 12	
Learning Unit 4: Project Management Body of Knowledge – Part 04. Learning Results: <ul style="list-style-type: none"> To develop and present the researching about Project Management Special Assignment. To design and explain a Kick Off Meeting presentation. To learn about Agile Methodologies – Scrum Framework. 		
13° June 17 - 22	Topics: 13.1 Presentation – Project Management Special Assignment.	<ul style="list-style-type: none"> Presentation – Project Management Special Assignment.

<p>14° June 24 - 29</p>	<p>Topic: 14.1 Final Presentation - Integrated Project Management Plan</p>	<ul style="list-style-type: none"> • Final Presentation – Kick Off Meeting. • Presentation – Capstone Project Management
<p>15° July 01 – 06</p>	<p>Topic: 15.1 Framework - Scrum</p> <p>The Scrum Guide, The Definitive Guide to Scrum</p>	
<p>16° July 08 - 13</p>	<p>FINAL EXAM</p>	

VIII. Bibliography

Mandatory Bibliography

- Project Management Institute - PMI. (2017). *Project Management Body of Knowledge*. (6th ed). Pensilvania: PA, USA. Book Editor – PMI Publications.
- Project Management Institute - PMI. (2009). *Practice Standard for Project Risk Management*. Pensilvania: PA, USA. Book Editor – PMI Publications.
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- Schwaber, K & Sutherland J. (2017). *The Scrum Guide*. Retrieved from www.scrumguides.org

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- Brown, J. (2008). *The Handbook of Program Management. How to facilitate project success with optimal program management*. New York, NY: McGraw Hill.
- Levatec, C. (2006). *The Program Management Office – Establishing, Managing and Growing the Value of a PMO*. Florida: FL, USA. J. Ross Publishing Inc.
- Project Management Institute Portal. Retrieved from www.pmi.org.

IX. Labs

No necessary

X Professor

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