



Course Outline

2026-2027 Catalog

BUS 46 - Project Management

Catalog Description

Transfer Status: CSU

Unit(s): 3.00

Lecture: 51.00 Contact hours/102.00 Out of class hours/153.00 Total hours/3.00 Unit(s)

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Course Description: This course prepares students for entry-level project management roles by covering essential competencies in project scope, procurement, time, risk, cost, quality, human resources, communication, and integration management. Through a blend of theoretical foundations and hands-on applications, students will gain transferable skills to manage projects across various industries effectively. The course aligns with key Project Management Professional (PMP) domains, providing foundational knowledge beneficial for PMP certification and immediate application in the job market.

Objectives

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

1. Identify and clearly define project needs, distinguishing between project requirements and deliverables.
2. Diagnose and resolve project challenges using structured problem-solving techniques aligned with project management best practices.
3. Plan project schedules and budgets with attention to resource allocation, cost controls, and timeline feasibility.
4. Adapt management strategies to suit different organizational structures and project team dynamics.
5. Facilitate effective communication between project personnel and stakeholders, with emphasis on cross-functional and intercultural considerations.
6. Evaluate career pathways in project management across diverse industries, analyzing how project management skills apply universally.

Course Content

Topic Titles / Suggested Time Topic	
<u>Lecture</u>	
<u>Topics</u>	<u>Lec Hrs</u>
Project Management Past and Present Overview	3.00
The Project Life Cycle	3.00
Framework for Project Management	4.00
Stakeholder Management	3.00
Culture and Project Management	3.00
Project Initiation - Overview of Project Planning	4.00
Scope Planning	3.00
Project Schedule Planning	3.00
Resource and Budget Planning	4.00
Procurement Management	3.00
Quality Planning	3.00
Communication Planning	4.00
Risk Management Planning	4.00
Project Implementation Overview	4.00
Project Completion	3.00
Total Hours: 51.00	

Methods of Instruction

- A. Class Activities
- B. Collaborative Group Work
- C. Demonstrations
- D. Guest Speakers
- E. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
- F. Lecture

Methods of Evaluation

- A. Exams/Tests

- B. Quizzes
- C. Oral Presentation
- D. Projects
- E. Demonstration
- F. Class participation

Examples of Assignments

Reading Assignments

1. Identify the phases of a large multinational project and prepare to discuss in your group.
2. Prepare a slide that identifies the five key stakeholders and their relationship to the project manager and share with the class.

Writing Assignments

1. Complete an assessment of stakeholders for your first project. Identify and detail at least four major stakeholders for your project. Describe your project team. Describe the project managers relationship in dealing successfully with each type of stakeholder.
2. Read the case study in the chapter Project Schedule Planning and define your activity attributes. List any predecessor activities, successor activities and constraints. Indicate the important milestones in the project.

Out-of-Class Assignments

1. Given the materials you have been learning, choose a project that interests you and create a first draft of your project schedule listing your predecessor and successor activities and constraints.
2. Read the chapter on Risk Management and do the homework related to this chapter.

Recommended Materials of Instruction

Zero Cost Textbook

Watt, A. (2019). Project Management, 2nd ed. (OER). <https://opentextbc.ca/projectmanagement/>.

Minimum Qualifications

Business (Masters Required)
Accounting (Masters Required)
Office Technologies

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