The Institute of International Management is dedicated to providing a quality teaching and research environment to provide students with a broad, integrated knowledge of management in preparation for successful careers in business, government or academia.

**General Program Learning Goals** (goals covered by this course are indicated):

1. Graduates should be able to communicate effectively verbally and in writing.
2. Graduates should solve strategic problems with a creative and innovative approach.
3. Graduates should demonstrate leadership skills demanded of a person in authority.
4. Graduates should think with a global management perspective.
5. Graduates should possess the necessary skills and values demanded of a true professional.

**Instructor:** Dr. Don J.F. Jeng  
**Office:** Rm# 61411B (The 4th floor of Dept. of Business Administration Building)  
**Office Hours:** 14:00-16:00 Monday; 10:00-12:00 Wednesday and by appointment.  
**Phone:** 06-2757575 ext. 53017  
**E-mail:** jeng@mail.ncku.edu.tw  
**Class Time:** 9:10-12:00 Monday  
**Course TA:** Mr. Phou Sambath  
**TA's E-mail:** ra896723@mail.ncku.edu.tw

**Course Description:**
In the rapid growth of technology-enabled industries, the ability to deliver a project on time and on budget hinges upon seamlessly executed project management skills. This course aims on introducing the theory and practice of project management through an integrated view of the concepts, skills, tools, and techniques involved in the management of projects that emphasis on information technology.

**Course Objectives:**
Learners are exposed to:
- The body of knowledge of project management.
- The general issues and skills involved in information technology projects.
- Cases of successful or failed information technology projects.
- Practice of team work in preparation of technology project management.

After completing the course, students will be able to:
- Take a new perspective on managing projects in addition to their technical view.
- Integrate and apply management and technology skills to lead or participate in successful projects.

**Course Outlines:**
- Module 0: Course Overview
- Module 1: Project Management Framework
Unit 1.1 - Introduction to Project Management
Unit 1.2 - Project Management Context
Unit 1.3 - Project Management Processes

• Module 2: Project Management Process Groups
  Unit 2.1 – Initiating
  Unit 2.2 – Planning
  Unit 2.3 – Executing
  Unit 2.4 – Controlling
  Unit 2.5 – Closing

• Module 3: Project Management Knowledge Areas
  Unit 3.1 - Project Integration Management
  Unit 3.2 - Project Scope Management
  Unit 3.3 - Project Time Management
  Unit 3.4 - Project Cost Management
  Unit 3.5 - Project Quality Management
  Unit 3.6 - Project Human Resource Management
  Unit 3.7 - Project Communications Management
  Unit 3.8 - Project Risk Management
  Unit 3.9 - Project Procurement Management

Instruction Materials:
• Other references will be delivered or announced in the class.

Course Arrangement and Requirement:
• Study textbook material before class is highly recommended. I will present textbook material to enhance your study in the class. However, most likely, I may not able to cover all the material in the textbook during course lecture. Your study prior to the class will be much helpful for participation. You are welcome to discuss with me in the class or off the class for all the lectured or non-lectured materials.
• Supplementary references will be delivered or announced in the class. You are expected to be prepared and participate in class discussion.
• You are expected to form a group of three students to work on a course project. Each group member should contribute equally to the project. Your final grade in this area will also be based on peer evaluations from your group members.

Grading Policy:
• Class attendance and participation  10%
• Quizzes  10%
• Assignments  10%
• Midterm exam  20%
- Course project / report  30%
- Final presentation  20%

Class Schedule: (The schedule is subject to change due to class circumstances)

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<thead>
<tr>
<th>WEEK</th>
<th>DATE</th>
<th>TOPIC</th>
<th>READINGS (in advance)</th>
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<tbody>
<tr>
<td>1</td>
<td>9/15</td>
<td>Course introduction</td>
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<td></td>
<td></td>
<td>Introduction to Project Management</td>
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<td>2</td>
<td>9/22</td>
<td>More on Introduction to Project Management</td>
<td>Chapter 1</td>
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<td>3</td>
<td>9/29</td>
<td>The Project Management and Information Technology Context</td>
<td>Chapter 2</td>
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<td>4</td>
<td>10/6</td>
<td>Course project proposal (Student presentation)</td>
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<td>The Project Management Process Groups: A Case Study</td>
<td>Chapter 3</td>
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<td>5</td>
<td>10/13</td>
<td>More on The Project Management Process Groups: A Case Study (Student</td>
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<td>presentation on case study)</td>
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<td>Project Integration Management</td>
<td>Chapter 4</td>
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<td>Project Scope Management</td>
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<td>10/27</td>
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<td>11/3</td>
<td>Project Cost Management</td>
<td>Chapter 7</td>
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<td>10</td>
<td>11/17</td>
<td>Midterm Exam</td>
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<td>Project Quality Management</td>
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<td>11/24</td>
<td>Course Project Status Report Presentation</td>
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<td>12</td>
<td>12/1</td>
<td>Project Human Resource Management</td>
<td>Chapter 9</td>
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<td>12/8</td>
<td>Project Communications Management</td>
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<td>12/15</td>
<td>Project Risk Management</td>
<td>Chapter 11</td>
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<td>12/22</td>
<td>Project Procurement Management</td>
<td>Chapter 12</td>
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<td>16</td>
<td>12/29</td>
<td>Course Project Presentation I</td>
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<td>17</td>
<td>1/5</td>
<td>Course Project Presentation II (Course Project Report due)</td>
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<td>18</td>
<td>1/12</td>
<td>Course Project Presentation III</td>
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Other Policies:

1. Assignment and Grading:
   - All assignments must be typed not hand-written and must be submitted with a cover page typed on your name and student ID.
   - Assignment is due exactly at the prescribed time. No late assignment is accepted.
   - Any questions or complaints regarding the grading of an assignment or report must be raised within one week after the score or the graded assignment is made available (not when you pick it up).
   - All assignments and reports should be your original work/concept.
2. Attendance:
   - You have to sign and collect your name tags when enter the classroom.
   - You must display your name tag in front of the desk for discussion purpose.
   - If you sign for other students or do not sign on the attendance sheet, you will be regarded as “being absent” no matter what evidence you provide to the lecturer afterwards.
   - If you come in class late or leave early, your attendance counts a half of the day.
   - There is no need for you to ask for apology when you are absent from class.

3. Penalty for cheating and plagiarism will be extremely severe. Use your best judgment. If you are not sure about certain activities, consult the instructor. Standard academic honesty procedure will be followed and active cheating and/or plagiarism automatically results FAIL in the final grade.

4. You are expected to come fully prepared to every class and responsible for everything discussed in class. Note your attendance and participation counts. You may receive a zero for absence or lack of participation.

5. No incomplete grade under nearly all situations unless one have sound reason and documented evidence. A student who received an incomplete must have completed or passed a significant portion of the course.

6. Pay very careful attention to your e-mail correspondence. It reflects your communication skills. Avoid use non-standard English such as "how r u?" in your email message. In addition, I recommend you put the class number and a brief summary of your question in your e-mail subject. For example,

   Subject: RA52500  A question on final report.

7. I immediately discard anonymous e-mails.

8. The ringing, beeping, buzzing of cell phones and/or watches during class time is extremely rude and disruptive to your fellow students and to the class flow. Please turn all cell phones and watches off or into silent mode prior to the start of class.

9. For any disability accommodations needed for the course, please notify the instructor during the first two weeks of the semester.