ISE 515
ENGINEERING PROJECT MANAGEMENT
Summer 2017

Instructor(s): Dr. Shalini Gupta

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Instructor's Office Number: GER 216 C

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Instructor's Office Hours: Wednesday from 4:15 pm to 5:15 pm

GTA's Office Hours: Thursday 11 am – 1 pm at OHE 340

Web Site: DEN@Viterbi

Time and Place of Class Meetings: Monday & Wednesday: - 1:00 pm –4:10 pm, OHE 132

Description of Course Content: Organizations of all types (profit, nonprofit, government) are increasingly using contract/subcontract work to accomplish their business objectives. To do so, they are relying on project-based and team-based work structures. Therefore, they need skillful project managers to manage the entire project in a systematic approach. This course is designed for the students to learn the basic concepts and skills of project management. The course begins with the question of why we need project management skills and continues to provide a deep understanding of project life-cycle (initiating, planning, executing and closing). The course provides both the theoretical and practical concepts underlying each section and uses examples from MS Project software. The learning modes include lecture discussions, student group discussions and presentations, case studies, individual research, and a team-based term project.

Software (Required):

- Copies of Microsoft ® Project are available free of charge to USC students and faculty. Please follow these steps for a free download to your computer:
  a) http://viterbi.usc.edu/resources/vit/services/dreamspark.htm - Scroll down and click on - I agree - Take me to the Download site
  It will take you to
  b) http://e5.onthehub.com/d.ashx?s=mopjorpfoo - Click on - Start Shopping
  This will take you to

c) https://e5.onthehub.com/WebStore/ProductsByMajorVersionList.aspx?ws=03af59fa-db17-e211-a76f-f04da23e67f6&vsro=8
where you will find MS Project 13. Click on it and start the registration process, receive a code, and download.

- You may also download Microsoft Visio using the above procedure. Visio could be used to draw a picture of the Work Breakdown Structure in a hierarchical format to check the accuracy of your WBS. We will discuss this later during the semester. Instead of Visio, you may use Word, PowerPoint, or any other drawing software.

Student Learning Outcomes:

A. To provide experience in using the concepts, techniques, and decision tools available to project managers.
B. To enlarge a basic understanding of the importance of work breakdown structures and networks to planning, scheduling, and controlling projects.
C. To create an awareness of potential conflicts and problems that can occur on projects.
D. To identify appropriate behavior for successfully managing a project.
E. To provide a framework for a complete computer-based information system for managing projects.

Required Textbooks and Other Course Materials: A. Project Management: The Managerial Process, 5th Ed., Larson and Gray, McGraw-Hill-Irwin, ISBN 978-0-07-340334-2 without Student cd-rom. ISBN 978-0-07-742692-7 with Student cd-rom.

Course Material: All assigned sections of the texts, plus topics discussed in lecture by the instructor.

Exams: Each exam will cover the material presented up to and including the preceding homework assignment. Points will be assigned to each section of the exam. No re-takes will be allowed. No make-up exam will be given. The FINAL EXAM will cover material presented since the second midterm exam. Grading will be similar to the midterm exams. Any person caught cheating on an examination will be reported to the university.

Homework: Problems sets will be assigned. Homework is not accepted late. If a paper shows an acceptable answer to each assigned exercise, the grade for the assignment is 10 points. An answer to a qualitative exercise is acceptable if it is relevant to the issue. An answer to a quantitative exercise is acceptable if it uses approximately the correct method. If any exercise is unacceptable, the paper will be returned with no points awarded.

Grading Policy: All work will be done individually unless otherwise specified.

The grading policy is expected to be as follows: Typical grade scoring:

A = 100-95

A- = 94-90

B+ = 89-85

B = 84-80

B- = 79-65

C = below 60.

Exams (1)	40%
Final Exam	40%
Homework +Quiz	20 %
Total	100%

Accommodations for Disabilities: Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure the letter is delivered to the instructor as early in the semester as possible. DSP is located in GFS 120 and is open 8:30 am - 5:00 pm, Monday through Friday. The phone number for DSP is (213)740-0776.

Academic Integrity: The Department of Industrial and Systems Engineering adheres to the University's policies and procedures governing academic integrity as described in SCampus. Students are expected to be aware of and to observe the academic integrity standards described in SCampus. Students should expect those standards to be enforced in this course.

Date	Topic	Reading
28 June	Introduction Modern Project Management	Chap 1
28 June	Business Strategy & Project Management Project Management Organization I	Chap 2 Appendix 2.1
5 July	Defining a Project I	Chap 3, 4 and 5
10 July	Estimating Networks I	Chap 5 and Chap 6
12 July	Supp. Material	
17 July	Risk Management	Chap 7
19 July	Exam 1 – (Open Book)	
24 July	Resource & Cost Scheduling	Chap 8
26 July	Supp. Material	
July 31	Reducing Project Time	Chap 9
2 August	Suppl. Material	
7 August	Final Exam- (Open Book)	