



Course Specification

— (Bachelor)

Course Title: Information Technology Project Management

Course Code: CIT 1304

Program: Bachelor in Information Technology

Department: Information Technology

College: Computers and Information Technology

Institution: University of Tabuk

Version: 1.0

Last Revision Date: 27 July 2022



Table of Contents

| | |
|---|---|
| A. General information about the course: | 3 |
| B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods | 4 |
| C. Course Content | 5 |
| D. Students Assessment Activities | 6 |
| E. Learning Resources and Facilities | 6 |
| F. Assessment of Course Quality | 6 |
| G. Specification Approval | 7 |



A. General information about the course:

1. Course Identification

1. Credit hours: (3)

2. Course type

A. University College Department Track Others
 B. Required Elective

3. Level/year at which this course is offered: Level 6

4. Course general Description:

This course describes essential project management skills to help you mitigate time, budget, quality, and scope constraints. Determine product scope through effective identification of requirements, assess and manage stakeholder expectations, identify, and manage risks, and meet quality standards while navigating change requests. Examine important aspects of IT projects, including communication needs of virtual teams, security, and testing. Avoid the most common pitfalls of IT project success to deliver optimal business value for your IT projects.

5. Pre-requirements for this course (if any):

Software Engineering CSC1301

6. Co-requisites for this course (if any):

NA

7. Course Main Objective(s):

- Understand the main concepts of project management.
- Learn how projects are delivered within schedule commitments.
- Understand how projects are delivered within budget .
- Understand how to produce quality solutions with reduced errors, improved effectiveness, appropriate risk management.
- Provide continuous process improvement via collaboration.
- Implement project communications and oversight.

2. Teaching mode (mark all that apply)

| No | Mode of Instruction | Contact Hours | Percentage |
|----|--|---------------|------------|
| 1 | Traditional classroom | 45 Hrs | 100% |
| 2 | E-learning | | |
| 3 | Hybrid <ul style="list-style-type: none"> • Traditional classroom • E-learning | | |
| 4 | Distance learning | | |



3. Contact Hours (based on the academic semester)

| No | Activity | Contact Hours |
|--------------|-------------------|---------------|
| 1. | Lectures | 45Hrs |
| 2. | Laboratory/Studio | - |
| 3. | Field | - |
| 4. | Tutorial | - |
| 5. | Others (specify) | - |
| Total | | 45 Hrs |

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

| Code | Course Learning Outcomes | Code of PLOs aligned with program | Teaching Strategies | Assessment Methods |
|------------|--|-----------------------------------|---------------------------------|----------------------|
| 1.0 | Knowledge and understanding | | | |
| 1.1 | Understand the main concepts of project management | K1 | Lectures Case Studies | Exams Assignments |
| 1.2 | Understand how to produce quality solutions with reduced errors , improved effectiveness , appropriate risk management and internal controls | K3 | | |
| 1.3 | Learn how Projects are Delivered within schedule, cost, and quality Commitments | K4 | | |
| 1.4 | Provide continuous process improvement via collaboration(IT project management and HR) | K3 | | |
| 2.0 | Skills | | | |
| 2.1 | Explain IT project management terminologies | S1 | Lectures Research Activities | Project Assignments |
| 2.2 | Explain the phases that should be used to implement IT project management | S2 | | |
| 2.3 | Evaluate the phases that should be used to implement IT project management | S2 | | |
| 3.0 | Values, autonomy, and responsibility | | | |



| Code | Course Learning Outcomes | Code of PLOs aligned with program | Teaching Strategies | Assessment Methods |
|------|---|-----------------------------------|---------------------|--------------------|
| 3.1 | Illustrate team work and communication skills | V2 | Project | Project |

C. Course Content

| No | List of Topics | Contact Hours |
|-----|--|---------------|
| 1. | Introduction to Project management and Principles | 3 |
| 2. | Projects management and Information Technology context and Stages | 3 |
| 3. | Time Management (part one): Defining project tasks, adding resources to tasks, defining relationships between tasks | 3 |
| 4. | Time Management (part two): drawing the network diagrams, use the 3 estimate techniques, shorting the tasks, evaluate the time management techniques | 3 |
| 5. | Cost Management: defining cost estimation types, defining cost estimation techniques, typical problems of cost estimation, use earned value analysis | 3 |
| 6. | Quality Management (part one): Planning quality, Design of experiments, Scope aspects of IT projects, Benchmarking, quality audit, experiments | 3 |
| 7. | Quality Management (part two): Quality control, Cause-and-Effect Diagrams, Quality control charts, The seven-run rule, Statistical sampling, Six Sigma, DMAIC | 3 |
| 8. | Human Resource Management (part one): Importance of human resource management, future of IT human resource management, human resource planning, Organizational Chart | 3 |
| 9. | Human Resource Management (part two): Responsibility Assignment Matrices (RAM), Staffing management plan, Resource histogram, Acquiring the project team, Resource assignment, Resource loading, Resource leveling | 3 |
| 10. | Risk Management (part one): Importance of project risk management, Risk management planning, Risk identification, Qualitative risk analysis, Quantitative risk analysis, Statistical risk analysis | 3 |
| 11. | Risk Management (part two): Categories of Risk, Risk breakdown structure, Delphi technique, SWOT analysis, Probability/Impact Matrix | 3 |
| 12. | Communication Management (part one): Communications planning, Information distribution, managing stakeholders' communication, Analysis for Project Communications, use technology to enhance communication | 3 |
| 13. | Communication Management (part two): Face-to-Face Communication, Media choice, Determining the number of communications channels, Performance reporting, Expectations management matrix, Issue log, Project archives | 3 |
| 14. | Change and Issue Management | 3 |





| | | |
|--------------|-----------------------|-----------|
| 15. | Stage and Project End | 3 |
| Total | | 45 |

D. Students Assessment Activities

| No | Assessment Activities * | Assessment timing (in week no) | Percentage of Total Assessment Score |
|----|-------------------------|--------------------------------|--------------------------------------|
| 1. | Mid Term 1 | 5-6 | 15% |
| 2. | Mid Term 2 | 10-11 | 15% |
| 3. | Project | 13 | 10% |
| 4. | Assignments | 7, and 12 | 20% |
| 5. | Final Exam | 16 | 40% |

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).

E. Learning Resources and Facilities

1. References and Learning Resources

| | |
|---------------------------------|---|
| Essential References | Information Technology Project Management, 9th Edition Kathy Schwalbe. Cengage Learning Inc. Published August 2018 |
| Supportive References | A Guide to the Project Management Body of Knowledge (PMBOK® Guide) by Project Management Institute |
| Electronic Materials | www.pmi.org/ |
| Other Learning Materials | NA |

2. Required Facilities and equipment

| Items | Resources |
|--|---|
| facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.) | 1. Classroom (40 seats) |
| Technology equipment (projector, smart board, software) | 1. White board, data show projector, computer and internet connection. |
| Other equipment (depending on the nature of the specialty) | NA |

F. Assessment of Course Quality

| Assessment Areas/Issues | Assessor | Assessment Methods |
|---------------------------|---|--------------------------|
| Effectiveness of Teaching | Faculty, Program Leaders, and Advisory Board | Both Direct and Indirect |



| Assessment Areas/Issues | Assessor | Assessment Methods |
|---|---|---|
| | Students | Indirect |
| Effectiveness of Students Assessment | Faculty, Program Leaders, Advisory Board, and Independent Opinion | Both Direct and Indirect |
| Quality of Learning Resources | Faculty, Students, and Advisory Board | Indirect |
| The Extent to which CLOs have been Achieved | Faculty, Program Leaders, Advisory Board, and Independent Opinion | Direct (as in section B) and Indirect/Surveys |
| | Students | Indirect |
| Other | - | - |

Assessors (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

G. Specification Approval

| | |
|---------------------------|--|
| COUNCIL /COMMITTEE | |
| REFERENCE NO. | |
| DATE | |

