1. **Basic Information**

**Course Title**: Project Management **Code**: ENG 509

**Lecture**:3 Hour **Tutorial**: ---- **Practical**: ---- **Total:** 3 Hours

**Program on which the course is given:** Post Graduate preparatory for Diploma, **M. Sc. And MENG** in all departments

**Compulsory or Elective element of program: Compulsory**

**Department offering the program:** Civil Engineering

**Department offering the course:** Civil Engineering

**Academic year / level:** Preparatory for Diploma, **M. Sc.** and **MENG** year/ 2015/2016

**Date of specifications approval:** 2012

1. **Professional Information**
2. **Overall aims of course**
   1. Understand guidelines for managing individual projects and defines project management related concepts.
   2. Understand the project management life cycle and its related processes, as well as the project life cycle
   3. Design and implementation of information systems. Project management is a broad discipline that encompasses both technical methods such as system design and analysis, and interpersonal factors that affect professional relationships.
   4. Introduces the application of information management techniques, including computer hardware and software systems, to the analysis and solution of typical problems in the practice of construction management.
3. **Intended Learning outcomes of Course (ILOs)**

This course is designed to satisfy the following Program ILO’s: a.1, a.2, a.5, b.1, b.4, c.3, d.5, and d.8. By completion of the course, the student should be able to:

1. **Knowledge and Understanding:**

a1. Identify theories, fundamentals and specialized knowledge in the area of project Study. (A.1)

a2. Summarize the moral and legal principles of professional practice in the field of management. (A.2)

a3. Outline the scientific developments in the area of management. (A.5)

**b- Intellectual skills**

b1. Analyze and assess information in the field of study and draw analogies to solve problems. (B.1)

b2. Assess risks in professional practices. (B.4)

**c- Professional and practical skills**

c1. Apply financial tools to evaluate a manufacturing business enterprise. (C.3)

1. **General and Transferable Skills**

d1. Work in a group and Lead a team in familiar professional contexts. (D.5)

d2. Manage time effectively. (D.8)

1. **Contents**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Topic** | **No. of weeks** | **No. of hours** | **ILOs** | **Teaching / learning methods and strategies** | **Assessment method** |
| 1 | Introduction to Project Management | 1 | 3 | a1, a2,a3 | Lectures | Assignments |
| 2 | Project management process & Project integration management | 1 | 3 | a1, a2,a3, b1, b2 | Lectures | Quiz |
| 3 | Scope Management (plan, collect requirements, define scope, WBS, validate & control) | 1 | 3 | a1, a2,a3, b1, b2 | Lectures, Practical training / laboratory | Assignments |
| 4 | Time management (define & sequence activities, activities resources) | 1 | 3 | d1, d2 | Lectures, Practical training / laboratory | Assignments , Quiz |
| 5 | Time management (Estimate duration, develop & control schedule) | 1 | 3 | a1, a2,a3, b1, b2 | Lectures, Class activity | Assignments |
| 6 | Cost (cost planning, cost estimating & budgeting) | 1 | 3 | d1, d2 | Lectures, Practical training / laboratory | Assignments , Quiz |
| 7 | Cost (cost monitor & control) | 1 | 3 | d1, d2, c1 | Lectures | Assignments |
| 8 | Mid-term Exam | 1 | 3 |  |  | Mid-term exam |
| 9 | Quality Management (plan, quality assurance & control) | 1 | 3 | a1, a2,a3, b1, b2 | Lectures | Assignments , Quiz |
| 10 | The Human resource (plan, acquire project team) | 1 | 3 | a1, a2,a3, b1, b2 | Lectures | Assignments |
| 11 | The Human resource (develop project team) | 1 | 3 | d1, d2, c1 | Lectures , Practical training / laboratory | Assignments |
| 12 | Communication management (plan and manage communications) | 1 | 3 | d1, d2, c1 | Lectures | Assignments |
| 13 | Communication management (control communications) | 1 | 3 | d1, d2, c1 | Lectures | Assignments |
| 14 | Review | 1 | 3 | d1, d2, c1 | Lectures |  |
| 15 | Final Exam | | | | | Final exam |

1. **Teaching and Learning Methods**

\_\_\_√\_\_Lectures

\_\_\_√\_ Practical training / laboratory

\_\_\_√\_\_ Seminar / workshop

\_\_\_√\_\_ Class activity

\_\_\_√\_\_ Assignments / homework

Other :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Student Assessment Methods**

|  |  |
| --- | --- |
| √ | Assignments |
| √ | Mid-term exam |
| √ | Final exam |
| √ | Quizzes |

1. **Assessment schedule**

|  |  |  |
| --- | --- | --- |
| Assessment 1 Assignments on weeks |  | 1,3,4,5,6,9,10,12 |
| Assessment 3 Mid-term exam on week |  | 8 |
| Assessment 5 Final exam on week |  | 15 |
| Assessment 7 Quizzes |  | 2, 4, 6, 9 |

1. **Weighting of Assessments**

|  |  |
| --- | --- |
| Assignments | 10% |
| Quiz | 8% |
| Mid-term exam | 15% |
| Final exam | 67% |
| **Total** | 100% |

1. **List of References**

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| 8.1  Course Notes | |  |  |  |
| Lecture: Power Point Presentation, Assignments Prepared by the Instructor | | | | |
|  |  |  |  |  |
| 8.2 Essential Books (Text Books) | |  |  |  |
| Project Management Institute (2013), A Guide to the Project Management Body of Knowledge. *PMBOK® Guide)* – Fifth Edition. ISBN-13: 9781935589679.  Rita Mulcahy (2013), PMP® Exam Prep, 8th Edition. RMC Publications, ISBN-13: 978-1932735659.  Jennifer Greene, Andrew Stellman (2013), Head First PMP, 3rd Edition. O'Reilly Media, ISBN 10:1-4493-6488-8. | | | | |
| 8.3 Recommended Books | |  |  |  |
| Creative, Efficient, and Effective Project Management, By Ralph L. Kliem, 2012 | | | | |
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1. **Facilities Required for Teaching and learning**

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| 1-Lecture room equipped with data show and screen |
| 2-White Board and Markers |
| 3- Well Equipped Computer Lab. |
| 4- project management software packages |

**Course coordinator: Prof. Karim El-Dash**

**Course instructor: Associate Prof. Mohmoud Elmohr, Dr. Mohamed Shawky**

**Head of department: Prof. Ahmed Abd El fatah Date: 1 /9 / 2015**

**Matrix of course aims and ILO’s**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Course aims** |  | **ILO’s** | | | | | | |  |
| **a1** | | **a2** | **a3** | **b1** | **b2** | **c1** | **d1** | **d2** |
| * 1. This course introduces guidelines for managing individual projects and defines project management related concepts. | √ | | √ | √ | √ | √ |  |  |  |
| * 1. It also describes the project management life cycle and its related processes, as well as the project life cycle |  | |  |  | √ | √ | √ |  |  |
| * 1. Introduces the application of information management techniques, including computer hardware and software systems, to the analysis and solution of typical problems in the practice of construction management. | √ | | √ | √ | √ | √ | √ |  |  |
| * 1. Introduces the application of information management techniques, including computer hardware and software systems, to the analysis and solution of typical problems in the practice of construction management. |  | |  |  |  |  | √ | √ |  |