

# Inver Hills Community College

## **BUS 2320: Project Management and Planning Skills**

### **A. COURSE DESCRIPTION**

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: 0

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

Presents a systematic approach to managing and integrating the work of individuals and teams in their pursuit of organizational goals. Topics include defining project purpose, analyzing task and resource requirements, understanding behavioral dimensions, and using common tools for planning and controlling projects. Note: It is recommended that students take BUS 2021 (Principles of Management) before this course.

**B. COURSE EFFECTIVE DATES:** 08/01/2003 - Present

### **C. OUTLINE OF MAJOR CONTENT AREAS**

1. Behavioral aspects of project management: 15%
2. Concepts and theory underlying project management principles: 10%
3. Framing a project in terms of purpose, desired results and scope: 20%
4. Leadership behaviors for a successful project manager: 10%
5. Project management tools: PERT, GANTT, CPM software: 15%
6. Understanding project lifecycle and resource parameters: 15%
7. Work analysis and task structure: 15%

### **D. LEARNING OUTCOMES (General)**

1. Discuss the principles and concepts underlying project management methodology
2. Create a project management plan based upon project management principles and tools
3. Implement and effectively manage a project plan
4. Analyze the behavioral and leadership dimensions that affect a project

### **E. Minnesota Transfer Curriculum Goal Area(s) and Competencies**

None

### **F. LEARNER OUTCOMES ASSESSMENT**

As noted on course syllabus

### **G. SPECIAL INFORMATION**

None noted