



**MONASH** University

**FIT2002  
Project management**

**Unit Guide**

**Semester 2, 2009**

The information contained in this unit guide is correct at time of publication. The University has the right to change any of the elements contained in this document at any time.

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# **FIT2002 Project management - Semester 2, 2009**

## **Chief Examiner:**

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## **Lecturer(s) / Leader(s):**

### **Berwick**

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### **Clayton**

None provided

**Dr Chung-Hsing Yeh**

### **Gippsland**

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### **South Africa**

**Dr Jan Meyer**

### **Malaysia**

**Dr Thomas O'Daniel**

## Introduction

Welcome to FIT2002 Project Management for First Semester, 2009. This 6 point unit is core to all undergraduate degree programs in the Faculty of IT. The unit has been designed to provide you with an understanding of modern project management. It will provide you with the knowledge to plan and manage projects, understand project accounting calculations and take part in the business activities of your organization.

## Unit synopsis

This unit provides both a theoretical and practical overview of processes involved in managing large projects, with particular emphasis on projects common to the information technology industry. Topics include the project life cycle, problem definition, project evaluation, high and low level planning, team building and people management, monitoring and control, reporting and communication, termination and assessment.

## Learning outcomes

At the completion of this unit students will have knowledge and understanding of:

1. The roles of systems analysts and designers system development;
2. Various system development methodologies;
3. The processes of systems analysis and design in structured and object-oriented systems development methodologies and life-cycles;
4. Planning and problem definition in simple information technology problems;
5. The principles of systems design, and the relationship of systems design to systems analysis;
6. The criteria that can be used to evaluate the quality of a model of a system;
7. The purpose of different types of models in the UML;
8. The role and application of automated tools in systems modelling.

At the completion of this unit students will have developed attitudes that enable them to:

1. Appreciate that a range of valid solutions exist for any given problem.

At the completion of this unit students will have the skills to:

1. Model and design logical and physical systems using industry standard object oriented techniques;
2. Interpret and evaluate systems analysis and systems design models created using both structured and object oriented techniques.
3. Create analysis and design models using the main elements of the unified modelling language (UML);
4. Develop and practice the skills and competencies necessary to undertake a requirements analysis for a business application;
5. Apply problem solving techniques at different levels of abstraction and understand the effect this may have on a system specification;

At the completion of this unit students will be able to:

1. Explain the interdependence and relationships between all stake-holders in the systems development process.

## Contact hours

4 x contact hrs/week

## Workload

For on campus students, workload commitments are:

- two-hour lecture and
- two-hour tutorial (or laboratory) (requiring advance preparation)
- a minimum of 2-3 hours of personal study per one hour of contact time in order to satisfy the reading and assignment expectations.

## Unit relationships

### Prerequisites

Completion of at least 24 points of level one study or equivalent as determined by the Chief Examiner.

### Prohibitions

FIT2039, BUS2176, CSE2203, GCO3807, MMS2203, CPE2006, BUS2170, BUS2174, CIV3205, GCO3807, GEG3104, GSE3003, AFW3043, BEG3640, BEW3640, FIT3086

### Relationships

FIT2002 is a common core unit in the Bachelor of Information Technology and Systems degree. Before attempting this unit you must have satisfactorily completed at least 24 points of level one IT study, or equivalent.

This semester the unit will be co-taught with BUS2176, CSE2203 and GCO3807 if these units are offered.

## Teaching and learning method

The unit will be conducted as one 2 hour lecture and one 2 hour tutorial or laboratory per session.

- Copies of lecture slides and tutorial exercises will be made available to all students through the unit website.

Lectures will provide students with the knowledge of fundamental theories and concepts. The tutorials will provide students with an opportunity to discuss and apply the concepts through case studies and problem solving exercises

## Timetable information

For information on timetabling for on-campus classes please refer to MUTTS, <http://mutts.monash.edu.au/MUTTS/>

## Tutorial allocation

On-campus students should register for tutorials/laboratories using the Allocate+ system:  
<http://allocate.cc.monash.edu.au/>

## Unit Schedule

Week	Topic	Key dates
1	Introduction to Project Management	
2	Project initiation	
3	Project activity planning	
4	Project selection	
5	Project work breakdown structure	
6	Project activity scheduling	
7	Project cost management	Assignment 1a,b due
8	Project quality and risk management	
9	Project HR and communication management	
10	Project procurement management	Assignment 1c due
Mid semester break		
11	Project monitoring & control	Assignment 2 due
12	Project closure management	
13	Summary and Revision	

## Unit Resources

### Prescribed text(s) and readings

Rachel Biheller Bunin, *New Perspectives on Microsoft Office Project 2003 Introductory*, Cengage Learning, 2008, ISBN 1-4239-0594-6

and

Schwalbe, K., *Information Technology Project Management 5e*, Thomson Course Technology, 2007, ISBN 1-4239-0145-2

### Recommended text(s) and readings

*Project Management: A Managerial Approach*, 6th Edition Jack R. Meredith, Samuel J. Mantel, Jr. ISBN: 978-0-471-71537-5 <http://www.wiley.com/WileyCDA/WileyTitle/productCd-0471715379.html>

### Required software and/or hardware

MS Project Professional 2007

or

MS Project Professional 2007 Trial Version

<http://www.microsoft.com/downloads/Browse.aspx?displaylang=en&productID=A1D023A3-F612-4DA2-ACB8-FDA8F850>

### Study resources

Study resources we will provide for your study are:

- Lecture notes
- Tutorial or laboratory tasks and exercises
- Assignment specifications and assessment guides
- Discussion groups

## Assessment

### Overview

Exam 60%;

Practical assignment work: 40%

### Faculty assessment policy

To pass a unit which includes an examination as part of the assessment a student must obtain:

- 40% or more in the unit's examination, and
- 40% or more in the unit's total non-examination assessment, and
- an overall unit mark of 50% or more.

If a student does not achieve 40% or more in the unit examination or the unit non-examination total assessment, and the total mark for the unit is greater than 44% then a mark of no greater than 44-N will be recorded for the unit.

### Assignment tasks

#### Assignment coversheets

Assignment coversheets are available via "Student Forms" on the Faculty website:

<http://www.infotech.monash.edu.au/resources/student/forms/>

You MUST submit a completed coversheet with all assignments, ensuring that the plagiarism declaration section is signed.

**Assignment submission and return procedures, and assessment criteria will be specified with each assignment.**

#### • Assignment task 1

**Title:**

Assignment 1: MicroSoft Project case study

**Description:**

Use MS Project Software to plan and control a medium sized project.

**Weighting:**

20%

**Due date:**

Part 1a,b: 28 August 2009, Part 1c: 25 September

#### • Assignment task 2

**Title:**

Analysing IT Project Failure: An Application of the Project Management Body of Knowledge (PMBOK) & IT Project Failure Taxonomy

**Description:**

Analytical Exercise: A case study analysis of an IT project failure. Students are required to analyse the case using Project Management Body of Knowledge as the framework. Assignment 1 accounts for 20%

**Weighting:**

20%



**Due date:**

9 October 2009

## Examination

- **Weighting:** 60%
- Length:** 3 hours
- Type (open/closed book):** closed book

**See Appendix for End of semester special consideration / deferred exams process.**

## Due dates and extensions

Please make every effort to submit work by the due dates. It is your responsibility to structure your study program around assignment deadlines, family, work and other commitments. Factors such as normal work pressures, vacations, etc. are not regarded as appropriate reasons for granting extensions. Students are advised to NOT assume that granting of an extension is a matter of course.

Students requesting an extension for any assessment during semester (eg. Assignments, tests or presentations) are required to submit a Special Consideration application form (in-semester exam/assessment task), along with original copies of supporting documentation, directly to their lecturer within two working days before the assessment submission deadline. Lecturers will provide specific outcomes directly to students via email within 2 working days. The lecturer reserves the right to refuse late applications.

A copy of the email or other written communication of an extension must be attached to the assignment submission.

Refer to the Faculty Special consideration webpage or further details and to access application forms:  
<http://www.infotech.monash.edu.au/resources/student/equity/special-consideration.html>

## Late assignment

Assignments received after the due date will be subject to a penalty of 10% of the total mark for the respective assignment, as long as the solution has not been published. If an assignment is submitted after the solution has been published, then the assignment may receive zero (0) marks.

## Return dates

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

## Appendix

Please visit the following URL: <http://www.infotech.monash.edu.au/units/appendix.html> for further information about:

- Continuous improvement
- Unit evaluations
- Communication, participation and feedback
- Library access
- Monash University Studies Online (MUSO)
- Plagiarism, cheating and collusion
- Register of counselling about plagiarism
- Non-discriminatory language
- Students with disability
- End of semester special consideration / deferred exams