



ÇANKAYA UNIVERSITY

Faculty of Economics and Administrative Sciences

Course Definition Form

Part I. Basic Course Information

Department Name	MANAGEMENT	Dept. Numeric Code	3 2
Course Code	M A N 4 0 6	Number of Weekly Lecture Hours	3
		Number of Weekly Lab/Tutorial Hours	-
		Number of Credit Hours	3
Course Web Site	http:// man406.cankaya.edu.tr		ECTS Credit
			0 5

Course Name and Other Course Information

This information will appear in the printed catalogs and on the web online catalog.

English Name	Project Management
Turkish Name	Proje Yönetimi
Mode of Delivery	Face to Face
Language of Instruction	English

Course Description

Provide a brief overview of what is covered during the semester. This information will appear in the printed catalogs and on the web online catalog. Maximum 60 words.

In this course project management processes and methods are introduced. Topics included are: project life cycle, project selection, project organization, project time determination, project cost and time/cost trade-off analysis, resource allocations, project control, project auditing and termination.

Prerequisites (if any) <i>Give course codes and check all that are applicable.</i>	1 st	2 nd	3 rd	4 th
	□ Consent of the Instructor	□ Senior Standing	□ Give others, if any. <input style="width: 100%;" type="text"/>	
Co-requisites (if any)	1 st	2 nd	3 rd	4 th
Course Type <i>Check all that are applicable</i>	<input checked="" type="checkbox"/> Must course for dept. <input type="checkbox"/> Must course for other dept.(s) <input checked="" type="checkbox"/> Elective course for dept. <input checked="" type="checkbox"/> Elective course for other dept.(s)			

Part II. Detailed Course Information**Course Objectives***Maximum 100 words.*

Give students an understanding of basic project management concepts and principles.
 Develop the ability of students to critically review the project management processes.
 Provide principles and techniques for planning, scheduling and managing projects.
 Enable the student to define a project, estimate project times and costs, develop a project plan, and schedule resources.
 Enable the students to understand the importance of analytical tools and some management techniques used in conjunction with project management.
 Have the students be able to create an effective team, based on project requirements
 Enable the students to manage project teams, project risks, and performance measurement.
 Enable students to understand how organizational culture, leadership structure, team dynamics, and personnel characteristics affect project management
 Provide experience for using software for project management.

Learning Outcomes*Explain the learning outcomes of the course. Maximum 10 items.*

After completion of this course, it is expected that the student will:

1. Have the ability to critically review the project management processes.
2. Understand the importance of analytical tools and some management techniques used in conjunction with project management.
3. Understand how leadership structure, team dynamics, workers characteristics, and organizational culture affect project management
4. Be familiar with the principles and techniques for planning, scheduling and managing projects.
5. Have a profound understanding in determining project activities and work breakdown structure.
6. Be able to define a project, develop a project plan, schedule resources, and estimate project times and costs.
7. Be able to crash the projects using time / cost analysis techniques using resource constraints.
8. Be able to create effective teams based on project requirements.
9. Have an experience for using software for project management.

Textbook(s)*List the textbook(s), if any, and other related main course material.*

Author(s)	Title	Publisher	Publication Year	ISBN
Jack R. Meredith and Samuel J. Mantel	Project Management-A Managerial Approach	John Wiley & Sons, Inc.	2012	978-1-118-09373-3

Reference Books*List, if any, other reference books to be used as supplementary material.*

Author(s)	Title	Publisher	Publication Year	ISBN
Harold Kerzner	Project Management- A Systems Approach to Planning, Scheduling, and Controlling	John Wiley & Sons, Inc.	2003	0-471-22577-0

Teaching Policy*Explain how you will organize the course (lectures, laboratories, tutorials, studio work, seminars, etc.)*

A variety of teaching approaches used including lectures, in-class exercises, homework, project, case analysis, and class discussion of important issues. A cooperative, student-centered learning is utilized to reach a high level of student involvement.

Laboratory/Studio Work

Give the number of laboratory/studio hours required per week, if any, to do supervised laboratory/studio work and list the names of the laboratories/studios in which these sessions will be conducted.

N/A

Computer Usage

Briefly describe the computer usage and the hardware/software requirements for the course.

A readily available code for Project Management is used.

Course Outline

List the weekly topics to be covered.

Week	Topic(s)
1	Why Project Management? The Project Life Cycle.
2	Project Selection. Analysis Under High Uncertainty.
3	The Project Manager. Selecting the Project Manager.
4	Project Organization. The Project as Part of the Functional Organization.
5	Project Planning. Systems Integration.
6	Negotiation and Conflict Resolution.
7	Midterm exam
8	Scheduling. PERT
9	Crashing Projects. CPM
10	Resource Allocation.
11	Managing Project Teams
12	Monitoring and Information Systems.
13	Project Control. Project Auditing and Termination
14	Managing International Projects

Grading Policy

List the assessment tools and their percentages that may give an idea about their relative importance to the end-of-semester grade.

Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage
Midterm exam	1	30 %						
Project	1	30 %						
Homework	3	5 %						
Final exam	1	35 %						

ECTS Workload

List all the activities considered under the ECTS.

Activity	Quantity	Duration (hours)	Total Workload (hours)
Attending Lectures (<i>weekly basis</i>)	13	3	39
Attending Labs/Recitations (<i>weekly basis</i>)	-	-	-
Compilation and finalization of course/lecture notes (<i>weekly basis</i>)	13	1	13
Collection and selection of relevant material (<i>once</i>)	1	2	2

Self study of relevant material (<i>weekly basis</i>)	13	2	26
Take-home assignments	3	2	6
Preparation for quizzes	-	-	-
Preparation for mid-term exams (<i>including the duration of the exams</i>)	1	8	8
Preparation of term paper/case-study report (<i>including oral presentation</i>)	-	-	-
Preparation of term project/field study report (<i>including oral presentation</i>)	1	15	15
Preparation for final exam (<i>including the duration of the exam</i>)	1	10	10
TOTAL WORKLOAD / 25			129/25
ECTS Credit			5

Program Qualifications vs. Learning Outcomes Consider the program qualifications given below as determined in terms of learning outcomes and acquisition of capabilities for all the courses in the curriculum. Look at the learning outcomes of this course given above. Relate these two using the Likert Scale by marking with X in one of the five choices at the right.

No	Program Qualifications	Contribution				
		0	1	2	3	4
1	Acquire detailed knowledge concerning the economic and legal environment in which the business entities operate.	X				
2	Have profound theoretical background knowledge in basic business functions comprising organization and management, accounting, finance, marketing, and production and operations management.	X				
3	Obtain basic and intermediate level knowledge in quantitative techniques and methods that are predominantly used in business and management.				X	
4	Have more specific knowledge in one of the business functions (including the mastery of quantitative approaches) that he/she has chosen to specialize.					X
5	Be able to apply the professional knowledge necessary to establish and/or run a business, or a department within a business entity.		X			
6	Be able to collect, edit, analyze, and interpret the representative data by applying both qualitative and quantitative methods in order to identify and clearly define the business problems and to develop insight and solutions.					X
7	Be able to adequately communicate upon analyses, findings, inferences, and recommendations with his/her superiors, team members, colleagues, and subordinates both in written and oral form.			X		
8	Be thereby qualified to conduct research in business administration and management.				X	
9	Be appropriately trained to fulfill his/her responsibilities in team work both as a leader and an expert.				X	
10	Acquire the necessary skills to communicate effectively with the stakeholders of an organization so that he/she can become capable of analyzing the needs of the stakeholders and based on these analyses developing the objectives of the organization.		X			
11	Gain self-evaluation skills to identify exactly his/her self-learning and self-improvement needs, being at the same time equipped with the capacity to follow advanced courses and degree studies.		X			
12	Gain the ability to evaluate the organization that he/she is affiliated with and the ability to assess the knowledge that he/she has acquired in a critical perspective.			X		
13	Be able to use English, which is the medium of instruction in the department, at least in European Language Portfolio B1 General Level.					X
14	Be able to use information technologies applicable to business administration and management at European Computer Usage License Basic Level.					X
15	Be directed towards the behavioral patterns and responsibilities of a business administrator in terms of quality awareness, occupational safety and health, in-service training, environmental issues, social responsibilities, and social, organizational and business ethics.	X				
16	Be inclined to encourage innovation and continuous improvement within the organization in which he/she takes responsibilities.			X		

Scale for contribution to a qualification: 0-none, 1-little, 2-moderate, 3-considerable, 4-highest