



## Course Specification

Course Name: [Information Centres Management ]

Course Code: [IS435]

### I. Basic Course Information

Major or minor element of program: Major

Department offering the course: [Information Systems Department ]

Academic level: [400 Level]

Semester in which course is offered: [Second (Spring) Semester ]

Course pre-requisite(s): [IS333 Management Information Systems ]

Credit Hours: 3

Contact Hours Through:

Lecture	Tutorial *	Practical *	Total
2.5	0.0	1.5	4.0

\* 1.5 hours for **either** Tutorial or Practical

Approval date of course specification [January 2015]

### II. Overall Aims of Course

[Develop the students' project management skills, tools and techniques to enhance their ability to manage information systems projects, programs and portfolios of projects within the rapidly changing organizational context. ]

### III. Program ILOs covered by course

Program Intended Learning Outcomes (By Code)			
Knowledge & Understanding	Intellectual Skills	Professional Skills	General Skills
[K1,K8,K17 ]	[I1,I15,I16 ]	[P5,P11,P15,P21 ]	[G1,G2,G6,G8 ]



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### IV. Intended Learning Outcomes of Course (ILOs)

#### a. Knowledge and Understanding

On completing the course, students should be able to:

- K1. Identify project, program and portfolio management.
- K2. Explain project planning, implementation and evaluation.
- K3. Discuss the importance of aligning projects with business strategy and strategic planning process.

#### b. Intellectual/Cognitive Skills

On completing the course, students should be able to:

- I1. Compare various methods of selecting projects and demonstrating how to calculate net present value, return on investment, payback and weighted score of the project.
- I2. Assess, manage and mitigate risks and information security.
- I3. Construct project management groups and knowledge areas.
- I4. Develop project plan; convene project teams; coordinate project execution, monitoring and evaluation.

#### c. Practical/Professional Skills

On completing the course, students should be able to:

- P1. Resolve professional and legal challenges.
- P2. Develop interests to pursue further career development in the project management domain.
- P3. Manage information systems projects using project management software.
- P4. Use project management software to plan and coordinate project activities.

#### d. General and Transferable Skills

On completing the course, students should be able to:

- G1. Perform to effective professional standards.
- G2. Work as an effective team member.
- G3. Pursue longer term research plans.
- G4. Develop interest in project management career.
- G5. Utilize management skills to advance career prospects.

### V. Course Matrix Contents

	Main Topics / Chapters	Duration (Weeks)	Course ILOs Covered by Topic (By ILO Code)			
			K & U	I.S.	P.S.	G.S.
1-	The World of Project Management ]	[ 1 ]	[All ]	[ ]	[P2 ]	[All ]
2-	The Manager, The Organization and the Team ]	[ 2 ]	[K3 ]	[I1 ]	[P1 ]	[All ]
3-	Planning the Project ]	[ 2 ]	[K3 ]	[I1; I2; I3 ]	[P3 ]	[All ]
4-	Budgeting the Project ]	[ 2 ]	[K3 ]	[I1; I3 ]	[P3 ]	[All ]
5-	Scheduling the Project ]	[ 2 ]	[K3 ]	[I2; I3 ]	[P3 ]	[All ]
6-	Allocating Resources to the Project ]	[ 2 ]	[K3 ]	[I2; I3 ]	[P3 ]	[All ]
7-	Monitoring and Controlling the Projects ]	[ 1 ]	[K3 ]	[ ]	[P2 ]	[All ]
8-	Evaluating and Terminating the Project ]	[ 1 ]	[K3 ]	[I1 ]	[P2 ]	[All ]
	<b>Net Teaching Weeks</b>	<b>13</b>				



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VI. Course Weekly Detailed Topics / hours / ILOs

Week No.	Sub-Topics	Total Hours	Contact Hours	
			Theoretical Hours	Practical Hours *
1	The World of Project Management	2.5	2.5	
2	The Manager, The Organization and the Team	4	2.5	1.5
3	The Manager, The Organization and the Team	4	2.5	1.5
4	Planning the Project	4	2.5	1.5
5	Planning the Project	4	2.5	1.5
6	Budgeting the Project	4	2.5	1.5
7	<b>Midterm Exam</b>			
8	Budgeting the Project	4	2.5	1.5
9	Scheduling the Project	4	2.5	1.5
10	Scheduling the Project	4	2.5	1.5
11	Allocating Resources to the Project	4	2.5	1.5
12	Allocating Resources to the Project	4	2.5	1.5
13	Monitoring and Controlling the Projects	4	2.5	1.5
14	Evaluating and Terminating the Project	4	2.5	1.5
15	<b>Final Exam</b>			
<b>Total Teaching Hours</b>		<b>51</b>	<b>33</b>	<b>18</b>

\* No Practical/Tutorial during the first week of the semester

VII. Teaching and Learning Methods

Teaching/Learning Method	Selected Method	Course ILOs Covered by Method (By ILO Code)			
		K & U	Intellectual Skills	Professional Skills	General Skills
Lectures & Seminars	X	All			
Tutorials	X		All	All	
Computer lab Sessions					
Practical lab Work					
Reading Materials	X			All	All
Web-site Searches	X			All	All
Research & Reporting					
Problem Solving / Problem-based Learning					
Projects					
Independent Work					
Group Work	X				All
Case Studies	X		All		All
Presentations	X				All
Simulation Analysis					
Others (Specify):					



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VIII. Assessment Methods, Schedule and Grade Distribution

Assessment Method	Selected Method	Course ILOs Covered by Method (By ILO Code)				Assessment Weight / Percentage	Week No.
		K & U	I.S.	P.S.	G.S.		
Midterm Exam	X	All	All	All	All	10%	7
Final Exam	X	All	All	All	All	60%	15
Quizzes						5 %	2-14
Course Work							
Report Writing							
Case Study Analysis	X						
Oral Presentations	X			All	All	5% ]	2-14 ]
Practical							
Group Project	X				All	20% ]	14 ]
Individual Project							
Others (Specify):							

IX. List of References

<b>Essential Text Books</b>	<ul style="list-style-type: none"> <li>Core Concepts - Project Management in Practice – Samuel J. Mantel Jr., Jack R. Meredith, Scott M. Shafer, Margaret M. Sutton</li> </ul>
<b>Course notes</b>	<ul style="list-style-type: none"> <li>Lecture notes on "Introduction to Project Management"</li> </ul>
<b>Recommended books</b>	<ul style="list-style-type: none"> <li>None</li> </ul>
<b>Periodicals, Web sites, etc ...</b>	<ul style="list-style-type: none"> <li>"Introduction to Project Management" website</li> </ul>

X. Facilities required for teaching and learning

List the facilities required <ul style="list-style-type: none"> <li>Data show</li> <li>Computer</li> </ul>
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Course coordinator: [Dr Sherine Ghoneim]

Head of Department: Ass. Prof. Ehab Ezzat

Date: January 2015