

**Bachelor of Applied Science**  
Organizational Leadership 4304  
Spring 2016 Syllabus

COURSE TITLE: Project Development

COURSE PREFIX AND NUMBER: ORGL 4304

INSTRUCTOR NAME: Elizabeth Peña

INSTRUCTOR CONTACT INFORMATION: Email: [epena@sulross.edu](mailto:epena@sulross.edu)  
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OFFICE HOURS: By appointment only

TEXTBOOK: Successful Project Management  
By: Gido & Clements ISBN-13: 978-0-538-47897-7

COURSE DESCRIPTION: Study of how to select, develop and motivate teams to accomplish the goals of the organization and how to plan and organize resources to effectively complete projects.

GOALS OF THE COURSE:

After successful completion of this course students will be able to:

- Explain the basic foundations of a project management concepts and vocabulary.
- Demonstrate knowledge of selecting, planning, performing, and controlling projects.
- Demonstrate knowledge of project scheduling and budgeting.
- Evaluate project risks and how to monitor and manage the risks.
- Demonstrate knowledge of project management skills, teamwork, and the organizational structures in which project management takes place.

COURSE REQUIREMENTS: Having taken all **six** BAS-ORGL courses in the series BEFORE taking this course.

Week 1- Initiating a Project

Week 2-Planning, Performing and Controlling the Project

Week 3- Planning, Performing and Controlling the Project

Week 4- Planning, Performing and Controlling the Project

Week 5- Planning, Performing and Controlling the Project

Week 6- People: The Key to Project Success

Week 7- People: The Key to Project Success

## Week 8- People: The Key to Project Success

### SCHEDULE OF COURSE REQUIREMENTS AND GRADE COMPUTATION:

|                                      |                             |
|--------------------------------------|-----------------------------|
| Videos (6 total)                     | 24 Points (4 points each)   |
| Chapter Quizzes (13 total)           | 65 Points (5 points each)   |
| PowerPoint Presentation (1 total)    | 16 Points                   |
| Final Video (1 total)                | 7.5 Points                  |
| Writing Assignments (7 total)        | 35 Points (5 points each)   |
| Exams: Mid-term 4 <sup>th</sup> Week | 17.50 Points (35 Questions) |
| Final Exam 8 <sup>th</sup> Week      | 15 Points (30 Questions)    |

TOTAL POINTS=180 POINTS

A = 162 or more

B = 144-161

C = 126-143

D = 108-125

F = 107 or lower

### **Additional Information:**

**Writing Assignments:** Proper grammar, punctuation, spelling and capitalization are expected. Support your thoughts based on the readings from the chapters.

**Videos:** The weekly videos will be seen by your peers. I expect the student to be properly groomed and dressed like if they were presenting to a group of people in a board meeting. Professional attire is required. You must open a YouTube account to be able to upload your video to Blackboard 9. The length of the weekly videos will be between 1 to 1 ½ minutes long.

**Chapter Quizzes:** Timed quizzes at the end of each chapter.

**PowerPoint Presentation:** Minimum of 20 slides and maximum of 25 slides. The presentation will be graded on 1. Content , 2. Organization, 3. Visual Appeal .

**Final Video:** This video will bring the project to fruition. Include excerpts from all the previous weekly videos and discuss your project from beginning to end. The length of the video will be between 2 ½ to 3 minutes long. Professional attire is required like if you were presenting to a group of people in a board meeting.

**Exams:** Two online timed exams will bring your understanding of the chapters to fruition. The questions will be a combination of multiple choice and True/False questions.

\*The syllabus may be amended during the semester at the discretion of the Professor! Logging in to BlackBoard 9 is critical to you passing this course. E-mail me with any questions or concerns.