



[vcc.ca](http://vcc.ca)

**Course Name:**

IT Project Management

**Effective Date:**

September 2019

**School/Centre:**

Trades, Technology & Design

**Department:**

Computer Systems Technology (4702)

**Banner Course Name:**

IT Project Management

**Subject Code:**

CSTP - Computer Systems Technology

**Course Number**

1301

**Year of Study**

1st Year Post-secondary

**Credits:**

2

**Course Description:**

In this course students will learn how to develop and implement an IT project plan. Given the specifications for a software system, students plan and work as a team to develop a system for the client. Students are exposed to Project Management best practices. Students will assume a role, analyse and prepare required documents, participate in project meetings, assess risk, plan for quality testing, perform schedule management, and maintain budget requirements. Student are introduced to Microsoft Project, Microsoft Sharepoint, and will receive an overview of common project management concepts through a hands-on approach. The emphasis is on project development as a process, with collaboration and proper communication between team members and the project stakeholders.

**Course Pre-Requisites (if applicable):**

CSTP 1204 Software Analysis and Design

**Course Co-requisites (if applicable):**

**PLAR (Prior Learning Assessment & Recognition)**

No

**Course Learning Outcomes (CLO):**

<b>Upon successful completion of this course, students will be able to:</b>	
CLO #1	Apply project processes in a team environment
CLO #2	Prepare project requirements document
CLO #3	Generate acceptance test results
CLO #4	Generate analysis and design models
CLO #5	Define fundamental project management terminology
CLO #6	Determine stakeholders
CLO #7	Identify the deliverables
CLO #8	Plan project phases and milestones
CLO #9	Use Microsoft Project and Sharepoint effectively

**Instructional Strategies:**

Instructional strategies include classroom lectures, demonstrations, group discussions, computer lab and hands-on practical work.

**Evaluation and Grading**

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**Grading System:**

Letter Grade (A-F)

**Passing grade:**

C

**Evaluation Plan:**

<b>Type</b>	<b>Percentage</b>	<b>Brief description of assessment activity</b>
Assignments	30	
Assignments	30	
Assignments	20	
Participation	20	

**Hours by Learning Environment Type**

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**Lecture, Seminar, Online**

15

**Lab, Clinical, Shop, Kitchen, Studio, Simulation**

25

**Practicum**

**Self Paced / Individual Learning**

## Course Topics

### Course Topics:

Project processes in a team environment  
Project requirement document  
Models: analysis and design  
Software implementation of a project design  
Perform scheduling of tasks and resources  
Devise estimates and a budget  
User manual and installation manual

**Program and course contents and descriptions, offerings and schedules are subject to change without notice.**

### Resource Material(s):

Resources are items in addition to tuition that the student is responsible for purchasing. Course resource information will be supplied by the department/instructor.

### VCC Education and Education Support Policies

There are a number of **Education** and **Education Support** policies that govern your educational experience at VCC, please familiarize yourself with them.

The policies are located on the VCC web site at <https://www.vcc.ca/about/governance--policies/policies>.

**To find out how this course transfers, visit the BC Transfer Guide at <https://www.bctransferguide.ca>.**

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### Broadway campus

1155 East Broadway, Vancouver, B.C., Canada V5T 4V5 ■ Tel 604.871.7000

### Downtown campus

250 West Pender Street, Vancouver, B.C., Canada V6B 1S9 ■ Tel 604.443.8300