

Course Code:	CECONST-100
Course Title:	Fundamentals of Project Management
Credits:	3 Credits,
Duration:	13 weeks, 3 hours/week lecture
Class Time:	Mondays 7:00 – 10:00 p.m.
Classroom:	Bob Lamb 104
Text Book:	Project Management: A Managerial Approach, 6th Ed, by Meredith - Mantel
Instructor:	Anas Eljamal
Instructor Contact Details:	Course Email: keyano.pm@gmail.com
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	FaceBook Group: KC - Project Management
	Office Location: Clearwater Campus, Room 260
Office Hour:	Monday's 5:00-6:45 pm or by appointment

Course Overview

This course is aimed at construction professionals who are new to project management and would benefit from an overall understanding of the life cycle of a project and the key activities and outputs that occur in the different phases of a construction project.

It aims to provide a structured approach to the key phases of a project and the roles and responsibilities of all project personnel with emphasis on the role and duties of the project manager. It also focuses on developing your skills in applying basic project management techniques. The course is highly participative, fun and interactive and you will apply your learning to construction case studies.

Course Objectives:

At the conclusion of this course, the students will be able to work independently as well as in team to:

1. Identify the key phases of a project and the roles and responsibilities of the project manager in each phase.
2. Define correctly the different parameters of a project.
3. Apply simple project management techniques with emphasis on technical tools.
4. Produce a project plan.
5. Effectively manage communication for the success of the project.
6. Demonstrate understanding how to control change and manage risk on projects.
7. Demonstrate understanding of the value of post completion analysis and report.
8. Produce a personal development action plan.

Key features

1. Ongoing case studies used during the course
2. Apply knowledge to work based projects
3. Methodology for best practice in construction project management
4. Use of contemporary online tools to facilitate remote management
5. Peer-to-peer learning and self constructed knowledge are the major learning drivers of the course.

Method of Delivery:

The course will depend heavily on cases addressing real-life-situations. Because this is a case-based class, each student is required to be an active participant in case discussions. Your participation grade will reflect my assessment of your total contribution to the learning environment. This includes the frequency of your contributions in class and the quality of the contribution. Quality, includes, among other things: (1) sound, rigorous, and insightful diagnosis (e.g. sharpening of key issues, depth and relevance of analysis); (2) ability to draw on course materials and your own experience productively; (3) ability to advance or sharpen in-class discussion and debate, willingness to take risky or unpopular points of view, use of logic, precision, and evidence in making arguments; (4) professionalism of your conduct (attendance, punctuality, preparedness, and showing respect to all section members and their class contributions). Unexcused absences and lack of preparation will be counted heavily against your grade.

Grading: Grades for assignments, tests, class participation and case studies will be expressed as percentages. Each percentage will be multiplied by their corresponding weights and summed to calculate a final percentage. The final percentage will be mapped to an appropriate grade within a four-point system. The weights of the assessment components of the course will be:

Case 1	Assignment 1	Case 2	Mid Term	Case 3	Case 3 Presentation	Final Exam	Class Participation	Online Activities	Attendance
5%	5%	10%	10%	15%	10%	20%	10%	5%	10%

To pass the course, the student is expected to obtain at least an overall grade of 50% AND a grade above 50% on the combined grades of the final and the midterm examinations. A student who achieves an overall grade above 50% but a combined exam grade below 50% will be awarded an overall grade of "F".

Attendance: Attendance is compulsory for all examinations. An absence will be considered only in extreme well recorded cases like illness with a physician's note.

Cheating: You are expected to learn and obtain information from others and convert them to your own knowledge. However, the work of others you use to construct your knowledge should be properly acknowledged. Any use of the material owned by others without proper authorization, especially copying the answers of a colleague during exams, is considered cheating whose consequence is a punitive action that might result in expulsion.

Course Schedule

Session	Date	Topic
1	21-Sep-09	Introduction Overview of Project Management Responsibilities of Project Manager Best Practices of Project Manager
2	28-Sep-09	Revision Construction: Construction in Canada; Overview of Construction PM Typical Construction Project Management; Construction Terminology Activity 1: Phases of House Construction
3	05-Oct-09	Feedback on Assignment 1 Role of a Project Manager; Scope of Work (SOW); Typical Construction SOW; Basics of WBS CASE 1: Bridge
4	12-Oct-09	Presentation of CASE 1
5	19-Oct-09	Planning 1: WBS; Activity: Building Steel Portal Scheduling; COST; CASE 2: House Renovation
6	26-Oct-09	CASE 2 Group Development (Remote)
7	02-Nov-08	Planning 2: CASE 2 Group Discussion Advanced Scheduling Techniques; Schedule Techniques; Critical Path; Costing; Planning Documentation
8	09-Nov-09	Mid-Term (Remote)
9	16-Nov-09	Implementation: Start up; Project Control; Negotiation; Change Management; CASE 3: Implementing a Project
10	23-Nov-09	Termination: Termination Activities; Termination Checklists
11	30-Nov-09	CASE 4: Closure
12	07-Dec-09	Technology in Project Management: EXCEL; Microsoft Project Manager; Online Project Management Tools
13	14-Dec-09	Online Project Management One Sheet Project Documentation
14	21-Dec-09	Final Exam (Remote)