

Project Management Course (HRM-MBA 2020)
Xavier University – School of HRM
Course Outline

INTRODUCTION

The term project management is now used extensively for the management and accomplishment of new developments, capacity building, organizational change and disaster management. Project Management has gradually become an integral way of accomplishing critical and strategic socio-economic-business objectives. Be it developing new infrastructure or a new manufacturing facility, implementing a new service offering, developing a new IT solution, rolling out a new HR policy, designing a new product, a mission to space, new research or even implementing a welfare scheme, all are planned and executed as Projects. Managing strategic business or socio-economic objectives and goals as Projects, brings obvious tangible benefits in terms of reduced cost and time lines and most importantly ensuring successful implementation.

Trillions of dollars are being invested globally on various projects. Projects are undertaken for achieving new goals and bringing newer benefits. Hence it is extremely critical to achieving these new strategic goals in a timely and cost effective manner.

Project Management is considered now as a specialized skill and profession and is considered to be much wider in scope in terms of skills required vis-à-vis general management. This course aims at laying a foundation of understanding of Project Management concepts, processes, applicable knowledge areas, tools and techniques, best practices etc. as per global Project Management Standards.

This course will also help the aspirants to prepare for becoming a PMP, the coveted Project Management Certification from Project Management Institute, USA

OBJECTIVES

The course is designed with the following objectives

1. Inculcate Project Way of thinking and managing
2. Understanding Project Management as a well-defined structured discipline as per the Global Project Management Body of Knowledge (PMBOK) guidelines from Project Management Institute (PMI)
3. Provide the knowledge of various methodologies, techniques and management concepts for efficiently planning and organizing for smoother execution of projects.
4. Prepare the students so that they can approach new project assignments with confidence
5. To make students aware of the reasons for tardy implementation of most projects globally with a view to evolve remedial measures.
6. Discuss about the Human aspects and Leadership in Project Management

Description	No of Classes
1. An overview of Project Management: a. Concept of a project b. Categories of Project c. Why Project Management – A Survey Result d. Characteristics of Project e. Project, Program and Portfolio f. Roles and responsibilities of project managers	1 Session
2. Project Management Context: a. Project life cycle & phases b. Project Stakeholders c. Organizational Influences d. Organization for project implementation e. Matrix organization	1 Session
3. Project management Processes a. Project Management Process Groups b. Initiating, Planning, Executing, Monitoring, Closing c. Major PM Documents	1 Session
4. Project Initiation a. Project Selection Methods b. Business Case for projects c. Project Charter d. Stakeholder Identification and Analysis	1 session
5. Project Planning a. Scope Planning b. Scope Definition c. Create WBS (Work Breakdown Structure) d. Activity Definition e. Activity Sequencing f. Activity Resource Estimating g. Activity Duration Estimating h. Schedule Development i. Cost Estimating j. Cost Budgeting k. Quality Planning (concepts) l. Perform Quality Assurance m. Perform Quality Control n. Human Resource Planning	1 Session
	2 Sessions
	1 Session
	1 session

o. Communication Planning	2 Sessions
p. Risk Management Planning	
q. Risk Identification	1 sessions
r. Qualitative Risk Analysis	
s. Quantitative Risk Analysis	
t. Risk Response Planning	
u. Procurement Planning	
v. Project Baseline and Plan Approval	3 Session
6. Project Implementation	
a. Acquire Project Team	
b. Build Project Team	
c. Execute project work	
d. Monitor & Control (Against Baseline)	
e. Analyze project variances	
f. Corrective actions & preventive action	
g. Earned Value Management (EVM)	1 session
h. Change control	
7. Project Closure	1 sessions
8. MS Project software	
9. Case Studies and Presentation	3 sessions

Evaluation:**1. Quizzes****40%**

- a. Quiz 1 After 4th session of the course
- b. Quiz 2 After 8th session of the course
- c. Quiz 3 After 12th session of the course
- d. Quiz 4 After 16th session of the course
- e. The above are tentative time lines within the course
- f. The quizzes will be of same format containing multiple choice based questions

2. Group Presentations**10%**

- a. An emerging and relevant topic pertaining to project management field will be assigned to a group of 4-8 students depending on the class size
- b. The topics will cover a variety of subjects which are relevant in today's time

- c. The groups will make the presentation as per the presentation guidelines
- d. This exercise is aimed at enabling group learning on a variety of emerging project management topics to ensure that the students are aware of these new topics

3. Group Assignment**10%**

- a. A new project scenario will be given to each group of 4-8 participants depending upon class size
- b. The group will be preparing a number of project artifacts such as a Project Charter, Stakeholder Register, Requirement Document and a detailed Project Management Plan
- c. This exercise is aimed at providing an opportunity to students to apply a structured approach to deal with a new project

4. End Term Exam**40%**

- a. End term exam will be a comprehensive examination. It will cover the entire course. The test will include a balanced mix of MCQs, Problem Solving Questions, Simple Case Studies, Evaluation type questions
- b. The end term exam will be conducted at the end of the course

Padagogy:

Each session will be supported with case studies and exercises in the class, which will help to reinforce the understanding of the basic project management concepts, processes, principles and best practices. The course will encourage extensive class discussions on project challenges, success factors and individual experiences. The group assignments and group presentation assignments will encourage group learning on new topics and apply the learning from the class on a realistic project scenario.

Reference and Text Books:

1. Project Management Body of Knowledge (PMBOK) from PMI, (USA)
2. Project Management: The Managerial Process (Latest Edition), by Gray, Larson, Desai, (McGraw Hill Education) **(Text Book)**
3. Project Management Case Studies, by Dr H Kerzner.

Websites:

1. www.pmi.org

Instructor Profile**Introduction**

Mr. Sunil Agrawala, PMP has more than 25 years of rich industry experience of working with leading fortune 500 organizations. Mr Agrawala's PM consulting and training experience spans across various business domains such as Infrastructure, Telecom, Banking, Technology, IT/ITES, Automotive, Manufacturing etc.

Professional Experience

Mr. Agrawala has worked in various positions starting from being an engineer to being a group program manager. He also has the unique experience of managing start-up businesses in the areas of Agro based Food processing and Management Consulting. Mr. Agrawala has worked with global consulting organizations such as Cap Gemini (USA), Bell Labs (USA), Tech Mahindra, Keane Inc USA, and HCL Technologies to name a few. He has rich experience of managing end-to-end large projects and programs with cross functional and cross cultural teams. He also has rich experience in pre-sales function and has been an integral part of writing many winning proposals in leading IT services organizations.

He has led business units in IT services organizations with P&L responsibilities and has managed team sizes of more than 100 associates and business volumes of more than USD 15 million annually. He currently acts as an advisor to few small and medium sized IT companies. He does his consulting work through own firm, Bharti Consulting. He also works as a consultant for a leading global organization in project management training/consulting space.

Training Experience

Mr. Agrawala is an accomplished trainer, content expert and coach in project management. He has successfully trained more than 7500 managers on Project Management, from organizations like Cisco, Ericsson, Tata Motors, Caterpillar, Oracle, TCS, PwC, ABB, ZS Associates, Aspect, Schneider Electric, HSBC, Standard Chartered Bank, Aircel, Shapoorji, Himalaya Drugs, Novo Nordisk to name a few. Mr Agrawala is a regular visiting faculty at Xavier Institute of Management, Bhubaneswar.

Education

Mr. Agrawala has done his B.S. in Electronics & Telecommunication Engineering from India. He has earned his M.S. degree in Computer Science from Florida Institute of Technology, USA with a CGPA of 4.000/4.000. He is a certified Project Management Professional (PMP) since 2004, and a Scrum Master Certified (SMC) from ScrumStudy.

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