

Project Management Course
Xavier Institute of Management, Bhubaneswar
Course Outline

INTRODUCTION

The term project management is now used extensively for the management and accomplishment of any plan, scheme or task. Project Management has gradually become an integral way of managing critical and strategic socio-economic-business plans and objectives. Be it developing new infrastructure or a new manufacturing facility, implementing a new service offering, developing a new IT solution, designing a new product, a mission to space 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.

In India, large amounts have been and are being spent on various projects for providing infrastructure facilities and for meeting developmental needs. Project management is thus of vital importance to any undertaking that is being newly setup or to any organization planning expansion/diversification of its activities.

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 3.0 credit course addresses management aspects of project planning, implementation and monitoring. This course also aims at laying a foundation of understanding of Project Management concepts, processes, applicable knowledge areas, tools and techniques, best practices etc.

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 management
2. Seeing Project Management as five process groups of Initiating, Planning, Execution, Monitor and Control and Closing of Projects; and different project application areas of Scope Management, Time Management, Cost Management, Quality Management, HR Management, communication Management, Risk Management, Procure Management and Integration Management
3. Provide the knowledge of various technique and management concepts for efficiently planning and organizing for effective execution of projects.
4. Provide an understanding of effective information and monitoring system; manual or computerized for project control
5. To make students aware of the reasons for tardy implementation of most projects

in India 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. Tools and techniques for project management 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 Integration Management a. Develop Project Charter b. Develop Preliminary Project Scope Statement c. Develop Project Management Plan d. Direct & Manage Project Execution e. Monitor & control Project Work f. Integrated Change Control g. Close Project	1 session
5. Project Scope Management a. Scope Planning b. Scope Definition c. Create WBS (Work Breakdown Structure) d. Scope Verification e. Scope Control	1 Sessions
6. Project Time Management f. Activity Definition g. Activity Sequencing h. Activity Resource Estimating i. Activity Duration Estimating j. Schedule Development	2 Sessions

k. Schedule Control	
7. Project Cost Management a. Cost Estimating b. Cost Budgeting c. Cost Control	1 Sessions
8. Project Quality Management a. Quality Planning b. Perform Quality Assurance c. Perform Quality Control	1 sessions
9. Project Human Resource Management a. Human Resource Planning b. Acquire Project Team c. Develop Project Team d. Manage Project Team	1 Session
10. Project Communications Management a. Communication Planning b. Information Distribution c. Performance Reporting d. Manage Stakeholders	1 Session
11. Project Risk Management a. Risk Management Planning b. Risk Identification c. Qualitative Risk Analysis d. Quantitative Risk Analysis e. Risk Response Planning f. Risk Monitoring & Control	1 Session
12. Project Procurement Management a. Plan Purchases and Acquisitions b. Plan Contracting c. Request Seller Responses d. Select Sellers e. Contract Administration f. Contract Closure	1 Session
13. Case Studies and Presentation	2 Sessions

Evaluation:

1. Quizzes	25%
2. Presentations	15%
3. Assignment (Project Story)	15%
4. End Term Exam	35%
5. Class Participation	10%

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.

Reference Books:

1. Project Management Body of Knowledge (PMBOK) from PMI, (USA)
2. Project Management, A Systems Approach to Planning, Scheduling, Controlling, by Harold Kerzner
3. Prasanna Chandra, Projects Preparation, Appraisal and Implementation, 3rd Edn. Tata McGraw-Hill.
4. Stallworthy E.A. & Kharbanda, O.P., Total Project Management from concept to completion, Groweer Press.
5. Project Management by S Choudhury

Websites:

1. www.pmi.org
2. www.4pm.com
3. www.ipma.ch
4. www.pma-india.org

Faculty Profile: -

1. **Sunil Agrawala,PMP** has more than 20 years of work experience with more than 15 years as Project & Program Manager. Sunil has worked with giants like Cap Gemini USA, Bell Labs, Satyam, HCL Technologies, Keane Inc. to name a few. Sunil has managed country specific IT programs and entire business unit with top line and bottom line responsibilities with team size of 150+ and revenue size in access of USD 10 million. Sunil holds a MS degree in Computer Science from **Florida Institute of Technology, USA**. He is also a Project Management Professional (PMP) certified from PMI, USA.
2. **Contact:** sunil@bharticonsulting.com ; Cell: 9861103700

Guest Faculty Profile:-

3. **Keshav Tripathy** have more than 23 years of industry experience as Project and Program Manager. Keshav has worked with giants like NIC, Tata Steel, Satyam, GE, IBM etc. Keshav has managed complex & large IT programs with more than 250 engineers working from multiple global sites with revenue size in access of USD 15 million from a single program. Keshav is an alumnus of **National Institute of Technology, Rourkela**.