

**J. Sargeant Reynolds Community College  
Course Content Summary**

**Course Prefix and Number:** **BUS 204**      **Credits:** **3**

**Course Title:** **Project Management**

**Course Description:**

Provides students with knowledge of essential skills and techniques necessary to lead or participate in projects assigned to managerial personnel. Covers time and task scheduling, resource management, problem solving strategies and other areas related to managing a project. Lecture 3 hours per week. 3 credits

**General Course Purpose:**

In this course students will learn the concepts of initiating projects, planning projects, execution of projects, monitoring and controlling projects, and closing projects. Students will learn to utilize project management life cycle management techniques when developing project management strategies. The course introduces the concepts of project management as defined by the Project Management Institute, the accreditation body for project management.

**Course Prerequisites and Co-requisites:**

None

**Student Learning Outcomes:**

Upon completing the course, the student will be able to:

- a. Initiate the project and communicating project value to stakeholders
- b. Defining the role and responsibilities of the project manager
- c. Describe the need for a Project Management Office
- d. Understand the importance of stakeholder management and the role of the project manager
- e. Describing project portfolio management and understand the process
- f. Describing the overall process of developing project requirements
- g. Describe the value of linking the requirements with the business strategies
- h. Manage the project scope
- i. Define project risk management process
- j. Understand the techniques for ensuring project quality
- k. Develop project monitoring controls
- l. Develop and using typical project metrics
- m. How to apply appropriate communication techniques and disciplines to the various communication needs of the project
- n. Understand how to effectively close a project
- o. Understand Project Management Legal and ethical issues

**Major Topics to Be Included:**

- Project Life Cycle
  - Project Initiation
  - Project Planning

- Project Execution
  - Project Control
  - Project Closing
- Project Ethics and Responsibility

**Effective Date/Updated:** June 25, 2024