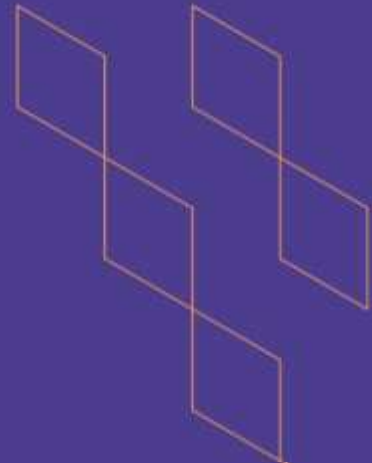




T-104
2022

Course Specification



Course Title:	Project Management
Course Code:	BA4310
Program:	BA Degree in Business Administration
Department:	Business Administration
College:	College of Business
Institution:	Umm Al-Qura University
Version:	2
Last Revision Date:	28/01/2023



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A. General information about the course:

Course Identification	
1. Credit hours:	4
2. Course type	
a.	University <input type="checkbox"/> College <input type="checkbox"/> Department <input checked="" type="checkbox"/> Track <input type="checkbox"/> Others <input type="checkbox"/>
b.	Required <input checked="" type="checkbox"/> Elective <input type="checkbox"/>
3. Level/year at which this course is offered: Level 10	
4. Course general Description This course will include the study of the concepts, tools, and practices of project management. It will adopt a managerial process approach to Project Management, which consists of initiating, planning, executing, controlling and closing the Project. Major topics will include project scope, project time, project cost, project quality, project risk, project resources, project communications and how to be an effective project manager. Students will learn, apply, and evaluate the basic project management concepts which are including planning, scheduling, work breakdown structures, and project control.	
5. Pre-requirements for this course (if any):	
6. Co- requirements for this course (if any):	
7. Course Main Objective(s) As modern organizations have become more complex, they have become more project-driven. Project management has now developed into a method of management used by businesses all over the world. Project Management leadership is highly sought after by today's project-driven companies operating in the global market.	

1. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1.	Traditional classroom	32	80%
2.	E-learning	8	20%
3.	Hybrid <ul style="list-style-type: none"> • Traditional classroom • E-learning 		
4.	Distance learning		





2. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	Lectures	32
2.	Laboratory/Studio	
3.	Field	
4.	Tutorial	8
5.	Others (specify)	
Total		40

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	Knowledge and understanding			
1.1	Identify different concepts and techniques used for business analytics	K1	Lecture, Discussion	Exams, Participation
1.2	List, outline, and label some events and news about numbers of projects	K3	Lecture, Discussion	Exams, Participation
1.3	Select and list a number of exercises regarding some concepts in the project management	K2	Lecture, Discussion	Exams, Participation
2.0	Skills			
2.1	apply, and evaluate the basic project management concepts	S1	Psychomotor domain and based skill learning which are sharpening the students' skills	Assignments
2.2	Draw and state some of the graphical activities, diagrams, charts, and templates that are common in the project management field.	S5	Psychomotor domain and based skill learning which are sharpening the students' skills	Assignments





Code	Course Learning Outcomes	Code of CLOs aligned with program	Teaching Strategies	Assessment Methods
3.0	Values, autonomy, and responsibility			
3.1	Manage how to work in groups	V3	Course syllabus and class discussions	Shared cumulative evaluation by students' roles
3.2	Islamic values such as tolerance, cooperation, self-evaluation and accept criticism from others		Through applying what students have been understood and acted.	Evaluate them in individual and group contexts. For example. tests, projects, and presentations
...				

C. Course Content

No	List of Topics	Contact Hours
1	Starting up, and explain the course specification	2
2	Project Management (introduction)	4
3	Organization Strategy and Project Selection Project Selection	4
4	Project organizational structure, and defining the project	4
5	Estimating Project Times and Costs and Learning Curves for Estimating	4
6	Problems on Critical Path Method with Lags and Estimating Project Times and Costs	4
7	Project Manager	4
8	Scheduling Project	4
9	Progress and Performance Measurement and Evaluation	6
10	Project Closure and Audit	4
Total		40



D. Students Assessment Activities

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Midterm Exam	5-6	25%
2	Final Exam	12	45%
3	Team presentation	7-9-10	10%
4	Individual project	7-8-9	10%
5	Attendance and participation	All Wks	10%

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	Project Management: The Managerial Process, 8th Edition. Clifford F. Gray and Erik W. Larson ISBN:1260238865, McGraw Hill.
Supportive References	The Principles of Project Management by Meri Williams Published by SitePoint Pty. Ltd. Copyright © 2008 SitePoint Pty. Ltd. ISBN 978-0-9802858-6-4
Electronic Materials	A Guide to the Project Management Body of Knowledge (PMBOK® Guide) is PMI's flagship publication and is a fundamental resource for effective project management in any industry
Other Learning Materials	Few samples of case studies and websites fit this program's degree requirements.

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classroom, Demonstration lab
Technology equipment (projector, smart board, software)	Data Show, MS Excel, R, (Optional: Tableau)
Other equipment (depending on the nature of the specialty)	None

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Chair, Students, External Stakeholders and quality Department and quality committee	Open discussions with the students Anonymous surveys
Effectiveness of students assessment	Chair, Students, External Stakeholders and quality Department and quality committee	Checking marking by the students themselves if it's possible Using the help of other members in reviewing the assignments/exams
Quality of learning resources	Chair, Students, External Stakeholders and quality Department and quality committee	Review of course portfolios Instructor assessment by students
The extent to which CLOs have been achieved	Chair, Students, External Stakeholders and quality Department and quality committee	Course specifications are periodically reviewed at the departmental level. Courses are updated periodically and compared to the benchmark standards.
Other		

Assessor (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

G. Specification Approval Data

COUNCIL /COMMITTEE	BA DEPARTMENT
REFERENCE NO.	
DATE	28/01/2023

