

## Unit of Study: BIS2003 IS Project Management

### Overview:

This unit covers the fundamental skills and knowledge in information system (IS) projects. It consolidates project management concepts and process groups or phases and enhances the students' knowledge and awareness of tools and techniques that are used in managing schedule and controlling risks. The unit also discusses ethical issues, especially with global teams, and the respective quality control and closure of IS projects. This unit is a core unit in the BIT program.

<b>Course(s)</b>	Bachelor of Business Information Systems Bachelor of Information Technology
<b>Credit Points</b>	6 credit points
<b>Duration</b>	12 weeks (10 teaching weeks; 1 revision week; 1 final assessment week)
<b>Level</b>	Undergraduate Intermediate
<b>Student Workload</b>	Students should expect to spend approximately 10 hours per week over 12 weeks (totalling approximately 120 hours) on learning activities for this unit.
<b>Mode(s) of Delivery</b>	On campus, Blended
<b>Pre-Requisites</b>	BIS1001 Foundations of Information Systems
<b>Unit Coordinator</b>	As per current <a href="#">timetable</a>
<b>Contact Information</b>	Consultation: 1 hour scheduled session

### Unit Learning Outcomes

On successful completion of this unit, students will be able to:

- ULO-1: Evaluate different types of feasibility studies of IS projects to select the appropriate approach for a given project.
- ULO-2: Explain the importance of project communication management for IS projects and develop project communication plans.
- ULO-3: Apply appropriate techniques and tools for project schedule management.
- ULO-4: Explain the key threats related to improving quality in IS projects and analyse risks for specific projects
- ULO-5: Utilise techniques for controlling potential risks on specific IS projects.

## Weekly Schedule

Detailed information for each week's activities can be found on Unit's Weekly Modules in Canvas.

Week	Topic
Week 1	Introduction to IS Project Management and Project Lifecycle:
Week 2	Project Management Process Groups
Week 3	Project Integration Management:
Week 4	Project Scope Management
Week 5	Project Schedule Management
Week 6	Project Cost management
Week 7	Project Quality and Control
Week 8	Project Resource Management
Week 9	Project Communication Management. Project Stakeholder Management
Week 10	Project Risk Management
Week 11	REVISION
Week 12	FINAL ASSESSMENT

## Assessments





1. All assessments are compulsory.
2. To pass the unit students must:
  - achieve a total of 50% or more of marks offered; and
  - pass all individual invigilated assessments; and
  - have attempted all assessments.

Where one or more of these requirements are not met, the Board of Examiners will consider a student's overall progress towards meeting the unit learning outcomes and any special circumstances before reaching a decision.

3. The Board of Examiners may grant a supplementary assessment where a student:
  - achieves a total of 45% or more; and
  - has passed all individual invigilated assessments in the unit; and
  - has attempted all assessments; and
  - has a recommendation for supplementary assessment by the Unit Coordinator and the Head of Discipline.

Where one or more of these requirements are not met, the Board of Examiners will consider a student's overall progress towards meeting the unit learning outcomes and any special circumstances before reaching a decision. Attendance and engagement in class will be considered.

4. APIC awards common result grades as set out in the [Award of Grade Policy](#).
5. Detailed information for each assessment can be found on the Unit's Home Page and in the Assessment Brief.

Assessment Task	Type	Weight	Due	Length	ULO
<b>Assessment 1: Quiz</b> 15 minutes test comprising of multiple-choice questions	Individual  Invigilated 	40%	Weeks 2-10	15 mins (equiv. 2000 words)	ULO-1 ULO-2 ULO-3 ULO-4 ULO-5
<b>Assessment 2: Case Study with presentation</b> Undertake an analysis of the case, discuss reasons for failure and propose a solution how project management techniques can solve problems.	Group 	30%	Week 6	3000 words	ULO-1 ULO-2 ULO-3 ULO-4
<b>Assessment 3: Applied Project</b> Apply and integrate project management concepts and tools to a specific IS development project.	Individual 	30%	Week 12	3000 words	ULO-2 ULO-3 ULO-4 ULO-5

equiv. – equivalent word count based on the Assessment Load Equivalence Guide. It means this assessment is equivalent to the normally expected time requirement for a written submission containing the specified number of words.

### Course Reserve

Course Reserve includes all required resources and reading material for the unit of study. You can access Course Reserve via [APIC Library](#) or via the Course Reserve link on the unit's homepage.

### Prescribed text(s):

Schwalbe, K 2018, *Information technology project management*, 9th edn, Cengage Learning, Massachusetts, viewed 25 May 2020, E-book Central (ProQuest)

### Recommended Readings:

Project Management Institute, *Reports*, viewed 18 March 2020, <<https://www.pmi.org/the-project-economy/reports>>.

### Other Recommended Resources:

Harvard Business Review: [www.hbr.org](http://www.hbr.org)

EdX: <https://www.edx.org/learn/project-management>

Project Management Institute: <https://www.pmi.org/>

### Academic integrity

Ethical conduct and academic integrity and honesty are fundamental to the mission of APIC and academic misconduct will not be tolerated by the College. It is the responsibility of every student to

make sure that they understand what constitutes academic misconduct and to refrain from engaging in it. Please refer to APIC's [Academic Integrity Policy](#) for further details.

### Other Important Information and Links

<p><b>Special consideration</b></p> <p>If your academic work is impacted by significant documented illness, hardship, or other adverse circumstances beyond your control, you may make an application for Special Consideration. Please refer to the <a href="#">Assessment Policy</a> for further details.</p>	<p><b>Late submission</b></p> <p>Penalties apply when work is submitted after the due date without approval. Please refer to the <a href="#">Assessment Policy</a> for information about late submission.</p>
<p><b>Assessment appeals</b></p> <p>If you are concerned about a mark you have received for an assessment or final grade, you may apply to formally appeal the grade. Please see the <a href="#">Assessment Policy</a> for further details.</p>	<p><b>Award of grades</b></p> <p>APIC awards common result grades, set out in the <a href="#">Award of Grade Policy</a>.</p>
<p><b>Expectations of student conduct</b></p> <p>Students are expected to conduct themselves in a manner that is consistent with a safe and respectful study environment. More information can be found in the <a href="#">Student Code of Conduct</a>.</p>	<p><b>Study resources</b></p> <p>APIC Library and Student Learning Support resources and services can be accessed via the <a href="#">Student Lounge</a> or your <a href="#">Dashboard on the OLS (Canvas)</a>.</p>
<p><b>Student Services</b></p> <p>The Student Services team provides administrative support for students and handles enquiries about enrolment, timetables, important dates and submitting forms. More information can be found on the <a href="#">Student Services page on the OLS (Canvas)</a>.</p>	<p><b>Key dates</b></p> <p>Key dates through the academic year, including teaching periods, census, payment deadlines and exams can be found on the <a href="#">Academic Calendar</a> section of the APIC website.</p>

### Changes and Updates to the Unit of Study Guide

This Unit of Study Guide may be updated and amended from time to time. Students will be notified of any changes to the unit via the Online Learning System (Canvas) space for the unit.

This Unit of Study Guide was last modified on 18<sup>th</sup> September 2023.