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### BMIS 476.01: Integrated Project Management Information Systems

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School of **Business Administration**

Week	Date	Topic	Tasks
1	9/6	Syllabus and Course Introduction Skill Assessment Past, Present, & Future Presentations Chapter 1: The Nature of IT Projects Chapter 2: Conceptualizing and Initializing the IT Projects Organize Project Teams	<ul style="list-style-type: none"> <li>✓ Read Chapter 1</li> <li>✓ Read Chapter 2</li> <li>✓ Complete Skill Assessment</li> <li>✓ Read Chapter 3</li> <li>✓ Read Chapter 4</li> <li>✓ Start Team Charter</li> </ul>
2	9/13	Chapter 3: Developing the Project Charter and Baseline Project Plan Chapter 4: The Human Side of Project Management Review for Exam 1 <b>Select Project Sponsors</b> <b>Make initial contact with your organization</b>  <b>Team Charter due on Friday</b>	<ul style="list-style-type: none"> <li>✓ Prepare for Exam 1</li> <li>✓ Start Project Charter</li> </ul>
3	9/20	<b>Exam 1: Chapters 1-4 Meet in GBB213</b> Start Introduction to Microsoft Project Work on Microsoft Project Exercises <b>1:15pm Guest Speaker: Fast Enterprises</b>	<ul style="list-style-type: none"> <li>✓ Read Chapter 5</li> <li>✓ Read Chapter 6</li> <li>✓ Email Draft Project Charter to Mentor</li> </ul>
4	9/27	Introduction to Microsoft Project continued - <b>Meet in GBB213</b> <b>12:40pm Guest Speaker: KPMG</b>  Chapter 5: Defining and Managing Project Scope Chapter 6: The Work Breakdown Structure and Project Estimation Chapter 7: The Project Schedule and Budget Chapter 8: Managing Project Risk  <b>Project Charter &amp; Needs Assessment due Friday</b>	<ul style="list-style-type: none"> <li>✓ Read Chapter 7</li> <li>✓ Read Chapter 8</li> <li>✓ Start MS Project Homework</li> <li>✓ Start Scope Plan</li> <li>✓ Start Technology plan</li> <li>✓ Start Research Plan</li> <li>✓ Prepare for Exam 2</li> <li>✓ Start MS Project Schedule &amp; Budget</li> <li>✓ Start Risk Plan</li> </ul>
5	10/4	<b>Exam 2 – Chapters 5-8 Meet in GBB213</b> <b>MS Project Help Session Meet in GBB213</b> Chapter 9: Project Communication, Tracking, and Reporting Chapter 10: IT Project Quality Management  <b>MS Project Homework Due Friday</b> <b>MS Project File due complete with Schedule, Gantt, Budget, and PERT analysis.</b>	<ul style="list-style-type: none"> <li>✓ Read Chapter 9</li> <li>✓ Read Chapter 10</li> <li>✓ Email Draft MS Project Schedule &amp; Budget to mentor</li> <li>✓ Read Chapter 11</li> <li>✓ Read Chapter 12</li> <li>✓ Start Communication Plan</li> <li>✓ Start Quality Plan</li> <li>✓ Email draft Scope, Technology, &amp; Research plans to mentor</li> </ul>
6	10/11	<b>***Meet with Teams</b> Chapter 11: Managing Organizational Change, Resistance, and Conflict. Chapter 12: Project Procurement Management and Outsourcing  <b>Scope Plan due, Technology Plan due, &amp; Research Plan due Friday Email Status Report to client due by Friday</b>	<ul style="list-style-type: none"> <li>✓ Start Change Plan</li> <li>✓ Prepare for Exam 3</li> </ul>

Week	Date	Topic	Tasks
7	10/18	<b>Exam 3: Chapters 9-12 Meet in GBB213</b> ASP.Net Demonstration - <b>Meet in GBB213</b> Human Subjects in Research  <b>Risk Management Plan, Project Communications Plan, &amp; Project Quality Plan due Friday</b> <b>Email Status Report to client due by Friday</b>	<ul style="list-style-type: none"> <li>✓ Start System Docs</li> <li>✓ Email draft Change Plan to mentor</li> </ul>
8	10/25	Agile Development & Design  <b>Guest Speaker: Joshua Pearson, ATG Consulting</b> ***Meet with Teams & Work on Projects ***Mid-term Team evaluation discussion  <b>Change Management Plan due Email Status Report to client due by Friday</b>	<ul style="list-style-type: none"> <li>✓ Start Project Progress Report</li> <li>✓ Email draft system docs to mentor</li> </ul>
9	11/1	Work on Projects ***Developers from each team meet to share ideas  ***Meet with Teams & Work on Projects  <b>Systems Documents completed (Data Flow Diagrams, E-R Diagrams, Program Module Block Diagrams, Web Page Map Diagrams, Research results, etc.)</b> <b>Email Status Report to client due by Friday</b>	<ul style="list-style-type: none"> <li>✓ Email draft Progress Report to mentor</li> <li>✓ Start working on Project Book Binder</li> </ul>
10	11/8	***Meet with Teams & Work on Projects User Story Points  <b>Guest Speakers Jeff Runkel, Glacier BanCorp</b> Scheduling Sprints  <b>Email Status Report to client due by Friday</b> <b>Project progress report due</b> <b>Turn in Book for First Round Review</b>	<ul style="list-style-type: none"> <li>✓ Start working on prototype of project</li> </ul>
11	11/15	***Meet with Teams & Show your prototypes  <b>Guest Speakers Kristina Hein, Glacier BanCorp</b> <b>Email Status Report to client due by Friday</b>	
12	11/22	***Thanksgiving Travel Day  <b>Email Status Report to client due by Friday</b>	
13	11/29	***Meet with Teams & Work on Projects  Leadership and Project Management Gershenfeld Discussion "Merging Computer & Physical Science"  <b>Email Status Report to client due by Friday</b>	<ul style="list-style-type: none"> <li>✓ Start working on Final Project Report</li> <li>✓ Start working on Final Presentation</li> </ul>
14	12/6	***Meet with Teams & Show Prototypes  Work on Projects  <b>Email Status Report to client due by Friday</b> <b>Turn in Book for Second Round Review</b>	<ul style="list-style-type: none"> <li>✓ Team Evaluation &amp; Surveys</li> <li>✓ Complete Project Workbook</li> </ul>

Week	Date	Topic	Tasks
14	12/8	Project Presentations – <b>Required</b> <b>Presentations will be in the morning from 8:00am to noon. These will be half hour presentations per team and all students are required to stay for all presentations.</b>	
15	Finals Week	Final Project Closing Meeting & Course Evaluation – <b>Required</b> Final Wrap-up & Evaluation 8:00 am–10:00 Dec. 19 or 1:10 to 3:10 Dec. 14 Project Celebration 5pm after Final	<ul style="list-style-type: none"> <li>✓ Upload final materials</li> <li>✓ Finish e-Folio</li> <li>✓ Team Evaluation &amp; Surveys</li> </ul>