PLANNING AND PROJECT MANAGEMENT — SMGT 1231

A. Course Description
   - Credits: 2.00
   - Lecture Hours/Week: 2.00
   - Lab Hours/Week: 0.00
   - OJT Hours/Week: 0
   - Prerequisites: None
   - Corequisites: None
   - MnTC Goals: None

Learn how to plan and control projects from start to finish including: determining scope/objectives, scheduling/sequencing, budget, action steps, assigning personnel, authority/responsibility, standards, contingency planning and methods for monitoring and evaluation of the projects success. Use tools such as Gantt Charts, flow charts and others. Plan a work or personal project applying the skills and knowledge learned in class. Prerequisites: None.

B. Course Effective Dates: 1/12/04 – Present

C. Outline of Major Content Areas
   As noted on course syllabus

D. Learning Outcomes
   1. Evaluate project effectiveness
   2. Use project management steps and tools
   3. develop a project plan
   4. exhibit understanding of Project Management

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

F. Learner Outcomes Assessment
   As noted on course syllabus

G. Special Information
   None noted