

Course Syllabus
MIS 6360 Software Project Management
School of Management
The University of Texas at Dallas

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Course Information

Course

Course Number Section MIS 6360.0W1
Course Title Software Project Management
Term and Dates Summer 2019

Professor Contact Information

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Office Location SOM 3.217
Online Office Hours Please contact the instructor by e-mail to setup an appointment.

About the Instructor

Mark Thouin is the Director of Graduate Information Systems Programs at the University of Texas at Dallas where he teaches graduate and undergraduate courses, and promotes academic programs in information systems. His research interests include the study of the clinical and administrative value of information technology in healthcare settings. He holds a Ph.D. from Texas Tech University. Prior to joining UT Dallas, he worked for 13 years in a variety of management, technical, and business development positions providing IT consulting services.

Course Description

The course provides an in depth examination of traditional and agile project management practices. The five process groups and ten knowledge areas of the Project Management Body of Knowledge (PM BOK) are discussed with respect to the traditional waterfall approach for managing software development projects. An agile software development process using Scrum is also discussed along with the use and application of software project management tools.

Student Learning Objectives/Outcomes

- Understand the five process groups and ten knowledge areas of the PM BOK
- Understand the Scrum development process and agile development principles
- Use and apply software tools to facilitate the project management process (e.g. Microsoft Project, Jira Software, or Version One)

Required Textbooks and Materials

Essential Scrum: A Practical Guide to the Most Popular Agile Process, ISBN: 978-0-13-704329-3.
Free online access available via Safari Books at
<http://www.utdallas.edu/library/resources/ebooks/ebooks.php>

PMP® in Depth: Project Management Professional Certification Study Guide for the PMP® Exam, Third Edition ISBN: 1484239091. Free online access is available via Safari Books at <https://www.utdallas.edu/library/services/electronic-media-and-streaming/>

Microsoft Project Professional 2016 (Free for UT Dallas Students).

An e-mail will be sent to your UT Dallas e-mail with instructions for downloading and installing MS Project Professional 2016 within 10 days of the start of the semester. Please make sure your UT Dallas e-mail is working and is not full as it is not possible to send the download instructions to external e-mail accounts.

Instructions for accessing the simulation will be provided later in the semester.

Leadership: Theory and Practice, 6th Edition, ISBN 9781452203409, [Chapter 1 ONLY](#)
A PDF copy of chapter 1 is available online for free using the link provided above.

Suggested Course Materials

Applied Software Project Management, ISBN: 0-596-00948-8
<http://proquest.safaribooksonline.com/0596009488>

Quality Software Project Management (QSPM), ISBN: 0-13-091297-2
<http://proquest.safaribooksonline.com/0130912972>

PMP Exam Prep, ISBN: 978-1-932735-41-3

Textbooks and some other bookstore materials can be ordered online through Off-Campus Books <http://www.offcampusbooks.com> or the UT Dallas Bookstore <http://www.bkstr.com/texasatdallasstore/home>. They are also available in stock at both bookstores.

Course Policies

Make-up exams

Please notify the instructor 1 week prior to the exam if you require a make-up exam and include a reason why a make-up exam is necessary.

Extra Credit

Not applicable.

Late Work

A one grade penalty per day the assignment is late will be assessed on all late assignments.

Class Participation

Students are required to login regularly to the online class site. The instructor will use the tracking feature in eLearning to monitor student activity. Students are also required to participate in all class activities such as discussion board, chat or conference sessions and group projects.

Virtual Classroom Citizenship

The same guidelines that apply to traditional classes should be observed in the virtual classroom environment. Please use proper netiquette when interacting with class members and the professor.

Policy on Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online eLearning Help Desk <https://ets.utdallas.edu/elearning/helpdesk>. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

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Exam Requirements

This course requires one online exam. The exam is closed book and closed notes and must be proctored. Exams are multiple-choice questions with an exam time of 75 minutes. The following is the date and time of the exam.

Online Proctored Exam: Saturday, July 21st, 9:00 AM – 10:15 AM CST.

Your course has a proctored exam requirement, please see the UTD Student Success Center –Testing Center website <https://ets.utdallas.edu/testing-center/> and <https://ets.utdallas.edu/testing-center/proctored-exams> to make arrangements.

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Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the Getting Started with eLearning webpage <https://ets.utdallas.edu/elearning/students/current/getting-started>.

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Course Access and Navigation

The course can be accessed using the UT Dallas NetID account at: <https://elearning.utdallas.edu>. Please see the course access and navigation section of the site <https://ets.utdallas.edu/elearning/students/current/getting-started> for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials <https://ets.utdallas.edu/elearning/students/current/tutorials>.

UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The eLearning Support Center <https://ets.utdallas.edu/elearning/helpdesk> services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

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Communications

This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the eLearning Tutorials webpage <https://ets.utdallas.edu/elearning/students/current/tutorials> for video demonstrations on eLearning tools.

Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

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Student Resources

The following university resources are available to students:

UTD Distance Learning:

Online students have access to resources including the McDermott Library, Academic Advising, The Office of Student AccessAbility, and many others. Please see the eLearning Current Students page <https://ets.utdallas.edu/elearning/students/current> for details.

McDermott Library:

Distance Learners (UTD students who live outside the boundaries of Collin, Dallas, Denton, Rockwall, or Tarrant counties) will need a UTD-ID number to access all of the library's electronic resources (reserves, journal articles, ebooks, interlibrary loan) from off campus. For UTD students living within those counties who are taking online courses, a Comet Card is required to check out materials at the McDermott Library. For more information on library resources go to <https://libguides.utdallas.edu/distance-education>

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Student Assessments

Grading Information

Assignment	Points Possible	Weight
Class and Group Participation	100	10%
Exam	100	40%
Group Project	100	30%
Simulation	100	20%
Total		100%

Grading Scale

Scaled Score	Letter Equivalent
≥ 93.3	A
≥ 90.0 and < 93.3	A-
≥ 87.7 and < 90.0	B+
≥ 83.3 and < 87.7	B
≥ 80.0 and < 83.3	B-
≥ 77.7 and < 80.0	C+
≥ 73.3 and < 77.7	C
≥ 80	P
Less than 70.0	F

Grading Policy

Accessing Grades. Students can check their grades by clicking “My Grades” under Course Tools after the grade for each assessment task is released.

Assignment submission instructions

Locate the assignment in your eLearning course. You will submit your assignments in the required file format with a simple file name and a file extension. To submit your assignment, click the assignment name link and follow the on-screen instructions to upload and submit your file(s). For additional information on how to submit assignments, view the [Submitting An Assignment video tutorial](#).

Please note: each assignment link will be deactivated after the assignment due time. After your submission is graded, you may click each assignment’s “Graded” tab to check the results and feedback.

Weekly Assignments

Weekly assignments will be assigned using a mix of online quizzes and online discussion forums. Weekly assignments begin **Monday morning at 11 AM and end Sunday evening at 11:59 PM**. It is impossible to make up weekly assignments after the participation period has ended. It is often the case that students lose a letter grade because they are not participating each week, so please make a point to do this.

Weekly assignments will either be a peer-to-peer discussion forum or a short quiz based on material covered in the class lecture. See below for additional details regarding the format of each.

Rules for Participation in Exercises/Quizzes

When a weekly assignment is a quiz, a quiz will be posted to eLearning and the grade earned on the quiz is the grade you will receive for the week’s class participation.

Rules for Participation in Discussions

When a weekly assignment is a discussion forum, a discussion forum will be made available in eLearning and your participation in the discussion forum will be graded using the following guidelines.

1. After the professor posts a discussion topic, only the first five students can respond to the topic directly.
2. After the first five responses, the next student needs to start a new thread with his or her own topic for discussion. The students can post any discussion topic which falls within the context of that particular week’s learning module.

3. **Only first five students can comment to the new discussion topic posted by the student.**
4. Follow steps 3 & 4 in order to continue with the discussions, till the discussion topic finally gets closed at the end of the week.
Please note that if the students wish to start a new discussion thread, they are welcome to do so at anytime and do not have to wait until a previous discussion topic receives five responses. But one topic should have no more than five responses.
5. Grading is done on quality of responses, NOT quantity. So, posts such as “I agree” or “sounds good to me” do not count towards participation (although you can certainly use these to advance the conversation).
6. In order to count as participation, your post has to be well thought out and pertain to the topic for the session. You should reference some of the concepts currently being examined in class, not just offer vague assessments. You can also refer back to previous session’s material if relevant. Integration of concepts is encouraged since most issues don’t operate completely independent of one another.
7. Keep discussion on topic and factual in nature. **No flaming allowed.** Opinions are fine as long as they are supported by facts. For example, stating that you think that a specific course of action is correct because of x, y, z is acceptable; stating that the previous commentator is not important or is not an intelligent person is not acceptable.
8. Grammar and spelling are NOT graded in the discussion section, so don’t feel that you have to spend hours editing your response. However, please use full words, not acronyms and abbreviations – not everyone is familiar with shorthand text message language.
9. Limit your response to 150 words – any more than that and readers lose the point (and interest).
10. You must post 1-2 value-added comments to receive full credit for discussion based class participation assignments.

The online discussions serve two main purposes:

- They are meant to mimic an in-class discussion and the above format has been designed with the intension to have as much interactivity among the students as possible.
- The second purpose of having the online discussions is to have maximum sharing of the subject knowledge from different perspectives, and this purpose is not served if all the students keep on discussing pretty much the same things on one topic.

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Academic Calendar

Week	Dates	Description	Activity
1	5/23 – 5/26	Course Access, Self-Orientation, and Syllabus Overview Module 1: Introduction to Software Project Management	Weekly Assignment 1
2	5/27 – 6/2	Module 2: Business Case Development, Project Initiation and Process Management - PMP in Depth Chapter 1 Module 3: Systems Development Lifecycles - PMP in Depth Chapter 2	Weekly Assignment 2 MS Project Download
3	6/3 – 6/9	Module 4: Planning the Project - PMP in Depth Chapter 3	Weekly Assignment 3
4	6/10 – 6/16	Module 5: Work Activities and the Project Schedule - PMP in Depth Chapter 4	Weekly Assignment 4
5	6/17 – 6/23	Midterm Project MIDTERM PROJECT – Sunday, June 23th, 11:59 PM.	Midterm Project
6	6/24 – 6/30	Module 6: Scrum -Essential Scrum Chapters 2 and 3 Module 7: User Stories - Essential Scrum Chapter 5	Weekly Assignment 5
7	7/1 – 7/7	Module 8: Planning Poker - Essential Scrum Chapter 7 Module 9: Product Backlog Grooming - Essential Scrum Chapter 6	Weekly Assignment 6
8	7/8 – 7/14	Module 10: Sprint Release Planning - Chapter 18 and 19	Weekly Assignment 7
9	7/15 – 7/21	Exam Saturday, July 20th, 2019, 9 AM – 10:15 AM	
10	7/22 – 7/28	Simulation	
11	7/29 – 8/4	Simulation Due Sunday, August 4th, 11:59 PM	Simulation

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Academic Integrity

The University has policies and discipline procedures regarding academic dishonesty. Detailed information is available on the [UTD Judicial Affairs](#) web page. All students are expected to maintain a high level of responsibility with respect to academic honesty. Students who violate University rules on academic honesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced.

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Course Evaluation

As required by UTD academic regulations, every student must complete an evaluation for each enrolled course at the end of the semester. An online instructional assessment form will be made available for your confidential use. Please watch for the email notification at your UTD email inbox with course evaluation access information towards the end of semester.

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University Policies

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.

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