Point Loma Nazarene University
Mathematical, Information and Computer Sciences
School of STEM
CIT 3041 Project+ Exam Prep
Fall 2026 – Online (1 Credit Hour)

Time and Place: Online and anytime

Instructor: Maria Zack, Ph.D.

mzack@pointloma.edu

Office Hours: Anytime by appointment

Students are welcome to contact me via e-mail and schedule an appointment whenever I am available. Appointments can be face-to-face in my office, on the phone, or via a video conference call.

Text: Text is included as an electronic copy in the course.

If students would prefer a written copy of the textbook, they may purchase one at their own expense.

CompTIA Project+ Study Guide: Exam PK0-005, 3rd Edition
Kim Heldman
ISBN: 978-1119892458
Publisher: Wiley Sybex

Needed Supplies:

Students will need access to a computer and a high-speed internet connection.

Course Description:

CIT 3041 is an independent study, self-paced, competency-based course designed for students who wish to prepare for the CompTIA's Project+ certification exam. The course is intended for students who have already completed the CIT 3034 – Project

Management course or equivalent Project Management education. Students will be required to complete pre-assessment exams to determine which (if any) knowledge domains require review. Students will then review any required knowledge domains to prepare for the practice exams. Students will then take a series of practice tests, review deficient content areas and retake until all practice test have been passed with an 80 or better. **A minimum score of 80% on all chapter quizzes and practice exams are required to receive a voucher code to take the certification exam and pass the course if a passing score on the certification exam is not achieved.** A faculty adviser provides support and accountability in completing the requirements of the course. Although the course is self-paced, a minimum amount of progress must be made each week and all course requirements must be completed within the assigned course time. Attempting the certification exam within the assigned course time is also required. Although passing the certification exam is not required to pass this course, the results of the certification exam will be used to determine the final grade in the course. Students already holding a current certification for this course are not eligible to take this course.

Philosophy and Approach:

Self-paced competency-based courses are designed to allow students to move through course material as quickly as they like while demonstrating a minimum level of competency on a given topic before they are permitted to move forward in the course. The course is divided into chapter readings, chapter quizzes, and practice exams to help prepare students in the knowledge areas on the certification exams.

Although this is a self-paced course, students must complete each chapter quiz and practice exam before their due dates. Students must also complete all certification practice exams by the end of Week 13 and attempt the Project+ certification exam by the end of Week 14. Once students attempt the Project+ certification exams, no additional work in the course is required. However, if the student did not pass the certification exam on their first attempt, they can continue to study and retake the exam to improve their grade in the course until the end of Week 15. 25 points will be deducted from the student's overall grade for each chapter quiz or practice exam completed after the due date. Students are encouraged to work ahead and complete learning activities before due dates.

Objectives:

The course is designed to help you:

- Acquire and reinforce knowledge and develop an understanding of the knowledge domains associated with the CompTIA Project+ certification exams.
- Prepare for and take the CompTIA Project+ certification exams.

Course Learning Outcomes

1. Students will be able to explain and apply project management methodologies to a given business problem.
2. Students will be able to create a project plan around a given business problem.
3. Students will be able to identify project risks and ways to mitigate those risks.
4. Students will use information management as a tool to support decision-making in business environments.
5. Students will be able to apply their technical knowledge to solve problems.
6. Students will be able to speak about their work with precision, clarity and organization
7. Students will be able to write about their work with precision, clarity and organization
8. Students will collaborate effectively in teams.
9. Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand.

Program Learning Outcomes:

Graduates will have a coherent and broad-based knowledge of the discipline of Computer Information Technology.

1. Students will be able to identify and evaluate the information technology infrastructure necessary to meet an organization's business needs.
2. Students will be able to develop, plan and evaluate appropriate processes for managing information systems and information technology projects.
3. Students will be able to design, develop, and evaluate software solutions to meet an organization's business needs.
4. Students will be able to apply their technical knowledge to solve problems.
5. Students will be able to speak about their work with precision, clarity and organization (Oral Communication).
6. Students will be able to write about their work with precision, clarity and organization (Written Communication).
7. Students will collaborate effectively in teams.
8. Students will be able to identify, locate, evaluate, and effectively and responsibly use and cite information for the task at hand (Information Literacy).
9. Students will be able to gather relevant information, examine information and form a conclusion based on that information (Critical Thinking).
10. Students will be able to understand and create arguments supported by quantitative evidence, and they can clearly communicate those arguments in a variety of formats (Quantitative Reasoning).

11. Students will understand the professional, ethical, legal, security and social issues and responsibilities with the implementation and use of information technology.
12. Computer Information Technology graduates will be adequately prepared for entry into graduate school or jobs in the computing profession.

Grading:

Students must earn 410 points on the certification exam and have no more than 60 points missing for late work from the final course points to earn 60% in the course to pass the course with a "D-".

Your grade for the course is based on the points earned by the following criteria at the end of the course:

- Exam score of 710 or more and the exam – 1000 points.
- Exam score between 610 and 709 and practice exams complete with 80+ - 860 points
- Exam score between 510 and 609 and practice exams complete with 80+ - 760 points
- Exam score between 410 and 509 and practice exams complete with 80+ - 660 points
- Exam score below 410 or all quizzes and exams incomplete with 80+ - zero points.

The grading scale for the course, in percentages of the maximum points in class is:

A	92.50 - 100%	**C**	72.50 - 77.49%
A-	90.00 - 92.49%	**C-**	70.00 - 72.49%
B+	87.50 - 89.99%	**D+**	67.50 - 69.99%
B	82.50 - 87.49%	**D**	62.50 - 66.49%
B-	80.00 - 82.49%	**D-**	60.00 - 62.49%
C+	77.50 - 79.99%	**F**	0 - 59.99%

Note: 25 points will be deducted from a student's overall point total for each assessment or practice exam due date that is not met and 10 points per day for each day the exam appointment confirmation or exam result is late.

Late Work Policy

There is a 25 point deduction for any chapter quiz or practice exam that is completed late. The exam appointment confirmation and exam results will receive a 10 point per day deduction for each day they are late.

Credit Hour:

In the interest of providing sufficient time to accomplish the stated course learning outcomes, this class meets the PLNU credit hour policy for a 1-unit class delivered over 15 weeks. It is anticipated that you will spend a minimum of 37.5 participation hours per credit hour in your course. The estimated time expectations for this course are shown below:

Knowledge Domain Review	30
Practice Exams	6
Certification Exam	2
TOTAL	**38**

Tests and Learning Activities:

All chapter tests, practice exams and learning activities can be redone as often as needed to achieve the desired score. **A minimum score of 80% on all chapter quizzes and practice exams are required to receive a certification voucher.**

Final Exam: Date and Time:

The final in the course is the CompTIA Project+ certification exam and can be taken any time before its due dates. All students are required to attempt the certification exam at least once before the end of week 15. The cost of the first attempt on the exam is included as part of this course. Students may retake the certification exam if they do not pass on their first attempt but must purchase their own vouchers for any subsequent attempts.

Technical Support:

Please contact IT Services (ITS) at 619-849-2222 for technical support if your account gets locked out or you need a password reset. If you call after hours (between 6 pm and 11 pm), and the matter is urgent, you may leave a voice mail message and mark the message as urgent. The on-call technician will respond to you within 30 minutes.

University Mission:

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

Department Mission:

The Mathematical, Information, and Computer Sciences department at Point Loma Nazarene University is committed to maintaining a curriculum that provides its students with the tools to be productive, the passion to continue learning, and Christian perspectives to provide a basis for making sound value judgments.

Academic Accommodations:

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities in accordance with the Americans with Disabilities Act (ADA). Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center on the PL campus, the first floor of the Balboa campus, and the second floor of the Mission Valley campus. For all students, including the Bakersfield campus, virtual appointments are available. You can reach the Educational Access Center (EAC) by email or phone at 619-849-2533. Students can access both requests for and evidence of disability through the

Accommodate link off the main page of OneLoginLinks to an external site.. Once a student's eligibility for an accommodation has been determined, the EAC will work with the student to create an Accommodation Plan (AP) that outlines approved accommodations. Professors are able to view a student's approved accommodations through AccommodateLinks to an external site..

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their approved accommodations in that particular course. Accommodations are not retroactive; as such, clarifying with the professor at the outset is one of the best ways to promote positive academic outcomes.

Students who need accommodations for a disability-related need should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. In accordance with ADA, accommodations cannot constitute a fundamental alteration to course outcomes; therefore, planning ahead is vital in establishing appropriate accommodations for equal access to this course. It is the student's responsibility to make the first contact with the EAC. Students cannot assume that because they had accommodations in the past, their eligibility at PLNU is automatic. All determinations at PLNU must go through the EAC eligibility process. This is to protect the privacy of students with disabilities who may not want to disclose this information and are not asking for any accommodations.

Artificial Intelligence (AI) Policy:

You are allowed to use Artificial Intelligence (AI) tools (e.g, ChatGPT, iA Writer, Marmot, Botowski) to generate ideas, but you are not allowed to use AI tools to generate content (text, video, audio, images) that will end up in any work submitted to be graded for this course. If you have any doubts about using AI, please gain permission from the instructor.

E-mail and Messages:

It is expected that students regularly use e-mail. The instructor will periodically send you information and updates via e-mail and/or via canvas. In the first week of class you must activate your PLNU e-mail account if you are not currently using it. Please send questions about specific problems or course details to the instructor by posting them in Canvas so that all members of the class can see the response.

Some Tips About This Class:

- Set aside at least one to two hours each week to complete learning sessions.

- Quizzes and assignments can be redone as many times as you like. Maximize your points by redoing assignments that do not receive full credit.
- If you have a question, ***ASK***.

Recommended Class Schedule:

Weeks 1 - 11	Take the pre-assessment exam and review knowledge domains where score is below 80. Review chapter material and take all chapter quizzes until a score of 80% or better achieved.
Week 12	Take practice exams and score 80% or butter and Schedule Project+ Certification exam
Week 13	Take the post assessment exam and score 80% or better and review exam material. Ta Project+ Certification exam
Week 14	Take the certification exam and submit result
Week 15	Retake certification exam(s) if needed

Additional Course Information:

Additional PLNU policies and practices that apply to this course can be found HERE.

Course Summary:

Course Summary

Date	Details	Due
Sun Sep 6, 2026	Assignment Pre-Assessment Exam	due by 11:59pm
Sun Sep 13, 2026	Assignment Chapter 01 - Introducing the Project	due by 11:59pm
	Assignment Chapter 01 - Quiz	due by 11:59pm
Sun Sep 20, 2026	Assignment Chapter 02 - Quiz	due by 11:59pm

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Date	Details	Due
	Assignment Chapter 02 - Understanding IT Fundamentals	due by 11:59pm
	Assignment Chapter 03 - Creating the Project Charter	due by 11:59pm
	Assignment Chapter 03 - Quiz	due by 11:59pm
Sun Sep 27, 2026	Assignment Chapter 04 - Planning the Project	due by 11:59pm
	Assignment Chapter 04 - Quiz	due by 11:59pm
Sun Oct 4, 2026	Assignment Chapter 05 - Creating the Project Schedule	due by 11:59pm
	Assignment Chapter 05 - Quiz	due by 11:59pm
Sun Oct 11, 2026	Assignment Chapter 06 - Quiz	due by 11:59pm
	Assignment Chapter 06 - Resource Planning and Management	due by 11:59pm
Sun Oct 18, 2026	Assignment Chapter 07 - Defining the Project Budget and Risk Plans	due by 11:59pm
	Assignment Chapter 07 - Quiz	due by 11:59pm
Sun Oct 25, 2026	Assignment Chapter 08 - Communicating the Plan	due by 11:59pm
	Assignment Chapter 08 - Quiz	due by 11:59pm

Course Summary

Date	Details	Due
Sun Nov 1, 2026	Assignment Chapter 09 - Processing Change Requests	due by 11:59pm
	Assignment Chapter 09 - Quiz	due by 11:59pm
Sun Nov 8, 2026	Assignment Chapter 10 - Managing Quality and Closing Out the Project	due by 11:59pm
	Assignment Chapter 10 - Quiz	due by 11:59pm
Sun Nov 15, 2026	Assignment Practice Exam A	due by 11:59pm
Sun Nov 22, 2026	Assignment Practice Exam B	due by 11:59pm
Tue Nov 24, 2026	Assignment Exam Appointment Confirmation	due by 11:59pm
Sun Dec 6, 2026	Assignment Post Assessment Exam	due by 11:59pm
Sun Dec 13, 2026	Assignment Exam Results	due by 11:59pm
	Assignment Official Course Evaluation	due by 11:59pm
	Assignment Course Deductions	
	Assignment Course Points	