


Syllabus

	<p>Point Loma Nazarene University</p> <p>ISS 3042 Project Management and Quality Assurance</p> <p>2 Units</p>
<p>Fall 2020 Session 1 Aug 17 - Dec 4</p>	

Instructor: Dr. Mike Leih, Ph.D.

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**Email:
mleih@pointloma.edu**

**Office hours: By
Appointment in Zoom**

PLNU 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 is an expression of faith. Being of Wesleyan heritage, we strive 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.

COURSE DESCRIPTION

This course discusses the processes, methods, techniques and tools that organizations use to manage their information systems and software development projects. This course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. It also looks at techniques including unit testing for quality assurance.

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 way 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.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

Information Technology Project Management, 5th Edition

Jack T. Marchewka.

ISBN: 978-1-119-03160-4

CompTIA Project+ Study Guide: Exam PK0-004, 2nd Edition (optional)

Kim Heldman

ISBN: 978-1-119-28052-1

COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 2 unit class delivered over fifteen weeks. Specific details about how the class meets the credit hour requirement can be provided upon request. (Based on 37.5 hours of student engagement per credit hour.)

Distribution of Student Learning Hours

Category	Time Expectation in Hours
Reading and Online Quizzes	18
In-Class Meetings and Exams	14
Online Videos	7
Pre-Class Activities	6
Team Activities	18
Homework	13
Total Hours	76

ASSESSMENT AND GRADING

Graded Components

- **Reading:** The assigned reading each week should be completed before class. Lecture, class discussion and class activities will be based on the assumption that the reading has been completed before other weekly activities are done.
- **Chapter Reading Quizzes:** Chapter quizzes are open book and will focus on having read and understood the reading assignment. Chapter quizzes will be taken online using Canvas before class and will be available 5 days before they are due. Each quiz will have 10 questions and students will have 8 minutes to complete the quiz. Students will have 2 attempts at each quiz and the last quiz attempt score will be kept. Missed quizzes will receive zero points and there will be no make-up for missed quizzes.
- **Online Video Quizzes:** Video quizzes should be attempted only after viewing the week's online videos. Video quizzes will be taken online using Canvas. Students will have one attempt at the quiz and answers to the quizzes will be released after their respective due dates.
- **Chapter Questions:** After reading a given chapter, students should submit one or more questions they have regarding the chapter before 6 am on Tuesday. Questions posted Questions posted after the due date will receive zero points.

- **Collaborative Activity:** Each week we may have an online collaborative activity, which should be completed with the team before Tuesday 11 am. These activities will vary each week, but will include case study review and reflections, quick thinking analysis, ethical situations and activity reports. Late collaborative activities will not be accepted and cannot be made up.
- **Husky Air Team Assignments:** Each chapter, teams will complete a Husky Air assignment as outlined in the textbook. Teams will consist of two to three students. Assignments will be delivered as a team and the team will generally receive a common grade for the assignment. A team participation report will be included with each assignment and the instructor may reduce points for a given team member who does not fully participate in the team assignments.
- **Course Project Report:** Each student will find a real IT project at a company and report the details of that project as a term report. Drafts of the report will be due throughout the course. Details of what is required in the report drafts and the final report will be provided in class.
- **Exams:** A final exam will be given in class. The final exam will cover all material throughout the course. The exams will be closed book and closed note and will include multiple choice, short answer, and problem solving questions. If you will miss the exam for a school function, you must arrange to take it in advance. If you ever miss an exam without giving the instructor prior notice, there is a good chance you will receive a zero unless, of course, there was clearly an emergency. The final exam will require the use of the Chrome browser and the Honorlock Chrome extension. You will need to use a computer with a working webcam and microphone and consent to be recorded during the exam.
- **Extra Credit:** This course will cover the majority of the knowledge domains tested on the CompTIA Project+ certification exam. Any student who takes and passes the CompTIA Project+ certification exam prior to the final day of the course will receive 500 extra credit points. (Students who already have a current Project+ certification, are not eligible.) The cost to take the CompTIA certification exam is \$159.00 (subject to change). Students must have faithfully participated in team assignments to be eligible for this extra credit.

Point Distribution

Activity	Points	Percent
Chapter Quizzes	120	11%
Online Video Quizzes	60	5%
Chapter and Video Posts	75	7%
Collaborative Activity	155	15%
Husky Air Team Assignments	240	23%
Course Project Report	150	14%
Final Exam	250	25%
Total	1050	100%

Grading Scale

Grades are based on the number of points accumulated throughout the course. Approximate minimal percentages required to obtain a given grade are:

Standard Grade Scale Based on Percentages					
	A	B	C	D	F
+		87.5- 90	77.5-80	67.5-70	
	92.5 -100	82.5-87.5	72.5-77.5	62.5 -67.5	0-60
-	90-92.5	80-82.5	70-72.5	60-62.5	

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by their respective due dates / times. Reading quizzes and chapter question posts will not be accepted late. Other assignment may be accepted late with a point deduction penalty for each day late (see assignment for details).

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See [Academic Policies \(http://catalog.pointloma.edu/content.php?catoid=18&navoid=1278\)](http://catalog.pointloma.edu/content.php?catoid=18&navoid=1278) for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center. (DRC@pointloma.edu (<mailto:DRC@pointloma.edu>) or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 (a) prohibits discrimination against students with special needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Attendance is expected at each class session. In the event of an absence you are responsible for the material covered in class and the assignments given that day.

Regular and punctual attendance at all classes is considered essential to optimum academic achievement. If the student is absent from more than 10 percent of class meetings, the faculty member can file a written report which may result in de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. See [Academic Policies](#) (<http://catalog.pointloma.edu/content.php?catoid=18&navoid=1278>) for further information about class attendance.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith. If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the [Office of Spiritual Development](https://www.pointloma.edu/offices/spiritual-development) (<https://www.pointloma.edu/offices/spiritual-development>)

ISS3042-1 FA20 - Project Management And Quality Assurance

[Jump to Today](#)

 [Edit](#)

Welcome to ISS3042 - Project Management and Quality Assurance

Dr. Mike Leih - mleih@pointloma.edu

COURSE SCHEDULE AND ASSIGNMENTS

The full course syllabus may be found here: [Syllabus](#)

Here is the required textbook:

Information Technology Project Management, 5th Edition





Jack T. Marchewka.














ISBN: 978-1-119-03160-4















If you desire to see your work organized by week, you are able to access the weekly [modules](#).















A PDF of the [course schedule is provided here](#) .















Course Summary:









Date	Details	
	 Course Orientation	to do: 11:59pm
Mon Aug 17, 2020	 Week 1: Online Videos and Resources	to do: 11:59pm
	 Week 1: Overview	to do: 11:59pm
Fri Aug 21, 2020	 Week 1: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/525347	due by 11:59pm















Date	Details	
Mon Aug 24, 2020	 Week 2: Overview	to do: 11:59pm
	 Chapter 01 Question - Due Tuesday 6 am (https://canvas.pointloma.edu/courses/51874/assignments/523342)	due by 6am
	 Chapter 01 Quiz (https://canvas.pointloma.edu/courses/51874/assignments/523325)	due by 11am
Tue Aug 25, 2020	 Week 2: Collaborative Activity (https://canvas.pointloma.edu/courses/51874/assignments/525349) (15 students)	due by 11am
	 Week 2: Online Video Quiz (https://canvas.pointloma.edu/courses/51874/assignments/532933)	due by 11am
	 Week 2: Online Videos and Resources	to do: 11am
	 Week 2: Collaborative Activity (https://canvas.pointloma.edu/courses/51874/assignments/525349) (13 students)	due by 12:30pm
Mon Aug 31, 2020	 Week 3: Overview	to do: 11:59pm
Tue Sep 1, 2020	 Chapter 02 Question - Due Tuesday 6 am (https://canvas.pointloma.edu/courses/51874/assignments/523341)	due by 6am
	 Husky Air 01 (https://canvas.pointloma.edu/courses/51874/assignments/523343)	due by 6am
	 Chapter 02 Quiz (https://canvas.pointloma.edu/courses/51874/assignments/523324)	due by 11am
	 Week 3: Collaborative Activity (https://canvas.pointloma.edu/courses/51874/assignments/523358)	due by 11am
	 Week 3: Online Video Quiz (https://canvas.pointloma.edu/courses/51874/assignments/559506)	due by 11am









Date	Details	
Mon Sep 7, 2020	 Week 3: Online Videos and Resources	to do: 11am
Tue Sep 8, 2020	 Week 4: Overview	to do: 11:59pm
	 Chapter 03 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523340	due by 6am
	 Husky Air 01 Correction Summary https://canvas.pointloma.edu/courses/51874/assignments/523344	due by 6am
	 Husky Air 02 https://canvas.pointloma.edu/courses/51874/assignments/523345	due by 6am
	 Chapter 03 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523327	due by 11am
	 Week 4: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523359	due by 11am
Mon Sep 14, 2020	 Week 4: Online Videos and Resources	to do: 11am
Tue Sep 15, 2020	 Week 5: Overview	to do: 11:59pm
	 Chapter 04 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523339	due by 6am
	 Husky Air 03 https://canvas.pointloma.edu/courses/51874/assignments/523346	due by 6am
	 Project Report - Draft 1 https://canvas.pointloma.edu/courses/51874/assignments/523369	due by 6am
	 Chapter 04 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523319	due by 11am
	 Week 5: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523360	due by 11am

Date	Details	
Mon Sep 21, 2020	 Week 5: Online Videos and Resources	to do: 11am
Tue Sep 22, 2020	 Week 6: Overview  Chapter 05 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523338	due by 6am
Tue Sep 22, 2020	 Husky Air 04 https://canvas.pointloma.edu/courses/51874/assignments/523347	due by 6am
Tue Sep 22, 2020	 Chapter 05 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523328	due by 11am
Tue Sep 22, 2020	 Week 6: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523361	due by 11am
Mon Sep 28, 2020	 Week 6: Online Videos and Resources	to do: 11am
Mon Sep 28, 2020	 Week 7: Overview	to do: 11:59pm
Tue Sep 29, 2020	 Chapter 06 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523337	due by 6am
Tue Sep 29, 2020	 Husky Air 05 https://canvas.pointloma.edu/courses/51874/assignments/523348	due by 6am
Tue Sep 29, 2020	 Chapter 06 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523326	due by 11am
Tue Sep 29, 2020	 Week 7: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523362	due by 11am
Tue Sep 29, 2020	 Week 7: Online Videos and Resources	to do: 11am
Tue Sep 29, 2020	 Mid-Term Team Member Evaluation https://canvas.pointloma.edu/courses/51874/assignments/531146	due by 11:59pm

Date	Details	
Mon Oct 5, 2020	 Week 8: Overview	to do: 11:59pm
	 Chapter 07 Question - Due Tuesday 6 am (https://canvas.pointloma.edu/courses/51874/assignments/523336)	due by 6am
	 Husky Air 06 (https://canvas.pointloma.edu/courses/51874/assignments/523349)	due by 6am
Tue Oct 6, 2020	 Chapter 07 Quiz (https://canvas.pointloma.edu/courses/51874/assignments/523317)	due by 11am
	 Week 8: Collaborative Activity (https://canvas.pointloma.edu/courses/51874/assignments/523363)	due by 11am
	 Week 8: Online Videos and Resources	to do: 11am
Mon Oct 12, 2020	 Week 9: Overview	to do: 11:59pm
	 Chapter 08 Question - Due Tuesday 6 am (https://canvas.pointloma.edu/courses/51874/assignments/523335)	due by 6am
	 Husky Air 07 (https://canvas.pointloma.edu/courses/51874/assignments/523350)	due by 6am
	 Project Report - Draft 2 (https://canvas.pointloma.edu/courses/51874/assignments/523370)	due by 6am
Tue Oct 13, 2020	 Chapter 08 Quiz (https://canvas.pointloma.edu/courses/51874/assignments/523320)	due by 11am
	 Week 9: Collaborative Activity (https://canvas.pointloma.edu/courses/51874/assignments/523364)	due by 11am
	 Week 9: Online Videos and Resources	to do: 11am
Mon Oct 19, 2020	 Week 10: Overview	to do: 11:59pm

Date	Details	
Tue Oct 20, 2020	 Chapter 09 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523334	due by 6am
	 Husky Air 08 https://canvas.pointloma.edu/courses/51874/assignments/523351	due by 6am
	 Chapter 09 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523321	due by 11am
	 Week 10: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523365	due by 11am
Mon Oct 26, 2020	 Week 10: Online Videos and Resources	to do: 11am
	 Week 11: Overview	to do: 11:59pm
Tue Oct 27, 2020	 Chapter 10 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523333	due by 6am
	 Husky Air 09 https://canvas.pointloma.edu/courses/51874/assignments/523352	due by 6am
	 Chapter 10 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523318	due by 11am
	 Week 11: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523366	due by 11am
Mon Nov 2, 2020	 Week 11: Online Videos and Resources	to do: 11am
	 Week 12: Overview	to do: 11:59pm
Tue Nov 3, 2020	 Chapter 11 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523332	due by 6am

Date	Details	
	 Husky Air 10 https://canvas.pointloma.edu/courses/51874/assignments/523353	due by 6am
	 Project Report - Draft 3 https://canvas.pointloma.edu/courses/51874/assignments/523371	due by 6am
	 Chapter 11 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523322	due by 10am
	 Week 12: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/523367	due by 11am
	 Week 12: Online Videos and Resources	to do: 11am
Mon Nov 9, 2020	 Week 13: Overview	to do: 11:59pm
	 Chapter 12 Question - Due Tuesday 6 am https://canvas.pointloma.edu/courses/51874/assignments/523331	due by 6am
	 Husky Air 11 https://canvas.pointloma.edu/courses/51874/assignments/523354	due by 6am
Tue Nov 10, 2020	 Chapter 12 Quiz https://canvas.pointloma.edu/courses/51874/assignments/523323	due by 10am
	 Week 13: Collaborative Activity https://canvas.pointloma.edu/courses/51874/assignments/527408	due by 11am
	 Week 13: Online Videos and Resources	to do: 11am
Mon Nov 16, 2020	 Week 14: Overview	to do: 11:59pm
Tue Nov 17, 2020	 Husky Air 12 https://canvas.pointloma.edu/courses/51874/assignments/523355	due by 6am
	 Project Report - Final https://canvas.pointloma.edu/courses/51874/assignments/523372	due by 6am

Date	Details	
	 Week 14: Online Videos and Resources	to do: 11am
Fri Nov 20, 2020	 Project Video Discussion (https://canvas.pointloma.edu/courses/51874/assignments/533093)	due by 11:59pm
Mon Nov 23, 2020	 Week 15: Overview - Review and Thanksgiving	to do: 11:59pm
Tue Nov 24, 2020	 Team Member Evaluation and Survey (https://canvas.pointloma.edu/courses/51874/assignments/531183)	due by 6am
Mon Nov 30, 2020	 Week 16: Overview - Final exam	to do: 11:59pm
Tue Dec 1, 2020	 Final Exam (https://canvas.pointloma.edu/courses/51874/assignments/523329)	due by 1pm
	 Individual Point Adjustment (https://canvas.pointloma.edu/courses/51874/assignments/523368)	
	 Mid-Term Exam (https://canvas.pointloma.edu/courses/51874/assignments/523330)	