

**OSTİM TECHNICAL UNIVERSITY  
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES  
BUSINESS ADMINISTRATION DEPARTMENT  
COURSE SYLLABUS FORM**

<b>MIS 401 Project Management</b>							
<b>Course Name</b>	<b>Course Code</b>	<b>Period</b>	<b>Hours</b>	<b>Application</b>	<b>Laboratory</b>	<b>Credit</b>	<b>ECTS</b>
Project Management	MIS 401	6	3	0	0	3	3

<b>Language of Instruction</b>	English
<b>Course Status</b>	Compulsory
<b>Course Level</b>	Bachelor
<b>Learning and Teaching Techniques of the Course</b>	Lecture, Question-Answer, Case Study

<b>Course Objective</b>
<p>The aim of the lesson is to transfer the basic information about Project Management to the students and to guide the students in order to implement the project ideas they will develop within the framework of these principles. To transfer the current practices of Project Management in the world and the importance of project management in the global dimension. Within this scope; students will also be informed about Business Model Development Practices and the project idea will transform an entrepreneurial value by realizing them.</p>

<b>Learning Outcomes</b>
<p>Students who successfully complete this course;</p> <ol style="list-style-type: none"> <li>1. Will have knowledge of the basic concepts of project management in literature,</li> <li>2. Understand the importance of project management in the global economic system,</li> <li>3. Learn to develop the principles of project management and business and project ideas effectively,</li> <li>4. Explore the value proposition and other important dimensions of the project and business idea with business model development methods,</li> <li>5. Developing the project idea on social and engineering fields and analyze the value of this idea within the scope of entrepreneurship,</li> <li>6. Will learn to work as a team, collaborate and to be organized.</li> <li>7. At the same time, they will have information about the markets.</li> </ol>

<b>Course Outline</b>
-----------------------

Within the scope of this course; basic concepts related to project management will be given. Successful project manager characteristics will be mentioned. Failed projects and common mistakes will be summarized. The economic importance of project management is another subject of the course. In this context; integration management, scope management, time management, cost management, supply management, resource management, communication management, stakeholder management, risk management, and quality management will be explained.

On top of all this general information, students will be given Business Model Development training. They will be guided to develop their own project ideas. With all this information, it will be aimed that students develop projects and business ideas that can be the basis for any initiative. Finally, after the development of the business idea, some information about establishing a company, maintaining it, developing it, and exiting the company, when necessary, will be shared.

### **Weekly Topics and Related Preparation Studies**

Weeks	Topics	Preparation Studies
1	Basic Principles of Project Management Project Manager's Responsibilities Project Life Cycle	<p>Before coming to the course, the relevant sections from the books will be read. The subjects that are not understood during the readings will be asked interactively in the lesson.</p> <p>The course will be taught at the level of knowledge and also put in practice, and the topics will be fed with examples from daily life.</p> <p>Students' interactive participation will be graded as lecturers and converted into passing grades.</p> <p>Each student is expected to prepare a short presentation on at least one subject. This presentation will also be converted to a passing grade.</p>
2	Integration Management	
3	Scope Management	
4	Schedule Management	
5	Cost Management	
6	Procurement Management	
7	MIDTERM EXAM	

8	Resource Management	<p>Before coming to the course, the relevant sections from the books will be read. The subjects that are not understood during the readings will be asked interactively in the lesson.</p> <p>The course will be taught at the level of knowledge and also put in practice, and the topics will be fed with examples from daily life.</p> <p>Students' interactive participation will be graded as lecturers and converted into passing grades.</p> <p>Each student is expected to prepare a short presentation on at least one subject. This presentation will also be converted to a passing grade.</p>
9	Communication Management	
10	Stakeholder Management	
11	Risk Management	
12	Quality Management	
13	Agile Methodologies	
14	SCRUM Methodoloy	
15	Lessons learned from the successful and failed projects	
16	FINAL EXAM	

<b>Textbook(s)/References/Materials:</b>
<b>Textbook:</b> A Guide to Project Management Body of Knowledge, PMBOK 6th Edition (2017), PMI, USA
<b>Supplementary References:</b> Managing Successful Projects with Prince2, 2017 Edition, Axelos Global Best Practice
<b>Other Materials:</b> A Guide to Project Management Body of Knowledge, PMBOK 7th Edition (2021), PMI, USA

Assessment		
Studies	Number	Contribution margin (%)
Attendance		
Lab		
Class participation and performance		
Field Study		
Course-Specific Internship (if any)		
Quizzes / Studio / Critical		
Homework		
Presentation		
Projects	1	20
Report		
Seminar		
<b>Midterm Exam/Midterm Jury</b>	<b>1</b>	<b>30</b>
<b>General Exam / Final Jury</b>	<b>1</b>	<b>50</b>
<b>Total</b>		<b>100</b>
<b>Success Grade Contribution of Semester Studies</b>		<b>50</b>
<b>Success Grade Contribution of End of Term</b>		<b>50</b>
<b>Total</b>		<b>100</b>

ECTS / Workload Table			
Activities	Number	Duration (Hours)	Total Workload
<b>Course hours (Including the exam week): 16 x totalcourse hours)</b>	14	2	28
Laboratory			
Application			
Course-Specific Internship (if any)			
Field Study			
<b>Study Time Out of Class</b>	16	2	32
Presentation / Seminar Preparation			
Projects	1	10	10
Reports			
Homework			
Quizzes / Studio Review			
Preparation Time for Midterm Exams / Midterm Jury	1	10	10
Preparation Period for the Final Exam / General Jury	1	20	20
<b>Total Workload</b>	<b>(100/30 = 3,33)</b>		<b>100</b>

Course' Contribution Level to Learning Outcomes						
Nu	Learning Outcomes	Contribution Level				
		1	2	3	4	5
LO1	Will have knowledge of the basic concepts of project management in literature					X
LO2	Understand the importance of project management in the global economic system					X
LO3	Learn to develop the principles of project management and business and project ideas effectively					X
LO4	Explore the value proposition and other important dimensions of the project and business idea with business model development methods					X
LO5	Developing the project idea on social and engineering fields and analyze the value of this idea within the scope of entrepreneurship					X
LO6	Will learn to work as a team, collaborate and to be organized.					X
LO7	At the same time, they will have information about the markets.					X

Relationship Between Course Learning Outcomes and Program Competencies (Department of Management Information Systems)									
Nu	Program Competencies	Learning Outcomes							Total Effect (1-5)
		LO1	LO2	LO3	LO4	LO5	LO6	LO7	
1	Know the basic concepts and practical information about the science of business administration and core business activities								
2	Evaluate global and local issues by using ideas and concepts from the field of business administration; examine and analyze management related information and applications in line with scientific principles by using appropriate qualitative and quantitative methods; interpret and synthesise the data and find solutions to business related problems								
3	Take responsibility as a member of an interdisciplinary team to solve unpredictable and complex business problems; be able to work effectively in teams of various functions and disciplines; effectively carry out project activities	X	X	X	X				4
4	Carry out independent studies in the field by utilizing obtained knowledge and skills								
5	Set goals and objectives for the institution he/she works at; detect and solve basic problems; analyze the internal and external environment of								

	the business; evaluate the developments, support continuous improvement and provide innovative strategies								
<b>6</b>	Acquire the skill to manage activities aimed at the improvement of the employees as a leader, make decisions and implement them								
<b>7</b>	Acquire the entrepreneurship skill; design and manage a business; promote innovativeness and sustainability	x	x	x	x	x	x		<b>5</b>
<b>8</b>	Maintain life-long learning activities; achieve self-improvement; follow higher level educational programs								
<b>9</b>	Inform stakeholders with a sense of social responsibility as an individual with effective communication skills; share his/her emotions, thoughts and solutions to problems verbally and in writing; understand the behaviors and psychology of his/her colleagues								
<b>10</b>	Use the information and communication technologies and computer software required by the field	x	x	x	x	x	x		<b>5</b>
<b>11</b>	Effectively use English to follow, read, write and speak about the universal information in the field of business and management sciences and be able to communicate with colleagues in a foreign language with professional proficiency								
<b>12</b>	Act according to the law in all his/her affairs; have a sense of professional and ethical responsibility and code of business conduct and act in line with social values	x	x	x	x				<b>4</b>
<b>13</b>	Be aware of the contemporary business problems as well as the interdisciplinary scope of business administration and analyze these; have the competence to understand the effects of business and management sciences on these problems on a universal, environmental, legal, social and societal level and in terms of health, security and globalization	x	x	x	x	x	x	x	<b>5</b>

<b>14</b>	Give research proposals, be able to design research studies, prepare and present research reports	x	x	x	x				<b>4</b>
<b>15</b>	Manage work time and personal time; fulfil the requirements of his/her duties on time	x	x		x		x	x	<b>5</b>
<b>16</b>	Have the competence to work in non-governmental organizations, private sector and public entities	x	x		x		x		<b>4</b>
<b>Total Effect</b>									<b>36</b>

<b>Policies and Procedures</b>
<b>Web page:</b> <a href="https://www.ostimteknik.edu.tr/business-administration-1240/907">https://www.ostimteknik.edu.tr/business-administration-1240/907</a>
<b>Exams:</b> The exams aim at assessing various dimensions of learning: knowledge of concepts and theories and the ability to apply this knowledge to real-world phenomena, through analyzing the situation, distinguishing problems, and suggesting solutions. The written exams can be of two types, ie. open-ended questions, which can also be in the form of problems or multiple-choice questions.
<b>Assignments:</b> Quizzes and Homework (Assignments) might be applicable. Scientific Research Ethics Rules are very important while preparing assignments. The students should be careful about citing any material used from outside sources and reference them appropriately.
<b>Missed exams:</b> Any student missing an exam needs to bring an official medical report to be able to take a make-up exam.
<b>Projects:</b> Applicable.
<b>Attendance:</b> Attendance requirements are announced at the beginning of the term. Students are usually expected to attend at least 70% of the classes during each term.
<b>Objections:</b> If the student observes a material error in his/her grade, he/she has the right to place an objection to the Faculty or the Department. The claim is examined and the student is notified about its outcome.