Course Specification

— (Bachelor)

Course Title: **Project Planning And Control**

Course Code: **ADMN 411**

Program: **Bachelor in Business Administration**

Department: **Business and Marketing**

College: **College of Business**

Institution: **Jazan University**

Version: *Course Specification Version Number*

Last Revision Date: *Pick Revision Date.*

Table of Contents

A. General information about the course:

1. Course Identification

1. Credit hours: (3)

2. Course type

A.	☐University	☐College	☒ Department	☐Track	Others
B.	☒ Required			☐Elective	

3. Level/year at which this course is offered: (10th level/4th year)

4. Course general Description:

This course provides students with an overview of project management, focusing on project initiation and control. A discussion of the different types of projects, the project life cycle as well as the intricacies of defining and monitoring project resources, cost, scope and schedule through work breakdown structures, the precedence diagramming method and earned value analysis among other tools – is included.

5. Pre-requirements for this course (if any):

N/A

6. Co-requisites for this course (if any):

N/A

7. Course Main Objective(s):

1. To familiarize the students with Project Management.
2. To familiarize the students with the techniques of a project planning & implementation.
3. To familiarize the students with the use of computers in project planning & implementation.

2. Teaching mode (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	33	100%

No	Mode of Instruction	Contact Hours	Percentage
2	E-learning		
3	Hybrid • Traditional classroom • E-learning		
4	Distance learning		

3. Contact Hours (based on the academic semester)

No	Activity	Contact Hours
1.	**Lectures**	33
2.	**Laboratory/Studio**	
3.	**Field**	
4.	**Tutorial**	
5.	**Others (specify)**	
Total		33

B. Course Learning Outcomes (CLOs), Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
1.0	**Knowledge and understanding**			
1.1	Define the concepts, classifications and characteristics of project management.	K1	▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions	▪ Midterms ▪ Final exam ▪ Quizzes ▪ Class participation ▪ Assignments
1.2	Identify the roles and activities of project manager and project team members.	K2		
...				

Code	Course Learning Outcomes	Code of PLOs aligned with program	Teaching Strategies	Assessment Methods
2.0	**Skills**			
2.1	Critically evaluate the different scheduling and networking techniques.	S1	▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions	▪ Midterms ▪ Final exam ▪ Individual Assignments ▪ Group Assignment
2.2	Analyze the scope, time, cost, communication and human resources in a project implementation process.	S2	▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions	▪ Midterms ▪ Final exam ▪ Individual Assignment ▪ Group Assignment
2.3	Demonstrate the importance of using computer systems and programs in project management.	S3	▪ Lectures ▪ Group discussions ▪ Individual and collaborative activities ▪ Pair and group discussions	▪ Midterms ▪ Final exam ▪ Individual Assignment ▪ Group Assignment
3.0	**Values, autonomy, and responsibility**			
3.1	Evaluate the possibilities of applying tools and techniques to team management and team work on a project.	V1	▪ Individual problem-solving activities ▪ Pair and group discussions and activities	▪ Class participation ▪ Observation ▪ Individual Assignments ▪ Group Assignment
3.2				
...				

C. Course Content

No	List of Topics	Contact Hours
1.	**UNIT 1:** Introduction to Project Management Management– Definition, Project, Definition, Classification	3
2.	**UNIT 1:** Project- Characteristics - Environment	3
3.	**UNIT 1:** Key stakeholders - Types, Operations Vs. Project, Project Management – Definition	3
4.	Project Manager – Types & activities of Project Managers, Nature and Purpose of Project Management	3
5.	**UNIT 2:** Basic Concept of Network: Schedule	3
6.	**UNIT 2:** Meaning - Definition, Scheduling Techniques, Criteria for using scheduling techniques.	3
7.	**UNIT 2:** Network - Type of Network, Network Techniques- PERT - CPM – GERT.	3
8.	Network Re-Planning Techniques -Resource Allocation - Resource Leveling	3
9.	**UNIT 3:** Project Risk Management: Project Risk, Meaning- Components, Project Risk Management– Definition – Categories of Risk, Certainty, Risk, and Uncertainty.	3
10.	Risk Management Process, Project Planning - Definition – Process – Steps.	3
11.	**UNIT 3:** Project implementation, Project Monitoring – Definition – Methods	3
Total		**33**

D. Students Assessment Activities

No	Assessment Activities *	Assessment timing (in week no)	Percentage of Total Assessment Score
1.	Class participation, Assignments	1 - 10th	10%
2.	Quiz 1, 2	9 - 10th	10%
3.	Midterm	Week 5 & 6	30%
4.	Final exam	Week 12&13	50%

*Assessment Activities (i.e., Written test, oral test, oral presentation, group project, essay, etc.).

E. Learning Resources and Facilities

1. References and Learning Resources

Essential References	Prasanna Chandra, Projects – Planning, Analysis, Selection, Financing, Implementation and Review Tata McGraw-Hill 5th ed 2007
Supportive References	John M. Nicholas, Project Management for Business &Technology, Pearson Education 2nd ed. 2005 - Robert Buttrick,, Project Workout, Financial Times, Prentice Hall, 2008 - EurIng Albert Lester, Project Planning and Control, Butterworth-Heinemann, 2003 - Albert Lester, Project Management, Planning, and Control, Elsevier Ltd, 2014
Electronic Materials	http://www.emeraldinsight.com/insight - http://www.en.wikipedia/wiki/listof_management_topics - Ebsco Business Source Premier: A database containing hundred key business and management journals with full text articles updated daily. - Courseware: Specific research support resources and documents, selectively posted to complement and build upon materials available in proctor's methodological text. Such documentation will typically be posted regularly. - www.decalibrary.org - www.ipl.org - www.lisa.lsbu.ac.uk
Other Learning Materials	

2. Required Facilities and equipment

Items	Resources
facilities (Classrooms, laboratories, exhibition rooms, simulation rooms, etc.)	Classrooms to facilitate student engagement ,collaboration and connection between lecturer and student with: ■ Movable tables and chairs conductive to group discussion and group work. ■ Good lighting control.
Technology equipment (projector, smart board, software)	■ Smart classroom equipment including data show. ■ Instructor station with Tablet PC-like technology. ■ Multiple electronic display surfaces (LCD projectors, etc.). ■ Reliable network connectivity.

Items	Resources
	▪ Laptop connection for instructor and student hook ups. ▪ Electrical Outlets.
Other equipment (depending on the nature of the specialty)	

F. Assessment of Course Quality

Assessment Areas/Issues	Assessor	Assessment Methods
Effectiveness of teaching	Students	Indirect
Effectiveness of Students assessment	Program Leader, External evaluator	Direct
Quality of learning resources	Instructor, Students	Indirect
The extent to which CLOs have been achieved	Quality Committee	Direct
Other		

Assessors (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)

Assessment Methods (Direct, Indirect)

G. Specification Approval

COUNCIL /COMMITTEE	SCIENTIFIC COMMITTEE OF THE DEPARTMENT OF MANAGEMENT AND MARKETING
REFERENCE NO.	2ND MEETING, ACADEMIC YEAR 2025, SUBJECT NO.3
DATE	12-09-2024