Project Management
44314 – 1389-90 (1) (3 Units)

مديريت پروژه

Instructor: Dr. Mehran Sepehri (sepehri@sharif.ac.ir)
Office phone: 66165853/66022755-8
Office Fax: 66022759

Guest Lecturer: Behzad Zohouri (behzad_zohouri@yahoo.com)

Assistants: Rambod Dargahi (rambod_da@yahoo.com)
Zahra Aghalou (aghaluz@yahoo.com)

Pre-requisite: None

Class time: Lecture: Sundays Classroom 6 11:00 –12:15 pm
Tuesdays Classroom 6 11:00 – 12:15 pm
Office: Sundays & Tuesdays 9:30 – 11:00 am
**Course Objective & Overview**

The goal of this course is to provide a general view of concepts and tools in Project Management to MBA students, and undergraduate students interested in Management topics, with particular attention to Project Management practical applications and World standards (PMBOK).

**Instructional Method**

Each session is capped by a lecture/discussion; includes readings and/or a case. The reading is meant to give some complementary discussion related to the session’s topics or to provide some orientation to the problem addressed in the session.

Analysis of cases is the principal method by which one will develop an understanding of the frameworks and skills that we discuss in different sessions. Guest speakers may present their experiences concerning the main topic of selected sessions.

**Course materials**

The assigned texts for this course are:


Copies of the above books will be available in the bookstore in the 2nd week of this term. Also students are provided with a PMBOK 2004 (CD) [PMBOK 2008 will be optional], and collection of papers from international journals and proceeding of international conferences. A hard copy of all handouts will be delivered in class. You should bring your textbooks to class. Copies of class slides are available for downloading, from yahoogroup address below.

**Net Addresses**

- Yahoo group for discussion and downloading files: [http://groups.yahoo.com/group/PMsharif](http://groups.yahoo.com/group/PMsharif)
- To send emails to everyone in class: PMSharif@yahoogroups.com

**Grading (Evaluation)**

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<thead>
<tr>
<th>Component/Performance Factor</th>
<th>% of Total</th>
<th>Min. Req.</th>
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<tbody>
<tr>
<td>Participation or TA sessions</td>
<td>10</td>
<td>7</td>
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<tr>
<td>Research paper OR Audit report</td>
<td>15</td>
<td>10</td>
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<tr>
<td>Assignments, Coursework, Cases</td>
<td>10</td>
<td>7</td>
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<tr>
<td>Mid-term and Quizzes</td>
<td>30</td>
<td>18</td>
</tr>
<tr>
<td>Final Examination</td>
<td>35</td>
<td>21</td>
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Course Pre-requisites:

- Proficiency in English reading. Texts and exams are in English.
- MBA 2nd Year Students (or permission of the instructor)
- BS students with at least 100 units & English Proficiency.

Course Schedule (Outline):

1. Course Introduction, Project Management Concepts and Overview
2. Project Management Functions, Project Planning, Project Stakeholders
3. Project Culture, Success Factors, Project Management Life cycle and Phases
4. Project Selection, Feasibility Studies, Project Portfolios Issues/ Management
5. Project Organization Structure, Matrix Organization, Project-based Firms
6. Project Integration Processes, Initiation Management Phase and Processes
7. Project Planning Function and Tools, Project Planning Processes
8. Project Scope Management and Processes, Work Breakdown Structure
9. Time Management and Processes, Network Scheduling Techniques
11. Project Risk Management and Processes, Risk Assessment and Control
12. Procurement Management, Project Contract Management and Control
13. Project Quality Management and Processes, Quality Control Methodologies
14. Project Communication Management, Project Human Resources Processes
15. Project Strategic Planning, Project Maturity, Project Excellence Models
16. Advanced Topics in Project and Program Management, Other Topics

Each topic corresponds to and called "a session", with a set of slides and references. Each session is approximately one week, with total of 16 sessions for 16 weeks. The course also includes case discussions, guest speakers, class exercises, and other related activities. Such activities will be announced one week in advance.

Mid-term Exam is in Wednesday 10th of Azar 1389, (time & place TBA), closed book.

Final Exam will be announced by registrar, subject to change, comprehensive, closed book.
Related Organizations:

Iran Project Management Association: www.ipma.ir
International Project Management Conference: www.iipmc.com

Research Paper/Project Audit

Each student is required to either write an individual ‘research review paper’ or to prepare a group ‘project audit report’. For a paper, a student may choose a topic related to Project Management and study the existing literature. He/she must review/analyze the current literature, consider its industry practice and application in Iran, and add his/her own views.

The students may choose an audit report (minimum 2 and maximum 3 members) in this course. No person can belong to more than one term company audit. Through this exercise, students compare knowledge developed in this course to a real-company case.

For this purpose, each group must choose a company as the field of study. They should audit the current Project Management system at the company, analyze its strengths and weaknesses or reasons for project delays, and provide some recommendations.

The names of group members and the information of selected company must be submitted by week 5. Your Instructor must approve the paper/project proposal before starting. After finishing a company, you are expected to produce a signed approval.

A written progress report is needed by week 10 to your instructor. For the final deliverable on your work, you may choose either a class presentation or a written report. To provide you maximum time, this may be done a week after your final exam.

Office hours

With rare exceptions announced in advance, I will be available on Sundays and Tuesdays from 9:30 am to 11:00 am and by appointments. For setting any additional appointment, you can call my secretary at 66165853.

This course is delivered in the framework of "Official Educational Rules for Graduate Programs in Sharif University of Technology".