Course Particulars:	IT 343 Sections B01, B02, B03, B04, B06, B07, B08
	Summer 2025
	Sections B01, B02, B03, B04, B06, B07, B08: Asynchronous
	B04: SciTech KJH Tuesdays 2pm-4pm
	27-May-2025 to 23-July-2025
	IT343 is a Mason Core Writing Intensive Course
	IT343 is an Information Technology Core Course
Instructor:	B04: Professor John McLaughlin | jmclaug1@gmu.edu
	B01 | B02 | B03: Professor Gail Therrien | gdrake4@gmu.edu
	B03: Professor Humaira Aktari | hakhtari@gmu.edu
	B06: Professor Hussna Azamy | hazamy@gmu.edu
	B07: Professor Kamal
	B08: Professor Liao
Office Hours:	Sections B01, B02, B03, B04, B06, B07, B08: By Appointment
	B04: After class, Tuesdays and Thursdays
	In addition, we are happy to meet with you as needed.
Required Text:	Schwalbe, Kathy. Information Technology Project Management. Ninth ed. Boston, MA: Cengage, 2019
Optional Text:	(1) Project Management Institute. (2021). *A guide to the project management body of knowledge (PMBOK guide)*. 7th ed. Newtown Square, PA: Project Management Institute. ISBN: 978-1-62825-664-2
	(2) Project Management Institute. (2017). *Agile Practice Guide*. Newtown Square, PA: Project Management Institute. ISBN: 978-1-62825-199-9

Course Description:

IT Project Management. 3 credits.

Provides essential strategies and procedures for planning, organizing, staffing, monitoring, and controlling design, development, and production of system to meet stated IT-related need in effective and efficient manner. Fulfills writing-intensive requirement for BS in information technology.

Theme:

This class is an Information Technology Project Management course. The focus of this course is to give you the requisite tools for project management, and prepare you for IT 492, Senior Design I.

Course Level Learning Objectives:

After completing this course, students will be able to:

- o Understand the importance of project management in improving the success of information technology projects.

- Understand the constraints of project management.
- Learn about project lifecycle methodologies
- Learn tools and techniques of project management
- Understand the importance of good project management and share examples of good and bad project management.

Mason Core Learning Objectives:
In the course, students will demonstrate one can:
- Use informal or formal writing in ways that deepen their awareness of the field of study and its subject matter (Writing to Learn).
- Compose one or more written genres specific to the field of study in order to communicate key ideas tailored to specific audiences and purposes; genres may be academic, public, or professional (Writing to Communicate).
- Draft and revise written works based on feedback they receive from instructors and peers, using strategies appropriate to the genre, audience, and purpose (Writing as a Process).

Program Level Learning Objectives:
In the course, students will demonstrate one can:
- Communicate effectively in a variety of professional contexts.
- Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.

Intensive Writing in the Subject Area:
Mason Core requires a Bachelor of Science degree to have an Intensive Writing course in degree subject area course. IT343 is the intensive writing course for the BS-INFT degree and the BAS in Cybersecurity; it may also be used in substitution for other GMU degrees.
- Students must be successful in the Intensive Writing Assessments and also
- the Course content on IT Project Management
- IT343 will require at least 9 hours of time per week in a standard semester (outside of class time) and 18 hours in a condensed semester to complete the requirements.
- Every writing assessment in IT343 counts toward the minimum number of words required.

Overview:
 Attendance and Participation:
- In-Person class attendance is **required** (every class) and noted using the Attendance Tool in the Learning Management System (LMS).
  - If you are unable to attend or expect to be significantly delayed, please email the Professor explaining the reason for the absence or delay.
- Excused absences will be counted as "excused" if the absence is approved/acknowledged by the Professor prior to class.
- While attendance is not computed in the course grade, a student's overall grade will be lowered by 2 points for each unexcused absence or lack of participation while present in class.

Assignments: All assignments are posted on the LMS. Due dates are specified with each assignment. All assignments are to be submitted in the LMS. All assignments are graded using a rubric. Late assignments will earn 50% of their rubric score.

Class Preparation: Students are expected to be prepared for each class. The class format is Socratic Dialog, so your contribution is a vital ingredient in the class success. Be enthusiastic, volunteer, ask questions!

Collaboration: Team collaboration is critical to success. Each team has a workspace created for them on Canvas. Teams are encouraged to take advantage of this workspace. Team member participation in the team's work is one of the most critical factors of the individual grade and the team's success. Students must participate in teamwork promptly to receive credit on a team assignment.

Communication: FERPA (Family Educational Rights and Privacy Act) regulations require communications between students and faculty to be conducted on Mason Email. Together, we will communicate professionally.

Grading:

Each item is graded using points balancing effort and time. Each assignment has detailed instructions. It is the student's responsibility to understand each assignment and the associated rubric for each assignment. Understanding requires thoughtful, complete, and intensive reading. Total points in each category are used to compute that categories contribution percent of the final grade:

Course scores are computed as follows:

Element	Weight
Module Quizzes and Lecture Quizzes	10%
Discussions and Reflection Blogs	5%
Review of Key Facts	5%
Writing Assignments (2)	10%
MS Projects Labs	15%
Project Management Tools Evaluation	15%
Midterm Exam	15%
Strategizing Project Management	10%
Final Exam	15%

The quality of performance in any academic course is reported by a letter grade. Students must achieve a grade of 70.00 or higher at the completion of this class to advance to IT492. These grades denote the character of work and are assigned grade points as follows:

A+	95.00-100.00	**C+**	75.00-79.99
A	90.00-94.99	**C**	70.00-74.99
B+	85.00-89.99	**D**	60.00-69.99
B	80.00-84.99	**F**	< 60.00

Assignment grades and course grades are related to a student's GPA and are reflective of a student's evidence of what is learned. Evidence is determined by the kind and quality of work that a student does for the course. Therefore, grades are not rounded up or down for assignments or for the course.

Individual Appreciation for Learning and Course Equity:

ChatGPT or other Generative-AI models may **not** be used in this course as an assistant in projects and homework assignments unless otherwise specifically stated by the instructor.

- Any use must follow the fundamental principles of the Honor Code and include the following statement with assignment submission: The ideas in this submission are original and were generated by (my name). ChatGPT (or name other Generative-AI model) was used as an editorial/coding assistant, however, I take full responsibility for the originality and accuracy of the content.
- Risk accompanies use of any powerful tool. Students are cautioned that sharing their own original ideas with Generative-AI models can lead to loss of control and ownership of those ideas and coding. Furthermore, in terms of learning in this class, students who replace their own learning and project work with materials prepared by Generative-AI models:
  - Surrender control over the material's truthfulness and accuracy and violate the George Mason University's Honor Code.
  - Sacrifice the opportunity to acquire the knowledge, skills, and critical thinking taught in the course.
  - Risk being unable to perform to expectations when Generative-AI models are unavailable.
  - Ultimately endanger their employability if they are unable to produce work other than that produced by Generative-AI models.

Class and Assignment Schedule:

	Module	Learning Activities	Learning Assessments DUE
IT 343 - IT Project Management **Class and Assignment Schedule**			
27-May-2025 To 31-May-2025 Due: 31-May-2025	Module Welcome: IT343 Start Here		Syllabus Acknowledgement Discussion – Student Introduction Teammate Recommendation
	Module 1: Introduction to Project Management	Read Chapter 1 Watch Lesson Chapter 1 Review Key Terms Review Web Resources	Quiz Chapter 1 Review of Key Facts Chapter 1 Reflection Blog – Role of the Project Manager
1-Jun-2025 To 4-Jun-2025 Due: 4-Jun-2025	Module 2: Project Management in the Context of Information Technology	Read Chapter 2 Watch Lesson Chapter 2 Review Key Terms Review Web Resources	Quiz Chapter 2 Review of Key Facts Chapter 2
5-Jun-2025 To 7-Jun-2025 Due: 7-Jun-2025	Module 3: Project Management Process Groups *Class Groups Created*	Read Chapter 3 Watch Lesson Chapter 3 Review Key Terms Review Web Resources Begin- Writing Assignment #1	Quiz Chapter 3 As a Group, Review of Key Facts Chapter 3
	Module MS Projects		MS Projects Step #1
8-Jun-2025 To 11-Jun-2025 Due: 11-Jun-2025	Module 4: Project Integration Management	Read Chapter 4 Watch Lesson Chapter 4 Review Key Terms Review Web Resources	Peer Review Writing Assignment #1 Quiz Chapter 4 As a Group, Review of Key Facts Chapter 4
	Module MS Projects		MS Projects Step #2
12-Jun-2025 To 14-Jun-2025 Due: 14-Jun-2025	Module 5: Project Scope Management	Read Chapter 5 Watch Lesson Chapter 5 Review Key Terms Review Web Resources Begin Writing Assignment #2	Quiz Chapter 5 As a Group, Review of Key Facts Chapter 5

IT 343 - IT Project Management Class and Assignment Schedule			
	Module	**Learning Activities**	**Learning Assessments DUE**
15-Jun-2025 To 18-Jun-2025 Due: 18-Jun-2025	Module 6: Project Schedule Management	Read Chapter 6 Watch Lesson Chapter 6 Review Key Terms Review Web Resources	Quiz Chapter 6 As a Group, Review of Key Facts Chapter 6 Final Submit - Writing Assignment #1
19-Jun-2025 To 21-Jun-2025 Due: 21-Jun-2025	Module MidTerm Exam		MidTerm Exam Writing Assignment #2
22-Jun-2025 To 25-Jun-2025 Due: 25-Jun-2025	Module 7: Project Cost Management	Read Chapter 7 Watch Lesson Chapter 7 Review Key Terms Review Web Resources Begin Module 12 – Strategizing Project Management Assignment	Quiz Chapter 7
26-Jun-2025 To 28-Jun-2025 Due: 28-Jun-2025	Module MS Projects		MS Projects Step #3 MS Projects Step #4
29-Jun-2025 To 2-Jul-2025 Due: 2-Jul-2025	Module 8: Project Quality Management	Read Chapter 8 Watch Lesson Chapter 8 Review Key Terms Review Web Resources	Quiz Chapter 8 As a Group, Review of Key Facts Chapter 8
3-Jul-2025 To 5-Jul-2025 Due: 5-Jul-2025	Module 9: Project Resource Management	Read Chapter 9 Watch Lesson Chapter 9 Review Key Terms Review Web Resources Begin Assignment: PM Tools Evaluations	Reflection Blog – Future Trends in Job Outlook Quiz Chapter 9 As a Group, Review of Key Facts Chapter 9
IT 343 - IT Project Management Class and Assignment Schedule			

	Module	Learning Activities	Learning Assessments DUE
6-Jul-2025 To 9-Jul-2025 Due: 9-Jul-2025	Module 10: Project Communication Management	Read Chapter 10 Watch Lesson on Chapter 10 Review Key Terms Review Web Resources	As a Group, complete your Review of Key Facts Complete Quiz on Chapter 10
10-Jul-2025 To 12-Jul-2025 Due: 12-Jul-2025	Module 11: Project Risk Management	Read Chapter 11 Watch Lesson on Chapter 11 Review Key Terms Review Web Resources	As a Group, complete your Review of Key Facts Complete Quiz on Chapter 11 Assignment: PM Tools Evaluations
13-Jul-2025 To 16-Jul-2025 Due: 16-Jul-2025	Module 12: Strategizing Project Management		Assignment - Strategizing Project Management
	Module 13: Project Stakeholder Management	Read Chapter 13 Watch Lesson on Chapter 13 Review Key Terms Review Web Resources	As a Group, complete your Review of Key Facts Complete Quiz on Chapter 13
17-Jul-2025 To 19-Jul-2025 Due: 19-Jul-2025	Module 12: Strategizing Project Management Reflection		Reflection Blog – Strategizing Project Management
20-Jul-2025 To 23-Jul-2025 Due: 23-Jul-2025	Module Final Exam		Final Exam College Course Evaluation IST Course Evaluation

Class and Assignment Schedule:
George Mason University:

Academic Honesty: It is your responsibility to understand and to follow Mason's policy on intellectual integrity (http://academicintegrity.gmu.edu/honorcode/).

Disability Statement: If you wish academic accommodations for a disability, please see instructor, and contact the Office of Disability Services (703) 993-2474, (http://ods.gmu.edu/).