

## Collin College - Continuing Education

### COURSE SYLLABUS

<b>COURSE INFORMATION</b>
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**Course Number:** PMGT 7141

**Course Title:** Introduction to Project Management

**Course Description:** Learn the basic definitions and principle involved in project management. Apply fundamental project management processes, skills and techniques.

**Suggested Course Prerequisite(s):** N/A

**Course Resources:** Textbook

**Student Learning Outcomes:**

1. Display basic definitions and principles
2. Identify project management areas
3. Learn and apply fundamental project management processes, skills and techniques
4. Learn what makes a project successful

**Certification Notes:** This is a certificate series.

**Next course recommendation:** Integration and Scope Management

**Withdrawal Policy:** See the current Collin Registration Guide for the last day to withdraw and tuition refund policy

**Americans with Disabilities Act:** Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

**Course Sessions:** Listed are guidelines to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

**Lesson Plan – by week or session:**

**Session 1:** Introductions and syllabus. Student Data Forms.

Basic definitions and principles of Project Management

**Session 2:** Project Management areas

**Session 3:** Fundamental project management processes, skills and techniques.

**Session 4:** Successful projects

**Method of Evaluation:** Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.