



# CSTP 1301: IT Project Management

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## EFFECTIVE DATE

September 2019

## DEPARTMENT

Computer Systems Tech Diploma

## DESCRIPTION

In this course students will learn how to develop and implement an IT project plan. Given the specifications for a software system, students plan and work as a team to develop a system for the client. Students are exposed to Project Management best practices. Students will assume a role, analyse and prepare required documents, participate in project meetings, assess risk, plan for quality testing, perform schedule management, and maintain budget requirements. Student are introduced to Microsoft Project, Microsoft Sharepoint, and will receive an overview of common project management concepts through a hands-on approach. The emphasis is on project development as a process, with collaboration and proper communication between team members and the project stakeholders.

## CREDITS

2.0

## YEAR OF STUDY

1st Year Post-secondary

## PREREQUISITES

CSTP 1204 Software Analysis and Design

## COREQUISITES

None

## COURSE LEARNING OUTCOMES

Upon successful completion of this course, students will be able to:

- Apply project processes in a team environment
- Prepare project requirements document
- Generate acceptance test results
- Generate analysis and design models
- Define fundamental project management terminology

- Determine stakeholders
- Identify the deliverables
- Plan project phases and milestones
- Use Microsoft Project and Sharepoint effectively

## PRIOR LEARNING ASSESSMENT & RECOGNITION (PLAR)

None

## HOURS

Lecture: 15

Lab: 25

## INSTRUCTIONAL STRATEGIES

Instructional strategies include classroom lectures, demonstrations, group discussions, computer lab and hands-on practical work.

## GRADING SYSTEM

Letter Grade (A-F)

## PASSING GRADE

C

## EVALUATION PLAN

Type	Percentage	Assessment activity
Assignments	30	
Assignments	30	
Assignments	20	
Participation	20	

## COURSE TOPICS

- Project processes in a team environment
- Project requirement document
- Models: analysis and design
- Software implementation of a project design
- Perform scheduling of tasks and resources

- Devise estimates and a budget
- User manual and installation manual

## LEARNING RESOURCES

None

Notes:

- Course contents and descriptions, offerings and schedules are subject to change without notice.
- Students are required to follow all College policies including ones that govern their educational experience at VCC. Policies are available on the VCC website at:  
<https://www.vcc.ca/about/governance--policies/policies/>.
- To find out how this course transfers, visit the BC Transfer Guide at <https://www.bctransferguide.ca>.

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