

**THE UNIVERSITY OF HONG KONG
FACULTY OF BUSINESS AND ECONOMICS**

**School of Business
IIMT4601 Information Systems Project Management
Semester 2, 2016-2017**

I. Information on Instructor, Tutor, and Course

Instructor: Michael Chau, Ph.D.
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Consultation time: by appointment

Class hours: Friday 2:30-5:20pm
Venue: KK 603

Course Website: Class readings, assignments and other related materials will be provided on the course site on Moodle (<http://moodle.hku.hk/>). Please visit this site frequently.

II. Course Description and Objectives

This course examines the concepts, techniques, and activities related to information systems development projects. Teams of student will carry out projects that span the entire information systems analysis and design life cycle, including planning and scheduling, cost estimation, risk analysis, team organization, process management and quality assurance. In the process students will become familiar with the use of computer-based tools and managerial techniques used in information systems development projects.

Course objectives:

1. Enable students to critically understand the success factors of IS project planning, design, development, assessment, and quality assurance.
2. Equip students with soft and technical IS project management skills so as to contribute as a client, project team member or leader.
3. Train students to communicate effectively in both languages of end-users and technical personnel to successfully deliver IS projects.

III. Learning Outcomes

After taking this course, students should be able to:

1. Describe the success factors of IS project planning, design, development, assessment, and quality assurance.
2. Work effectively in IS project and contribute as a client, project team member or leader
3. Communicate effectively in both languages of end-users and technical personnel in order to successfully deliver an IS project.
4. Apply the best practices around the globe of effective IS project management.

IV. Alignment of Program and Course Outcomes

Program Learning Outcome	Course Learning Outcome
1. Acquisition and internalization of knowledge of business and information systems	1,2,3,4
2. Application and integration of knowledge of business and information systems	1,2,3,4
3. Inculcating professionalism and instilling leadership skills	1,2,3,4
4. Developing global outlook	4
5. Mastering communication skills	3

V. Teaching and Learning Activities

Teaching and learning activities for this course include:

- Seminars: basic concepts and knowledge will be discussed in class.
- In-class discussions: sometimes discussion questions are raised by the lecturer. Students are encouraged to participate in discussions and share opinions with their peers. These discussions encourage students to think more for certain arguable topics.
- Online discussions: students express and share their ideas and questions online. These discussions encourage students to think about the class materials after class.
- Project: students in groups are to experience and develop research, project, and presentation skills. Multiple discussion sessions with individual groups are to be conducted to provide feedback and suggestions on project work.

Course Teaching and Learning Activities	Expected Hours	Study Load (% of study)
T&L1. Seminars and in-class discussions	36	30.0%
T&L2. Online discussions	6	5.0%
T&L3. Project	78	65.0%
Total	120	100%

VI. Assessment

Learning outcome	Teaching and learning activity	Assessment
1. Describe the success factors of IS project planning, design, development, assessment, and quality assurance.	Seminars, in-class discussions, online discussions, project	Participation in discussions, project
2. Work effectively in IS project and contribute as a client, project team member or leader	Seminars, in-class discussions, online discussions, project	Participation in discussions, project
3. Communicate effectively in both languages of end-users and technical personnel in order to successfully deliver an IS project.	Seminars, in-class discussions, online discussions, project	Participation in discussions, project
4. Apply the best practices around the globe of effective IS project management.	Seminars, in-class discussions, online discussions, project	Participation in discussions, project

VII. Standards for assessment

Group Project (40% group assessment; 40% individual assessment)

Students will need to form groups for the group project in this course. Each group will identify a business problem in which an information system will be designed and implemented. Each group will need to submit a proposal for the approval of topic before carrying out the project. At the end of the semester, each group will give a presentation and submit a project report. Each student will also submit an individual self-reflection report on what has been learned. More details about the project will be given.

Performance	Assessment Rubrics for Proposal and Report
A+, A, A-	- All key requirements are identified, with insightful and detailed analyses and design, sufficient supported with relevant data/facts, effective application of concepts and theories, well thought-out and robust system implementation and comprehensive evaluation, and excellent writing.
B+, B, B-	- Most of the key requirements are identified, generally insightful and detailed analyses and design, appropriate use of relevant data/facts, moderate application of concepts and theories, generally good system implementation and evaluation, and decent writing.
C+, C, C-	- A few key requirements are identified, somewhat insightful and detailed analyses and design, insufficient use of relevant data/facts, limited application of concepts and theories, mediocre system implementation and evaluation, and marginally acceptable writing.

D+, D	- Minor requirements are identified, with weak analyses and design, insufficient use of relevant data/facts, weak application of concepts and theories, mediocre and infeasible system implementation and evaluation, and unacceptable writing.
F	- Incorrect requirements identified, with unacceptable analyses and design, buggy or incomplete system implementation, and unacceptable writing.

Performance	Assessment Rubrics for Project Presentation
A+, A, A-	<ul style="list-style-type: none"> - The presentation is excellent, well organized, clear, fluent, with smooth progression of ideas, effective use of presentation aids, and appropriate length, pace and tone. - The presentation group skillfully engages the audience and demonstrates a consistently high level of creativity, confidence, and enthusiasm.
B+, B, B-	<ul style="list-style-type: none"> - The presentation is well organized, coherent, generally effective use of presentation aids, and appropriate length, pace and tone. - The presentation group is generally able to engage the audience and demonstrates a high level of creativity, confidence, and enthusiasm.
C+, C, C-	<ul style="list-style-type: none"> - The presentation is organized, moderately clear and fluent, with appropriate use of presentation aids. It is more or less of an appropriate length, pace and tone. - The presentation group shows adequate effort to engage the audience and show a moderate level of creativity, confidence, and enthusiasm.
D+, D	<ul style="list-style-type: none"> - The presentation is organized, fairly clear and fluent, with attempt to use of presentation aids. It is more or less of an appropriate length, pace and tone. - The presentation group attempts to engage the audience and show a low level of creativity, confidence, and enthusiasm.
F	<ul style="list-style-type: none"> - The presentation is poor and not well-organized, unclear and not fluent with smooth progression of ideas, ineffective use of presentation aids, and inappropriate length, pace and tone. - The presentation group makes little effort to engage the audience and demonstrates very low level of creativity, confidence, and enthusiasm.

Class Participation and Discussion (20%)

Class participation will be assessed based on both participation inside classroom (in-class discussion) and outside classroom (online discussion).

Performance	Assessment Rubrics for Class Participation
A+, A, A-	- Very well prepared for discussion, active in sharing insightful views and experience
B+, B, B-	- Well prepared for discussion, active in sharing views and experience
C+, C, C-	- Moderate preparation for discussion, not active in sharing views and experience
D+, D	- Mediocre preparation for discussion, limited sharing views and experience
F	- Poorly prepared for discussions, no sharing of views and experience

VIII. Academic Conduct

Plagiarism will be reported to the University. Plagiarism and sharing of assignments with others are serious offences and may lead to disciplinary actions. Students should read the chapters on “Plagiarism” and “Copyright” in the Undergraduate/Postgraduate Handbook for details. Students are strongly advised to read the booklet entitled “What is Plagiarism” which was distributed to students upon admission into the University, a copy of which can be found at www.hku.hk/plagiarism. A booklet entitled “Plagiarism and How to Avoid it” is also available from the Main Library.

IX. Course Schedule

<i>Week</i>	<i>Date</i>	<i>Topic</i>	<i>Assessment</i>
1	Jan 20 (Fri)	Defining Project Objectives	
2	Jan 27 pm – Feb 3	-- Lunar New Year Holiday --	
3	Feb 10 (Fri)	Specifying Project Deliverables	
4	Feb 17 (Fri)	Planning and Scheduling	Proposal Presentation
5	Feb 24 (Fri)	Critical Success Factors	
6	Mar 3 (Fri)	IS Project Failures	Revised Proposal
7	Mar 6 – 11	-- Reading Week --	
8	Mar 17 (Fri)	Project Risk Management	
9	Mar 24 (Fri)	Process of Project Development	
10	Mar 31 (Fri)	Project Review and Analysis	Prototype Presentation
11	Apr 7 (Fri)	Project Management Lessons Learned	
12	Apr 14 - 17	-- Easter Holiday --	
13	Apr 21 (Fri)	Project Management Lessons Learned	
14	Apr 28 (Fri)	Project Presentation	Final Presentation
15	May 5 (Fri)		Final Submission
16	May 9 (Tue)		Individual Reports