



Global Project Management MGMT 641 101 Syllabus

Fall 2024

Course Modality:

This course will be conducted partly online, via Canvas, and partly in person. For more information on using Canvas and other supported learning tools, visit the IST Service Desk [Knowledgebase](#).

Course Workload: This course values your time and effort and aims to provide a rewarding learning experience. You can expect to dedicate approximately **7.5 hours** to the course per week. This estimate includes but is not limited to, time spent on readings, watching course videos, completing assignments, attending in person classes, participating in discussions, and reviewing feedback.

Instructor Information

Instructor	Email	Office Hours
Raymond Vaccari MBA PMP	raymond.vaccari@njit.edu	Available via Zoom within 24 hours of meeting request.*

*I will respond to all emails/Inbox messages within 24 hours. Quizzes, homework, and discussions will be graded weekly.

General Information

Course Description

The course reviews key elements of project management frameworks with a particular focus on global projects, which include people from various organizations working in different countries across the world, both face-to-face and virtually. Such projects vary in complexity based on the number of organizations, locations, cultures, languages and time-zones involved. It discusses people, technology and processes relevant to managing global projects and virtual teamwork.

Prerequisites/Co-requisites

None

Course Learning Outcomes

By the end of the course, students will be able to:

1. Recall the fundamentals of project management and the project lifecycle, including identifying the characteristics of a well-defined project.
2. Apply appropriate quantitative methods and technological tools to resolve business problems and plan, manage, monitor, and control projects with globally based activities.
3. Analyze digital tools to deliver presentations and other project communications in a global project setting.
4. Analyze scenarios that involve working with individuals in different time zones and countries to enhance skills in global teamwork and showcase strong written communication skills by developing detailed project plans and subsidiary documents.
5. Formulate effective business decisions grounded upon moral and ethical decision-making frameworks of stakeholders, people, and resource management.
6. Devise and deliver accurate and insightful steering committee, project status, and ad hoc reports encompassing global project metrics and dashboard reporting.
7. Create a charter, project plan, budget, schedule, and final report to demonstrate global project management techniques and principles.
8. Compare and contrast Agile and Waterfall methodologies to determine the most suitable approach for various project scenarios.
9. Communicate effectively on essential project management practices, including scope definition, scheduling, risk management, progress control, project closure, and methodology application.

Required Materials

Crosswind Success Series: Crosswind PMP Exam Bootcamp Manual (2021 Exam) 6th Edition
ISBN: 978-1-61908-252-6

The book retails for \$79.95 plus shipping, but if you reach out to orders@crosswindpm.com it will be \$47.97 plus shipping. In the email, mention your name, that you are taking Professor Vaccari's course, MGMT641, your shipping address and phone number.

Grading Policy

[NJIT Grading Legend](#)

Final Grade Calculation

Final grades for all assignments will be based on the following percentages:

Quizzes	10%
Discussion Forums	10%
Group Project (6 milestones, each milestone is 10%)	60%
Final Group Project Presentation	20%

Course Work

Quizzes: (10% of grade) Beginning in the second week, there will be multiple-choice quizzes weekly. They are meant to help you practice course concepts. For the on campus classes, quizzes will be given at the beginning of class and based on the previous week's lessons. For the online classes, quizzes will be posted in Canvas.

Discussion Forums: (10% of grade) You are expected to participate in discussion forums in Canvas. When all students participate in a discussion, it creates an active learning environment that will help you better understand the materials and be more successful in the class. You will post your initial response to the prompt by Friday at 11:59 pm and respond to one classmate by Sunday at 11:59 pm of the week they are listed. Discussions will take place in the following modules: 1, 2, 4, 8, 10, 11, 13.

Project: (60% of grade): There will be a group project with regular milestones. Your team will work together to plan, execute, and present a comprehensive project management plan for a business initiative. This initiative requires at least \$10 million in funding and aims to deliver significant value to the company. The project will be broken down into milestones, each building on the previous ones, to ensure a thorough and well-documented project plan. Some examples of project ideas include planning the expansion of a company's products or services into a new international market, developing and launching a new product line with a global supply chain, building a manufacturing plant in a foreign nation that requires many supplies delivered from other countries, implementing a global IT infrastructure, or managing a sustainable energy project. Milestones are due in the following modules: 3, 5, 6, 7, 9, 12.

Final Group Project Presentation (20% of grade): In the final week of class, which is online, each group will deliver a presentation, posted in Canvas, which summarizes all the milestones and may include the following: overview of the business plan, the project charter, summary of the project management plan, key highlights from the schedule, cost management, resource, communication, and risk management plans, execution and monitoring strategies, performance measurement techniques, reporting mechanisms, change management process, conclusion and next steps. You will emphasize the global aspects of the project, such as international collaboration, global market impact, and cross-border challenges and solutions.

Feedback

I will deliver feedback on each assignment using the comments feature in Canvas.

Letter to Number Grade Conversions

A	90-100
B+	85-89
B	80-84
C+	75-79
C	70-74
F	0-69

Exam Information and Policies

This course does not have any exams. Per the NJIT [Online Course Exam Proctoring Policy](#), this course will use authentic assessment, meaning you will be assessed and graded on your ability to deliver real-world outputs as well as your participation and feedback to other students.

Policy for Late Work

Failure to complete bi-weekly online quizzes at the required deadline will result in a “0” grade for that quiz. If you don’t attend an on campus class without good reason, you will receive a “0” grade for that quiz. Deadlines for group project work have no tolerances. If your group misses a deadline, all members of the group will receive a “0” for that assignment.

Academic Integrity

“Academic Integrity is the cornerstone of higher education and is central to the ideals of this course and the university. Cheating is strictly prohibited and devalues the degree that you are working on. As a member of the NJIT community, it is your responsibility to protect your

educational investment by knowing and following the [NJIT academic code of integrity policy](#).

Please note that it is my professional obligation and responsibility to report any academic misconduct to the Dean of Students Office. Any student found in violation of the code by cheating, plagiarizing or using any online software inappropriately will result in disciplinary action. This may include a failing grade of F, and/or suspension or dismissal from the university. If you have any questions about the code of Academic Integrity, please contact the Dean of Students Office at dos@njit.edu

Generative AI

As generative AI tools become more prevalent, it's crucial for students to apply their knowledge gained in this course to their work experiences. To further that end, the usage of artificial intelligence (AI) is permitted in this course. If and when students use artificial intelligence in this course, the AI must be cited as is shown within the [NJIT Library AI citation page](#) for AI.

Netiquette

Throughout this course, you are expected to be courteous and respectful to classmates by being polite, active participants. You should respond to discussion forum assignments in a timely manner so that your classmates have adequate time to respond to your posts. Please respect opinions, even those that differ from your own, and avoid using profanity or offensive language. For the group projects, all members of the group must participate equally.

Verification of Presence

The Canvas section for this course will automatically be populated with an "Academic Engagement Assignment" on August 30th, 2024. Completion of this assignment will serve as verification of presence for each student. Students will be asked to reflect on what they hope to get out of the class. Please note that this assignment need not be graded nor count toward the student's final grade. Students must complete the Academic Engagement Assignment as soon as possible and no later than September 14th, 2024.

Weekly Expectations

This course is organized into weekly modules. Each week, students are required to watch lecture videos, complete the reading assignment, and submit any assigned quizzes or assignments by Sunday at 11:59 p.m. For weeks that include a discussion, the initial post is due by Friday, with replies to classmates due by Sunday. Additionally, students must actively participate and complete their contributions to Group Project milestones according to the schedule.

Course Schedule

Module	Topic	Assignment	Due Dates
M1 Week of 9/2 Online	Introduction & Course Overview	<ol style="list-style-type: none"> 1. Introductions 2. M1 Discussion 3. M1 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 9-6, Reply to classmate due Sunday 2. Initial post due Friday 9-6, Reply to classmate due Sunday 3. Sunday 9-8
M2 9/12 KUPF 208	Impact of Global Environments	<ol style="list-style-type: none"> 1. M2 Discussion: Get to Know Your Team 2. M2 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 9-13, Reply to classmates due Sunday 9-15 2. In class
M3 Week of 9/16 Online	Project Management Plan, Stakeholder Engagement & Scope Management Planning	<ol style="list-style-type: none"> 1. Milestone 1 2. M3 Quiz 	<ol style="list-style-type: none"> 1. Sunday 9-22 2. Sunday 9-22
M4 9/26 KUPF 208	Schedule Management Planning	<ol style="list-style-type: none"> 1. M4 Quiz 2. Milestone 2 	<ol style="list-style-type: none"> 1. In class 2. Sunday 9-29
M5 Week of 9/30 Online	Cost Management Planning	<ol style="list-style-type: none"> 1. Milestone 3 2. M5 Quiz 	<ol style="list-style-type: none"> 1. Sunday 10-6 2. Sunday 10-6
M6 10/10 KUPF 208	Quality, Resource and Communications Planning	<ol style="list-style-type: none"> 1. Milestone 4 2. M6 Quiz 	<ol style="list-style-type: none"> 1. Sunday 10-13 2. In class
M7 Week of 10/14 Online	Risk Management Planning	<ol style="list-style-type: none"> 1. M7 Discussion 2. M7 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 10-18, Reply to classmate Sunday 10-20 2. Sunday 10-20
M8 10/24 KUPF 208	Procurement Management Planning	<ol style="list-style-type: none"> 1. Milestone 5 2. M8 Quiz 	<ol style="list-style-type: none"> 1. Sunday 10-27 2. In class
M9 Week of 10/28	Executing Project, Quality Management and Stakeholder Engagement	<ol style="list-style-type: none"> 1. M9 Discussion 2. M9 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 11-1, Reply to classmate Sunday 11-3 2. Sunday 11-3

Online			
M10 11/7 KUPF 208	Executing Resource, Communications, Risk and Procurement Management	<ol style="list-style-type: none"> 1. M10 Discussion 2. M10 Quiz 	<ol style="list-style-type: none"> 1. Sunday 11-10 2. In class
M11 Week of 11/11 Online	Monitoring & Controlling Project, Stakeholder and Scope Management	<ol style="list-style-type: none"> 1. M11 Discussion 2. M11 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 11-15, Reply to classmate Sunday 11-17 2. Sunday 11-17
M12 11/21 KUPF 208	Monitoring & Controlling Schedule and Cost Management	<ol style="list-style-type: none"> 1. Milestone 6 2. M12 Quiz 	<ol style="list-style-type: none"> 1. Sunday 11-24 2. In class
M13 Week of 11/25 Online	Monitoring & Controlling Quality, Resource, Communications, Risk and Procurement Management	<ol style="list-style-type: none"> 1. M13 Discussion 2. M13 Quiz 	<ol style="list-style-type: none"> 1. Initial post due Friday 11-29, Reply to classmate Sunday 12-1 2. Sunday 12-1
M14 12/5 KUPF 208	Agile & Hybrid Methodology	<ol style="list-style-type: none"> 1. M13 Quiz 	<ol style="list-style-type: none"> 1. In class
M15 Week of 12/6 Online	Group Final Presentations, and Optional Practice PMP/CAPM Certification Exam	<ol style="list-style-type: none"> 1. Final Group Presentation 	<ol style="list-style-type: none"> 1. Initial post due 12/9, Reply to classmate due 12/11

Additional Information and Resources

Accessibility:

This course is offered through an accessible learning management system. For more information, please refer to Canvas's [Accessibility Statement](#).

Requesting Accommodations:

The Office of Accessibility Resources and Services works in partnership with administrators, faculty, and staff to provide reasonable accommodations and support services for students with disabilities who have provided their office with medical documentation to receive services.

If you are in need of accommodations due to a disability, please contact the [Office of Accessibility Resources and Services](#) to discuss your specific needs.

Resources for NJIT Online Students

NJIT is committed to student excellence. To ensure your success in this course and your program, the university offers a range of academic support centers and services. To learn more, please review the “Student Services” page in Canvas, which includes information related to technical support.