The University of Southern Mississippi  
College of Science & Technology – School of Construction  
BCT 377 Project Management

COURSE SYLLABUS

Instructor
• Sandeep Langar, Ph.D., LEED AP BD+C  
• 118 College Drive Box #5138  
• Office: 601.266.6758  
• Fax: 601.266.5717  
• Sandeep.Langar@usm.edu

Office Hours
• Monday and Wednesday- 3:30 PM -5:00 PM (Central Time)  
• Otherwise, schedule an appointment

Drop Date
• January 24th is the last day to drop full-term classes and receive 100% financial credit. (The information can be accessed at https://www.usm.edu/registrar/spring-2017-full-term-academic-calendar)

Prerequisites
• BCT 258, BCT 174, and BCT 365

Credit Hours
• 3 hours

Course Description
• Skills and knowledge in the coordination of organizing, planning, controlling and monitoring resources, procedures, and protocols related to the contractual objectives of construction projects.

Course Overview
The course is intended to introduce the student to the following construction project management concepts:
1. Processes and significance of the Project Management (PM) function and functional role(s).
2. PM functional role(s) in context of organizational structure.
3. PM functions related to project procurement.
4. PM functions related to project risk management.
5. PM functions related to quality control and assurance.
6. PM functions related to project closeout.
7. PM functions related to evaluation and use of information technology communication tools.
8. PM functions related to successful team-building.
At the Construction Engineering Technology program level, the course should prepare students for deliverables which will be required in the capstone course and accomplish Student Learning Outcomes (SLOs) which are listed in this document from accreditors. Project cost control competencies are addressed in a separate course (BCT 386).

Course Outcome(s)
At the conclusion of the course, passing students should have attained the following competencies:
1. List and describe the project phases that make up a typical project, and summarize the PM processes that occur within each. Explain the relationships between subject areas, process groups, and processes.
2. Describe the typical PM process, its documentation, and deliverables that are produced in each project phase.
3. Apply appropriate resource management tools and methods in a given project context, including organizational breakdown structures, responsibility assignment matrices, and other means, to document and communicate project roles and responsibilities.
4. Construct a project management plan that documents the actions necessary to define and coordinate activities, assesses project deliverables, and ensures the control and management of cost, schedule, and changes to the project.
5. Evaluate the nature of risk and opportunity, and construct a prioritized risk register.
6. Evaluate the core quality processes and explain the role of each process in planning and managing projects.
7. Evaluate and recommend best practices for vendor management and contract-procurement monitoring.
8. Evaluate the best practices of project closeout and show how they must be adapted, depending upon how the project context varies in formality, scale, and complexity.
9. Demonstrate how teams are assigned and formed and describe the stages of team development.

Course Communication
- All emails shall be sent from a USM email address.
- All emails should have a subject that should start with “BCT_377_ONL: Subject.”
- Please provide the professor with 72 hours of response time, for all emails.
- If no response is received after initial 72 hours, the student will send a reminder.
- Professor realizes that things happen in real life and is more than willing to work with the students. The student should report any event that affects their performance to the professor, via an email.
- Professor also recommends that students make use of academic resources available on campus to complete the project.

Required Text (s) and Readings
- Additional readings will be provided by the instructor

Technology Requirements
- Use of Blackboard & campus email.
- The ability to download, save, read, and use Microsoft Office, and Adobe PDF documents.

Class Procedures and Requirements
- The class will be taught through a series of Lecture Videos, as outlined in the course schedule. The supplementary reading material shall be posted on the Blackboard to help students obtain an enhanced understanding of the topics taught. It is highly recommended that students review the additional materials and class slides.
• No grade changes are allowed in the course unless there is an error on the part of the professor. It is the duty of the student to clarify the aims and objectives of the submittals by meeting with the professor in advance.

• Students will be tested on their understanding of the course using five tests and a final exam. It is the responsibility of the students to attend classes regularly and review the outlined material. Details about the material covered on each test can be found on the blackboard.

• It is the responsibility of the students to review course materials (slides, tests, discussions, and others) uploaded on the Blackboard.

• The students are expected to review videos regularly. Class participation via Blackboard for this course is highly recommended.

**Evaluation Criteria**

The following percentages are with respect to the overall grade:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Percentage of Overall Grade</th>
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</thead>
<tbody>
<tr>
<td>Test # 1 (Closed Book Test)</td>
<td>12%</td>
</tr>
<tr>
<td>Test # 2 (Closed Book Test)</td>
<td>12%</td>
</tr>
<tr>
<td>Test # 3 (Closed Book Test)</td>
<td>12%</td>
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<tr>
<td>Test # 4 (Closed Book Test)</td>
<td>12%</td>
</tr>
<tr>
<td>Test # 5 (Closed Book Test)</td>
<td>12%</td>
</tr>
<tr>
<td>Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Class Participation + Blackboard Activity + Attendance</td>
<td>15%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
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**Late Submissions**

• Late work will not be accepted.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>0-60</td>
<td>F</td>
</tr>
</tbody>
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Academic Honesty
The following is from the USM Undergraduate Bulletin:
“When cheating is discovered, the faculty member may give the student an F on the work involved or in the course. If further disciplinary action is deemed appropriate, the student should be reported to the Dean of Students. In addition to being a violation of academic honesty, cheating violates the Code of Student Conduct and may be grounds for probation, suspension, and/or expulsion. Students on disciplinary suspension may not enroll in any courses offered by The University of Southern Mississippi.”

ADA Policy
If a student has a disability that qualifies under the American with Disabilities Act (ADA) and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact ODA if they are not certain whether a medical condition/disability qualifies.

Address:
The University of Southern Mississippi
Office for Disability Accommodations
118 College Drive # 8586
Hattiesburg, MS  39406-0001
Voice Telephone:  (601) 266-5024 or (228) 214-3232  Fax:  (601) 266-6035
Individuals with hearing impairments can contact ODA using the Mississippi Relay Service at 1-800-582-2233 (TTY) or email Suzy Hebert at Suzanne.Hebert@usm.edu.