



University of California, Santa Barbara
College of Engineering

Engineering 191/291E Project Management and Operations Management

WINTER 2008

Day and Time: Thursday 1:00-2:50 PM
Location: HSSB 1224

FACULTY

Susan Block, Office Hours by appointment and immediately before and after class
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Email – block@blockbowman.com, (email is best way to reach me)

COURSE DESCRIPTION

This course provides students with the tools necessary to manage projects and operations effectively and efficiently. Effective project management ensures that a project is completed on time, within budget, and with high quality. This course will expose you to specific techniques for accomplishing those three goals and prepare students to manage the people, the budget, the schedule, and quality of projects. An overview of managing operations efficiently will also be discussed from the perspective of an entrepreneur or the chief operations officer of a small- to mid-sized growing enterprise.

Specific project management topics to be discussed include:

- ♦ Typical responsibilities of a project manager;
- ♦ Qualities of an effective project manager;
- ♦ Project selection, acquisition, and development;
- ♦ Developing and following a detailed work plan;
- ♦ Developing and managing a project schedule and budget;
- ♦ Controlling projects for quality;
- ♦ Communicating effectively with the project team, client and supervisors;
- ♦ Team building;
- ♦ Anticipating and avoiding potential problem
- ♦ Typical responsibilities of a project manager;
- ♦ Qualities of an effective project manager;
- ♦ Project selection, acquisition, and development;
- ♦ What are the components of a firms “operations”
- ♦ What does “Operations Management mean and entail;
- ♦ Brief overview or firms functional areas of operations; and
- ♦ What is needed to effectively manage a firms operations.

REQUIRED READING

Course reading handouts and/or cases will be provided, posted information: <http://www.tmp.ucsb.edu> under course name

Also, readings will be assigned in the following text which will be on reserve in the Library or you may want to look into sharing this book among two or more students.

Project Management, A Managerial Approach, by Jack R. Meredith and Samuel J. Mantel, 6th edition
(Look into sharing this book and its MS Project software with another student) Order from Wiley Website

OTHER RESOURCES

Websites: www.pmi.org
 www.projectsatwork.com
 www.pmforum.org

Optional Text: Eric Verzuh, The Fast Forward MBA in Project Management, John Wiley & Sons, Inc., 2nd Edition, 2005.

ASSESSMENT

The course will be assessed on the basis of class participation, class projects and a final examination. Weighting will be as follows – 20% participation, 80% projects/final exam. Graduate students will be given additional project(s) and/or research papers. Each assignment and or final exam will have its respective weighting indicated.

COURSE OBJECTIVES

Upon completion of this course, the students will be able to conceptualize and develop a project proposal, project feasibility analysis and project management plan. Students will also be able to:

- Identify and discuss the components of a project feasibility analysis.
- ♦ Identify and discuss the stakeholders in a proposed project.
- ♦ Identify and discuss the components of a project implementation plan.
- ♦ Explain the risk management process in project management.
- ♦ Describe quantitative methods used in project planning
- ♦ List the components of a successful communication plan for the project implementation.
- ♦ Identify the major reasons why projects fail.
- ♦ Identify and discuss the project environment
- ♦ Develop an outline for a project feasibility analysis
- ♦ Develop a list of project risks and actions to minimize these risks
- ♦ Explain Work Breakdown Schedules and develop one for a project.
- ♦ Apply quantitative methods to a project and develop at least one quantitative model for that project.
- ♦ Develop a communication plan for a project