Business (BUS)

BUS 019A   **Intro to Project Management**   **(3)**

    Class Hours: *54 Lecture*
    Advisory(s): *ENG 051A*
    Transfers to: *Transfers to both UC/CSU*

Introduction to Project Management

Bus 019A provides an overview of project management and the role of the project manager. Project management software will be used to develop a schedule for a project, develop dependencies between work packages, as well as track resources, work packages, and milestones.(AA/AS, CSU)

BUS 019B   **Project Integr & Scope Mgmt**   **(3)**

    Class Hours: *54 Lecture*
    Prerequisite(s): *BUS 019A*
    Transfers to: *Transfers to both UC/CSU*

Project Integration & Scope Management

BUS 019B builds upon the introductory fundamentals of project management and the required technical skills, but goes further in understanding the actual implementation and development process of a plan through execution and adherence to scope management.(AA/AS, CSU)

BUS 019C   **Project Time & Cost Management**   **(3)**

    Class Hours: *54 Lecture*
    Perequisite(s): *BUS 019B*
    Transfers to: *Transfers to both UC/CSU*

Project Time & Cost Management

BUS 019C provides project managers tools and techniques to plan, manage, and control the project schedule and budget elements effectively. The time management portion of this course covers activity breakdown, estimation, sequencing and scheduling to know how to best use time to complete the work on or before its scheduled finish date. The cost management portion discusses budget estimation and development such as resource planning, cost estimation, cost control systems, project budgeting and the basic accounting principles needed to ensure the success of the project.(AA/AS, CSU)

BUS 019D   **Project Quality Management**   **(3)**

    Class Hours: *54 Lecture*
    Prerequisite(s): *BUS 019C*
    Transfers to: *Transfers to both UC/CSU*

Project Quality Management

BUS 019D expands upon the introductory project management class to explore the project quality management processes of quality planning, quality assurance, and quality control necessary to successfully meet conformance to project requirements and fitness of use. Quality standards and various methodologies are explored as well as the tools and techniques used to manage project quality. The cost of poor quality is discussed, as well as the cost/benefit associated with quality processes and procedures.(AA/AS, CSU)

BUS 019E **Proj. Human Resources & Com M** **(3)**

Class Hours: 54 Lecture
Prerequisite(s): BUS 019D
Transfers to: Transfers to both UC/CSU

Project Human Resources & Com Management

BUS 019E builds on the understanding that project management involves team members from across and outside an organization. Project Managers use leadership, organization, and planning skills for successful collaboration with team members, stakeholders, and vendors. The course covers the creation of a human resource and staffing management plan, acquisition of resources, and management of resources in a project environment. The course also addresses how effective project managers understand the communication process as well as the importance of communication to lead, support, coach, and build the project teams.(AA/AS, CSU)

BUS 019F **Project Risk & Procurement Mgm** **(3)**

Class Hours: 54 Lecture
Prerequisite(s): BUS 019E
Transfers to: Transfers to both UC/CSU

Project Risk & Procurement Management

BUS 019F prepares project managers to successfully manage and respond to risks and opportunities through probability assessment and risk mitigation strategies. The course also equips project managers with tools to research and acquire goods and services needed by the project.(AA/AS, CSU)