COMP8770
Information Systems Project and Risk Management
Session 1, Weekday attendance, North Ryde 2020
Dept of Computing

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## General Information

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
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</thead>
<tbody>
<tr>
<td>Unit convenor and teaching staff</td>
<td>Stephen Smith&lt;br&gt;<a href="mailto:stephen.smith@mq.edu.au">stephen.smith@mq.edu.au</a>&lt;br&gt;Contact via 02 9850 1099&lt;br&gt;Rm 362, Level 3, BD Building, 4 Research Park Drive&lt;br&gt;Monday's 4-5pm</td>
</tr>
<tr>
<td></td>
<td>Ian Krycer&lt;br&gt;<a href="mailto:ian.krycer@mq.edu.au">ian.krycer@mq.edu.au</a></td>
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</tbody>
</table>

| Credit points | 10 |

| Prerequisites | ITEC602 or COMP6770 |

| Corequisites |

| Co-badged status |

### Unit description

This unit has three themes: IT project management, agile software development and risk management. Topics covered in the first theme include project definition, roles and responsibilities, resource management, time and cost estimation, project planning, project control and reporting, measuring project success and post-implementation review. Microsoft Project is used to assist with resource allocation, costing and schedule. Hands-on experience is gained using the Rational Unified Process during the second theme. Towards the end of the course we focus on identifying causes of project failure and managing project risk based on the International and Australian Standard, ISO31000.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at [https://students.mq.edu.au/important-dates](https://students.mq.edu.au/important-dates)

## Learning Outcomes

**ULO1**: Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.

**ULO2**: Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
ULO3: Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.

ULO4: Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.

ULO5: Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

General Assessment Information

Late Submission(s): “Late assessment must also be submitted through Turnitin. No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded mark for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission incurs a 20% penalty). Late submissions will not be accepted after solutions have been discussed and/or made available. This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.”

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment 1</td>
<td>20%</td>
<td>No</td>
<td>Week 4</td>
</tr>
<tr>
<td>Assignment 2A - Group Project</td>
<td>20%</td>
<td>No</td>
<td>Week 13</td>
</tr>
<tr>
<td>Assignment 2B - Presentation</td>
<td>10%</td>
<td>No</td>
<td>Week 12-13</td>
</tr>
<tr>
<td>Final examination</td>
<td>50%</td>
<td>No</td>
<td>9-26 June</td>
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</tbody>
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Assignment 1

Assessment Type 1: Modelling task
Indicative Time on Task 2: 20 hours
Due: Week 4
Weighting: 20%

In the first part, you are given the tasks, resources and schedule for a project which need to be entered into MS Project 2019. You are required to answer a series of questions on the resource requirements, critical path, schedule and costs associated with this project. For the second part of the assignment you are given a case study for a complex project and asked to identify the risks and possible mitigation strategies. Furthermore, you need to advise on how to use MS Project in this context.
On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.

Assignment 2A - Group Project

Assessment Type: Project
Indicative Time on Task: 20 hours
Due: Week 13
Weighting: 20%

A series of IT projects will be allocated among groups of 4 students. These will include software development, off the shelf package and mixed projects (a package requiring integration with backend systems). Your team are consultants recommending your project and risk strategy to secure a go-ahead from the client organisation. Your focus is on the project process/methodology and risk management plan to suit your project and client organisation.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.
- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.
- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

Assignment 2B - Presentation

Assessment Type: Presentation
Indicative Time on Task: 10 hours
Due: Week 12-13
Weighting: 10%

A series of IT projects will be allocated among groups of 4 students. These will include software development, off the shelf package and mixed projects (a package requiring integration with back-end systems). Your team are consultants recommending your project and risk strategy to secure a go-ahead from the client organisation. Your focus is on the project process/
methodology and risk management plan to suit your project and client organisation.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.
- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.
- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

Final examination

Assessment Type: Examination
Indicative Time on Task: 40 hours
Due: 9-26 June
Weighting: 50%

A closed book three hour examination covering all the course work material.

On successful completion you will be able to:

- Apply an understanding of the contextual issues of an IT project to the identification and management of expectations of the main project stakeholders.
- Develop, maintain, manage and report against a project plan which defines the critical path and resource requirements, with tool support, such as MS Project 2019.
- Critically evaluate the concepts of agile methodologies such as the Rational Unified Process, DSDM and DevOps and incorporate appropriate components into the planning for complex software development or off the shelf enterprise system projects.
- Analyse IT project risks and formulate a risk management plan compliant with the international standard, ISO31000.
- Critically evaluate the role of the IT project manager and how to handle organization politics, individual and team management

1 If you need guidance or support to understand or complete this type of assessment, please...
contact the Learning Skills Team

Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

**Delivery and Resources**

Each week you should attend up to 4 hours of lectures and tutorials (please note Tutorials are on a different day to lectures now). For details of days, times and rooms consult the [timetables web page.](https://unitguides.mq.edu.au/unit_offerings/122675/unit_guide/print)

**Required and Recommended Texts:**

Students are expected to purchase and read the following textbook:


The following text book is suggested as recommended reading. Copies are available from the references and general sections of the library.

*Rob Thomsett, Radical Project Management, Prentice Hall, 2002, not available as an eBook. However, it is available online.*

The class Web site will have copies of lecture handouts and additional recommended reading material: [https://ilearn.mq.edu.au/](https://ilearn.mq.edu.au/) You will need to use the user name and password issued to you by the University Administration when you enrolled for the unit.

**Technology to be used and required:**

We are using MS Project 2016 or 2019.

Other technology required is MS Word and MS PowerPoint.

**Website and access to unit material:**

The web page and content for this unit can be found at iLearn: [https://ilearn.mq.edu.au/login/MQ/](https://ilearn.mq.edu.au/login/MQ/). Note that the unit content is not publicly available and requires for you to log in to access.

### Unit Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Lecturer</th>
<th>Topic</th>
<th>Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ian</td>
<td>Course Structure</td>
<td>Unit Outline</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Types of Projects, Role of the Project Manager, IS/IT Projects are Different</td>
<td>Larson 1, Readings</td>
</tr>
<tr>
<td>2</td>
<td>Ian</td>
<td>Project Definition</td>
<td>Larson 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Introduction to MS Project</td>
<td>Erik Larson Videos</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hand out Assignment One (Individual Assignment) ‘MS Project 2019 and Case Study’</td>
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Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
Student Support

- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy (Note: The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.)

Students seeking more policy resources can visit the Student Policy Gateway (https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit Policy Central (https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/study/getting-started/student-conduct

**Results**

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

**Student Support**

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

**Learning Skills**

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

**Student Enquiry Service**

For all student enquiries, visit Student Connect at ask.mq.edu.au
If you are a Global MBA student contact globalmba.support@mq.edu.au

**Equity Support**

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

**IT Help**

For help with University computer systems and technology, visit [http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/). The policy applies to all who connect to the MQ network including students.

**Changes from Previous Offering**

Lectures and Tutorials have changed from a 4 hour block to a 2 hour lecture and separate Tutorial session.