

CSIT214/CSIT883  
IT Project Management



**Subject Introduction**

# Consultation hours

---

- Dr. Partha Sarathi Roy
  - Consultation time:
    - Monday      12:00 - 14:00 (AEDT)
    - Tuesday     14:00 - 16:00 (AEDT)
  - Email: [partha@uow.edu.au](mailto:partha@uow.edu.au)

# Lecture and Workshop/Lab

---

## □ Lecture:

- Monday 14:30 - 16:30 (AEDT)
- The one-hour self-paced online lecture at Moodle for CSIT883

## □ Workshop/Lab

- Must enrol in one of the labs
- **Week 2 – Week 12**

# Subject objectives

---

- On successful completion of this subject, students will be able to:
  - Demonstrate an understanding of **core knowledge of IT and software projects** and the ability to apply relevant **project management skills** to solve practical problems.
  - Identify, select, and deploy **appropriate methods and techniques** for a variety of IT and software project management activities.
  - Function effectively as part of a **team** to accomplish a set of common goals and objectives and communicate with project stakeholders.
  - Adopt a **professional and ethical approach** to decision making and related social responsibilities in IT and software projects.
  - Acquire, synthesise and **integrate information** within a complex professional setting

# Topics

---

1. Introduction to project management
2. Project integration management
3. Project scope management
4. Project schedule management
5. Project cost management
6. Principles and practices of agile project management
7. Agile project management using Scrum
8. Change and version control management
9. Project risk management
10. Project resource management
11. Project quality management
12. Project procurement management
13. Professional and ethical responsibilities in Project Management

# Books

---

- Information Technology Project Management, by Kathy Schwalbe, 8th edition (or later), Cengage Learning, ISBN: 9781285452340
- Software Project Management by Bob Hughes and Mike Cotterell, 5th edition (or later), McGraw-Hill.
- Microsoft Project 2016, by Carl Chatfield and Timothy Johnson, 2016, published by Microsoft Press, ISBN: 9780735698741
- Satzinger, J., Jackson, R. & Burd, S. (2016) Systems Analysis And Design In A Changing World. 7th Edition, Cengage Learning. (for CSIT883 only)

# Resources

---

- Lectures
  - PDF files with slides from lectures
- Assignments
- Supplementary materials

One-stop shop: [Moodle](#)

# Overall assessment for CSIT214

---

- ❑ Lab test (10%): **online test – in the lab hours of Week 6**
  
- ❑ Group project (40%)
  - Verbal progress report – **Week 4 (in the lab)**
  - Weekly meeting reports – **Weekly from Week 5 to Week 12 (Moodle)**
  - Final deliverables and product presentation - **Week 12 (Moodle)**
  
- ❑ Examination (50%)
  - **Technical Fail**
    - ❑ To be eligible for a Pass in this subject a student must achieve a mark of at least **40% in the Final Examination.**
    - ❑ Students who fail to achieve this minimum mark & would have otherwise passed may be given a TF (Technical Fail) for this subject.

# Overall assessment for CSIT883

---

- ❑ Lab test (Quiz) (4%): online test – in the lab hours of Week 6
- ❑ Other Quizzes (16%): Online
  
- ❑ Group project (30%)
  - Verbal progress report – Week 4 (in the lab)
  - Weekly meeting reports – Weekly from Week 5 to Week 12 (Moodle)
  - Final deliverables and product presentation - Week 12 (Moodle)
  
- ❑ Examination (50%)
  - **Technical Fail**
    - ❑ To be eligible for a Pass in this subject a student must achieve a mark of at least **40% in the Final Examination.**
    - ❑ Students who fail to achieve this minimum mark & would have otherwise passed may be given a TF (Technical Fail) for this subject.

# Workshop/Lab

---

- Workshop/lab:
  - First half: an exercise
  - Second half: project
    - Work on the project.
    - Meet “the client” session.

# The group project

---

- Project specifications will be released shortly.
- Group size: **5 people** – **Team members must be from the same lab**
- ***Formation of groups is your responsibility. Try to form groups with people who have complementary skills (e.g. programming, design, analysis, management, etc.).***
- You will have to form a group ASAP and **submit details of group membership** by **15<sup>th</sup> March 2024**.
  - Go to the Moodle site of the subject and you will see a link for group registration.
  - Only 1 registration per group.
  - Registration will be closed at **23:59 (AEDT) on 15<sup>th</sup> March 2024**.
  - Choose **Group mates** only from the **same Lab**.

# Group formation

---

- Step 1: Communicate among yourselves to find out 5 people during lab (**Week 2 and Week 3**).
- Step 2: One among you will create a group using “**Group self-selection**”, and the other 4 will join that group.
- Step 3: Input your details (Name, Student ID, UOW email) in **Google form**.

# Q & A

---

- Q: Can we obtain an HD in this subject?
  - A: "Yes, we can!"
- Q: Great! Sounds easy but how?
  - A: Sure, you need to do exercises in the Lab, work hard on the project and do well in the exam.
- Q: Of course, but still how?
  - A: Yes, you need to attend the lectures regularly (very important in this subject), read reference texts, and read Lecture slides.
  - You should also do Lab exercises
- Q: Hmmm, it's not that easy but it's ok, I can do it in just only 1 week before the exam, huh?
  - A: No, you have to do it every week.
- Q: Oh no, it's so difficult ☹. I don't want an HD anymore, I want a P. So, less work?
  - A: Yes, but you still have to do the same things.

# Health and Safety Information for Students

Commencement of Session



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA

# What to do in an emergency?

**KEEP CALM – STAY SAFE**

If the alarm sounds or you are notified to evacuate:

- Follow instructions of building warden or staff member
- Leave by the nearest safe emergency exit
- Proceed to your emergency evacuation assembly point
- Await further instructions
- Do not return to the building until it is safe to do so

If required to take shelter:

- Follow instructions of building warden or staff member
- Lock doors, close windows/blinds and seek refuge
- Await further instructions

The nearest assembly area for this building is:



# What to do in an emergency?

**KEEP CALM – STAY SAFE**

If the alarm sounds or you are notified to evacuate:

- Follow instructions of building warden or staff member
- Leave by the nearest safe emergency exit
- Proceed to your emergency evacuation assembly point
- Await further instructions
- Do not return to the building until it is safe to do so

If required to take shelter:

- Follow instructions of building warden or staff member
- Lock doors, close windows/blinds and seek refuge
- Await further instructions

The nearest assembly area for this building is:



# What to do in an emergency?

**KEEP CALM – STAY SAFE**

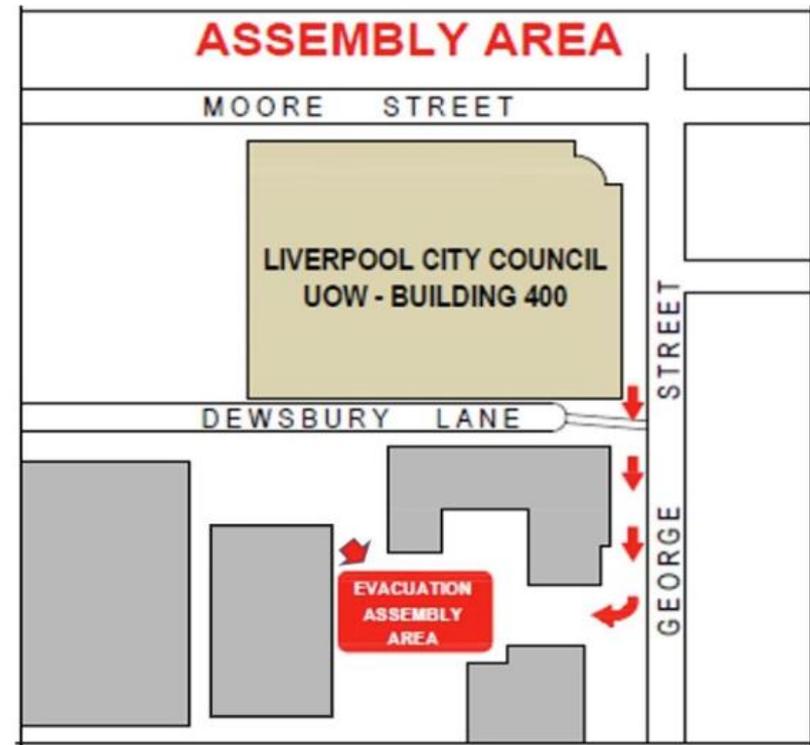
If the alarm sounds or you are notified to evacuate:

- Follow instructions of building warden or staff member
- Leave by the nearest safe emergency exit
- Proceed to your emergency evacuation assembly point
- Await further instructions
- Do not return to the building until it is safe to do so

If required to take shelter:

- Follow instructions of building warden or staff member
- Lock doors, close windows/blinds and seek refuge
- Await further instructions

The nearest assembly area for this building is:



# What to do in an emergency?

**KEEP CALM – STAY SAFE**

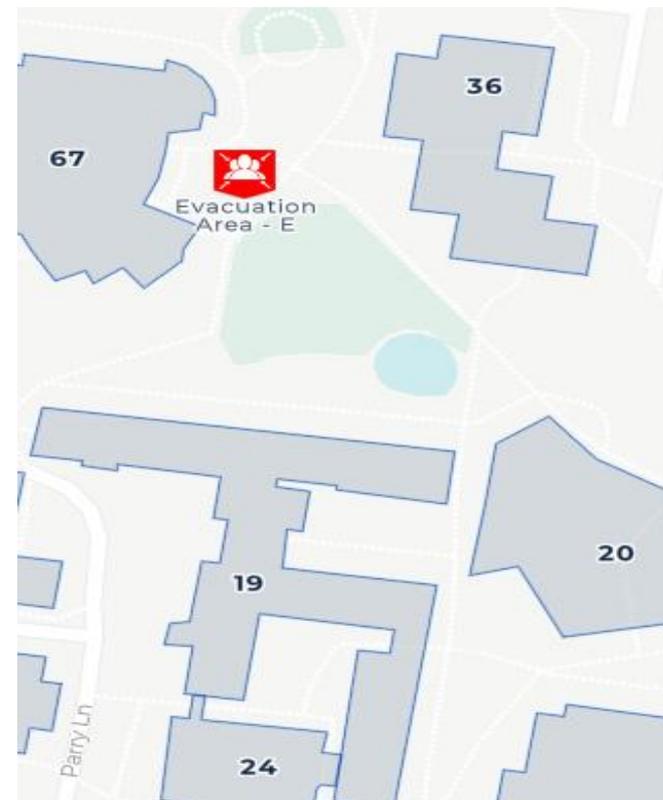
If the alarm sounds or you are notified to evacuate:

- Follow instructions of building warden or staff member
- Leave by the nearest safe emergency exit
- Proceed to your emergency evacuation assembly point
- Await further instructions
- Do not return to the building until it is safe to do so

If required to take shelter:

- Follow instructions of building warden or staff member
- Lock doors, close windows/blinds and seek refuge
- Await further instructions

The nearest assembly area for this building is:



# What to do in an emergency?

## KEEP CALM – STAY SAFE

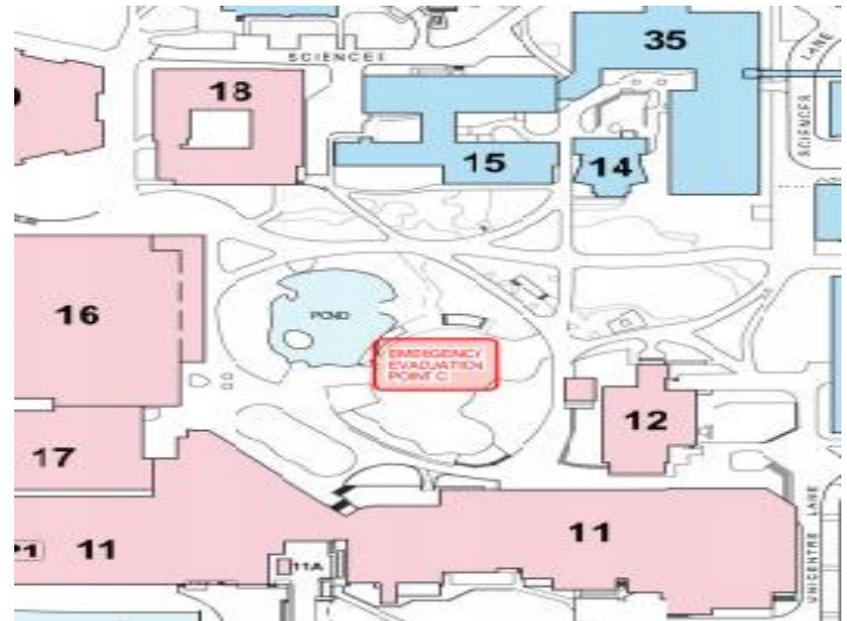
If the alarm sounds or you are notified to evacuate:

- Follow instructions of building warden or staff member
- Leave by the nearest safe emergency exit
- Proceed to your emergency evacuation assembly point
- Await further instructions
- Do not return to the building until it is safe to do so

If required to take shelter:

- Follow instructions of building warden or staff member
- Lock doors, close windows/blinds and seek refuge
- Await further instructions

The nearest assembly area for this building is:

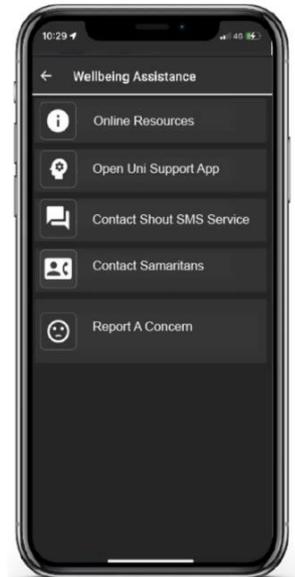
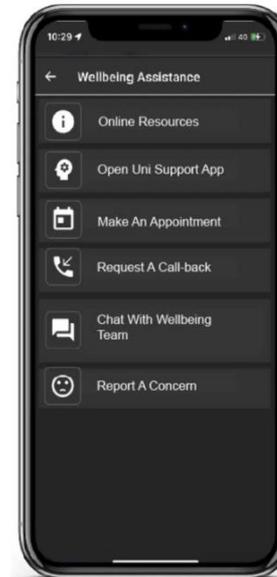
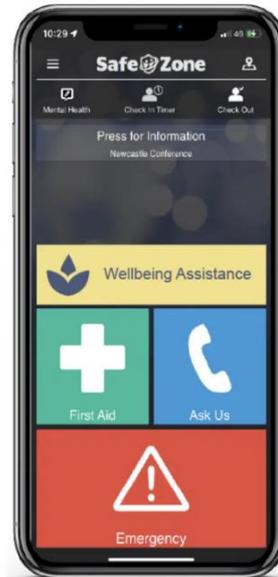


# Need assistance on campus?

**WE ARE HERE TO HELP**

If you require first aid or medical assistance while on campus:

- Locate a first aid officer, or
- Call UOW Security on 4221 4900, or
- Use Wellbeing Assistance, First Aid or Emergency buttons on [SafeZone App](#) available free for iOS, Android and Windows.



# Reporting hazards

**KEEPING YOUR UNIVERSITY SAFE AND COMFORTABLE**

If you notice any hazards (e.g. broken furniture or equipment) in your teaching area or anywhere on Campus:

- Report it to your Lecturer/Tutor/Supervisor
- The University has an online hazard and incident reporting tool called [SafetyNet](#)
- Report IT equipment hazards to Information Management and Technology Services on 4221 3000
- Report building and grounds hazards to Facilities Management Division on 4221 3217



# Smoke-Free University

**SAY GOODBYE TO SECONDHAND SMOKE**

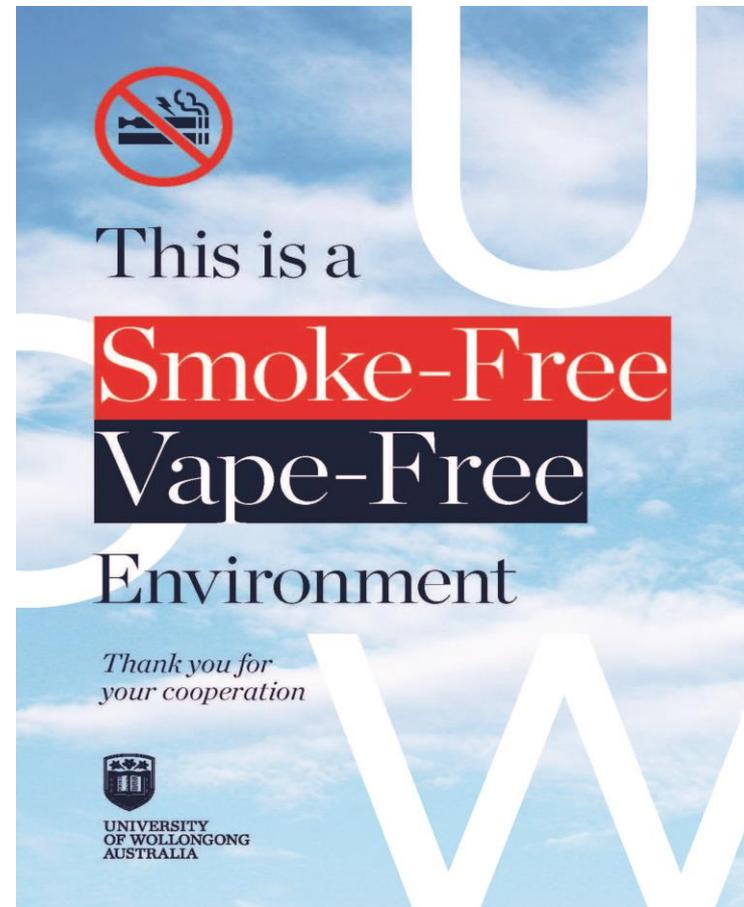
All UOW public areas including buildings, eating areas, grounds, pathways and transport stops have been smoke-free since July 2016.

This includes the use of vapes and e-cigarettes.

Please co-operate with this policy to help make our campus healthier for everyone.

For more information:

[uow.info/smoke-free](http://uow.info/smoke-free)



U

O

W

For more information: [uow.info/safe-at-work](https://uow.info/safe-at-work)



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA