

PROJECT METHODOLOGIES

COURSE NUMBER: DIG5931C	CREDIT HOURS: 3.0
SEMESTER/YEAR: SUMMER B 2018	CLASS LOCATION: CISE 403
Instructor: TIM DIFATO	CLASS MEETING TIME(S): MON-THURS 2-3:15
OFFICE LOCATION/HOURS: TBD	COURSE WEBSITE: http://lss.at.ufl.edu

COURSE DESCRIPTION: This course develops the competencies and skills for planning and controlling projects and understanding interpersonal issues that drive successful project outcomes. Focusing on the introduction of new products and processes, it examines the project management life cycle, defining project parameters, matrix management challenges, effective project management tools and techniques, and the role of a project manager. This course guides students through the fundamental project management tools and behavioral skills necessary to successfully launch, lead, and realize benefits from projects in hi-tech companies. The course is designed as a broad overview of project methodologies, with primary focus being on Agile/Scrum. Course elements include: Lectures, Case discussions, Guest speakers, Topical readings, Team projects.

PREREQUISITE KNOWLEDGE AND SKILLS: Senior Status or Written Consent of Instructor

REQUIRED TEXT:

- “Scrum Guide” - <http://www.scrumguides.org/>
- “Learning Agile: Understanding Scrum, XP, Lean, and Kanban”, O’Reilly Media - https://www.amazon.com/Learning-Agile-Understanding-Scrum-Kanban/dp/1449331920/ref=sr_1_6?s=books&ie=UTF8&qid=1516941644&sr=1-6&keywords=agile

ADDITIONAL RESOURCES:

- Guy Kawasaki, *The Art of the Start 2.0: The Time-Tested, Battle-Hardened Guide for Anyone Starting Anything*, Portfolio; (March 3, 2015)
- Eric Ries, *The Lean Startup*, Crown Business; First Edition (September 13, 2011)
- Jason Jerald, *The VR Book: Human-Centered Design for Virtual Reality*: ACM Books (2016)

PURPOSE OF COURSE: To introduce students to the best and most efficient practices in project management methods, and new project entrepreneurship.

COURSE GOALS AND/OR OBJECTIVES: By the end of this course, students will be able to:

1. Demonstrate an understanding of fundamental tools used to manage projects in hi-tech.
2. Interpret their respective ideas for new ventures, and formulate a plan on how to make it successful.
3. Articulate their ideas, and communicate them effectively to others.
4. Demonstrate an understanding of the managerial mindset and culture that has been developing in companies of all sizes in virtually every industry (focus on IT).
5. Write a basic business plan

Week	Class Lectures and Projects	Projects, Quizzes
1	Introduction to Field What is Emerging Media, AR, VR, top game/technology studios, Experience AR/VR - play test games, experiences, and simulations to understand Strengths, Weakness, Threats, and Opportunities of the Industry History of VR	Assign the written assignment
2	Break Down the Process Increase Exposure to current industry trends and technology Undertake topical investigations into R&D for virtual worlds leading towards applied outcomes. Analysis of industry production/development tools. What areas of skill/study are required to make these experiences? Where we will cover these topics in the MiDAS Program. Convergence of Design, Development, and Project Management in a pipeline. Defining roles, skills, and responsibilities in a pipeline. The Art of Project Management Understanding Pipeline components and time management. Planning and Pre Production: How to assess/approach a project, goals/benchmarks that drive success Systems monitoring and tracking the pipeline.	Due: written assignment
3	The Art of Project Management Cont. Agile Dev, SCRUM Production and Post – Alpha, Beta, Gold/Final (understanding the various steps in each phase) Overview of MiDAS production process for successful Capstone experience.	Quiz 1
4	The Business Behind the build Steps to successful implementation, VC funding, Budgeting, Cost Analysis	Assign written assignment

Week	Class Lectures and Projects	Projects, Quizzes
	Managing People: (Small Team dynamic) Analyze Industry: Case Study #1 VR – Application of methodology (project 1) – Analyze all stages of the pipeline, business model, outcomes/industry reception	
5	Analyze Industry: Case Study #2 VR – Analyze Industry: Case Study #3 AR –	Quiz 2 Assignment 2 due
6	Final Presentations Final project presentations – Create Idea presentation for Game of choice: Budget, Pipeline, Development Strategy, Client Relations, Pitch	Final Assignment due

GRADING POLICIES:

Assignment	percentage
Mini projects and In-class exercises	10%
Written assignment – Each student will write one research paper. Research papers will be graded based on their content, clear focus, creativity, and overall effectiveness.	10%
Quizzes – Based on the material covered in class, as well as the assigned reading material.	30%
Final project	40%
Participation	10%

Grading Scale:

Letter Grade	% Equivalency	GPA Equivalency
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A	94 – 100%	4.0
A-	90 – 93%	3.67
B+	87 – 89%	3.33
B	84 – 86%	3.00
B-	80 – 83%	2.67
C+	77 – 79%	2.33
C	74 – 76%	2.00
C-	70 – 73%	1.67
D+	67 – 69%	1.33
D	64 – 66%	1.00
D-	60 – 63%	.67
E, I, NG, S- U, WF		0.00

MATERIALS AND SUPPLIES FEES:

Material and supply fees are assessed for certain courses to offset the cost of materials or supply items consumed in the course of instruction. A list of [approved courses and fees](#) is published in the Schedule of Courses each semester. (UF-3.0374 Regulations of the University of Florida)

Material and supply and equipment use fee information is available from the academic departments or from the schedule of courses (Florida Statutes 1009.24). The total M&S for this class is: \$8

COURSE POLICIES:

ATTENDANCE POLICY:

- At the sole discretion of the instructor, documented Emergencies or medical situations may be the only acceptable reasons for an excused absence. At the very least, students must contact the Instructor 24 hours before class time if they wish to be considered for an excused absence.
- Unexcused absences will accrue to the detriment of the portion of the final grade given for class participation.

MAKE-UP POLICY:

- At the sole discretion of the instructor, Exams may or may not be taken late. Documented Emergencies or medical situations may be the only accepted reasons for an excused absence on the day of an exam.
- Any assignment turned in past the due date may lose up to 10% of the total point value of the assignment for each class day it is late.

ASSIGNMENT POLICY:

- At the sole discretion of the instructor, late work may be penalized according to the late policy.

b. Any assignment turned in past the due date may lose up to 10% of the total point value of the assignment for each class day it is late.

COURSE TECHNOLOGY: The students will be required to have access, and use a personal computer with the access to the Internet. Word editing software will be required for written assignments.

UF POLICIES:

UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES: Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <http://www.dso.ufl.edu/students.php>.

NETIQUETTE: COMMUNICATION COURTESY: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats, more information can be found at:

<http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf>

ONLINE COURSE EVALUATIONS: Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <http://evaluaations.ufl.edu>.

GETTING HELP

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at: Learning-support@ufl.edu, (352) 392-HELP - select option 2, <https://lss.at.ufl.edu/help.shtml>.

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at <http://www.distance.ufl.edu/getting-help> for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Disclaimer: This syllabus represents the instructor's current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.