

M: Course Objectives / Learning Outcomes

The student should be able to:

- 1) prepare a project proposal;
- 2) formulate and negotiate an agreement to set up the terms and conditions of the project;
- 3) identify a set of objectives/tasks that can be accomplished within the time allotment;
- 4) apply the life-cycle of systems analysis and design to a computer system project;
- 5) gather pertinent information and data through interviews, questionnaires, surveys and observations of a computer information system's activities;
- 6) organize a project meeting, prepare an agenda, and issue timely minutes;
- 7) use problem solving skills to tackle problems encountered during the project period;
- 8) present orally and provide written memos/reports to clients and faculty supervisor in a formal environment;
- 9) prepare technical documentation (such as data dictionary, a user manual) and a final project report on the work performed;
- 10) use project management software to manage the project.

N: Course Content

1) Content Common to all Projects:

The content details will depend upon the particular subject of each project. However, there will be several common topics. Lectures and discussions will be held to deal with:

- the proposal of a project;
- the format of a contract;
- the techniques of gathering data/information;
- organizing and running meetings;
- information sources, such as libraries and resource centres;
- the preparation of a report;
- the management of weekly status report of a project.

2) Criteria for Selections of Project Topics:

- A project's subject must be related to computer systems and be viewed by faculty as providing valuable information.
- A project's scope must be such that its objectives can be attained in one semester.
- The client preferably should be an organization outside the educational institution; should be an entity not related to the student (such as a relative).
- Since confidential information must be protected for some companies, preference will be given to projects for which the results may be published and made available to the public.
- The contents and results of a project must be original, as plagiarism is unacceptable and viewed as a serious offence.
- Although projects are essentially for individuals, partnership agreements may be made with the approval of the faculty supervisor.

3) Typical projects have included (but are not strictly limited to) research, analysis, design or development in one of the following areas:

- Database applications
- Web applications related to database
- Visual/object-oriented programming-related applications
- Data communications systems (such as LAN, WAN)
- Multimedia/graphical designs
- Feasibility studies/analyses
- Accounting applications
- Hardware/software evaluations
- Management contact systems

4) Project Management Life Cycle:

- Project management deliverables
- Project milestones
- Risk management

5) Problem solving skills

6) Creating Data Dictionary

7) Project Management software

