

**SYLLABUS
CNBT 1359
PROJECT SCHEDULING**

COURSE DESCRIPTION

A study of conventional scheduling using critical path method; precedence networks; bar charts; monthly reports; and fast track scheduling. Includes an introduction to computer-aided scheduling software. **Credit Hours:** 3 (2 lecture, 2 lab)

PREREQUISITE

POFI 1301 or ITSC 1301 or BCIS 1405 or approval of the division chair.

COURSE GOALS

1. Determine project scheduling needs and information needed to run schedule meetings and estimate activity durations.
2. Identify different types of schedules, activities, and activity codes.
3. Prepare a rough manual logic diagram for a construction project
4. Calculate forward pass, backward pass, total float, and complete a data table.
5. Using Primavera scheduling software, demonstrate the ability to add a project, add activities, and define relationships.
6. Using Primavera scheduling software, demonstrate the ability to utilize layouts, and modify columns, modify bars, show relationships, modify sight lines, modify row height, and modify activity codes.
7. Using Primavera scheduling software, demonstrate the ability to create a resource profile and assign activity resources.
8. Using Primavera scheduling software, demonstrate the ability to modify and print a Gantt chart, a PERT diagram and Tabular Reports.

TEXT—OPTIONAL

Kugan & Associates, LLC, Oracle Primavera P6 Beginners' Guide, 2013.
ISBN 978-1-4675-7519-5

Required course materials are available at the Brazosport College bookstore, on campus or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.

INSTRUCTOR

Terri Proctor
Office: L100-E
Phone: 979-230-3577
Fax: 979-230-3282
Email: teresa.proctor@brazosport.edu

The Brazosport College District shall not discriminate against, or exclude from participation in any benefits or activities either on the staff or in the student body, any person on the grounds of sex, race, color, religion, national origin, age, or handicap.

STUDENTS WITH DISABILITIES

BC is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. Please contact Phil Robertson, Special Populations Counselor at 979-230-3236 for further information.

ACADEMIC HONESTY

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide & Calendar for more information. This is available online at www.brazosport.edu

ATTENDANCE AND WITHDRAWAL POLICY

Attendance is essential since this class meets only once a week. If you miss a class, it is your responsibility to schedule any make-up test, homework, or in class assignment with the instructor.

If you fall behind in this class it is your responsibility to withdraw from the class. Because you stop attending class, it does not mean that you have officially withdrawn from class. To officially withdraw and receive a "W" in this class, you need to complete a withdrawal form before the official deadline which is the end of the tenth week of classes.

During class, cell phones and pagers are to be turned off or set in "vibrate" mode for the entire class period. If you are expecting a call of an emergent nature, please inform me before class to make arrangements in handling the call.

ASSIGNMENTS AND MAKE-UP POLICY

Students are responsible for completing all reading and homework assignments prior to class. All assignments are due on the date assigned. No late work will be accepted unless the student has an excused absence. An excused absence is when the student notifies the instructor of his or her absence prior to class.

COMPUTER USAGE

Computers are to be used for class assignments only. If you are doing internet searches or sending/receiving email during class, you will be asked to leave immediately. You will be counted absent and receive a zero for any work assigned during the class period. This includes homework as well as in-class assignments.

GRADE DETERMINATION

Tests	30%
Homework	40%
Class Project	10%
Final Exam	20%

GRADING SCALE

A = 100-90
B = 89-80
C = 79-70
D = 69-60
F = Below 60

COURSE SCHEDULE

1. This class will meet in room L-214.
2. The final exam will be on Week 15 in accordance with the final exam schedule.

CNBT 1359 PROJECT SCHEDULING*

Week 1	Class Introductions Introduction to Scheduling
Week 2	Introduction to Scheduling
Week 3	Rough Diagram Preparation—An Overview
Week 4	Scheduling Calculations
Week 5	Scheduling Calculations Gantt Chart Creation—Introduction to Primavera
Week 6	Gantt Chart Creation—Introduction to Primavera Test Review
Week 7	Gantt Chart Creation Test #1
Week 8	Gantt Chart Format
Week 9	Gantt Chart Format Gantt Charts—Print Preview
Week 10	Gantt Charts—Print Preview Resources
Week 11	Resources Open Lab Test Review
Week 12	Open Lab Test #2
Week 13	Open Lab
Week 14	Class Projects Due Make-up Homework Due Final Exam Review
Week 15	Final Exam

COURSE SYLLABUS AGREEMENT FORM

YEAR _____ **SEMESTER** _____

LAST/FIRST NAME (PRINT) _____

DATE _____ **TIME** _____

INSTRUCTOR _____

I have enrolled in CNBT 1359—Project Scheduling and agree that I have received a copy of the course syllabus. I agree as a condition of enrollment and participation in the course that I will read the syllabus and comply with the requirements. It is understood that during the semester the instructor may have to make adjustments to the weekly class schedule.

SIGNATURE

DATE

OTHER STUDENT SERVICES INFORMATION

Information about the Brazosport College Library is available at www.brazosport.edu/sites/CurrentStudents/Library/default.aspx or by calling (979) 230-3310.

Information about study skills and tutoring for math, reading, writing, biology, chemistry, and other subjects is available in Learning Services. See www.brazosport.edu/sites/CurrentStudents/LAC/default.aspx or call (979) 230-3253..

Student Services provide assistance in the following:

Counseling and Advising	(979) 230-3040
Financial Aid	(979) 230-3294
Student Activities	(979) 230-3355

To reach the Information Technology Department for computer, Email, or other technical assistance call the Helpdesk at (979) 230-3266.