

# Syllabus

## PROJ-640: Talent Management

### Course Description

This course focuses on project management leadership and team skill development. Students will assess individual project management leadership skills needed, identify gaps, and plan accordingly. Students will determine the team type and assess needs for team development: interpersonal skills and cultural competencies. Students will learn how to adapt leadership styles to the project and formulate project vision and strategy, identifying project manager roles and responsibilities.

**Credit Hours:** 3

**Prerequisite Courses:** MGMT-501 Foundations of Graduate Business, COMM-515 Decision-Making and Essential Business Communication, FINC-525 Accounting and Finance for Managers, MKTG-530 Marketing Management, ECON-511 Business Economics, MGMT-528 Global Management, MGMT-522 Business Strategy and Policy, or Academic Approval.

### Course Outcomes

**Upon successful completion of this course, you should be able to:**

1. Assess individual skills (Consider DiSC, emotional intelligence, etc.).
2. Determine individual skills development needs (creative thinking, problem-solving, motivation, and facilitation skills) and any needed personal development plan.
3. Determine team type and plan for team development (leadership, composition, formation, and cohesiveness).
4. Develop team interpersonal skills (communication, conflict resolution, and coaching skills) and cultural competencies (global, diversity, and generational).
5. Adapt leadership style to project needs considering power, politics, and ethical aspects.
6. Formulate project vision and strategy and list project manager roles and responsibilities.

### Course Textbooks

Pinto, J. (2019). *Project management: Achieving competitive advantage* (5th ed.).

Boston, MA: Pearson Education.

Project Management Institute. (2017). *A guide to the project management body of knowledge (PMBOK® Guide)* (6th ed.). Newtown Square, PA: Author.

Project Management Institute. (2017). *Agile practice guide*. Newtown Square, PA: Author.

Rath, T., & Conchie, B. (2008). *Strengths based leadership: Great leaders, teams, and why people follow*. New York: Gallup Press.

## Course Technology

- Computer: Laptop or desktop
- PM FASTrack Cloud Online Exam Simulator for the PMP Exam - 12 Month Student License (Access Received in PROJ610).
- PMI Student Membership (Access Received in PROJ610. The details come directly from PMI to your IWU email account in your first PROJ course)
- Sound: Working sound and speakers are required. Some optional assignment opportunities require a microphone and/or camera.
- Internet Connection: High-speed internet connection, such as DSL or a cable modem. Your Internet connection is critical for viewing online videos and accessing websites linked in Brightspace.
- Software:
  - Chrome is recommended web browser for viewing all online courses in Brightspace. Other Internet browsers include Firefox or Safari. All may be downloaded for free.
  - Microsoft Office and PowerPoint are not required, but students must have access to some version of a word processor and presentation software. Google Docs or Slides may be used as students can download either and submit files via the Brightspace Dropbox.

## Grading Scale

**NOTE:** In graduate level courses, a grade of C- or below will require the course to be repeated.

Grade	Quality Points Per Credit	Percentage	Score
<b>A</b>	4.0	95%–100%	950–1000
<b>A-</b>	3.7	92%–94.9%	920–949

<b>B+</b>	3.3	89%–91.9%	890–919
<b>B</b>	3.0	85%–88.9%	850–889
<b>B-</b>	2.7	82%–84.9%	820–849
<b>C+</b>	2.3	79%–81.9%	790–819
<b>C</b>	2.0	75%–78.9%	750–789
<b>C-</b>	1.7	72%–74.9%	720–749
<b>D+</b>	1.3	69%–71.9%	690–719
<b>D</b>	1.0	65%–68.9%	650–689
<b>F</b>	0.0	0%–64.9%	0–649

## Grading Policies

Your grading policy for your course is dependent on your school and program. Your grading policies can be found in the [IWU Catalog](#).

## Letter Grade Equivalencies

**NOTE:** In graduate level courses, a grade of C- or below will require the course to be repeated.

Grade	Description of Work
<b>A</b>	Clearly stands out as excellent performance. Has unusually sharp insights into material and initiates thoughtful questions. Sees many sides of an issue. Articulates well and writes logically and clearly. Integrates ideas previously learned from this and other disciplines. Anticipates next steps in progression of ideas. Example “A” work should be of such nature that it could be put on reserve for all cohort members to review and emulate. The “A” cohort member is, in fact, an example for others to follow.
<b>B</b>	Demonstrates a solid comprehension of the subject matter and always accomplishes all course requirements. Serves as an active participant and listener. Communicates orally and in writing at an acceptable level for the degree program. Work shows intuition and creativity. Example “B” work indicates good quality of performance and is given in recognition for solid work; a “B” should be considered a good grade and awarded to those who submit assignments of quality less than the exemplary work described above.

<b>C</b>	Quality and quantity of work in and out of class are average. Has marginal comprehension, communication skills, or initiative. Requirements of the assignments are addressed at least minimally.
<b>D</b>	Quality and quantity of work are below average. Has minimal comprehension, communication skills, or initiative. Requirements of the assignments are addressed at below acceptable levels.
<b>F</b>	Quality and quantity of work are unacceptable and do not qualify the student to progress to a more advanced level of work.

## Course Workshop Summary

Worksh op	Discussi on*	Case Study Assignment/Assess ments*	PM P Test Pre p*	Integrati ve Course Project*	Total Points per Worksh op
<b>Worksh op One</b>	2/40	100	20	0	160
<b>Worksh op Two</b>	2/40	50	20	50	160
<b>Worksh op Three</b>	2/40	50	20	50	160
<b>Worksh op Four</b>	2/40	50	20	50	160
<b>Worksh op Five</b>	2/40	50	20	50	160
<b>Worksh op Six</b>	2/40	50	20	90	200
<b>TOTAL</b>	<b>240</b>	<b>350</b>	<b>120</b>	<b>290</b>	<b>1000</b>

\* Number of Activities/Sum Point Totals

# Course Assignments

## Workshop One Assignments

Title	Due Dates	Time	Points
<b>1.1 Discussion: Skills Assessment</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	1 hour	20
<b>1.2 Assignment: DiSC, StrengthsFinder 2.0, and Emotional Intelligence</b>	Due by the end of the workshop.	4 hours	50
<b>1.3 Discussion: PM Skills and Strengths</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	2 hours	20
<b>1.4 Assignment: Project Management Skills</b>	Due by the end of the workshop.	5 hours	50
<b>1.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	3 hours	20
Totals		15 hours*	160

## Workshop Two Assignments

Title	Due Dates	Time	Points
<b>2.1 Discussion: Skills Development</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	1 hour	20

<b>2.2 Discussion: Resource Planning</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	<b>2 hours</b>	<b>20</b>
<b>2.3 Assignment: Case Study: Acquiring Resources</b>	Due by the end of the workshop.	<b>4 hours</b>	<b>50</b>
<b>2.4 Assignment: Integrative Course Project: Resource Management Planning</b>	Due by the end of the workshop.	<b>5 hours</b>	<b>50</b>
<b>2.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	<b>3 hours</b>	<b>20</b>
<b>Totals</b>		<b>15 hours*</b>	<b>160</b>

## Workshop Three Assignments

<b>Title</b>	<b>Due Dates</b>	<b>Time</b>	<b>Points</b>
<b>3.1 Discussion: Team Types</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	<b>1 hour</b>	<b>20</b>
<b>3.2 Discussion: Team Development</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	<b>2 hours</b>	<b>20</b>
<b>3.3 Assignment: Case Study: Leading and Developing Diverse Teams</b>	Due by the end of the workshop.	<b>4 hours</b>	<b>50</b>
<b>3.4 Assignment: Integrative</b>	Due by the end of the workshop.	<b>5 hours</b>	<b>50</b>

<b>Project: Team Development</b>			
<b>3.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	3 hours	20
<b>Totals</b>		<b>15 hours*</b>	<b>160</b>

## Workshop Four Assignments

Title	Due Dates	Time	Points
<b>4.1 Discussion: Interpersonal and Cultural Skills</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	1 hour	20
<b>4.2 Discussion: Conflict Resolution</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	2 hours	20
<b>4.3 Assignment: Case Study: Resolving Conflict and Coaching Your Team for Success</b>	Due by the end of the workshop.	4 hours	50
<b>4.4 Assignment: Integrative Project: Interpersonal and Team Skills – Team Charter</b>	Due by the end of the workshop.	5 hours	50
<b>4.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	3 hours	20
<b>Totals</b>		<b>15 hours*</b>	<b>160</b>

## Workshop Five Assignments

Title	Due Dates	Time	Points
<b>5.1 Discussion: Leadership and Ethics</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	1 hour	20
<b>5.2 Discussion: Leadership, Ethics, and Emotional Intelligence</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	2 hours	20
<b>5.3 Assignment: Case Study: Power and Politics</b>	Due by the end of the workshop.	4 hours	50
<b>5.4 Assignment: Integrative Project: Ethical Leadership</b>	Due by the end of the workshop.	5 hours	50
<b>5.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	3 hours	20
<b>Totals</b>		<b>15 hours*</b>	<b>160</b>

\* These times are only estimates. Actual assignment completion times will vary.

## Workshop Six Assignments

Title	Due Dates	Time	Points
<b>6.1 Discussion: Roles and Responsibilities</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	1 hour	20
<b>6.2 Discussion: PM Roles</b>	Initial post due by the end of the third day of the workshop; two responses due by the end of the workshop.	2 hours	20



<b>6.3 Assignment: Personal Leadership Plan</b>	Due by the end of the workshop.	<b>4 hours</b>	<b>50</b>
<b>6.4 Assignment: Integrative Project: Project Vision and Strategy</b>	Due by the end of the workshop.	<b>5 hours</b>	<b>90</b>
<b>6.5 Assignment: PMP Test Prep</b>	Due by the end of the workshop.	<b>3 hours</b>	<b>20</b>
<b>End of Course Survey</b>	Due by the end of the workshop.	<b>--</b>	<b>10 (Extra Credit)</b>
<b>Totals</b>		<b>15 hours*</b>	<b>200</b>

\* These times are only estimates. Actual assignment completion times will vary.

## Course Development Resources

Bible (English Standard Version is used for all scripture quotations in this course unless otherwise specified.)

Pinto, J. (2016). *Project management: Achieving competitive advantage* (4th ed.). Boston, MA: Pearson Education.

Project Management Institute. (2017). *Agile practice guide*. Newtown Square, PA: Author.

Project Management Institute. (2017). *A guide to the project management body of knowledge (PMBOK® Guide)* (6th ed.). Newtown Square, PA: Author.

Project Management Institute. (2012). *PMI documents on ethics: Code of ethics & professional conduct and ethical decision-making framework*. Newtown Square, PA: Author.

Project Management Institute (PMI) Student Membership: Your student membership in PMI brings a complimentary digital copy of *Guide to the Project Management Body of Knowledge (PMBOK® Guide)*, access to a wealth of exclusive resources and connections on [ProjectManagement.com](https://www.pmi.org), and opportunities to network, volunteer, and get advice from local PMI chapter members. See the [Project Management Institute](https://www.pmi.org) website for more information and access to additional resources.

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Download and review the [PROJ-640 Credits Page.pdf](#).

## Alternative Assignment Policy

Students with a documented disability may request accommodations for an alternative assignment(s) for course activities (Examples: video assignments, etc.). It is the student's responsibility to submit the form received from the Disability Services Office indicating his/her specific accommodation to the instructor prior to the start of each course.

## Expectations, Policies, and Important Student Information

School/Division	Link
DeVoe School of Business Division of Liberal Arts School of Services and Leadership	<a href="#">View School/Division Expectations, Policies, and Student Information</a>

School/Division	Link
School of Educational Leadership	<a href="#">View School/Division Expectations, Policies, and Student Information</a>
Wesley Seminary @ IWU	<a href="#">View School/Division Expectations, Policies, and Student Information</a>
Nursing - Undergraduate	<a href="#">View School/Division Expectations, Policies, and Student Information</a>
Nursing - Graduate	<a href="#">View School/Division Expectations, Policies, and Student Information</a>

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