



# STARK STATE COLLEGE

## GENERAL SYLLABUS

### Course Information

**Course Name:** Digital Project Management  
**Course Number:** ITD140

### Required Materials

**Textbook(s):** Microsoft Project 2019 by Lewis, Chatfield, & Johnson  
 Microsoft Press, ISBN 978-1-5093-0742-5

**Required Readings:** None

**Additional Materials:** Microsoft Project 2019 (free via Microsoft Azure)

### Course Outline/Calendar

The date of coverage and order of coverage may be modified based on the faculty member and events beyond the control of faculty members that interfere with class times and teaching.

Week	Chapter/Topic/Lab
Week 1	<ul style="list-style-type: none"> <li>• Introduction</li> <li>• Syllabus Quiz</li> <li>• Honesty in Learning Quiz</li> <li>• Screenprint of Software Install</li> </ul>
Week 2	<ul style="list-style-type: none"> <li>• Unit 1 Quiz</li> <li>• Unit 1 Lab</li> </ul>
Week 3/4	<ul style="list-style-type: none"> <li>• Unit 2 Quiz</li> <li>• Unit 2 Lab</li> <li>• Unit 2 Discussion</li> </ul>
Week 5/6	<ul style="list-style-type: none"> <li>• Unit 3 Quiz</li> <li>• Unit 3 Lab</li> <li>• Unit 3 Discussion</li> <li>• Draft 1 – Project</li> </ul>
Week 7	<ul style="list-style-type: none"> <li>• Unit 4 Quiz</li> <li>• Unit 4 Lab</li> </ul>
Week 8/9	<ul style="list-style-type: none"> <li>• Unit 5 Quiz</li> <li>• Unit 5 Lab</li> <li>• Unit 5 Discussion</li> </ul>
Week 10	<ul style="list-style-type: none"> <li>• Unit 6 Quiz</li> </ul>

Week	Chapter/Topic/Lab
	<ul style="list-style-type: none"> <li>• Unit 6 Lab</li> <li>• Unit 6 Discussion</li> </ul>
Week 11/12	<ul style="list-style-type: none"> <li>• Unit 7 Quiz</li> <li>• Unit 7 Lab</li> <li>• Unit 7 Discussion</li> </ul>
Week 13	<ul style="list-style-type: none"> <li>• Draft 2 - Project</li> </ul>
Week 13/14/15	Final Project <ul style="list-style-type: none"> <li>• Draft 1</li> <li>• Draft 2</li> <li>• Final Project and Report</li> </ul>
Week 16	Final Exam