

# INSY 6250/5250: Project Management

Spring 2026, Rev 0

Auburn University

Department of Industrial & Systems Engineering

**Course Content:** Project Management (PM) is the process of planning, organizing, and managing a technical effort to achieve a predefined goal within the constraints of scope, time, and budget. This course is designed to introduce students to project management theories and practices, equipping them to lead technical teams in technology-driven efforts.

## Course Outcomes:

- a) Students will develop a practical understanding of project management (PM) theory consistent with PMI's *Project Management Body of Knowledge (PMBOK® Guide)*, including the project life cycle, project constraints, stakeholder management, planning, and risk management.
- b) Students will be introduced to integrated project planning concepts, including the development of scope, schedule, cost, quality, resource, communication, risk, procurement, and stakeholder management strategies used to guide project execution and control.
- c) Students will learn scheduling techniques—developing a work breakdown structure (WBS), Gantt charts, and PERT—to effectively schedule and control projects and will be introduced to project management planning software.
- d) Students will learn basic PM control techniques including the Critical Path Method (CPM), Earned Value (EV), Variance Analysis, Change Management and project closure.

**Instructor:** Richard F. Garnett, Ph.D., P.E., CSP

**Email:** [rfg0004@auburn.edu](mailto:rfg0004@auburn.edu)

**Office:** Shelby Center 3323G

**Office Hours:** Monday & Wednesday: 1:00-2:00pm, Tuesday: 10:00–12:00noon, and Thursday or Friday by appointment (via Zoom).

**GTA:** Khloud AlZubi

**Email:** [kha0010@auburn.edu](mailto:kha0010@auburn.edu)

**Office:** Shelby Center

**Office Hours:** Pending

**Communication:** Students are encouraged to take advantage of opportunities to communicate with the instructor & GTAs outside of class to clarify topics and further their understanding of the material. **To ask specific questions via email, please send an email with “INSY 6250 or INSY 5250” in the subject line;** I try to respond to emails within 24 hours.

## Text:

- a) Textbook: “A Practical Project Management Guide for Technical & Non-Technical Professionals by Paul Lu, Kendall Hunt Publishing, ISBN 9781792485602
- b) Optional/Reference textbook: “A Guide to the Project Management Body of Knowledge (PMBOK Guide)”, Project Management Institute, 2021, 7<sup>th</sup> Edition.

The text is available through All Access; All Access is Auburn’s program of delivering course materials to you digitally. All Access is automatically provided for the class and is billed to your Auburn eBill. You will get instructions for this in an email from the AU Bookstore, including how to access the book through the Canvas menu and how to opt out of the program if you choose.

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**Evaluation of Student Performance:**

Assignments & Quizzes	10.0%
Group/Individual Project	15.0%
Exams (2)	40.0%
<u>Cumulative Final Exam</u>	<u>35.0%</u>
Total	100.0%

Final grade percentages are not rounded up:  $90.0 \geq A$ ,  $80.0 \geq B$ ,  $70 \geq C$ ,  $60 \geq D$ , &  $<60\%$  F

**Lecture & Assignment Schedule:**

*\* Schedules subject to change based on topic coverage and unforeseen events.*

**General Information:**

**Course Website:** All course material will be posted on Canvas. If you miss a class, you are responsible for the material covered in the lecture. Please review Canvas regularly for important information and announcements. I assume that when we place an announcement or assignment on Canvas, you see it and read it.

**Missed Exams, Quizzes, or Assignments:** Students who miss a regularly scheduled exam, quiz, or assignment are responsible for notifying the instructor and submitting a valid, University-approved

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excuse within 24 hours of the time the assessment was administered. Failure to meet this requirement will result in the assessment being recorded as a zero.

Approval and scheduling of any make-up exam are at the discretion of the instructor and will normally occur within one week (five working days) of the original exam date. Students who miss an in-class assignment, or quiz must provide documentation in full compliance with the Tiger Cub Absence Policy to be eligible for consideration of make-up work.

All excused absences must be processed through Engineering Student Services (ESS). Required documentation (e.g., a physician's note for illness) must be submitted via the online form at <https://aub.ie/EngAbsence>. Students should not submit excuses directly to the instructor; all documentation must be reviewed and approved by ESS. Upon review, ESS will issue an official absence memorandum to the instructor.

**Assignments/Homework:** All homework and assignments must be your own work. You may discuss homework at a conceptual level with fellow students; however, all calculations and written work must be completed independently. Copying, comparing, or reproducing another student's work in any form is prohibited. You may not consult homework solutions from previous terms, nor may you distribute your own solutions to others.

All assignments in the course (e.g., homework, quizzes, reports, etc.) will be due by 11:59 pm CT on the date noted in Canvas. Assignments submitted up to 24 hours after the due date (without an approved University excuse) will incur a 50% penalty. Work submitted more than 24 hours late may not be accepted unless accompanied by documentation for an excused absence. No homework will be accepted after discussing the solution in class or posted in Canvas.

If you experience technical difficulties submitting an assignment near the deadline, please contact the Canvas Help Desk ([bighelp@auburn.edu](mailto:bighelp@auburn.edu)). Students are expected to avoid last-minute technical issues by completing and submitting their work well in advance of the deadline. After submitting an assignment, review the uploaded file in Canvas to ensure that it is the correct document. Claims of technical issues or of submitting or uploading "the wrong file" will not be accepted as excuses.

**Attendance:** Lecture attendance is not required but is strongly recommended, as much of the material presented in class is not readily available elsewhere. This course includes graded in-class assignments that can only be completed during the scheduled lecture period (unless an excused absence is approved). Lecture attendance will be taken for a grade on days with guest speakers, and students must be present to receive credit.

**Teams and Grades:** Being an effective team member is essential for an engineer's success in the workplace. For team projects, groups will be assigned by the instructor and/or GTA. Specific roles may be determined either by the instructor/GTA or by the group itself. Every group member is expected to contribute equally and substantially to all lab assignments.

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If a team member refuses to cooperate on an assignment (e.g., does not participate fully, is unreliable, or is disruptive), the cooperating team members must notify the uncooperative member in writing, warning them that they are at risk of being fired. A copy of this memo must also be provided to the instructor. If the behavior does not improve, the team—after consulting with the instructor—will notify the individual in writing (with a copy to the instructor) that they are no longer part of the team. The fired student must meet with the instructor to discuss their options. Students who are removed from their team will be required to complete the remaining assignment independently and may face grade penalties.

Note: The Auburn University Classroom Behavior Policy is strictly followed in this course; please refer to the [Student Policy eHandbook](#) for details of this policy.

**Electronic Device and Calculator Policy:** To maintain academic integrity, the use of cell phones, smart watches, earbuds, or any programmable calculator (calculators that can store text or programs, connect to Bluetooth, or communicate in any way) is prohibited during exams. Approved calculators for in-class exams are limited to the following (or an instructor-approved equivalent): TI-30XA, TI-30XIIB, TI-30XIIS, and TI-34II.

Any use or possession of an unapproved electronic device or calculator during an exam will result in an automatic 10% deduction from the exam score and a referral to the Academic Honesty Committee.

**Use of Cell Phones during Lecture/Lab:** I consider it disruptive for you to use your cell phone (to make calls or text). Calls & texts should not be taken or made in the lecture or lab classroom.

**Course Expectations Related to Illness:** If you are exposed to or test positive for COVID, the flu, measles or other contagion, please do not attend class. If you are quarantined or otherwise need to miss class due to potential exposure to COVID, the flu, etc., and have a valid excuse, I will work with you to develop a plan so you can keep up with your coursework.

**Course Interruption:** If normal class activities are disrupted due to illness, emergency, or crisis, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.

**Accommodations for Students with Disabilities:** Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (V/TT).

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**AI-powered Language Models:** As engineers, building strong critical thinking skills is essential. Critical thinking involves the ability to analyze, evaluate, and interpret information or situations in a systematic manner. This requires being open-minded, objective, and actively questioning assumptions and biases. I firmly believe that writing is thinking. If someone else—or an AI-powered language model—does the writing for us, we hinder our learning process and fail to develop the critical thinking skills necessary for success in engineering. You are permitted to utilize AI applications, such as ChatGPT, to augment your studies. However, I expect the work you submit to represent your own thinking and learning. I will not penalize you for using AI tools, if the final product is your own creation, not produced by AI.

If you use an AI tool you should include the following statement in your assignment: “The author(s) would like to acknowledge the use of [Generative AI Tool Name], a language model developed by [Generative AI Tool Provider], in the preparation of this assignment. The [Generative AI Tool Name] was used in the following way(s) in this assignment [e.g., brainstorming, grammatical correction, citation, which portion of the assignment].”

**INSY Departmental Academic Honesty Policy:** All portions of the Auburn University Student Academic Honesty code (Title XII) found in [the Student Policy eHandbook](#) will apply to this class. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Violations include, but are not limited to:

- a) Cheating on an examination: This includes such things as copying from another’s paper, using unauthorized notes, calculators, cell phones, blue-tooth and/or wireless devices, PDAs, laptop/pen tablet, etc., or giving or receiving unauthorized aid, such as trading examinations, whispering answers, passing notes, or using electronic devices to store, transmit, or receive information.
- b) Plagiarism: This is using someone else's work without giving credit. It is, for example, using ideas, phrases, papers, reports, computer programs, data - copied directly or paraphrased - that you did not arrive at on your own. Sources include published works such as AI language models, books, web sites, and unpublished works such as other students' papers or material from a research service. In brief, representing someone else's work as your own is academically dishonest. The risk of plagiarism can be avoided in written work by clearly indicating, either in footnotes or in the paper itself, the source of any major or unique idea or wording that you did not arrive at on your own. Sources must be given regardless of whether the material is quoted directly or paraphrased. Copying another student's assignment and putting your name on it is plagiarism. Copying an answer key from an instructor’s guide is plagiarism. Copying work from a previous semester of the class is plagiarism.
- c) Submitting work that is not your own: (Work generated by another student or by an AI program). You are allowed to talk to one another about your assignments or to query artificial intelligence (AI) applications such as ChatGPT to augment your studying. However, I expect your work to represent your own thinking and learning, all assignments must be completed by the student(s) whose name is (are) on it!

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- d) Multiple submission: This means using the same work to fulfill the academic requirements in more than one course and is permitted only with prior instructor approval.
- e) Unauthorized collaboration: This is working with or receiving help from others on graded assignments without the specific approval of the instructor. If in doubt, seek permission from the instructor before working with others. Students are encouraged to learn from one another: Form study groups and discuss assignments, but each assignment must be individual work unless specifically stated and turned in as a group assignment.

**Unfair Advantage, Course Material:** You may not possess or in any way derive advantage from the solutions of homework or exams prepared in prior years, whether these solutions were a former students' work products or solutions that have been made available by the instructor, unless your instructor expressly allows the use of such materials. You may not distribute the answers to any exam/homework/quiz (in any form) to other individuals or upload/share them in the public domain, 3rd party sites, or public/social media without written permission from the instructor.

**Mental Health:** If you or someone you know needs support, you are encouraged to contact Auburn Cares at 334-844-1305 or [auburn.edu/auburncares](http://auburn.edu/auburncares). Auburn Cares will help you navigate any difficult circumstances you may be facing by connecting you with the appropriate resources or services. Student Counseling & Psychological Services provides confidential, no-cost mental health counseling and psychiatric services to Auburn Students. You can speak with a counselor by calling 334-844-5123. Learn more about mental health information on campus at [auburn.edu/scps](http://auburn.edu/scps).

**Basic Needs:** Any student experiencing food insecurity or an unexpected financial crisis is encouraged to contact Auburn Cares at 334-844-1305 or [auburn.edu/auburncares](http://auburn.edu/auburncares) for resources and support.

**Misconduct Resources:** Auburn University faculty are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Please be aware that if you choose to confide in a faculty member regarding an issue of sexual misconduct, dating violence, or stalking, we are obligated to inform the Title IX Office, who can assist you with filing a formal complaint, No-Contact Directives, and obtaining supportive measures. Find more information at [auburn.edu/titleix](http://auburn.edu/titleix). If you would like to speak with someone confidentially, Safe Harbor ([334-844-7233](tel:334-844-7233)) and Student Counseling & Psychological Services ([334-844-5123](tel:334-844-5123)) are both confidential resources. Safe Harbor provides support to students who have experienced sexual or relationship violence by connecting them with academic, medical, mental health, and safety resources. For additional information, visit [auburn.edu/safeharbor](http://auburn.edu/safeharbor).



**“I believe that this is a practical world and that I can count only on what I earn. Therefore, I believe in work, hard work. I believe in education, which gives me the knowledge to work wisely and trains my mind and my hands to work skillfully. I believe in honesty and truthfulness, without which I cannot win the respect and confidence of my fellow men.” - From the Auburn Creed by George Petrie**