SARDAR PATEL UNIVERSITY
Programme: BBA (GENERAL)
Semester: VI
Syllabus with Effect From:November/December-2013

Paper Code: UM06EBBA05	Total Credit:3
Title Of Paper: Computer Based Project Management - II	

Unit	Description in detail	Weighting (%)
I	**Resources Planning** Setting up resources in the project - Adding work & material resources - Specifying Resource Availability - Adding Material Resources to the Project - Hyperlinking to Resource Information - Removing a resource - Resource working time calendars	25%
II	**Assigning Resources and cost to Task** Assigning work and material resources to task - Reviewing, changing and contouring resource assignments - Planning resource cost & fixed task cost	25%
III	**Monitoring and adjusting** Critical path and tasks - Reducing project costs - Changing project scope - Saving original plan information using a baseline - Updating task progress	25%
IV	**Analysis and reports** Establishing communications plan - Setting up and printing views - Generating report Custom and built-in reports - Analyzing progress and costs	25%

Basic Text & Reference Books:-
 ➤ Microsoft Office Project 2003 Inside Out, by Teresa Stover, Microsoft PressPublication, October 2003
 ➤ Microsoft Office Project 2003 Bible, Elaine J Marmel, Hungry Minds Inc, USPublication