

# Course Information

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**Distance Learning Course:** CTS 240.61P Project Management

**Course format:** Hybrid

**Textbook:** Contact the bookstore at 336-599-1181 ext. 4339 or the instructor

**Course Prerequisites/ Corequisites:** CIS 110, CIS 111, or OST 137

<b>Instructor Information</b>	
Name	Donna Smith
Office phone number	336-599-1181, ext. 2196
E-mail address	<a href="mailto:Donna.smith@piedmontcc.edu">Donna.smith@piedmontcc.edu</a>
Office location	L128
Office hours	

<b>Types of Required Assignments</b>	<b>Frequency of Assignment</b>
Class Labs	TBD
Discussion Forums	TBD
Projects	TBD
Tests/Exams	TBD
Quizzes	TBD
Journal Entries	0
Writing Assignments	0
Other	

<b>Course Policies and Requirements</b>	<b>Hours</b>
Average number of hours per week to be successful in a 12 to 16 week course	6-8
Average number of hours per week to be successful in a 8 week course	
Number of proctored exams required in this course	
Number of times a student will need to travel to campus	16

**Additional attendance requirements:** Student is expected to stay current with assignments.

**Policy on make-up exams and/or late assignments for this course:** Due dates are posted.

<b>Software/Technical Requirements</b>	
Do assignments require the use of supplements bundled with the text book?	
Is additional software required?	

**Additional comments:** Students should contact instructor if they are having problems with assignments.