

GEOG 5310: GIS PROJECT MANAGEMENT

Course syllabus
Fall 2017

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Lecture and Lab: This is an online course. All lecture and any other course material will be available online on Blackboard. The online component of this course will provide flexibility to students to work at their own pace. However, there are deadlines for assigned readings, labs and projects.

Office hours: Since this is an online course we will not have specific office hours. However, I am available in my office Tuesday thru Thursday, 9:00 AM to 2:00 PM. I follow an open door policy. So please feel free to walk into my office if you have any questions. I check my emails very regularly, so the best way to contact me would be email.

Required Text

- Managing Geographic Information System Projects. William Huxhold and Allan Levinsohn, 1995. Projects Oxford University Press.
- Understanding GIS – An ArcGIS Project Workbook. Christian Harder, Tim Ormsby, Thomas Balstrom. ESRI Press, Second Edition. (*For lab work*).

Course Overview

This course teaches strategies for successful GIS management and implementation in an institution-wide context. GIS is viewed as an integrated system of people, computer hardware, software, applications and data. The course is organized around four primary issues: implementation planning, data management, technology assessment, and institutional setting. Implementation management strategies are introduced through a process of systematic user needs assessment, requirements specification, database design, application development, implementation, and operation and maintenance. We will address key issues such as:

- Identify the challenges that have to be faced when managing a GIS within an organization
- Know the critical steps necessary in order to successfully implement a GIS within an organization
- Conduct evaluations of GIS-related technology and assess their appropriateness for a particular purpose or application.
- Appreciate the ethical issues associated with the use and deployment of geographic information systems, particularly the challenge of balancing security and access to information.

The course has two components: learning the theories of GIS project management and learning to apply those theories in GIS software (ArcGIS). The class therefore has two components: lectures

and labs. While mastering GIS software is an important part of being a GIS user, it is impossible to correctly perform any GIS operation or analysis in software without the proper understanding of theories.

Course Policies

Keeping up with class readings is absolutely essential, and falling behind can be disastrous for your learning experience.

Late assignments will be accepted, but ten percent of the total points will be deducted for every late day in addition to any points due to errors. Assignments more than a week late will receive a 50 percent reduction, and I strongly discourage you to hand in late assignments.

Any form of **academic misconduct** will not be entertained. Please refer to <http://www.shsu.edu/syllabus/> for detailed guidelines regarding academic dishonesty, student absences on religious holidays, students with disabilities and visitors in the classroom.

I will not tolerate plagiarism, cheating in any form or any other form of academic misconduct. Please refer to university guidelines regarding academic misconduct. Students who engage in such behavior will receive no credit for the assignment in question, and based on the severity of the behavior I will report the incident to the proper University authorities. For any questions or concerns regarding course work and your performance, I encourage you strongly to talk to me. I am available for discussions if you have any questions or concerns.

Make-up exams will only be given if there is a valid documented excuse. Please make sure to contact the instructor (by phone or email) if you will need to make-up an exam.

Evaluation

Final grade will be determined based on each of the following:

Labs (150 points), end of term exam (100 points), final project (150 points)

You will be using the text *Understanding GIS – An ArcGIS Project Workbook* as the lab manual. The text has 8 chapters/lessons and each lesson includes exercises, some have more exercises and some have few. You will be completing the exercises in lessons 1 thru 8 as part of your labs.

Kindly submit labs on time as per the assigned due date (*given below*). They form an integral part of your course grade. As mentioned above in the **course policies**, late lab assignments will be accepted, **but ten percent of the total points will be deducted** for every late day in addition to any points due to errors. Assignments more than a week late will receive a 50 percent reduction, and I strongly discourage you to submit late assignments.

There will be only one end of semester exam in this class scheduled on **Friday, December 1**. The exam will be uploaded on Blackboard and you will have the whole day to complete it and submit your answers. You will receive a grade of **zero** if you miss the exam without prior notice and you will not be permitted to retake the test without an official report from the Registrar's office.

Your final project is worth 150 points and I want to know ahead of time what you will be doing. Guidelines for your proposal will be posted on Blackboard.

It is advisable for students to start thinking about potential final project topics and discuss with me at the earliest. A project proposal will be due on **Friday, October 6**. However, before you finalize your final project topic, discuss your topic and finalize it with me either in person or via email by **Friday, September 29**. Your final project report will be due on the last day of the class, i.e. **Friday December 1**. Guidelines regarding the final project will be uploaded on Blackboard.

In addition to the assigned readings and labs, I expect you to spend considerable time working on your final project.

GRADING SCALE: Final grades will be determined as follows:

Final grade	Percentage
A	90 – 100%
B	80 – 89%
C	60 – 79%
F	< 60%

Readings (*Subject to change*)

Chapter 1. The GIS Paradigm

Chapter 2. Fundamentals of GIS Management

Chapter 3. Strategic Planning for GIS

Chapter 4. Implementation Planning

Chapter 5. System Design Methodology

Chapter 6. Implementation Management

Chapter 7. Managing the System

Due dates for labs

All Exercises in Lesson 1, Lesson 2 and Lesson 3 – Friday, September 22

All Exercises in Lesson 4, Lesson 5 and Lesson 6 – Friday, October 27

All Exercises in Lesson 7 and Lesson 8 – Friday, November 17

Important Dates:

Friday, September 29 – Finalize final project topic with me

Friday, October 6 – Final project proposal due

Friday, December 1 – End of Semester Exam

Friday, December 1 – Final Project due