

CS/MGT/ME 4741 Syllabus

CS/MGT/ME 4741 Integrative Management Development Fall 2024 Section T&M

Fall Semester 2026

Instructor Information

Instructor: John Stanford

Email: john.stanford@scheller.gatech.edu

General Course Information

Description

This course is a prerequisite for MGT/ME/CS 4742 and is required for all three minors offered by the Denning Technology & Management (T&M) Program. The purpose of this course is to provide *“individual and group-based experiential learning activities to develop integrated human system management skills that prepare students for more successful capstone collaboration and learning.”*

The course has been designed to prepare you for the successful completion of your **Capstone Project**, which requires the ability to work effectively on multi-disciplinary teams charged with the responsibility of identifying, formulating, and preparing solutions to actual problems with both technical and business dimensions.

Course Learning Outcomes

WHAT ARE THE COURSE OBJECTIVES?

- 1) **Capstone Project**
 - a. To experience project pitches from the Corporate Affiliates.
 - b. To select five projects that you feel you can add value.
 - c. To begin work on a project starting the beginning of October.
- 2) **To develop the skills needed to create a business case for a project.**
 - a. HBR ManageMentor: Business Case Development (online)
 - b. HBR Guide to Building Your Business Case (textbook)

- 3) **To develop project management skills (including agile) using *LinkedIn Learning*:**
 - a. Enhance teambuilding skills and exercise leadership strengths.
 - b. Increase conflict resolution skills.
 - c. Use software to manage the project.
- 4) **To enhance creative thinking skills using *LinkedIn Learning*.**
- 5) **To enhance communication skills:** Group writing skills and presentation skills.

Required Course Materials

CANVAS is the source for the distribution of all online resources and for posting grade results including class participation updates.

Required: <https://store.gallup.com/p/en-us/16021/cliftonstrengths-for-students?c=1>

CliftonStrengths for Students

\$24.99 Educator rate available. [Learn more.](#)

The CliftonStrengths for Students report helps students see how their unique talents can bring clarity to their life as a student and help them thrive academically, socially and in their future career. Get your top five themes, personalized reports, student-specific insights and more.

NOTE: If you already know your Top Five Strengths, then you don't need to buy this!

HARVARD MANAGEMENTOR

Harvard ManageMentor: Business Case Development

By: Harvard Business Publishing

Publication Date: Aug 2019 (Revised November 03, 2014) Product Number: 7089-HTM-ENG

Degree-granting Price: \$10.00 Language: English

Discipline: STRATEGY

Supplements

BOOK

HBR Guide to Building Your Business Case

By: Ray Sheen, Amy Gallo

Publication Date: Jul 2015 Product Number: 15038-PDF-ENG

Degree-granting Price: \$10.98 Language: English

Discipline: GENERAL MANAGEMENT

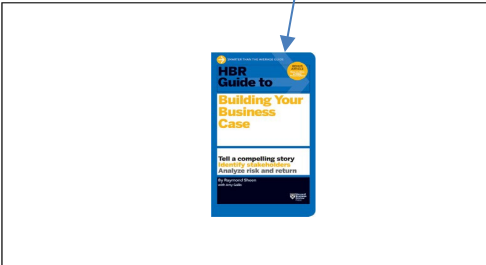
E-book via Harvard Coursepack

Hardcopy via Amazon or Bookstore

HBS Publishing Course pack link:

REQUIRED, if not purchased in HBS Course Pack:

Gallo, Amy, ***HBR GUIDE TO BUILDING YOUR BUSINESS CASE***, 2015, Harvard Business School Publishing (used from \$ 4.97, New from Amazon for



<https://hbsp.harvard.edu/import/1325549>

SUGGESTED (online sign-up; FREE):

JIRA agile project management software www.atlassian.com



Grading Policy:

Final letter grade for the semester will be calculated using these components and system of point weights:

“New Learning” Assignments

Type	DUE (Day)	DUE (Date)	DUE (Time)	Description	POINTS
Individual_1	Sunday	8/24/2025	11:59 PM	Progress toward completing Minor Survey	100
Individual_2	Sunday	8/24/2025	11:59 PM	Know Yourself Assignments	100
Individual_3	Sunday	9/7/2025	11:59 PM	Individual Capstone Project Statement	100
Individual_4	Sunday	9/14/2025	11:59 PM	Individual HBSP Business Case Development Exercise	200
Individual_5	Sunday	9/21/2025	11:59 PM	Individual LinkedIn Learning: Project Management	200
Individual_6	Sunday	9/28/2025	11:59 PM	Individual LinkedIn Learning: Creative Thinking	200
Subtotal =					900

Individual HBSP Business Case Development Exercise (*online time 2 hours 17 minutes*) has quiz questions inside the Harvard platform to enable learning of the material as you go through the online class. A summary quiz will be posted in CANVAS five days before the due date and the results of the CANVAS quiz will establish your grade for this section of the course.

Individual LinkedIn Learning: Project Management (*online time 7 hours 39 minutes*) has quiz questions inside the LinkedIn Learning platform to enable learning of the material as you go through the online class. A summary quiz will be posted in CANVAS five days before the due date and the results of the CANVAS quiz will establish your grade for this section of the course.

Individual LinkedIn Learning: Creative Thinking (*online time 6 hours 51 minutes*) has quiz questions inside the LinkedIn Learning platform to enable learning of the material as you go through the online class. A summary quiz will be posted in CANVAS five days before the due date and the results of the CANVAS quiz will establish your grade for this section of the course.

“Capstone Project Placement” Assignments

Type	DUE (Day)	DUE (Date)	DUE (Time)	Description	POINTS	LATE PENALTY
Individual_7	Wednesday	9/10/2025	11:59 PM	Capstone Pitch Observations: Pitch Day #1	0	-50
Individual_8	Monday	9/15/2025	11:59 PM	Capstone Pitch Observations: Pitch Day #2	0	-50
Individual_9	Wednesday	9/17/2025	11:59 PM	Capstone Pitch Observations: Pitch Day #3	0	-50
Individual_10	Monday	9/22/2025	11:59 PM	Capstone Pitch Observations: Pitch Day #4	0	-50
Individual_11	Wednesday	9/24/2025	11:59 PM	Capstone Pitch Observations: Pitch Day #5	0	-50
Individual_12	Thursday	9/25/2025	11:59 PM	Project Preference "bids"	0	-200
Subtotal =						-450

“Capstone Project” Individual Assignments

Type	DUE (Day)	DUE (Date)	DUE (Time)	Description	POINTS
Individual_14	Sunday	10/26/2025	11:59 PM	Group Peer Evaluation #1	100
Individual_15	Sunday	11/23/2025	11:59 PM	Group Peer Evaluation #2	100
Individual_16	Sunday	12/7/2025	11:59 PM	Team Dynamics Reflection paper	100
Individual_17	Varies	Varies	Varies	T&M Event Participation	100
Individual_18	Varies	Varies	Varies	Class Attendance	100
Individual_19	Varies	Varies	Varies	PROFESSIONALISM (Corporate Affiliate Feedback)	100
Subtotal =					600

“Capstone Project” Group Assignments

Type	DUE (Day)	DUE (Date)	DUE (Time)	Description	POINTS
GROUP_1	Sunday	10/12/2025	11:59 PM	Team CHARTER	200
GROUP_2	Sunday	11/2/2025	11:59 PM	Team Bonding Event	200
100	Varies	Varies	11:59 PM	Project Review #1 (during classtime)	200
GROUP_4	Varies	Varies	11:59 PM	Project Review #2 (during classtime)	200
GROUP_6	Friday	12/5/2025	6:00 PM	POST Group Capstone Project Scope Video in CANVAS	200
GROUP_7	Friday	12/5/2025	6:00 PM	FINAL EXAM - Project Status	200
GROUP_8	Friday	12/5/2025	11:59 PM	Group Research Paper Due	200
Subtotal =					1400

52%	48%
1500	1400
Individual Points	Group Points
Total Points = 2900	

	<u>Minimum Points Required for...</u>	
90% of total points and above;	2610	A
80% and above, less than 90%;	2320	B
70% and above, less than 80%;	2030	C
60% and above, less than 70%;	1740	D
Below 60% of total points.		F

LATE ASSIGNMENT PENALTY PROCESS: For all New Learning, Capstone Project Individual and Capstone Project Group Assignments, a minimum penalty of 10% will apply with additional penalties pro-rated at 10 % per additional day late. Group penalties apply to all members of the group.

Assignments

- Assignment 1, percentage/points towards grade
- Assignment 2, percentage/points towards grade
- Etc...

Description of Graded Components

Course Policies

USG Required Course Policies [remove this heading in your final syllabus]

Attendance and/or Participation

T&M Events – Each student is to participate in the “Extra T&M Events” this semester. Full credit received attending 75% of the events this semester. These events include Orientation, Resume Book, Office Take-over days with Corporate Affiliates, the T&M Job Fair, etc. Read the “T&M Quick Glance” each week for a current calendar of events.

NOTE: It is not reasonable to believe that everyone in this course will make an “A” simply because they are in T&M. Differences between students’ performance in this course are easily detectable and there will be a distribution of grades other than “A”.

To protect the honest majority, a grade of "F" will be assigned on any aspect of this course for any form of academic misconduct. Furthermore, the student will be referred to the Dean of Student Affairs for disciplinary action.

CLASSROOM ATTENDANCE POLICY

Attendance is required in this course. Attendance/class participation grades begin with the percentage of class sessions that you fully attend. Please note that “fully attend” means arriving on time, staying for the entire session, and appearing engaged during the session. ***Failure to attend class will result in a class participation grade of zero credit for that day. Failure to sign in class will also result in no credit given that day.*** Please note that I require all students who are absent for college athletic purposes or other college-sponsored required events to give me notice of such absence as soon as the student knows that he/she will be absent. Other excused absences, including jury duty, religious holidays, death in the family, documented illness, and other personal emergencies cleared through the Dean of Students. Unexcused absences are considered “failure to attend class,” the consequences for which are explained above.

If Georgia Institute of Technology closes for any reason on a scheduled class day, you should be prepared to adjust the schedule accordingly. In the next class meeting (and using CANVAS and Email), the instructor will provide direction as to potential changes in course necessary because of the unscheduled cancellation of class.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review [Georgia Tech's Honor Code](#) and the student [Code of Conduct](#).

Any student suspected of cheating or plagiarism on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Core IMPACTS

[Core IMPACTS](#) is the University System of Georgia's General Education curriculum. If you are teaching a course that counts towards Core IMPACTS, you should include a syllabus statement about the Core area and associated [career competencies](#). [This resource](#) developed by the Center for Excellence in Teaching and Learning and Online Education at Georgia State University includes template syllabus statements for each of the Core IMPACTS areas that you may adapt for your course.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. [The Student-Faculty Expectations](#) articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

CLASSROOM ENVIRONMENT

The College of Business does REQUIRE A CERTAIN AMOUNT CIVILITY when attending class. The following outlines the basic rules of respectful behavior. These behaviors to permit the classroom to be a positive learning experience for all who have chosen to attend. Violations of any of these restrictions below will impact your "Class Attendance" grade.

- (1) Please turn off cell phones and place them out of sight!
- (2) Do not talk to your neighbors unless directed by the instructor to do so.

(3) Do not read anything other than the class material provided.

(4) **Do not use laptop computers unless the instructor says they may be used!**

Pre- &/or Co-Requisites

Pre-requisites and “Progress Toward Completion of the Minor”:

1. Successful completion (grade of “C” or better) of T&M “Together sequence”:

CS/MGT/ME 3743 and CS/MGT/ME/3744.

2. Successful completion (grade of “C” or better) of T&M “cross-functional sequence”. This means that to proceed with your admission cohort, you need to have successfully completed all 18 credit hours of the T&M minor **by the end of this fall semester.**

Extra Credit Opportunities

TBD

Collaboration, Group Work, and Use of Generative AI

quote from a wise Scheller Professor regarding GenAI



“You are here to go far beyond high school. Our project is to build your critical thinking power. A machine will always be faster at recalling information, and now also the creation of a memo about a question, but it doesn't know why the answer is correct and what to do when facing truly novel situations. Critical thinking is where you can excel and must excel to be a professional of the future. Put differently, if you were a manager and someone told you, “*Sorry I need to look up how to do that, and that, and that thing too*” or “*Sorry I don't know how that works unless I look it up*”, you would likely fire that person. Knowing fundamentals, how to think, and how to ask better questions about the unexpected sets you up to do well in whatever you pursue in life. AI tools are wonderful **power tools** and like **power tools** they should be used carefully by someone who knows what they are doing.”

Deven Desai, Sue and John Staton Professor of Business Law and Ethics

Georgia Institute of Technology, Scheller College of Business

Area Coordinator Law & Ethics; Associate Director Law, Policy, and Ethics, Machine Learning Center, Georgia Institute of Technology [<http://ssrn.com/author=524983>]

USG Student Guide to GenAI Literacy

The USG Student Guide to GenAI Literacy (version 1.3.0) was developed by the [USG Office of Teaching and Learning Excellence](#) (OTLE) to help you discuss with students how and when they may use GenAI in your classes. The guide includes best practices for using GenAI tools, opportunities for students to engage with and think critically about GenAI, and a checklist they can use to validate their work.

Students who use the guide will be able to:

- Use AI tools responsibly and ethically
- Follow institutional and course policies on academic integrity when using AI
- Use AI to study and deepen their understanding of course topics
- Take ownership of using AI in accordance with institutional and class policies

USG educators may download the guide (link below). The guide may be edited and customized under a Creative Commons license. It can be shared with students as a Word document, exported as a PDF, or incorporated into an online module in Brightspace.

Download the guide: [USG Student Guide to GenAI Literacy](#) (docx file)

[forms.office.com/r/f8x9tY3knj?origin=lprLink]

USG Guide to Generative AI Literacy (self-enroll in online course)

MomentumU@USG, an online learning platform for USG educators, offers a short, self-paced online course: *USG Guide to Generative AI Literacy*. The purpose of the course is twofold:

1. To bring USG faculty together asynchronously to discuss Generative Artificial Intelligence in higher education
2. To learn how students can use GenAI tools without compromising standards of academic integrity

Self-enroll: [MomentumU@USG login](#) [<https://usgtrain.view.usg.edu>]. Select the MomentumU@USG banner. The course is cataloged under *Teaching Toolkits and Guides*.

Extensions, Late Assignments, & Re-Scheduled/Missed Exams

Inclement Weather and Digital Learning Days

If Georgia Institute of Technology closes for any reason on a scheduled class day, you should be prepared to adjust the schedule accordingly. In the next class meeting (and using CANVAS and Email), the instructor will provide direction as to potential changes in course necessary because of the unscheduled cancellation of class.

Additional Course Policies

Campus Resources for Students

Undergraduate Student Academic Success Resources:

- Academic Support: Academic Success and Advising (a unit in the Office of Undergraduate Education & Student Success) provides free support for your courses. Students can attend scheduled supplemental review (PLUS) sessions, stop by Drop-In Tutoring, or schedule a one-on-one appointment through Knack. To explore what options work best for you, please visit us online at success.gatech.edu/tutoring, email us at tutoring@gatech.edu, or come see us at Clough Undergraduate Learning Commons, Suite 283.

A list of resources for graduate students is given on the [Office of Graduate and Postdoctoral Education](#) website. Specific information for [current graduate students](#) includes

- Academic Resources such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, Advocacy and Conflict Resolution resources, and how to manage unexpected situations that may impact your academic performance;
- Student Resources such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- Professional Development such as the programming from the Career Center and other professional development resources and events”

Student Well-Being:

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A comprehensive list of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being ([student-resource-guide \(gatech.edu\)](http://student-resource-guide.gatech.edu))