

| <b>STUDY MODULE DESCRIPTION FORM</b>  |  |  |
|---|--|--|
| Name of the module/subject<br><b>Project management</b>   |  | Code<br><b>1011101241011100631</b>                     |
| Field of study<br><b>Engineering Management - Full-time studies -</b>   | Profile of study<br>(general academic, practical)<br><b>(brak)</b> | Year /Semester<br><b>2 / 4</b>                         |
| Elective path/specialty<br><b>-</b>   | Subject offered in:<br><b>Polish</b>                               | Course (compulsory, elective)<br><b>obligatory</b>     |
| Cycle of study:<br><b>First-cycle studies</b>   | Form of study (full-time,part-time)<br><b>full-time</b>            |  |
| No. of hours<br>Lecture: <b>15</b> Classes: <b>15</b> Laboratory: <b>-</b> Project/seminars: <b>15</b>  |  | No. of credits<br><b>4</b>                             |
| Status of the course in the study program (Basic, major, other)<br><b>(brak)</b>  |  | (university-wide, from another field)<br><b>(brak)</b> |
| Education areas and fields of science and art   |  | ECTS distribution (number and %)                       |
| <b>Responsible for subject / lecturer:</b><br><br>PhD. DSc. Eng. Magdalena Wyrwicka<br>email: magdalena.wyrwicka@put.poznan.pl<br>tel. +48616653369<br>of Engineering Management<br>Poland, Poznań, Strzelecka str. 11  |  |  |
| <b>Prerequisites in terms of knowledge, skills and social competencies:</b>   |  |  |
| 1   | <b>Knowledge</b>   | Basic of management                                    |
| 2   | <b>Skills</b>  | basic of mathematics                                   |
| 3   | <b>Social competencies</b>   | communication in team                                  |
| <b>Assumptions and objectives of the course:</b><br>- Understanding of project essence and role in management, rules and knowledge of project's management instruments, knowledge of project definition and planning, organization of project realization and controlling |  |  |
| <b>Study outcomes and reference to the educational results for a field of study</b>   |  |  |
| <b>Knowledge:</b>   |  |  |
| 1. The student can explain basic definitions of project management and structures - [K1A_W04]   |  |  |
| 2. The student can the rules of knowledge based development - [K1A_W20]   |  |  |
| 3. Student knows about social-technical system's life cycle - [K1A_W23]   |  |  |
| <b>Skills:</b>  |  |  |
| 1. Student can explore informations, put them in order , analyse and present - [K1A_U07]  |  |  |
| 2. Student can use computer support of projets' planning and implementation - [K1A_U04]   |  |  |
| 3. Student can use teamwork and knows how to organise cooperation - [K1A_U15]   |  |  |
| <b>Social competencies:</b>   |  |  |
| 1. Student knows and understands responsibility during engineer's activities - [K1A_K02]  |  |  |
| 2. Student knows about impotence of teamwork - [K1A_K08]  |  |  |
| 3. Student can prepare information according to project goals with respect to rules and methods - [K1A_K05]   |  |  |
| <b>Assessment methods of study outcomes</b>   |  |  |

|  |                             |             |
|--|-----------------------------|-------------|
| <p>- Forming evaluation:</p> <p>a) in the scope of exercises: activity during classes and evaluation for the implementation of partial tasks</p> <p>b) in the field of lectures: verification of knowledge regarding the material converted in previous lectures, participation in the discussion</p> <p>c) for projects: preparation of input data for the development of a task in MSProject or PERTbest</p> <p>Summary rating:</p> <p>a) in the scope of exercises: presentation of the results of the assignment task at the group forum and discussion</p> <p>b) for lectures: written exam (4 descriptive questions) 50% of the grade and oral exam (3 questions) 50% of the grade; the marks for both exams must be positive</p> <p>c) in the scope of projects: presentation of the results of work on the schedule and network of activities developed in MSProject or PERTbest</p> |                             |             |
| <b>Course description</b>  |                             |             |
| <p>-Projects place and role in management. Substance and kinds of projects. Projects maturity. Life cycle of project. Initiation and definition of projects. Performance assessment and risk analysis. Work breakdown structure (WBS). Planning of project's duration and resources. Budgeting. Controlling. Organization of project team. Institutional forms of project management. Computer software to aid project management. Presentation some praxis examples of projects.</p> <p>Methods: project, lecture, workshop, presentation</p>   |                             |             |
| <p><b>Basic bibliography:</b></p> <p>1. Project Management Institute - Kompendium wiedzy o zarządzaniu projektami. (A Guide to the Project Management Body Of Knowledge. PMBOK? Guide . 2000 Edition), MT&amp;#38;#38;DC, Warszawa 2003</p> <p>2. Wyrwicka M.K. ? Zarządzanie projektami, Wyd. Politechniki Poznańskiej, Poznań 2011</p> <p>3. Prussak W., Wyrwicka M., Zarządzanie projektami, Zachodnie Centrum Organizacji, Poznań 1997</p> <p>4. Badzińska E., Wyrwicka M. (2016), Models of creation and development of an enterprise ? a conceptual approach, Zeszyty Naukowe Politechniki Poznańskiej seria Organizacja i Zarządzanie, Nr 70/2016</p>   |                             |             |
| <p><b>Additional bibliography:</b></p> <p>1. Chrapko M., SCRUM. O zwinnym zarządzaniu projektami, Wyd.2, Wydawnictwo Helion, Gliwice 2015</p> <p>2. Wysocki R., Efektywne zarządzanie projektami. Tradycyjne, zwinne, ekstremalne, Wydawnictwo Helion, Gliwice, 2013</p>   |                             |             |
| <b>Result of average student's workload</b>  |                             |             |
| <b>Activity</b>  | <b>Time (working hours)</b> |             |
| 1. lecture   | 15                          |             |
| 2. exercises   | 15                          |             |
| 3. project   | 15                          |             |
| 4. consultations   | 12                          |             |
| 5. exam  | 8                           |             |
| 6. students  | 30                          |             |
| 7. team work   | 20                          |             |
| <b>Student's workload</b>  |                             |             |
| <b>Source of workload</b>  | <b>hours</b>                | <b>ECTS</b> |
| Total workload   | 115                         | 4           |
| Contact hours  | 65                          | 2           |
| Practical activities   | 30                          | 1           |