POZNAN UNIVERSITY OF TECHNOLOGY

EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)

pl. M. Skłodowskiej-Curie 5, 60-965 Poznań

COURSE DESCRIPTION CARD - SYLLABUS

Course name
Project Management

Course

Field of study	Year/Semester
Engineering Management	**2/4**
Area of study (specialization)	Profile of study
	general academic
Level of study	Course offered in
First-cycle studies	**Polish**
Form of study	Requirements
part-time	**compulsory**

Number of hours

Lecture	Laboratory classes	Other (e.g. online)
10		
Tutorials	Projects/seminars	
10	10	

Number of credit points

4

Lecturers

Responsible for the course/lecturer:	Responsible for the course/lecturer:
PhD DSc Eng. Magdalena K. Wyrwicka, Prof. PUT	

Prerequisites

Basic of management, microeconomics and mathematics.

Course objective

Preparation for the role of project manager

Course-related learning outcomes

Knowledge

Student has expanded and in-depth knowledge in the field of sciences necessary to understand and describe the issues of organization management, knows the general principles of creating and developing forms of individual entrepreneurship, using knowledge of technology, economics and management, and knows as methods as tools for data collection, processing, selection and information distribution

Skills

Student is able to forecast social processes and phenomena (cultural, political, legal, economic) using standard methods and tools in the field of management as well as make a preliminary economic analysis of engineering activities undertaken.

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Student is able to analyze proposed solutions to specific management problems and proposes, in this respect, appropriate solutions and can be responsible for own work and jointly implemented tasks, and is ready to comply with the principles of teamwork.

Social competences

The student is able to make positive contribution to the preparation of social projects, including legal, economic and organizational aspects, and is aware of the importance and understands the non-technical aspects and effects of engineering activities, including its impact on the environment, and the associated responsibility for decisions.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment:

based on attendance and activity during classes, results of cognitive tasks solved, and participation in discussions

Summative rating:

- result of written test (lecture)

- independent performance of the indicated cognitive task (project), its presentation in the group forum

- summary of partial results from exercises.

Programme content

1. The place and role of projects in management,

2. Types of projects,

3. A typical project run (initiating, setting requirements, defining goals and identifying conditions, feasibility analysis, risk analysis, task structuring, resource planning and workflow planning, budgeting, process control, project closure).

4. Organization of project team

5. IT support

6. Practical problems of the project manager

Teaching methods

Problem-based lecture, study of literature, project - solving cognitive tasks with IT support, auditorium exercises.

Bibliography

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Basic

1. Prussak W. Wyrwicka M., Zarządzanie projektami, Zachodnie Centrum Organizacji, Poznań 1997

2. Wyrwicka M., Niektóre uwarunkowania efektywnej realizacji projektów. [w:] Zeszyty Naukowe Politechniki Poznańskiej, seria Organizacja i Zarządzanie, 2000 Nr 29, s. 113-118;

3. Wyrwicka M. http://www.fem.put.poznan.pl/node/prac.php?q=node/33&empid=8 zarządzanie projektami - inż. (2019)

4. Wysocki R., Efektywne zarządzanie projektami. Tradycyjne, zwinne, ekstremalne, Wyd. Helion, Gliwice 2013

Additional

1. Głodzieński E., Efektywność w zarządzaniu projektami. Wymiary, koncepcje, zależności, PWE Warszawa 2017

2. Koszlajda A., Zarządzanie projektami IT. Przewodnik po metodykach, Wyd. Helion 2010

3. Kozarkiewicz A., Zarządzanie portfelami projektów, PWN, Warszawa 2012

Breakdown of average student's workload

	Hours	ECTS
Total workload	100	4,0
Classes requiring direct contact with the teacher	30	1,5
Student's own work (literature studies, preparation for laboratory classes/tutorials, preparation for tests/exam, project preparation) [1]	70	2,5

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[1] delete or add other activities as appropriate