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

Rules of teamwork in the implementation of the project

Course

Field of study	Year/Semester
Environmental Engineering	1 / 2
Area of study (specialization)	Profile of study
Heating, Air Conditioning and Air Protection	general academic
Level of study	Course offered in
Second-cycle studies	Polish
Form of study	Requirements
part-time	elective

Number of hours

Lecture	Laboratory classes	Other (e.g. online)
12		
Tutorials	Projects/seminars	

Number of credit points

2

Lecturers

Responsible for the course/lecturer:

Radosław Górzeński, PhD

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Faculty of Environmental Engineering and Eenrgy

ul. Berdychowo 4, 61-131 Poznań

Responsible for the course/lecturer:

Prerequisites

1. Knowledge:

General knowledge on entrepreneurship obtained at the first level of studies

2. Skills:

General group interaction skills

3. Social competencies:

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General knowledge about the need for self-improvement, lifelong education and awareness of the role of a technical university graduate. Competence in providing clear information and passing on your own opinions.

Course objective

The aim of the course is preparation for management of simple projects

implemented both within the enterprise and at the request of the partners

external. Conducted lectures and seminars give students theoretical knowledge that is used during workshops ensuring the acquisition of practical skills

directly related to project management. Over 80% of the classes are workshops during which practical experiences are discussed and presented.

Course-related learning outcomes

Knowledge

1. Has knowledge of project planning and scheduling, including how to define tasks, including in the field of people management - [[KIS_W08]]

2. Has knowledge of risk, budgeting and financial management in the project - [[KIS_W08]]

3. Has knowledge of building a team of people, and the need to properly delegate tasks and make decisions regarding a team of people - [[KIS_W08] [KIS2_W11]]

4. Has knowledge of team performance of tasks, including innovative methods related to contract performance - [[KIS_W08]]

5. Has knowledge in the field of project management in the field of environmental engineering - [[KIS2_W11]]

Skills

1. Is able to perform the tasks entrusted to the group, is able to cooperate in carrying out the entrusted task   - [[KIS_U19]]

2. Is able to assume the role suitable for himself during the group task   - [[KIS_U19]]

3. Is able to define his role in the team based on the objectives of the task   - [[KIS_U19]]

Social competences

1. By solving the task, he can use the knowledge acquired during the lecture in a way that allows entrepreneurial activity - [[KIS_K04]]

2. Understands the need to maintain ethical standards of a technical university graduate. - [[KIS_K07]]

3. He understands the need for further training and self-improvement in the face of tasks related to the role of a technical university graduate which is often project or people management. - [[KIS_K07]]

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Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

A form of checking knowledge will be to discuss a given case study on teamwork in the implementation of the project. Topics will be given during the first class.

Knowledge check will take place during the last class.

The assessment will cover: the use of methods presented in the lecture, clarity of presentation of the topic, quality and completeness of the conclusions drawn.

The detailed scope required during the assessment will be given during the first class.

In order to complete the course you must obtain a minimum of 50% of the points possible

Programme content

Lecture topics:

Project planning and schedule, including the role of teamwork in the implementation of the project

Risk, budgeting and financial management in the project

Project team management

Project supervision - network methods

Task flow management, supervision over contract performance, including a team of people

Thinking Tools - innovative management tools in practice

Teaching methods

Lecture, presentation, discussing case study, discussion, group problem solving case study.

Bibliography

Basic

1. Gierszewska G. Analiza strategiczna przedsiębiorstwa

2. Romanowska M. Planowanie strategiczne

3. Niemczyk A. Książka dla skutecznych szefów

4. Dawson R. Sekrety negocjacji dla biznesmenów

Additional

1.   Kelley T. The ten faces of innovation.

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Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,0
Classes requiring direct contact with the teacher	12	0,5
Student's own work (literature studies, preparation of case study, preparation for discussion) [1]	38	1,5

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[1] delete or add other activities as appropriate