



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Project management [N1ZiIP2>ZaPr]

Course

Field of study

Management and Production Engineering

Year/Semester

4/7

Area of study (specialization)

–

Profile of study

general academic

Level of study

first-cycle

Course offered in

Polish

Form of study

part-time

Requirements

compulsory

Number of hours

Lecture

8

Laboratory classes

0

Other

0

Tutorials

0

Projects/seminars

8

Number of credit points

2,00

Coordinators

Lecturers

Prerequisites

The student should have knowledge in the field of management and operation of the production company. Social competences - the student understands the need to learn and acquire new knowledge; can work in a team; recognizes the possibilities of continuous improvement in various areas of life, including the activities of organizations, with particular emphasis on manufacturing enterprises.

Course objective

To familiarize the student with project management methodologies and selected software supporting project management.

Course-related learning outcomes

Knowledge:

The student knows the standards of project management.

The student knows different approaches to project management and is able to characterize them.

The student knows what IT tools can be used to support project management.

Skills:

The student knows how to develop a project plan.

The student formulate goals and tasks.

The student set the rules for communication of the project team.
The student knows how to draw up a project report.

Social competences:

The student has the competence to work in a project team.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Lecture - Examination on the basis of a colloquium consisting of 8 general questions (credit in the case of a correct answer to at least 4 questions. Assignment of grades to percentage ranges of results: <90-100> very good; <80-90) good plus; <70-80) good; <60-70) satisfactory plus; <50-60) satisfactory; <0-50) unsatisfactory. Credit - during the last lecture (at the end of the semester). Discussion the results of the exam.

Project - working in a team; checking the design tasks performed during the semester. Credit and grade at the end of the semester.

Programme content

Lecture:

1. Introduction to project management.
2. Business Model Canvas - BMC.
3. Methodologies and approaches in project management.
4. Project manager's competences. Communication in the project.
5. Science-industry cooperation - R&D&I projects. Scope of project application.

Project:

Development of selected elements of project documentation.

Learning how to use Project Professional.

Course topics

Lecture:

1. Project definition. Introduction to project management. Project management stages: project start, project planning, milestones, project budget, project implementation, project monitoring, project control, project closure.
2. Introduction to Design Thinking.
3. Business Model Canvas - BMC.
4. Project management according to the PMBOK Guide standard.
5. Methodologies and approaches in project management, including PRINCE2, SCRUM, Agile, KPI.
6. Project manager's competences. Communication in the project. Projects portfolio.
7. Selected IT tools supporting project planning and implementation. Project management in Project Professional, Google Project Sheet.
8. Science-industry cooperation - R&D&I projects. Scope of project application.

Project:

Development of selected elements of project documentation (including project card, project schedule, project budget).

Learning how to use Project Professional.

Teaching methods

Lecture: multimedia presentation illustrated with examples given on the board, discussion.

Project: performing problem tasks, team working.

Bibliography

Basic:

1. Kompendium wiedzy o zarządzaniu projektami, A Guide to the Project Management Body of Knowledge, PMBOK Guide, ed. 6, 2018.
2. PRINCE2 - Skuteczne zarządzanie projektami, 2018.
3. AgilePM. Agile project Management Handbook v2. Wydanie polskie, 2019.

Additional:

1. Podstawy zarządzania projektami, Dennis Lock, 2003.

Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,00
Classes requiring direct contact with the teacher	16	0,50
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	34	1,50