INTRODUCTION TO PROJECT MANAGEMENT

COURSE OUTLINE

1. GENERAL			
SCHOOL	School of Management and Economics		
ACADEMIC UNIT	Department of Business Administration and Tourism		
LEVEL OF STUDIES	Undergraduate		
COURSE CODE	8000.1.034.0	**SEMESTER**	
COURSE TITLE	Introduction to Project Management		

INDEPENDENT TEACHING ACTIVITIES if credits are awarded for separate components of the course	**WEEKLY TEACHING HOURS**	**CREDITS**
	3	3
Total	**3**	**3**

COURSE TYPE general background, special background, specialised general knowledge, skills development	
PREREQUISITE COURSES	None
LANGUAGE OF INSTRUCTION and EXAMINATIONS	English
OFFERED TO ERASMUS STUDENTS	Yes (in English)
COURSE WEBSITE (URL)	

2. LEARNING OUTCOMES

Learning outcomes

Upon successful completion of the course, students will be able to:

- explain the principles, terminology and best practices of modern project management;
- describe the project life cycle and distinguish between predictive,
- prepare essential project documentation
- identify, analyse and prioritise project requirements and stakeholder expectations;
- develop a Work Breakdown Structure (WBS) and prepare realistic project schedules using appropriate planning techniques;
- estimate project duration, resources and costs using recognised estimation methods;
- monitor and control project progress using key performance indicators and project reporting techniques;
- communicate effectively within project teams and with project stakeholders;
- evaluate project success based on project objectives, business value and benefits realisation;
- apply digital tools supporting project planning, collaboration and monitoring;
- analyse real-world project management case studies and propose appropriate solutions.

General Competences

Upon successful completion of the course, students will strengthen their ability to:

• search for, analyse and synthesise information using appropriate digital technologies;

• work independently and as members of multidisciplinary teams;

• think critically and solve complex business problems;

• organise, prioritise and manage project activities effectively;

• make informed project management decisions;

• communicate professionally in written and oral form;

• adapt to changing business and project environments;

• demonstrate leadership, responsibility and ethical behaviour in project work;

• apply project management knowledge in digital transformation initiatives;

• promote creativity, innovation and continuous improvement.

3. SYLLABUS

Introduction to Project Management

• Definition of projects

• Project characteristics

• Project success factors

• Project management standards

Project Life Cycle

• Initiation

• Planning

• Execution

• Monitoring and Controlling

• Closing

Project Initiation

• Business Case

• Project Charter

• Project Objectives

• Success Criteria

Requirements Engineering

• Stakeholder Analysis

• Requirements Gathering

• Personas

• User Journey Mapping

Project Planning

• Scope Definition

• Work Breakdown Structure (WBS)

• Scheduling

• Milestones

• Resource Planning

• Cost Estimation

Project Monitoring and Control

• Progress Monitoring

• Project Reporting

Case Study

• Project proposal

• Project planning

• Project presentation

4. TEACHING and LEARNING METHODS - EVALUATION	
DELIVERY Face-to-face, Distance learning, etc.	The course is delivered through distance learning and practical workshops supported by real-world case studies and project-based learning
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY Use of ICT in teaching, laboratory education, communication with students	The course extensively integrates digital technologies to support teaching, learning and collaboration. Students will use: • PowerPoint presentations, digital videos and other audiovisual teaching materials. • Zoom for distance learning, asynchronous communication via e-mail, and synchronous communication through videoconferencing services such as Zoom or Microsoft Teams and collaboration tool such as Mural. • AI-supported productivity tools where appropriate
TEACHING METHODS The manner and methods of teaching are described in detail.	**Activity** / **Semester workload** Lectures: 6 Seminars: 36 Interactive teaching: 8 Study & analysis of bibliography: 36 Independent study: 36 **Course total: 122**
STUDENT PERFORMANCE EVALUATION Description of the evaluation procedure	Student assessment consists of continuous assessment and a final written examination. Seminar Assessment (50%) • Individual seminar assignments • Oral project presentation Final Written Examination (50%) The examination may include: • Multiple-choice questions • Short-answer questions • Scenario-based questions • Project planning exercises • Case study analysis Students must achieve at least 50% of seminar and 50% of written exam the total available points to successfully complete the course. Assessment criteria are communicated to students at the beginning of the semester.

5. ATTACHED BIBLIOGRAPHY

Required Literature

• Project Management Institute. (2021). A Guide to the Project Management Body of Knowledge (PMBOK® Guide), Seventh Edition.

• Project Management Institute. (2021). The Standard for Project Management.

• Axelos. (2023). Managing Successful Projects with PRINCE2® (7th Edition).

• Schwaber, K., & Sutherland, J. (2020). The Scrum Guide.

Recommended Literature

• Kerzner, H. (2022). Project Management: A Systems Approach to Planning, Scheduling, and Controlling.

• Meredith, J. R., Shafer, S. M., & Mantel, S. J. Project Management: A Managerial Approach.

• Goldratt, E. M. (1997). Critical Chain.

• Newbold, R. (1998). Project Management in the Fast Lane.

• Beck, K. (2004). Extreme Programming Explained: Embrace Change (2nd Edition).

• Project Management Institute. (2017). Agile Practice Guide.

Supplementary Literature

• Lecture notes and presentation slides.

• Case studies provided during the semester.

• Scientific papers published in leading project management journals.

• Current PMI, PRINCE2 and Scrum guidance documents.

• Online learning materials available through the university Learning Management System.