

## COURSE DESCRIPTION CARD

Bialystok University of Technology Faculty of Engineering Management									
<b>Field of study</b>	<b>Management</b>							<b>Degree level and programme type</b>	<b>first degree/second degree</b>
<b>Specialisation/ diploma path</b>	-							<b>Study profile</b>	-
<b>Course name</b>	<b>Project management</b>							<b>Course code</b>	<b>IS-FM-00009S</b>
								<b>Course type</b>	<b>elective</b>
<b>Forms and number of hours of educational activities</b>	<b>L</b>	<b>C</b>	<b>LC</b>	<b>P</b>	<b>SW</b>	<b>FW</b>	<b>S</b>	<b>Semester</b>	<b>summer</b>
					<b>30</b>			<b>No. of ECTS credits</b>	<b>6</b>
<b>Entry requirements</b>	—								
<b>Course objectives</b>	<p>Knowledge: Understanding the importance of projects management in business and gaining knowledge of project management methods and techniques.</p> <p>Skills: Gaining practical skills to use modern instruments of planning and organization of projects, monitoring their implementation and control effects.</p> <p>Social competence: understanding the role of team building in project management and the ability to coordinate the work of project team.</p>								
<b>Course content</b>	<p>Basics of project management - the concept and parameters of the project, project types and project management cycle, problems in project management.</p> <p>Planning process and project resources - the structure of the project, the organization of the project team, schedules and network methods of planning projects, identification of required resources of the project and assess their availability.</p> <p>Planning and control of project costs - methods of estimating costs, budgeting and monitoring the effects and costs of financing innovative activity.</p> <p>Risk in projects - sources and types of threats in projects, risk assessment, ways to reduce it.</p> <p>Project team management - the creation of project team, the role and responsibilities of a team manager, communication between project participants.</p> <p>Selected standards and project management methodologies. Computer tools supporting project management.</p>								
<b>Teaching methods</b>	lecture, exercises, case studies, implementation of a project task								
<b>Assessment method</b>	presentation on chosen aspects related to the main subject, evaluation of tasks in the classroom, evaluation of homework, evaluation of final project								
<b>Symbol of learning outcome</b>	<b>Learning outcomes</b>							<b>Reference to the learning outcomes for the field of study</b>	
	<b>Knowledge: the graduate knows and understands</b>							-	
<b>LO1</b>	importance of project management in business							-	
<b>LO2</b>	definitions used in project management							-	
	<b>Skills: the graduate is able to</b>							-	
<b>LO3</b>	choose and apply appropriate tools and methods of project management							-	
<b>LO4</b>	use IT tools supporting project management							-	

LO5	Prepare basic project documents	
	<b>Social competence: the graduate is ready to</b>	-
LO6	work in an interdisciplinary and international team in solving project management problems	-
<b>Symbol of learning outcome</b>	<b>Methods of assessing the learning outcomes</b>	<b>Type of tuition during which the outcome is assessed</b>
LO1	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
LO2	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
LO3	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
LO4	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
LO5	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
LO6	presentation, evaluation of tasks, evaluation of homework, evaluation of final project	C
<b>Student workload (in hours)</b>		<b>No. of hours</b>
<b>Calculation</b>	participation in classes	30
	preparation for classes	25
	work on homework	30
	individual work on final project	40
	team work on preparing presentations	20
	consultations attendance	5
	<b>TOTAL:</b>	<b>150</b>
<b>Quantitative indicators</b>		<b>HOURS</b>
<b>Student workload – activities that require direct teacher participation</b>		<b>35</b>
<b>Student workload – practical activities</b>		<b>150</b>
<b>Basic references</b>	1. Ward Garth G.F., <i>Effective project management: guidance and checklists for engineering and construction</i> , Wiley-Blackwell, Hoboken, 2018. 2. Keays S. J., <i>Investment-centric innovation project management: winning the new product development game</i> , J. Ross Publ. Plantation, 2018. 1. Cobb C. G., <i>Zrozumieć Agile Project Management : równowaga kontroli i elastyczności, APN Promise</i> , Warszawa 2012.	
<b>Supplementary references</b>	1. <i>A Guide to the Project Management Body of Knowledge (PMBOK Guide)</i> , Fifth ed., Project Management Institute, Inc., Pennsylvania, 2013. 2. Kerzner H., <i>Project Management. A Systems approach for Planning, Scheduling and Controlling</i> , Eleventh ed., Jon Willey& Sons, Inc. New Jersey 2013. 3. Bessant J., Pavitt K., Tidd J., <i>Managing Innovation - Integrating Technological, Market and Organizational Change</i> , Wiley and Sons, Chichester 2005.	
<b>Organisational unit conducting the course</b>	International Department of Logistics and Service Engineering	<b>Date of issuing the programme</b>
<b>Author of the programme</b>	Aleksandra Gulc, PhD	20.02.2022

L – lecture, C – classes, LC – laboratory classes, P – project, SW – specialization workshop, FW - field work, S – seminar