

Table 5.2 Specification of Course

Study Program: Material and Energy Flows Management			
Type and level of study: Master Academic Degree			
Name of Course: PROJECT PLANNING AND DEVELOPMENT			
Lecturer: Jelena Demko-Rihter			
Status of Course: elective			
Credits (ECTS): 4			
Preconditions: none			
Aims of the Course			
Lectures will provide students with the theoretical foundations of project management, supported by concrete examples of projects in the field of Material Flow Management (MFM). On exercises students will present examples of projects plans created in software. Students will gain knowledge to develop practical research project. Therefore, this course aims to provide students with:			
<ul style="list-style-type: none"> • Fundamental knowledge in project management (definition, lifecycle, organization, success criteria) • Tools for project planning and execution, detailed development of project management plan • Tools and techniques in the knowledge areas in PMI standard with focus on: time management, risk management, quality management, cost management, stakeholder management • Define and structure student research project such as Master Thesis projects 			
Outcomes/Competences of the Course			
Students will be trained to apply project management tools and techniques for MFM projects. They will learn how to develop detailed project management plan and to follow baseline. Students will become basic users of software for project management. Also, they will obtain skills for individual research in the field.			
Description of the Course Content			
Fundamentals of project management and organization: principles of project management, project lifecycle, project organization, project phases, the role of the project, portfolio and program management, project management office. Teamwork, resource requirements and allocation.			
Project initiation: project description, project feasibility analysis, project concept, the decision on the project.			
Project planning: planning the scope of the project (work on the project), project scheduling, cost planning, risk assessment. Development of detailed and high level project management plan (PMP).			
Project execution and control: operational management execution, administering the project. : risk management, information gathering, quality control, change management, stakeholder engagement and the conclusion of the project.			
Earned Value Analysis (EVA) methodology and examples. Using EVA in MS Project.			
Computer support project management: the basics of computer support in project management, MS Project.			
Required Readings			
1. Project Oriented Leadership, R. Müller, J.R Turner; Gower, 2010.			
Lessons			Other hours
Theory: 30	Practice: 30	Other:	
Teaching Methods			
Lectures will provide students with the theoretical foundations of project management, supported by concrete examples of thematic units specified by the course content. On exercises students will present examples of project plan, and self-will, in teams, have separate case study to choose and implement all project management activities according to the methodology described in the lectures.			
Grade (maximal number of points: 100)			
Pre-exam duties	Points	Final exam	Points
Activity during the lectures	10	Oral exam	30
Test I and Test II	40		
Seminar paper	20		