COURSE OUTLINE [PROJECT MANAGEMENT]

1. GENERAL

SCHOOL	Business Administration		
ACADEMIC UNIT	Business Administration		
LEVEL OF STUDIES	Postgraduate		
COURSE CODE	**DE0376**	**SEMESTER**	
COURSE TITLE	**PROJECT MANAGEMENT**		
INDEPENDENT TEACHING ACTIVITIES		**WEEKLY TEACHING HOURS**	**CREDITS**
Lectures, practical exercises, learning tools		**3**	**6**
COURSE TYPE	specialised general		
PREREQUISITE COURSES:	-		
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	Greek		
IS THE COURSE OFFERED TO ERASMUS STUDENTS	No		
COURSE WEBSITE (URL)	https://openeclass.uom.gr/courses/INTER1102/		

2. LEARNING OUTCOMES

Learning outcomes

This course prepares students for a professional role in a wide range of projects by providing them with an understanding of both the people-related and technical requirements for successful project management, as well as the organizational and strategic aspects. Guides fellow students through fundamental project management concepts and behavioral skills required to successfully initiate, lead, and execute projects in for-profit and nonprofit organizations.

Successful project managers skillfully manage their resources, schedules, risks, and scope to produce the desired result. In this course, associate students explore project management with a hands-on approach through case studies and classroom exercises. A key and often overlooked challenge for project managers is the ability to manage without influence - gaining stakeholder buy-in and access to resources not directly controlled. Particular attention is paid to the critical success factors required to overcome resistance to change. We will review the causes of project failure and how to mitigate risks through proper planning in the early stages of a new initiative.

The course covers key elements of project management, including project completion, project scope management, project time and cost management, quality management, human resources estimates, communications, risk management and procurement management.

Finally, the course was designed according to the standard PMBOK 6th guide of the Project Management Institute (PMI) and is a preparatory stage for those who wish to obtain professional certification from the PMI (https://www.pmi.org/).

The course will be developed as evenly as possible between lecture and discussion. The discussion will start from the study of real problems (case studies) with the active participation of the students being necessary. Also a part of the course includes demonstration of techniques using specialized software (e.g. Microsoft Project®).

General course objectives. Postgraduate students are going to:
• Understand the concepts of project planning and organization, budgeting and control, and project life cycles. To identify issues in a realistic project scenario. To create a project proposal. To create the implementation of a proposed design.
• Learn concepts related to organizational workflow, including the staffing process, project planning elements, and project plan contents and project communications.
• Learn several basic project scheduling techniques such as WBS, CPM, PERT, GANTT CHARTS and resource constrained scheduling.
• Understand the relevant concepts of organizational forms, conflict resolution and issues related to leadership and task management in a project environment.
• Improve written and oral communication skills through formal writing assignments and group discussions.
• Become familiar with Microsoft Project in performing simple project management tasks.

General Competences
Promotion of students' free, creative and critical thinking through discussions, exercises and assignments within the course

3. SYLLABUS

The course will be developed as evenly as possible between lecture and discussion. The discussion will start from the study of real problems (case studies) with the active participation of the students being necessary. Also a part of the course includes a demonstration of techniques using specialized software (e.g. Microsoft Project).

The purpose of the course is for students to understand the concept of project management and its principles in a modern project environment. Its aim is to introduce students to the language used by professionals, combined with the terminology recognized by the Project Management Institute (PMI).
Project management modules such as project life cycle, hierarchy charts, Cantt charts and networks will be covered. Techno-economic analysis and Costing of the project life cycle. Project Planning: scope, objectives, constraints, identification of activities, estimation of time duration and required resources, construction of project network, time planning, critical path, probabilistic networks, cost analysis, resource smoothing.

Weekly lecture schedule:
1. Establishment of fundamental principles.
2. Evaluation of project needs. Deliver business value.
3. Development of the scope of the project
4. Create the project schedule
5. Project budget development and stakeholder engagement. Identify project risks
6. Planning and procurement of resources.
7. Development of the Project Team. Information sharing.
8. Measurement and control of project performance.
9. Checking work results and closing the project
10. Tutorial, MS-Project (1)
11. MS-Project application (2)
12. MS-Project application (3)

4. TEACHING and LEARNING METHODS - EVALUATION

DELIVERY	Face-to-face, Distance learning
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY	Educational process support through the open eclass online platform

TEACHING METHODS	Activity	Semester workload
	Lectures	60
	Practical exercises focusing on the application of methodologies and analysis of case studies in smaller groups of students	50
	Independent Study	50
	Course total	***160***

STUDENT PERFORMANCE EVALUATION

• **Final written exam (30%) which includes:**
o Multiple choice questions
o Analysis of roles and stakeholders in a brief case study
o Solving problems related to quantitative data of a time, cost project
o Comparative evaluation of theory elements

• **Written Assignment (70%)**
Assignments and final assessment

Student obligations include:
1. Submission of an individual work concerning the detailed design and organization of the implementation of a project of the student's choice. The work will be submitted in parts (2 deliverables) on predetermined dates
2. Participation in the final written exams

The overall evaluation of the students will be based on their participation in the educational process and the quality of the assignments (30% weighting) and on their performance in the final written exam (70% weighting).

Job requirements
Deliverable #1
For a project of your choice (preferably of relatively small size) create the Technical Bulletin (charter, statement of work, responsibility matrix, communication plan matrix) that includes all the information required so that the project manager can design the project .

Deliverable #2
Based on the project technical sheet you submitted in Task #1, proceed with the detailed design of the project which should include the following:
o Scope Management
o Work Structure Analysis (WBS)
o Estimation of times and technological limitations
o Construction of Gantt chart and Network of the project
o List resources and assign resources to tasks
o Project budget (calculated in detail)
o Communication plan
o Internal quality assurance plan
o Risk management plan

MS Project software or other equivalent software should be used wherever possible.

5. ATTACHED BIBLIOGRAPHY

- Suggested bibliography:
- Project Management Institute. (2017). A guide to the Project Management Body of Knowledge (PMBOK guide) (6th ed.). Project Management Institute.
- Σημειώσεις διαλέξεων του διδάσκοντα στο https://openeclass.uom.gr/courses/INTER1102/
- Kerzner, H. (2017). Project management: A systems approach to planning, scheduling, and controlling (12th ed.). John Wiley & Sons.
- Wysocki, R. K. (2019). Effective Project Management: Traditional, Agile, Extreme, Hybrid (8th ed). Indianapolis: John Wiley and Sons.

- Related academic journals:
- Project Management Journal
- International Journal of Project Management

-Websites:
- Columbia University - Project Management Resources: http://www.columbia.edu/~jm2217/
- Επίσημο website του Microsoft Project 2010: http://www.microsoft.com/project/en/us/project-professional-2010.aspx

-Scientific / Professional Organizations:
- Project Management Institute (PMI): http://www.pmi.org/