COURSE DESCRIPTION

1. Course title: Business Project Management	**2. Course code:** BusProjMan

3. Validity of course description: 2017/2018

4. Level of studies: 2nd cycle of higher education

5. Mode of studies: Intramural studies

6. Field of study: Macrocourse

7. Profile of studies:

8. Programme:

9. Semester: 1

10. Faculty teaching the course: Faculty of Automatic Control, Electronics and Computer Science

11. Course instructor: Jacek Frączek

12. Course classification:

13. Course status: Elective

14. Language of instruction: English

15. Pre-requisite qualifications: None

16. Course objectives:

The aim of the course is to provide basic knowledge in the following areas:
- Project work effort estimation, preparation and execution of IT projects, including: management of the project parameters (scope, schedule, cost, quality, benefits, risks), the management of the organizational structure of the project team, change management, identifying project progress
- Project management methodologies: PRINCE2, XPM, Agile (Scrum)

The aim of the laboratory project is to acquire skills associated with the preparation and management of a project:
- Defining project tasks, defining dependencies between tasks, defining resources, defining schedules, assigning resources to tasks, estimating costs (implementation, hardware, software licenses, external services), defining design constraints, defining baseline plans and determining the progress of work – with the use of MS Project software
- Preparation of the formal PRINCE2 Project Initiation Document
- Defining the PRINCE2 risk register

17. Description of learning outcomes:

Nr	Learning outcomes description	Method of assessment	Teaching methods	Learning outcomes reference code
1	Students know the PRINCE2 project management methodology	Written assessment	Lecture	K2A_W17, K2A_W26, K2A_U06
2	Students know the Agile project management rules	Written assessment	Lecture	K2A_W17, K2A_W26, K2A_U06
3	Students can estimate the project work effort	Laboratory project report	Laboratory	K2A_U19
4	Students are able to work with MS Project software	Laboratory project report	Laboratory	K2A_W17, K2A_U06, K2A_U19
5	Students are aware of and understand the need and	Written assessment	Lecture	K2A_W17, K2A_K02

	importance of the project management process			

18. Teaching modes and hours
Lecture / BA /MA Seminar / Class / Project / Laboratory
Lecture – 30h
Laboratory – 15h

19. Syllabus description:

 Lectures:

Lecture topics:
- Overview of Project Management Methodologies: Prince2, xPM, Agile (Scrum)
- Requirements analysis
- Overview of MS Project
- Prince2:
  - Prince2 Principles: Continued business justification, Learn from experience, Defined roles and responsibilities, Manage by stages, Manage by exception, Focus on products, Tailor to suit the project environment.
  - Prince2 Themes: Business Case, Organization, Quality, Plans, Risk, Change, Progress.
  - Prince2 Processes: Starting up a Project, Directing a Project, Initiating a Project, Managing a Stage Boundary, Controlling a Stage, Managing Product Delivery, Closing a Project

 Laboratory:
- MS Project – defining project tasks, defining dependencies between tasks, defining resources, defining schedules, assigning resources to tasks, estimating costs (implementation, hardware, software licenses, external services), defining design constraints, defining baseline plans and determining the progress of work
- Prince2 - Preparation of the formal PRINCE2 Project Initiation Document and defining the PRINCE2 risk register

20. Examination: Optional written exam

21. Primary sources:

- Managing Successful Projects with PRINCE2™, OGC, London, The Stationary Office, 2009.
- Ken Schwaber, Jeff Sutherland: The Scrum Guide, 2013
- MS Project Documentation, MSDN.

22. Secondary sources:

- A Guide to the Project Management Body of Knowledge (PMBOK® Guide). 2000 Edition. Project Management Institute INC, 2000.
- Guide to the Software Engineering Body of Knowledge. 2004 Version. SWEBOK®. The Institute of Electrical and Electronics Engineers, 2004.

23. Total workload required to achieve learning outcomes

Lp.	Teaching mode :	Contact hours / Student workload hours
1	Lecture	30/0
2	Classes	
3	Laboratory	15/0
4	Project	
5	BA/ MA Seminar	
6	Other	5/40
	Total number of hours	50/40

24. Total hours: 90

25. Number of ECTS credits: 3

26. Number of ECTS credits allocated for contact hours: 2
27. Number of ECTS credits allocated for in-practice hours (laboratory classes, projects): 1
26. Comments: -

Approved:

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(date, Instructor's signature)

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(date, the Director of the Faculty Unit signature)