

COURSE DESCRIPTION

University: <i>School of Economics and Management in Public Administration in Bratislava</i>	
Department: Department of Management	
Code:	Course name: Project Management
Type, extent and method of instruction: 2h lecture and 2h seminar / weekly, face-to-face method	
Number of credits: 4	
Study degree: Bachelor	
Prerequisites:	
Course completion conditions: Active participation associated with a minimum of 80% participation. Processing of case studies. Processing the semester project to the specified topic according to the instructions required. Mastering the knowledge of lectures reviewed by two written tests.	
Course aims: The Aim of the subject is that the project management course graduates should be able to orient themselves at a basic level in project management issues, to apply practical methods of launching, planning, implementation and completion of the project, to optimise Time sequences of individual activities including critical travel, minimise project risks, manage and monitor complex budgets, implement necessary changes to projects and set optimal timing for tasks while preserving flexibility Deciding. Within the course of the subject, the student will learn the ability to master the core control of MS Project.	
Brief outline of the course: <ol style="list-style-type: none"> 1. Introduction to Project management. Project standards. Project definition. 2. Life cycle of the project. Progress of the project. Reporting-presentations, documentation, communication on the project. 3. Project objectives (SMART method), SPIN technique, Project success criteria, three-imperative project. Continuity of the project. 4. Launch of the project. Pre-project phase. Define the project. Logical framework. Strategic objective of the project. Project budget. 5. Project planning. The material content of the planning process, the project decomposing, the matrix of Responsibility, time planning (GANNT, network analysis and CPM), 6. Resource planning and loading, project documentation management and planning. Holders of legitimate interests, analysis of the wearers of the repair. 7. Risk management, risk minimisation, modelling and risk assessment, quality management and quality planning. 8. Project implementation, change management, project organisation 9. Methods and methodologies of project management (study on the merits, study of provenance) 10. Team collaboration. Project documentation Management. Archive. 11. Computer Support Project. Project termination 12. Project Manager Competencies 	
Recommended literature: Kerzner, Harold, 2013 Project Management. Indianapolis: Wiley-Blackwell. ISBN 978-111-802-2276 A Guide to the Project Management Body of Knowledge. 2017. 6th edition. Newtown Square, Project management Institute. ISBN13: 9781628253825 ISO 21500. Guidance on project management. Geneva: International Organization for Standardization, ICS 03.100.40. Agile Practice Guide. 2017. 6th edition. Newtown Square, Project management Institute. ISBN 9781628253825	

Language of instruction: *English*

Notes: