

## DESCRIPTION OF A STUDY COURSE – SYLLABUS

<b>Title of a course</b>	Project Management				
<b>Head of course</b>	MSc Anita Stilin, Senior Lecturer				
<b>Study programme</b>	Specialist professional graduate study Entrepreneurship				
<b>Status of a course</b>	Obligatory				
<b>Year of study</b>	2	<b>Semester</b>	III.	<b>ECTS credits</b>	5
<b>Teaching plan (L + E + S+ Pr)</b>	2L + 2E				
<b>Goals of a course</b>					
Introducing students with basic concepts of project management. Acquisition of project planning competences. Acquiring competencies for project implementation, control and implementation.					
<b>Conditions for enrolling course</b>					
No conditions					
<b>Learning outcomes on a level of a study programme which includes course</b>					
Outcome 4: Suggest possible responses to changes in the business environment. Outcome 6: Apply methodology for planning and controlling the implementation of various plans. Outcome 9: Apply methodology of professional and scientific research work in various business situations. Outcome 11 Identify deficiencies and propose improvements of team functioning. Outcome 12: Choose the right approach to communicating business content and motivating associates to achieve goals. Outcome 14: Identify and evaluate different business risks and propose ways to manage risks.					
<b>Expected learning outcomes on a level of a course</b>					
1. Identify project, program, portfolio and project management features 2. Describe the link between strategy, changes and organizational culture with projects 3. Analyse different interest-influential groups and/or individuals 4. Create and present a project plan after choosing from proposed projects 5. Apply network planning techniques 6. Recommend the method of implementation, control and conclusion of projects in an organization					
<b>Content of a course</b>					
Defining projects. Innovations and projects. Project as a structure of objectives and activities. Project in a business system. Project activity in a company. Programming development of a company. Models of organizing project implementation. Project management. Basic concepts of project management. Types of projects. Phases of a project. Life cycle of a project. Project structure. Fitting of project organization into a line organization. Managing changes.					
<b>Teaching modes</b>	<input checked="" type="checkbox"/> lectures <input type="checkbox"/> auditory exercises <input checked="" type="checkbox"/> seminars and workshops <input type="checkbox"/> distance learning <input type="checkbox"/> field classes		<input checked="" type="checkbox"/> individual assignments <input type="checkbox"/> multimedia and network <input type="checkbox"/> laboratory <input type="checkbox"/> supervisor's work <input type="checkbox"/> other _____		
<b>Comments</b>					
<b>Students' obligations</b>					
<b>Grading, evaluation and monitoring of students' work continuously during lectures and exams</b>					
Grading is based upon evaluation of course's learning outcomes' adoption. Grading is performed continuously during lectures and/or during exam, in compliance with the provisions of Regulation on the assessment of students.					

**Continuous check-up:**

Outcomes	Pre-exam I	Pre-exam 2	Tasks (assignment and / or case study)	Development and presentation of the project plan	Threshold	Max
Outcome 1	9 %		6 %		7,5 %	15 %
Outcome 2	6 %		4 %		5 %	10 %
Outcome 3	10 %		2 %		6 %	12 %
Outcome 4		7 %	3 %	20 %	15 %	30 %
Outcome 5		4 %	6 %		5 %	10 %
Outcome 6		18 %	5 %		11,5 %	23 %
Percentage of ECTS	1,25	1,45	1,3	1		
Total	25 %	29 %	26 %	20 %	50 %	100 %

A student has passed the exam if he has acquired a percentage of credits for each learning outcome higher or equal to defined threshold.

**Exam term:**

Outcomes	Written exam	Oral exam	Max
Outcome 1	10 %	5 %	15 %
Outcome 2	6 %	4 %	10 %
Outcome 3	10 %	2 %	12 %
Outcome 4	10 %	20 %	30 %
Outcome 5	6 %	4 %	10 %
Outcome 6	18 %	5 %	23 %
Percentage of ECTS	3	2	
Total	60 %	40%	100 %

A student has passed the exam if he has acquired a percentage of credits for each learning outcome higher or equal to defined threshold.

**Grading:**

A student has passed the exam if he has acquired at least 50% of anticipated credits of a specific learning outcome.

If a student has passed learning outcomes of all courses, the accomplished credits (percentages) of all passed learning outcomes are being added, while the final grade is defined upon following table:

Range of credits (percentages)	Numerical grade	ECTS grade
90,00 – 100,00	Excellent (5)	A
75,00 – 89,99	Very good (4)	B
60,00 – 74,99	Good (3)	C
50,00 – 59,99	Sufficient (2)	D
0,00 – 49,99	Insufficient (1)	F

**Obligatory literature**

1. Omazić, M. A., Baljkas, S., Projektni menadžment, Sinergija nakladništvo, Zagreb, 2005.

**Additional literature**

1. Hauc, A., Projektni menadžment i projektno poslovanje, M.E.P. Consult, Zagreb, 2007.
2. Kerzner, H., Project management: A Systems Approach to Planning, Scheduling, and Controlling, 10th ed., John Wiley & Sons, Inc., New Jersey, 2009.
3. Maylor, H., Project management, 4th ed., Pearson Education Limited, Harlow, 2010.
4. Njavro, Đ., Njavro, M. (ur.), Vodič kroz znanje o upravljanju projektima (Vodič kroz PMBOK), Mate, Zagrebačka škola ekonomije i managementa, Zagreb, 2011.



