

## COURSE OUTLINE

### 1. GENERAL

<b>SCHOOL</b>	MANAGEMENT, ECONOMICS AND SOCIAL SCIENCES		
<b>DEPARTMENT</b>	BUSINESS ADMINISTRATION		
<b>LEVEL OF STUDY</b>	UNDERGRADUATE		
<b>COURSE UNIT CODE</b>	61-Y2-AE6	<b>SEMESTER OF STUDY</b>	6th
<b>COURSE TITLE</b>	PROJECT MANAGEMENT		
<b>COURSEWORK BREAKDOWN</b>		<b>TEACHING WEEKLY HOURS</b>	<b>ECTS Credits</b>
Lectures and Workshops-Project Work		3	5
<b>COURSE UNIT TYPE</b>	Compulsory in Specialization		
<b>PREREQUISITES :</b>			
<b>LANGUAGE OF INSTRUCTION/EXAMS:</b>	ENGLISH		
<b>COURSE DELIVERED TO ERASMUS STUDENTS</b>	YES		
<b>MODULE WEB PAGE (URL)</b>			

### 2. LEARNING OUTCOMES

<b>Learning Outcomes</b>
In this module, terms and concepts related to any organizations' planning, testing and evaluating methods of its projects are presented. Also the basic principles of project management, such as selection and evaluation methods of projects, techniques and time programming methods, cost - time, optimal allocation and resource mitigation, as well as project control techniques are illustrated.
<b>General Skills</b>
<ul style="list-style-type: none"> <li>- Development of analytical skills</li> <li>- Teamwork</li> <li>- Decision-making</li> </ul>

### 3. COURSE CONTENTS

<p>The course is organized around topics such as:</p> <ul style="list-style-type: none"> <li>• Project Selection and Evaluation Methodology</li> <li>• Project Valuation</li> <li>• The Role of Human Resources Management in the Company</li> <li>• Organisational Behaviour</li> <li>• Programming Resources, Production Organization, Exploiting Resources</li> <li>• The Life Cycle of the Project</li> <li>• Project Sustainability Check</li> <li>• Planning and Monitoring Project Budget</li> <li>• Information Management and Use of Information Systems</li> <li>• Project Audit</li> <li>• Time Uncertainty - Expected Project End Time (Numbers)</li> <li>• Project Audit (based on Critical Path Model CPM - Case Studies)</li> </ul>
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- PERT network
- Planning and tracking a Project Timetable
- Comparative Management - Alternative Solutions
- Risk management

#### 4. TEACHING METHODS - ASSESSMENT

<b>MODE OF DELIVERY</b>	In-Class	
<b>USE OF INFORMATION AND COMMUNICATION TECHNOLOGY</b>	Support of the learning process through the e-class platform.	
<b>TEACHING METHODS</b>	<b><i>Method description</i></b>	<b><i>Semester Workload</i></b>
	Lectures and tutorials	39
	Presentation of Case Studies, Class Discussions	20
	Group Projects	35
	Personal Study	31
	<b><i>Total</i></b>	<b><i>125</i></b>
<b>ASSESSMENT METHODS</b>	<p><b>I. End of Semester Formal Examination (60%)</b>  - Short answer questions  - Questions of solving problems.  <u>Evaluation Objective:</u> To understand the fundamentals of the course.  <u>Evaluation Criteria:</u> Comprehensiveness, accuracy, and critical evaluation.</p> <p><b>II. Teamwork (40%) (Group Presentation):</b>  <u>Evaluation Objective:</u> To examine students' presentation skills and enhance students' teamwork skills.  <u>Evaluation Criteria:</u> teamwork, presentation skills, quality of presentation material.</p>	

#### 5. RESOURCES

- Recommended Book and Journal Article Resources:

- Lock, D., "Project Management", 9th Edition, Gower, 2007.
- Schwalbe, K., "Information Technology Project Management", 3rd Edition, International Thomson Publishers, 2004.
- Shtub, A., J.F. Bard, and S. Globerson, "Project Management: Engineering, Technology, and Implementation", Prentice Hall, 1994.
- Moder, J.J., C.R. Phillips, and E.W. Davis, "Project Management with CPM, PERT and Precedence Diagramming", 3rd Edition, Blitz Pub Co.,
- Project Management Journal International Journal of Project Management

Websites:

- Columbia University - Project Management Resources: <http://www.columbia.edu/~jm2217/>  
Microsoft Project:
- <http://www.microsoft.com/project/en/us/default.aspx>  
<http://www.microsoft.com/project/en/us/project-professional-2010.aspx>

Professional organizations:

- Project Management Institute (PMI): <http://www.pmi.org/>
- Association for Project Management (APM): <http://www.apm.org.uk/>
- International Project Management Association (IPMA): <http://www.ipma>