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| **Course unit title** | **PROJECT MANAGEMENT** |
| **Course unit code** | InfT6024 |
| **Type of course unit** | A part – Compulsory part |
| **Level of course unit** | 2nd cycle (Master) |
| **Year of study** | - |
| **Semester** | I |
| **Number of ECTS credits** | 6 |
| **Name of lecturer(s)** | Dzintars Tomsons, Master of Computer Sciences |
| **Learning outcomes of the course unit** | **Aims of the course**  To develop understanding about process of working out a project, develop practical skills in preparing a project plan.  Develop understanding about project management, project manager's and team's role in project realisation.  Develop understanding about project specific development of computer systems and programming  **Objectives of the course**   * Impart knowledge about project process, its development and basic component parts. * To master practical skills in working out and presenting a project. * Impart knowledge about project management and work with the project team. * Master basic skills for solving problems and decision-making; * Teach how to analyse people and environment correlation in context of management, personnel management and communication theories   Master practical skills in preparing application of a project.  **Results of the course (competences to be developed)**  Knowledge about projects substance and their realisation activities. Skills and abilities in planning project, assessment of necessary resources, indentification and analysis of alternative solutions, decission-making, processing of project management basic documentation. |
| **Mode of delivery** | Face-to-face |
| **Prerequisites and co-requisites** | - |
| **Recommended optional programme components** | - |
| **Course contents** | The aim of the course - develop understanding of project development process, develop practical skills in preparing project plan, develop understanding of project specific development of computer systems and programming. In the course knowledge has been acquired, mastered skills, which are needed for planning, carrying out and documenting a project. |
| **Course plan** | |  |  | | --- | --- | | **Theme** | **Sub-theme** | | 1. Intoduction in management theory | Substance of management. Management theories Roles of manager. | | 1. Organisation | Mission and aims of organisation Resources, internal and external environment, structure Culture of organisation | | 1. Planning | Solving problems of planning,decision-making process and methods.  Tools for analysing external and internal environment | | 1. Management style | Management styles, their classification, basic models.  Efficiency of management styles. | | 1. Introduction in development and management of project | Aims and tasks of project development and management.  Types of projects | | Introduction in business game SPRĪDĪTIS: determination of roles | | 1. Project life cycle, stages of project development | Project life cycle, stages of project development | | 1. Launching of a project | Assessment of environment, decission-making  Mission and aims of a project  Generation of project idea | | Business game SPRĪDĪTIS:  Stage 1 Generation of project's idea. Key words  Stage 2 Formulating of project's mission and tasks | | 1. Tools for analysing external and internal environment | SVID analysis, problem tree, EKD modelling etc. | | Business game SPRĪDĪTIS:  Stage 3 Assessment of project groups | | 1. Planning of the project | Constituent parts of project's plan | | Planning of project resources | | Business game SPRĪDĪTIS:  Stage 4 Preparation of description of aim groups and partners involvement | | Project team. Basic principles for selecting teams, work with the members of team | | Business game 'Business talks' | | Business game SPRĪDĪTIS:  Stage 5 Preparation of CV of project participants  Stage 6 Planning of project participants | | Development of software for project specificity | Description of development project of software  Project planning and mangement tools | | Time management of project software development | | Business game SPRĪDĪTIS:  Stage 7 Current situation | | Business game SPRĪDĪTIS:  Stage 8 Planning of activities | | Planning of project finances | Common problems of planning project finances | | Finances management of project software development | | Business game SPRĪDĪTIS:  Stage 9 Expences of project | | Development of software for project development | System analysis | | Specification of requests | | Management of project personnel  Management of project communication | | Designing of computer systems | | Risk management | | Management of project purchases  Management of project integration | | Implementation of project results | | Preparation and presentation of project application | Business game SPRĪDĪTIS:  Stage 10 Execution of project application form | |
| **Recommended or required reading** | Schwalbe K. "Information Technology Project Management, Second Edition." - Course Technology. Thomson Learning, http://www.course.com/downloads/mis/schwalbe, 2002. |
| **Planned learning activities and teaching methods** | Lectures, practical works, student's individual work |
| **Assessment methods and criteria** | **Exam**  Students have to fulfil all tasks of individual work.  Students are divided into teams - in each 3-4 people at the begining of the course. Each team has a task to prepare an application of IKT concerned project during semester and at the end of the course to present it to lecturer and other group members. Each student ha sto present also his own contribution in team's work. |
| **Language of instruction** | English |
| **Work placement(s)** | N/a |