Subject programme

1. Subject name / subject module: **Project Management**
2. Lecture language: **English**
3. The location of the subject in study plans:
   - Area or areas of the studies: **Computer Engineering and Mechatronics**
   - Degree of the studies: **1st degree studies**
   - Ftield or fields (implementation of effects standard): **Mechatronics**
4. Supervision of subject implementation:
   - The Institute / Another unit: **Institute of Informatics and Mechatronics**
   - The person responsible for the subject: **Rutkowski Krzysztof, mgr inż.**
   - People cooperating in the development of the programme of the subject:
5. The number of hours and forms of teaching for individual study system and the evaluation method:

Teaching activities with the tutor																						
Mode of study	Form of classes																					Total
	Lecture	SOW	ECTS	Laboratory work	SOW	ECTS	...	SOW	ECTS	...	SOW	ECTS	...	SOW	ECTS	...	SOW	ECTS	...	SOW	ECTS	ECTS
Full-time studies	13	25	1,5	15	35	2																3,5
Part-time studies																						
Credit rigor				Graded assignment																		

6. Student workload – ECTS credits balance:
   1 ECTS credit corresponds to 25-30 hours of student work needed to achieve the expected learning outcomes including the student's own work

Activity (please specify relevant work for the subject)	**Hourly student workload (full-time studies/part-time studies)**
Participation in lectures	13
Participation in laboratory classes	15
Independent study of the subject	25
Preparation to laboratory classes	35
Participation in an exam / graded assignment	-
Total student workload (TSW)	78
ECTS credits	3,5
* Student's workload related to trainings	50
Student's workload in classes requiring direct participation of academic teachers	28

7. Implementation notes: recommended duration (semesters), recommended admission requirements, relations between the forms of classes:
   - Recommended admission requirements – none.
   - Recommended duration of the subject is taken from the course plan.
8. Specific learning outcomes – knowledge, skills and social competence:

Specific learning outcomes for the subject		**Form**	**Teaching method**	**Methods for testing of (checking, assessing) learning outcomes**
Outcome symbol	**Outcome description**			
Knowledge				
K_W17	**A student know the basic assumptions of the ITIL (IT Infrastructure Library) methodology defining the life cycles of a service - an IT project. Student know the method of building and the importance of the Gantt Chart in the project. Student know the**	**Lecture**	**Expository methods**	**Student learning activities**
Skills				
K_U15	**A student can justify software implementation methodologies. Student know the method of building and the importance of the Gantt Chart in the project. Student know the techniques of planning activities (WBS, PBS). Student is able to identify and just**	**Workshop**	**Inquiry methods**	**Student learning activities**
K_U18	**A student can justify software implementation methodologies. Student know the method of building and the importance of the Gantt Chart in the project. Student know the techniques of planning activities (WBS, PBS). Student is able to identify and just**			
Social competence				

K_K07	A student is able to work in a group, justify his mode of action to the project. The student is willing to participate in the accreditation.	Workshop	Inquiry methods	Student learning activities

9. Assessment rules / criteria for each form of education and individual grades:

0% - 50%	ndst	**80% - 86%**	db
51% - 70%	dst	**87% - 93%**	db+
71% - 79%	dst+	**94% - 100%**	bdb

Activity	Grades	Calculation	To Final
Reports	dst, db, bdb (3,4,5)	arithmetic mean (3,5,4) * 50%	2
Attendance	on 75% of all classes	75% * 5 -> 3,5 * 20%	0,75
Activity during classes	dst, db, bdb (3,4,5)	arithmetic mean (3,5,4) * 30%	1,2
Final result			3,975
Grade		3,975/5 = 79,5%	**dst+ (3.5)**

10. The learning contents with the form of the class activities on which they are carried out:

1. An Overview of Project Management (lecture);
2. Planning the Project (lecture, workshop);
3. Developing a Mission, Vision, Goals,and Objectives for the Project(lecture, workshop) ;
4. Creating the Project Risk Plan(lecture, workshop) ;
5.Using the Work Breakdown Structure to Plan a Project ;6. Scheduling Project Work(lecture, workshop);
7.Producing a Workable Schedule(lecture, workshop);
8. Project Control and Evaluation(lecture, workshop);
9. The Change Control Process(lecture, workshop);
10. Project Control Using Earned Value Analysis(lecture, workshop);
11. Managing the Project Team(lecture, workshop).

11. Required teaching aids:

a. Lecture - multimedia projector.
b. Laboratory classes - specialist laboratory.

12. Literature:

a. Basic literature:
   1. Wojtysiak-Kotlarski M.; Chosen aspects regarding IT software in project management; ISBN 978-83-65416-53-7; Warsaw School of Economics 2015
b. Supplementary literature:
   1. AXELOS, ITIL foundation, TSO
   2. AXELOS, PRINCE2, TSO
   3. Leśniak-Łebkowska G.; Project management; ISBN 978-83-65416-24-7; ; Warsaw School of Economics 2015
   4. Voltchok Valery; Project management: System approach: Business information system; ISBN 83-87256-71-4; Wyższa Szkoła Finansów i Zarządzania w Białymstoku 2004

13. Available educational materials divided into forms of class activities (Author's compilation of didactic materials, e-learning materials, etc.)

14. Teachers implementing particular forms of education:

Form of education	Name and surname
1. Lecture	Rutkowski Krzysztof, mgr inż.
2. Laboratory classes	
3. Training	
4. Project classes	
5. Workshop classes	Rutkowski Krzysztof, mgr inż.
6. Simulation game	
7. Language classes	