COURSE TITLE	PROJECT MANAMEGENT AND DOCUMENTATION					
Course code	SRC138	Year of study	3.			
Lecturer(s)	Ivica Ružić. MSc, senior lecturer	ECTS (Number of credits allocated)	4			
Associates		Total lesson hours per semester	Lecture	Seminar	Practical	Laboratory
			30	10	20	
Course status	Elective	Percentage share of e-learning	50%			

COURSE DESCRIPTION	
Course Objectives	• understanding basic principles project management in the area of technical sciencies • theoretical and practical preparation enabling students to work in team.
Course enrolment requirements and entry competencies required for the course	
Learning outcomes On successful completion of this course, student should be able to:	1. define basic concepts necessary for solving project tasks 2. collect and analyze requirements 3. prepare a comprehensive network plan using PERT and CPM methods 4. prepare supporting documentation 5. organize team work
Course content	Introduction. Basic concepts. Project definition. RETI curve. Types of projects. Gathering requirements. Classic and project managements, Project stages. Developing requirements for deterministic project. Diagram WBS (Work Breakdown Structures). Developing requirements for stochastic project. Network planning. CPM and PERT methods. Determine activities for implementation deterministic projects. Structure analysis – activity, activities sequence, network plan. Methods. Determine the activities for implementation stochastic projects. Time analysis – activity duration. Project duration. Critical activity and critical path. Determine activity duration for deterministic project. Resources analysis – determine and shedule necessary resources. Cost analysis. Determine the costs for implementation activities. Event chart – activities sequence. Event chard for deterministic project. Activity diagram – Critical path method. Activity diagram for deterministic project. Critical events, critical path, critical activities. Documenting the project with MS Project.
Types of teaching:	☒ lecture ☐ seminars and workshop ☒ practical ☐ combined e-learning ☐ field research ☒ self-study ☒multimedia ☒laboratory ☒ mentoring work ☐ (others)
Student obligations	Attending classes, seminar, exams.

Monitoring student	Class attendance	2	Research		Practical work	

work (enter the share in ECTS credits for each activity so that the total number of ECTS credits corresponds to the credit value of the course):	Experimental work		Report		(others)	
	Essay		Seminar	1	(others)	
	Self-study	0,5	Workshop		(others)	
	Project		Office hours, mid-term exams and final exam	0,5	(others)	

Assessment and evaluation of student work during classes and at the final exam

CONTINUOUS ASSESSMENT		
Continuous testing indicators	Performance A_i (%)	Grade ratio k_i (%)
Class attendance	70-100	100

FINAL ASSESSMENT		
Indicators checks (first and second final exam terms)	Performance A_i (%)	Grade ratio k_i (%)
Seminar (practical exam)	50 - 100	40
Theoretical exam (written and/or oral)	50 - 100	50
Previous activities	50 - 100	10

The grade (in percentages) is formed on the basis of all indicators that describe the level of student activities according to the relation:

$$Grade\,(\%) = \sum_{i=1}^{N} k_i A_i$$

k_i - weighting factor for each activity,
A_i - success in percentage achieved for a particular activity,
N - total number of activities.

PERFORMANCE AND GRADE		
Percentage	Criteria	Grade
50% - 61%	basic criteria met	sufficient (2)
62% - 74%	average performance with some errors	good (3)
75% - 87%	above average performance with minor errors	very good (4)
88% - 100%	outstanding performance	outstanding (5)

Required reading	

Optional reading	1. Standards and specifications: ISO 9001/2000 2. MS Project User Guide
Quality monitoring to ensure the acquisition of established learning outcomes	• Records of class attendance and success in performing student obligations • Updating detailed course curricula • Supervision of teaching activities • Continuous quality control of all parameters of the teaching process in accordance with the Action Plans • Semester-based student survey in accordance with the "Ordinance on the procedure of student evaluation of teaching work at the University of Split" (UNIST, Centre for Quality Improvement).
Other information	