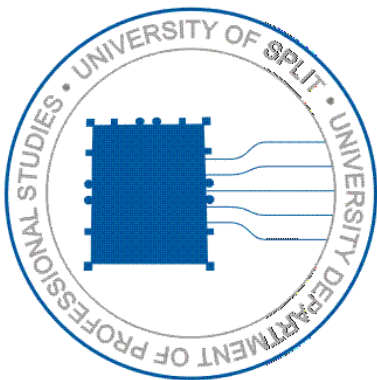


Course syllabus

Project Management and Documentation



COURSE DETAILS

<i>Type of study programme</i>	Undergraduate professional study programme- 180 ECTS	
<i>Study programme</i>	INFORMATION TECHNOLOGIES	
<i>Course title</i>	Project Management and Documentation	
<i>Course code</i>	SIT138	
<i>ECTS (Number of credits allocated)</i>	6	
<i>Course status</i>	Elective	
<i>Year of study</i>	Third	
<i>Course Web site</i>	https://moodle.oss.unist.hr/course/category.php?id=21	
<i>Total lesson hours per semester</i>	Lectures	30
	Seminar	15
	Laboratory exercises & practical demonstration	30
<i>Prerequisite(s)</i>	None	
<i>Lecturer(s)</i>	Department of Information technologies: Ivica Ružić, MSc, senior lecturer	

COURSE DESCRIPTION

<i>Course Objectives:</i>	<ul style="list-style-type: none"> • understanding basic principles project management in the area of technical sciences, • theoretical and practical preparation enabling students to work in team.
<i>Learning outcomes</i> <i>On successful completion of this course, student should be able to:</i>	<ol style="list-style-type: none"> 1. define basic terms necessary for solving project tasks, 2. collect and analyse requirements, 3. prepare a comprehensive network plan using PERT and CPM methods 4. prepare supporting documentation, 5. organize team work.
<i>Course content</i>	<p>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 schedule necessary resources. Cost analysis. Determine the costs for implementation activities. Event chart – activities sequence. Event chart 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.</p>

CONSTRUCTIVE ALIGNMENT – Learning outcomes, teaching and assessment methods

Alignment of students activities with learning outcomes		
Activity	Student workload ECTS credits	Learning outcomes
<i>Lectures</i>	30 hours / 1 ECTS	1,2,3,4,5
<i>Laboratory work</i>	30 hours / 1 ECTS	2,3,4,5
<i>Seminar (in class)</i>	15 hours / 0.5 ECTS	2,3,4,5
<i>Seminar (practical exam)</i>	45 hours / 1.5 ECTS	1,2,3,4,5
<i>Self-study</i>	45 hours / 1.5 ECTS	1,2,3,4,5
<i>Office hours and final exam</i>	15 hours / 0.5 ECTS	1,3,4
TOTAL:	180 hours / 6 ECTS	1,2,3,4,5

CONTINUOUS ASSESSMENT		
Continuous testing indicators	Performance A_i (%)	Grade ratio k_i (%)
<i>Class attendance and participation</i>	70 – 100	100

FINAL ASSESSMENT		
Testing indicators – final exam (first and second exam term)	Performance A_i (%)	Grade ratio k_i (%)
<i>Seminar (practical exam)</i>	50 - 100	40
<i>Theoretical exam (written and/or oral)</i>	50 – 100	50
<i>Previous activities (include all continuous testing indicators)</i>	50 – 100	10
Testing indicators – makeup exam (third and fourth exam term)	Performance A_i (%)	Grade ratio k_i (%)
<i>Practical exam (written)</i>	50 - 100	50
<i>Theoretical exam (written and/or oral)</i>	50 - 100	50

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

ADDITIONAL INFORMATION

Teaching materials for students (scripts, exercise collections, examples of solved exercises), teaching record, detailed course syllabus, application of e-learning, current information and all other data are available by MOODLE system to all students.