

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet:	Menedžment projektov
Course title:	Management of Projects

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Računalništvo in spletne tehnologije, visokošolski strokovni študijski program prve stopnje	-	Drugi ali tretji	Četrty ali šesti
Computer Science and Web Technologies, first cycle Professional Study Programme	-	Second or third	Fourth or sixth

Vrsta predmeta / Course type

Izbirni / Elective

Univerzitetna koda predmeta / University course code:

2-RST-VS-IP-MP-2016-10-01

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
30	-	45	-	-	105	6

Nosilec predmeta / Lecturer:

Jeziki /

Languages:

Predavanja /

Lectures:

Slovenski / Slovenian, Angleški / English

Vaje / Tutorial:

Slovenski / Slovenian, Angleški / English

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Študent/študentka mora pred pristopom k izpitu pripraviti in zagovarjati empirično seminarsko nalogo.

Prerequisites:

Prior to the exam, students must prepare and defend an empirical seminar paper.

Vsebina:

- *Projekti v organizacijskih sistemih.* Opredelitev projektnega menedžmenta. Povezanost strategij in projektov. Izhodiščna definicija. Vrste projektov. Namen in objekt projekta. Struktura projekta. Oblikovanje ciljev projekta. Faze projekta.
- *Organiziranje projektov.* Projektni sistem. Načini vključevanja izvajalnih sistemov v projekte. Modeli

Content (Syllabus outline):

- *Projects in organizational systems.* Definition of project management. Relationship strategies and projects. Initial definition. Types of projects. The purpose and object of the project. The structure of the project. Design goals of the project. Phases of the project.
- *Projects organizing.* Project system. Ways of nintegration of implementing systems into projects. Models of organizing

<p>organiziranja projektov. Projektne usmerjeni poslovni procesi. Projektne proizvodnje (enkratni proizvodni procesi).</p> <ul style="list-style-type: none"> • <i>Iniciranje razvoja organizacij in projekti.</i> Načelo planiranja in organiziranja razvoja po projektne pristopu. Iniciranje razvoja organizacij projektne proizvodnje in inženiringa. • <i>Inovacije in projekti.</i> Projekti v inovacijskem procesu. Projekti inovacije proizvodov in storitev. Projekti razvoja organizacijskih in informacijskih sistemov. • <i>Projektne organizacije.</i> Vrste projektne organizacije. Projektne timi. Metoda matričnega razčlenjevanja projektne vodjenja. Vključevanje projektne organizacije v obstoječo organizacijo podjetja. • <i>Vodenje projektov.</i> Načela vodenja izvajanja projektov. Načela usklajevanja. Dinamičnost projektne vodjenja. Instrumentarij projektne vodjenja. Metode planiranja in spremljanja projektov - mrežno planiranje. Projektne informacijske sisteme. Projektne dokumentacije. • <i>Praktični pristop.</i> Projektne menedžment v gospodarstvu, upravi in neprofitnih organizacijah. Mednarodni projektne menedžment. Postopki prijave projektov za koriščenje sredstev EU. 	<p>projects. Project-oriented business processes. Project output (single manufacturing processes).</p> <ul style="list-style-type: none"> • <i>Initiating development of organizations and projects.</i> The principle of planning and organizing development by project approach. Initiating development of organizations design and production engineering. • <i>Innovation and projects.</i> Projects in the innovation process. Innovation projects, products and services. Development projects of organizational information systems. • <i>Project organization.</i> Types of project organization. Project teams. Matrix method of breaking down the project management. Integration of project organization in the existing organization of the company. • <i>Project management.</i> Management principles for project implementation. The matching principle. Dynamic nature of project management. Project management instruments. Methods of planning and project monitoring - Network Planning. Project information system. The design documentation. • <i>A practical approach.</i> Project management of the economy, government and nonprofit organizations. International project management. Procedures of projects applications to benefit from EU funds.
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Temeljni literatura in viri / Readings:

- Stare, Aljaž. (2011). Projektne menedžment: teorija in praksa. Ljubljana: Agencija Poti.
- Heldman, Kim et Heldman, William. (2010). CompTIA Project+ Study Guide (PK0-003). Indianapolis: Wiley Publishing, Inc.
- Hauc, A. (2002). Projektne management. Ljubljana: GV Založba.
- Heerkens, G.R. (2001). Project Management (1. izdaja). New York: McGraw-Hill Trade.
- Meredith, R.J. in Mantel, S. J. (2009). Project Management: A Managerial Approach (7. izdaja), John Wiley & Sons, Inc.
- Turner, J.R. (2008). The Handbook of Project-based Management: Leading Strategic Change in Organizations (3. izdaja). McGraw-Hill Professional.
- Vodnik po znanju projektne vodjenja, tretja izdaja (PMBOK vodnik). Kranj: Moderna organizacija, Uni-MB, FOV, 2008.

Cilji in kompetence:

Učna enota prispeva k razvoju naslednjih splošnih in predmetno-specifičnih kompetenc:

Splošne kompetence:

- poznavanje in razumevanje družbenih procesov ter sposobnost za njihovo analizo, sintezo in predvidevanje rešitev in njihovih posledic
- razvoj kritične in samokritične presoje
- poznavanje pomena kakovosti in prizadevanje za kakovost strokovnega dela skozi avtonomnost, (samo)kritičnost, (samo)refleksivnost in (samo)evalviranje v strokovnem delu
- sposobnost za reševanje konkretnih družbenih in delovnih problemov z uporabo družboslovnih znanstvenih metod in postopkov

Predmetno-specifične kompetence:

- organizacijske in vodstvene spretnosti za organiziranje aktivnega in samostojnega dela
- razumevanje odnosov med posamezniki, organizacijami in družbenim okoljem, zmožnost za kompleksno sistemsko gledanje in delovanje
- poznavanje in razumevanje teoretičnih osnov analitičnega in svetovalnega dela (prenos znanja do uporabnika)
- načrtovanje in obvladovanje sprememb ob oblikovanju celovite ocene stanja v organizaciji ali družbenem okolju z upoštevanjem različnih dejavnikov

Objectives and competences:

Learning unit contributes to the development of the next general and subject-specific competences:

General competences:

- familiarity with and understanding of social processes as well as the ability to analyse and synthesize them, predict their solutions and consequences
- development of critical and self-critical judgement
- familiarity with the importance of quality, striving to maintain the quality of professional work through practicing autonomous behaviour, showing initiative, as well as through (self-)criticism, (self-)reflection and (self-)evaluation
- ability to resolve concrete social and work-related problems by using sociological scientific methods and procedures

Subject-specific competences:

- organizational and leadership skills for the purposes of organizing active, individual work processes
- understanding relations among individuals, organizations and social environment, ability to observe and operate from a point of view of a system
- familiarity with and understanding of theoretical basics of analytical and consultation work (transfer of knowledge to the user)
- planning and control of changes when compiling a full assessment of the state of an organization or a social environment while considering different factors

Predvideni študijski rezultati:

Znanje in razumevanje:

Študent/študentka:

- pozna in razume pomen in večplastnost procesnega pristopa pri obvladovanju projektov

Intended learning outcomes:

Knowledge and understanding:

The student:

- knows and understands the meaning and the multi-faceted nature of a process approach when controlling projects

<ul style="list-style-type: none"> • pozna in razume vlogo in pomen kakovosti projektnega menedžmenta v poslovnih odnosih • razume interakcijsko delovanje dejavnikov, ki vplivajo na uspešnost in učinkovitost obvladovanja projektov in projektnega dela • pozna in uporablja sodobne pristope, modele in orodja za doseganje in nenehno izboljševanje kakovosti projektov in projektnega menedžmenta • uporablja osnovno znanje in veščine s področja projektnega menedžmenta • izvede študijo primera z uporabo osnovne programske opreme • reflektira in kritično ovrednoti različne izkušnje s področja projektnega menedžmenta • aktivno in kritično spremlja in reflektira aktualno dogajanje na področju projektnega menedžmenta • v povezavi z drugimi predmeti pozna, razume in reflektira kompleksnost strokovnih in družbenih nalog zaposlenih pri obvladovanju projektov in projektnega dela • pozna in razume umeščenost projektnega menedžmenta v širše družbene, kulturne in vrednotne kontekste ter z refleksijo teh kontekstov oblikuje intelektualno aktiven odnos do sveta 	<ul style="list-style-type: none"> • knows and understands the role and meaning of quality of project management in business relations • understands interactions between different factors, which influence successfulness and effectiveness of project control and project work • knows and uses modern approaches, models and tools for achieving project quality and constant improvement of said quality and project management • uses basic knowledge and skills related to project management • conducts a case study using basic software • reflects upon and critically evaluate different experiences related to project management • conducts active and critical monitoring and reflect upon current events related to project management • knows, understand and reflect upon the complexity of professional and social tasks of employees when controlling projects and project work in connection with other subjects • know and understands the placement of project management within the wider societal, cultural and value related contexts and, by reflecting upon such contexts, form an intellectually active attitude towards the world
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Metode poučevanja in učenja:

- *predavanja* z aktivno udeležbo študentov (razlaga snovi, pogovori, vprašanja, primeri, reševanje problemov)
- *seminarske vaje* v povezavi s prakso (refleksija izkušenj, projektno delo, timsko delo, metode kritičnega mišljenja, pogovori, sporočanje povratne informacije, socialne igre, ekskurzija)
- *eksperimentalne vaje*, ki temeljijo na izkušenskem, sodelovalnem in problemskem učenju (samostojno učenje, diskusija, razlaga, opazovanje, timsko delo, študija primera, metode kritičnega branja in pisanja, igra vlog,

Learning and teaching methods:

- *lectures* with active student participation (explanation of study materials, discussion, questions, examples, problem solving)
- *seminar tutorials* connected to practical work (reflection upon gained experience, project and team work, critical thinking methods, discussions, providing feed-back social games, excursion)
- *experimental tutorials* based on learning from experience, cooperation and problem study (individual studying, discussion, explanation, observation, team work, case studies, critical reading methods, role play, cooperative

<p>sodelovalno učenje, portfolijo, evalvacija, samoocenjevanje)</p> <ul style="list-style-type: none"> • individualne in skupinske <i>konzultacije</i> (pogovori, dodatna razlaga, obravnava specifičnih vprašanj) • <i>animacija samostojnega študija in raziskovanja</i> (motiviranje, usmerjanje, samoopazovanje, samouravnavanje, refleksija, samoocenjevanje) 	<p>learning, portfolio, evaluation, self-assessment)</p> <ul style="list-style-type: none"> • individual and group <i>consultations</i> (discussions, additional explanation, addressing concrete questions) • <i>encouraging students to study and explore on an individual basis</i> (motivation, providing direction, self-observation, self-regulation, reflection, self-evaluation)
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Delež (v %) /

Weight (in %)

Načini ocenjevanja:

Assessment:

<p>Način (pisni izpit, ustno izpraševanje, naloge, projekt):</p> <ul style="list-style-type: none"> • seminarska naloga • pisni izpit <p>Študent mora pozitivno opraviti vsak posamezni izdelek.</p>	<p>40</p> <p>60</p>	<p>Type (examination, oral, coursework, project):</p> <ul style="list-style-type: none"> • written seminar work • written examination <p>A student has to obtain a pass in each deliverable item to pass the subject as a whole.</p>
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