

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet: Projektni menedžment
Course title: Project Management

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Uporabne družbene študije UN, dodiplomski/ Advanced Social Studies BA	/	3.	5.

Vrsta predmeta / Course type

Obvezni/Compulsory

Univerzitetna koda predmeta / University course code:

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
20	0	90	0	0	70	6

Nosilec predmeta / Lecturer:

Doc. dr./ Ph.D., Assistant Professor Dolores Modic

**Jeziki /
Languages:**

**Predavanja /
Lectures:** Slovensko / Slovenian
Vaje / Tutorial: Slovensko / Slovenian

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

Ni posebnih pogojev.

Prerequisites:

No special prerequisites.

Vsebina:

• **Projekti v organizacijah.**

Izhodiščna definicija projekta in vrste projektov. Pregled osnovnih karakteristik projektov. Povezanost strategij in projektov. Oblikovanje ciljev in namenov projekta. Življenjski cikel projekta.

• **Projektni menedžment.**

Opredelitev projektnega menedžmenta. Prilagodljivi modeli projektnega menedžmenta.

• **Snovanje projektov.**

Inovacije in projekti. Projekti v inovacijskem procesu. Projekti inovacije proizvodov in storitev. Od pobude do predloga projekta. Kriteriji izbora projektov.

• **Planiranje projektov.**

Planiranje časa, stroškov, ljudi, tveganj. Členitev projekta (PBS in WBS). Mrežno planiranje. Obremenitve in izravnavanje obremenitev izvajalcev. Modeli organiziranja projektov. Projektno usmerjeni poslovni procesi.

• **Organiziranje in izvedba projektov.**

Organizacijske strukture in projekti (projekti v matrični, funkcijski in projektne organizaciji). Organizacija izvajalcev projekta (OBS in RBS). Metode matričnega razčlenjevanja projektnega vodenja.

• **Vodenje projektov.**

Projektne menedžer in načela vodenja in izvajanja projektov. Projektne timi. Dinamičnost projektnega vodenja. Obvladovanje vplivnežev in menedžment tveganj.

• **Kontroliranje projektov in konec projekta.**

(administrativni konec projekta in konec opravil).

• **Projektne administracija.**

Projektne informacijski sistem. Projektne dokumentacija.

• **Praktični pristop.**

Projektne menedžment v gospodarstvu, upravi in neprofitnih organizacijah. Mednarodni projektne menedžment. Postopki prijave projektov za koriščenje sredstev.

Content (Syllabus outline):

• **Projects in organizations.**

Project definition and project types. Overview of basic characteristics of projects. Implementing strategy through projects. Designing objectives and goals of the project. The project life cycle.

• **Project management.**

The definition of project management. Adaptive models of project management.

• **Project conception/initiation.**

Innovations and Projects. Projects in the innovation process. Innovation processes of products and services. From the initiative to the project proposal. Project selection.

• **The process of project planning.**

Planning time, costs, personnel and risks. Structuring of the project (PBS and WBS). Network planning. Loads and load balancing of project staff. Models of organizing projects. Project-oriented business processes.

• **Organising and implementing projects.**

Organizational structures and projects (projects in matrix, functional and project organizations). Organization of project participants (OBS and RBS). Methods for matrix organisation of projects.

• **Project management and project participants.**

Project manager and principles of project management and project implementation. Project teams. The dynamic project management. Dealing with influential individuals and risk management.

• **Monitoring/controlling of projects and project termination (auditing project and terminating projects).**

• **Project administration.**

Project information system. Project documentation.

• **Practical approach.**

Project management in business, public and nonprofit organizations. Project management in an international environment. Project applications.

Temeljni literatura in viri / Readings:

- Stare, Aljaž. (2011). Projektni menedžment: teorija in praksa. Ljubljana: Agencija Poti.
- Hauc, A. (2002): Projektni management. Ljubljana: GV Založba.
- Turner, Rodney J. (2009). The Handbook of Project Based Management: Leading Strategic Change in Organizations. New York: McGraw-Hill.
- Meredith, Jack R. et Mantel, Samuel J. (2006). Project Management: A Managerial Approach. John Wiley et Sons.

Cilji in kompetence:

Predmet razvija naslednje predmetno-specifične kompetence:

- sposobnost zagona strategij oziroma pretvorbe strategij v projekte;
- sposobnost razvijanja alternativnih rešitev v procesu strateškega načrtovanja;
- sposobnost za izdelavo projekta, ki lahko kandidira za mednarodna sredstva.

Predmet razvija tudi naslednje splošne (prenosljive) kompetence:

- poglobljeno razumevanje odnosa med organizacijo in njenim družbenim okoljem;
- poglobljeno razumevanje odnosa med organizacijo in posameznikom;
- razvoj kritične in samokritične presoje;
- sposobnost fleksibilne uporabe znanja v praksi;
- razumevanje pomena kakovosti in prizadevanje za kakovost strokovnega dela skozi avtonomnost, (samo)kritičnost, (samo)refleksivnost in (samo)evalviranje v strokovnem delu.

Objectives and competences:

The course contributes to the development of the following subject-specific competences:

- the capability to develop strategies and to convert strategies to individual projects;
- the capability of developing alternative solutions in the process of planning strategies;
- the ability to apply a project to gain funding in an international environment.

The course also contributes to the development of the following general competences:

- comprehensive understanding of the relationship between the organisation and its environment;
- comprehensive understanding of the relationship between organizations and individuals;
- development of critical and self-critical judgment;
- the ability of the flexible use of knowledge in practice;
- the understanding of the importance of work quality through autonomy, ability of divergent thinking, critical (auto)judgment, (self)evaluation in expert environments.

Predvideni študijski rezultati:

Znanje in razumevanje:

Študenti se naučijo:

- uporabljati osnovno znanje in veščine s področja projektnega menedžmenta;
- izvesti študijo primera/projekt z uporabo osnovne (brezplačne) programske opreme;
- spoznajo različne možnosti prijav projektov na razpise za sredstva in njihove osnovne zahteve;
- poznajo in razumejo vlogo in pomen kakovosti projektnega menedžmenta;
- v povezavi z drugimi predmeti poznajo in razumejo kompleksnost strokovnih in družbenih nalog zaposlenih pri obvladovanju projektov in projektnega dela ter umeščenost projektnega menedžmenta v širše družbene kontekste.

Intended learning outcomes:

Knowledge and understanding:

The students learn to:

- apply basic knowledge and skills in project management;
- carry out a case study /project using the basic (free) software;
- learn about various options of project applications to funding calls and their basic requirements;
- know and understand the role and importance of the quality of project management;
- together with knowledge and skills from other courses know and understand the complexity of professional tasks of project participants in project management and understands the embeddedness of project management in broader social contexts.

Metode poučevanja in učenja:

- **Predavanja z aktivno udeležbo študentov** (razlaga, diskusija, vprašanja, primeri, reševanje problemov);
- **Delo v skupini, ki temelji na sodelovalnem in problemskem učenju** (diskusija, sodelovalno učenje, izdelava projekta, prezentacija projekta);
- **Individualne konzultacije** (diskusija, dodatna razlaga, obravnava specifičnih vprašanj relevantnih za izbrane projekte);
- **Spodbujanje samostojnega študija** (motiviranje, usmerjanje, samouravnavanje, refleksija).

Learning and teaching methods:

- **Lectures with active student participation** (explanation, discussion, questions, cases, problem solving);
- **Team work based on experience, co-operation, problem learning** (discussion, co-operative learning, project design, project presentation);
- **Individual consultations** (discussion, additional explanation, treatment of specific questions);
- **Encouraging independent study** (motivation, mentorship, self-regulation, reflexion).

Načini ocenjevanja:

- Pisni izpit
- Projekt/projektna naloga

Delež (v %) /

Weight (in %)

Assessment:

- Written exam
- Project work

	50%	
	50%	

Reference nosilca / Lecturer's references:

- RONČEVIĆ, Borut, MODIC, Dolores. Social fields of technological innovations. V: GENOV, Nikolai (ur.). Global trends and regional development, (Routledge studies in development and society, 28). New York: Routledge, cop. 2012, str. 226-247.
- MODIC, Dolores. Entrepreneurial universities, intellectual property and sustainability. V: ŽUBOROVA, Viera (ur.), IANCU, Diana Camelia (ur.), PINTERIČ, Uroš (ur.). Social responsibility in 21st century. Ljubljana: Vega, 2011, str. 347-369.
- MODIC, Dolores. Corporate social responsibility and the role of the state. Innovative issues and approaches in social sciences, ISSN 1855-0541, sep. 2008, vol. 1, no. 3, str. 7-42.
- RONČEVIĆ, Borut, MODIC, Dolores. Regional systems of innovations as social fields. Sociologija i prostor, ISSN 1846-5226, 2011, vol. 49, no. 191, str. 313-333.