DEGREE CURRICULUM

PROJECT MANAGEMENT

Coordination: FERNÁNDEZ SÁNCHEZ, ÒSCAR

Academic year 2020-21

PROJECT MANAGEMENT 2020-21

Subject's general information

Subject name	PROJECT MANAGEMENT
Code	102189
Semester	2nd Q(SEMESTER) CONTINUED EVALUATION

Typology	Degree	Course	Character	Modality
	Bachelor's Degree in Design and Creative Tecnologies	2	COMPULSORY	Attendance-based

Course number of credits (ECTS)	6

Type of activity, credits, and groups	Activity type	PRALAB	TEORIA
	Number of credits	3	3
	Number of groups	2	1

Coordination	FERNÁNDEZ SÁNCHEZ, ÒSCAR
Department	CATALAN STUDIES AND COMMUNICATION
Teaching load distribution between lectures and independent student work	During the course, the master classes will be combined with the practical classes. At the first, the students will achieve the theoretical competences that they will later apply in the practical classes. There will be seminars, activities and resolution of obligatory practical cases for the student. The group that will be exposed to the classroom will have to carry out a project.
Important information on data processing	Consult this link for more information.
Language	Classes will be taught in Catalan.
Distribution of credits	1 credit equals 25 hours of student work 6 credits are 150 hours

PROJECT MANAGEMENT 2020-21

Teaching staff	E-mail addresses	Credits taught by teacher	Office and hour of attention
FERNÁNDEZ SÁNCHEZ, ÒSCAR	oscar.fernandez@udl.cat	4,5	
HERNANDEZ CAMISON, CARLES	carles.hernandez@udl.cat	4,5	

Learning objectives

The learning objectives of this subject are based on:

· Know the basic principles of project management.

· Assess the importance of using a methodology for project management.

· Know the specific stages in the design and management of projects such as planning, negotiation, exploitation and innovation.

· Being able to design and develop a technological and artistic project complying with quality parameters.

· Acquire the necessary knowledge and skills about planning, organization and development of projects, and have the ability to apply them in real situations in a multidisciplinary teamwork environment.

Competences

Basic

CB2. That the students know how to apply their knowledge to their work or vocation in a professional way and possess the competences that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study.

CB4. That students can transmit information, ideas, problems and solutions to a specialized and non-specialized audience

CB5. That students have developed those learning skills necessary to undertake further studies with a high degree of autonomy

General

CG2. Ability to solve communication problems, knowing and identifying the different phases of digital design

CG4. Apply the concepts and methods of digital technologies

CG8. Understand the digital phenomenon and incorporate it into the strategic orientation of business projects

Specific

CE7. Being able to design, plan, manage and develop a technological and artistic project from a multidisciplinary perspective

Transversal

CT1. Acquire an adequate understanding and oral and written expression of Catalan and Spanish

CT4. Acquire basic knowledge of the entrepreneur and professional environments

CT5. Acquire essential notions of scientific thought

Subject contents

THEORETICAL CONTENTS

· What is a project? Basic concepts. Elements and phases. Project types. Lifecycle.

· PMI: Project Management Institute

· Project planning: Human Resources.

· Project planning: economic resources.

· Project management methodologies: Gantt chart. Pert / CPM and Critical Chain Method.

· Project execution

· Unique features of technological and artistic projects.

· Project monitoring and control

· Project closure. Analysis of results

PRACTICAL CONTENTS

·   Management tools: management software.

·   Analysis and resolution of real cases.

Methodology

The subject will be taught in a hybrid or mixed way, the theory sessions will be virtual, and the practices at ther laboratory (see detailed development plan).

The virtual ones will be mainly based on:

Master classes. Oral presentation of the contents of the subject by the teacher.

Conferences. Public presentation on a topic by an expert person.

Practices: They allow applying and configuring, at a practical level, the theory of a field of knowledge in a specific context. Especially in reference to management tools classes.

And the face-to-face will combine:

Case study: method used to study an individual, a situation, a problem, etc ... in a contextual and detailed way.

Tutorials and group project monitoring.

And across the course there will be:

Team work. Learning activity through collaboration between group members.

Project elaboration. Active teaching methodology that promotes learning from the completion of a project: idea, design, planning, development and evaluation of the project.

Information on data protection in audiovisual recording in the PROJECT MANAGEMENT course.

In accordance with the regulations on the protection of personal data, we inform you that:

- The person responsible for the recording and use of your images and voice is the University of Lleida -UdL- (contact details of the representative: General Secretary. Plaça Víctor Siurana, 1, 25003 Lleida; sg@udl.cat; contact details from the data protection officer: dpd@udl.cat).

- Your recorded image and voice will be used exclusively for the purposes inherent to teaching the subject.

- Your recorded image and voice will be kept until the end of the current academic year, and will be destroyed in the terms and conditions set forth in the regulations on the conservation and disposal of the administrative documents of the UdL, and the documentary assessment tables approved by the Generalitat de Catalunya (http://www.udl.cat/ca/serveis/arxiu/).

- Your voice and image is essential to teach in this subject, and teaching is a right and a duty for the teaching staff of the Universities, which they must exercise with freedom of professorship, as provided in article 33.2 of Organic Law 6/2001 , of December 21, from universities. For this reason, the UdL does not need your consent to register your voice and image for this exclusive purpose, to teach in this subject.

- The UdL will not transfer the data to third parties, with the exception of the cases strictly provided for in the Law.

- You can access your data; request rectification, deletion or portability; oppose the treatment and request the elimination, whenever it is compatible with the purposes of teaching, through a letter issued to the address dpd@udl.cat. You can also file a claim addressed to the Catalan Authority for the Data Protection, through the electronic site of the Authority (https://seu.apd.cat) or by non-electronic means.

Development plan

PROJECT MANAGEMENT SCHEDULE				
WEEK		**VIRTUAL BIG GROUP** Tuesday 12.10 - 2h	**VIRTUAL BIG GROUP** Wednesday 9.00 - 2h	**FACE-TO-FACE HALF GROUP** Friday 9.00 - 3h	**FACE-TO-FACE HALF GROUP** Friday 12.10 - 3h
1st	from 15th to 21th february			Works presentation, groups creation and movie projection	Works presentation, groups creation and movie projection
2nd	from 22th to 28th february				
3rd	from 1st to 7th march		Management tools	practical case 1	practical case 1
4rth	from 8th to 14th march				
5th	from 15th to 21th march			practical case 2	practical case 2
6th	from 22th to 28th march		Management tools	tutorship - work review	tutorship - work review
Easter holidays					
7th	from 5th to 11th pril				
8th	from 12th to 18th april	Management tools		practical case 3	practical case 3
9th	from 19th to 25th april	Partial exams: managing tools practice			
10th	from 26th april to 2nf may		Guest	practical case 4	practical case 4
11th	from 3rd to 9th may				
12th	from 10rd to 16th may				
13th	from 17th to 23th may		Guest	expression workshop	expression workshop
14th	from 24th to 30th may	Guest		work presentation	work presentation
15th	from 31th may to 6th june				
16th	from 7th june to 13th june	Partial exams: practical case			
		NO CLASS	CARLES + ÒSCAR		

Evaluation

The evaluation will be continued throughout the course and will be based on the following assessment activities:

10% RESOLUTION OF A BASIC CASE STUDY - 2 unique and not linked activities. The activity will take place during the class session.

10% RESOLUTION OF A MEDIUM PRACTICAL CASE - 2 unique and not linked activities. The activity will take place during the class session.

10% ADVANCED CASE STUDY RESOLUTION - 1 unique advanced level activity. The activity will take place the week of partial exams.

15% PRACTICES - The student must present an assessment of each of the planned seminars of a minimum of one page in front and a maximum of two pages that must be presented the same day of the seminar through the Virtual Campus. Each activity presented will be scored out of 10 being: 10 points work successfully completed, 5 points performed but not satisfactorily, and 0 points work not presented.

10% PRACTICAL TEST - practical activity on the different software tools presented in the course.

35% PRÁCTICAL PROJECT - Teamwork of no more than 5 students where they must create a project following the instructions and the script presented in the course. The project will be divided into two parts, each of them independent and with a specific weight:

10% ORAL EXHIBITION of the project presented. In the last of the planned sessions, the students will present their group projects before a court (the teachers) and the rest of the students in a time of 15 minutes per group.

In case of not passing the subject, only the practical test, the practical project and the oral exhibition can be resat.

In the "resources" folder of the subject on the Virtual Campus you will find at the beginning of the course the "works" subfolder where the details of the works are included, as well as the rubrics and evaluation criteria.

Students who combine their studies with a full-time job have the right to request alternative assessment within 5 days from the beginning of the semester. For more information, send an email to the EPS Secretariat.

Bibliography

Manuals

CAAMAÑO E. (2012). *Project Management Práctico.* Editorial Vértice. Málaga.

DOMINGO, A. (2005): *Dirección y gestión de proyectos. Un enfoque prácti*co. RA-MA Editorial. Madrid.

ECHEVERRÍA JADRAQUE D. y CONEJO SÁNCHEZ C.J. (2018). *Manual para Project Managers. Cómo gestionar proyectos con éxito.* Wolters Kluwer. Madrid.

Basic bibliography

ÁLVAREZ, A. y DE LAS HERAS, R. (2012).*Métodos Ágiles y Scrum (Manuales Imprescindibles)*. Anaya. Madrid.

BURSET, S., CALDERÓN D. y GUSTEMS J. (2016). *Proyectos artísticos interdisciplinares*. Publicaciones de la Universidad de Barcelona. Barcelona.

GARRIGA, A. (2019). *Guía práctica en gestión de proyectos: Aprende a aplicar las técnicas de gestión de proyectos a proyectos reales.* Albert Garriga autoedición.

GUTIERREZ DE MESA, J.A. y PAGES, C (2008). *Planificación y gestión de proyectos informáticos*. Servicio de publicaciones UAH. Madrid.

DÍAZ D. LUIS, CASTILLO S. JOSÉ LUIS, NAVARRO H. MIGUEL, "Gestión de la Cartera de Proyectos de TIC", Servicio de Publicaciones Universidad de Alcalá, ISBN: 978-84-16133-56-7, Depósito Legal: M-8342-2015

LÓPEZ, D., RODRÍGUEZ J.R. y GONZÁLEZ J.J. (2019). Gestión de programas de proyectos informáticos (y no informáticos). Editorial UOC. Barcelona.

PIATTINI, M., CALVO-MANZANO, J.A., CERVERA, J. y FERNÁNDEZ, L., Análisis y diseño de aplicación informáticas de gestión. RA-MA, 2003.

ROBINSON, STEWART (2014). *The Practice of Model Development and Use.* Macmillan. UK

RODRÍGUEZ BERMÚDEZ J.R. (2007). *Gestión de proyectos informáticos: métodos, herramientas y casos.* Editorial UOC. Barcelona.ç

SUTHERLAND, JEFF (2018). *Scrum: El revolucionario método para trabajar el doble en la mitad de tiempo.* Ed. Ariel. Madrid.

Further reading

AJRAM, J. (2010). Dónde está el límite. Plataforma editorial. Barcelona.

DIEZ, A. (2013): ¡Nunca te rindas! Lucha por lo que quieres. Editorial Planeta. Barcelona.

GARCIA-MILÀ, P. (2011): Tot està per fer. Plataforma editorial. Barcelona.

GARCIA-MILÀ, P. (2013): Tens una idea. Amat editorial. Barcelona.

Web resources

Gartner Group: http://gartner.com

Project Management Institute:http://www.pmi.org/

Project smart: www.projectsmart.co.uk

Scrum Guide. http://www.scrumguides.org/