DEGREE CURRICULUM
PROJECT MANAGEMENT

Coordination: ALDAZ IBAÑEZ, NATALIA

Academic year 2023-24

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 Digital Design and Creative Tehcnologies	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	1	1

Coordination	ALDAZ IBAÑEZ, NATALIA
Department	ECONOMICS AND BUSINESS
Teaching load distribution between lectures and independent student work	1 credit equals 25 hours of student work 6 credits are 150 hours
Important information on data processing	Consult this link for more information.
Language	Spanish and Catalan.

Teaching staff	E-mail addresses	Credits taught by teacher	Office and hour of attention
ALDAZ IBAÑEZ, NATALIA	natalia.aldaz@udl.cat	3	
SCHAPER , MARIE-MONIQUE ANASTASIA	marie-monique.schaper@udl.cat	3	

Learning objectives

- To acquire the necessary knowledge and skills on project planning, organisation and development, and to have the ability to implement them in multidisciplinary working environments.
- To know the basic concepts of project management and the main methodologies for such management.
- To understand the basic concepts of planning, resources estimation and cost of a project.
- To perform the temporary, resource and calendar planning of a project, in accordance with restrictions and specifications.
- To analyse the feasibility of a project under different criteria.
- To understand the basic concepts of project monitoring and control.

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

Lesson 1. The project

1.1 Definition of project. Basic characteristics.
1.2 Types of projects.
1.3 Project life cycle. Project stages.
1.4 Stakeholders.

Lesson 2. Project management (PM) methods
2.1 The project as a process.
2.2 Variables in PM.
2.3 Methodologies for PM.
2.4 Problems in PM.

Lesson 3. Time planning
3.1 Project initiation phases. Definition and planning.
3.2 Gantt chart.
3.3 Network analysis.
3.4 Critical Path Method (CPM).

Lesson 4. Resource and risk management
4.1 Types of resources.
4.2 Limited resources. Resource levelling.
4.3 Risk management.

Lesson 5. Costs and profitability
5.1 Costs in a project.
5.2 The budget.
5.3 Costs in the project stages.
5.4 Costs and liquidity.
5.5 Profitability. What if analysis.

Lesson 6. Execution, control and closure
6.1 Organizational structures.
6.2 Structure of the working groups.
6.3 Monitoring and control.
6.4 Project closure.

Theme 7. Scrum in practice
7.1 Project planning.
7.2 Sprint Creation.
7.2 Increase Development.
7.4 Sprint Review.
7.5 Sprint retrospective.

Seminars

S1. Agile methodology. Scrum. February.
S2. Art projects. March.
S4. Cultural Association: Statutes and organization. April.
S3. Working experiences. May.

Methodology

- Master classes. Oral presentation of the contents of the subject by the teacher.
- Conferences ans seminars. Public presentation on a topic by an expert person.
- Practices and Case study.
- Team work. Learning based on collaboration between group members.

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

PROJECT MANAGEMENT 2023-24

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

		Marie-Monique Schaper	Natalia Aldaz	Invited seminar
Tuesday	06/02/24		T1	
	13/02/24		T2	
	20/02/24		T2	S1
	27/02/24	X	T3	
	05/03/24		T4	S2
	12/03/24		T5	
	19/03/24	X	T5	
	26/03/24	Easter holiday		
	02/04/24		T6	
	09/04/24	Written exam 12 h		
	16/04/24	T7 Project		
	23/04/24			S3
	30/04/24			
	07/05/24			S4
	14/05/24			
	21/05/24	Project Presentations		
Monday	03/06/24	Final written exam. 12 h		
Wendsday	26/06/24	Recovery exam. 12 h		

Evaluation

Assessment block	%	Dates		Minimum mark
A1 Written exam	25	Week 9	Compulsory/individual	There is no minimum mark
A2 Written exam	35	Week 16 / 17	Compulsory/individual	≥ 4 out of 10
AP Project	40	Weeks 10-15	Compulsory/group	≥ 4 out of 10
AR Written exam	60	Week 20		≥ 4 out of 10

- The A1, A2 and AP assessment activities are mandatory.
- During weeks 9 and 16/17 the scheduled assessment tests A1 and A2 (face-to-face and individual written exams) are carried out. Each of these tests has a weight of 25% and 35%, respectively, on the final grade. The A2 test evaluates all the contents of the subject.
- The group practice grade represents 40% of the final grade for the course.
- During weeks 10 to 15, class attendance is mandatory, in order to carry out and evaluate group practice.
- The evaluation of the practical activity takes into account the management of the project (40%), the product developed and the presentation (oral and written) of the product (60%).
- To take into account the practical mark (40%), it is necessary that the mark of the weighted average of A1 and A2 exams is equal to or greater than 4.0.
- The subject is passed with a final grade equal to or greater than 5.0.
- If the final grade is less than 5.0, during week 20, it will be possible to recover the grade for the subject (AR). The recovery will be done through a face-to-face (individual) written exam of the total contents of the subject and with a weight of 60% of the final grade.
- If necessary, the virtual campus videoconference and test tools could also be used.
- Alternative evaluation when the student has renounced the continuous evaluation: The subject will be evaluated through an individual and face-to-face written exam of the total content (60% of the mark) and the presentation of a practical activity (40% of the mark). The subject is passed with a grade equal to or greater than 5.0. The date to carry out these activities will be the one provided by the Head of Studies for the A2 test. This grade can be recovered to the recovery exam (AR) on the date scheduled by the Head of Studies

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.

GÓMEZ RUEDAS, J. (2014). *Dirección y gestión de proyectos de tecnologías de la información en la empresa*. FC Editorial. Madrid.

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 (2015). *Gestión de la Cartera de Proyectos de TIC*, Servicio de Publicaciones Universidad de Alcalá.

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

PARDO FERNÁNDEZ, A. (2014). *Fundamentos de producción y gestión de proyectos audiovisuales*. EUNSA.

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

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

Web resources

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