Universitat de Lleida

DEGREE CURRICULUM

PROJECT AND HUMAN RESOURCE MANAGEMENT

Coordination: FLORENSA GUIU, ROSA MARIA

Academic year 2023-24

PROJECT AND HUMAN RESOURCE MANAGEMENT 2023-24

Subject's general information

Subject name	PROJECT AND HUMAN RESOURCE MANAGEMENT
Code	14532
Semester	1st Q(SEMESTER) CONTINUED EVALUATION / UNDEFINED

Typology	Degree	Course	Character	Modality
	Master's Degree in Industrial Engineering	1	COMPULSORY	Attendance-based

Course number of credits (ECTS)	6

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

Coordination	FLORENSA GUIU, ROSA MARIA
Department	ECONOMICS AND BUSINESS
Teaching load distribution between lectures and independent student work	It supposed to be a relation of one hour of class and 1 hour of independent work of the student.
Important information on data processing	Consult this link for more information.
Language	Catalan, Spanish, English.
Distribution of credits	30 credits student's concepts presentations and discussion 10 practical credits with Microsoft Project 20 credits debates, student activities and project development

Teaching staff	E-mail addresses	Credits taught by teacher	Office and hour of attention
FLORENSA GUIU, ROSA MARIA	rosa.florensa@UDL.CAT	1,5	
JUAREZ RUBIO, FRANCISCO	francisco.juarez@udl.cat	0	
MARTÍ COSCONERA, SERGI		4,5	
NOGUES AYMAMI, MIQUEL	miquel.nogues@udl.cat	0	

Subject's extra information

The course has two parts:
- Project Management, Presentation of the institutional framework of the profession of Project Manager (PMI, PMBOK). Study of issues related to planification of the organization, integration of personnel, direction and control of projects, Using Microsoft Project (MSP) program to resolve a case of planning and Development of a project by the students.

-Human Capital Management, studied the integration cycle of staff in the company

Emphasizing the aspects related with the evaluation of staff and the career in the company

Learning objectives

GENERAL OBJECTIVE OF THE SUBJECT

Provide students with the necessary knowledge and skills to obtain PMI accreditation (Project Management Institute) and to know how to schedule projects

The achievement of the general objective is concretized in:

- Knows and applies techniques of planning, organization, direction, control and management of human resources in projects.
- Know the particularities of the development of projects in different types of organizations, especially in the matrix organization, and can apply the techniques depending on the context.
- Knows the Project Director's professional career and accreditation systems and has an initial conceptual and practical basis for obtaining PMI accreditation.
- Knows the fundamental concepts in the administration and selection of human resources, the techniques of performance evaluation, the career strategy and is aware of the problems in these activities.
- Distinguish between human resource management in functional, project and matrix organizations and is able to manage human resources depending on context.
- Organizes work and manages human resources correctly.

Competences

Competences:

Basic skills

- **CB5**. Have the learning skills that allow them to continue studying in a way that will be largely self-directed or

autonomous.

- **CG8**. Manage, plan and supervise multidisciplinary teams.
- **CG11**. To manage technically and economically projects, facilities, plants, companies and technology centers.
- **CG12**. To be able to exercise general management functions, technical direction and management of R & D projects in plants, companies and technology centers.

General EPS Competences:

- **CG1**. Ability to plan and organize personal work.
- **CG5**. Motivation for quality and continuous improvement.

Specific Competences according to Order CIN / 311/2009, of February 9:

- **CE18**. Knowledge of commercial and labor law.
- **CE21**. Abilities for work organization and human resources management. Knowledge about prevention of occupational risks.
- **CE22**. Knowledge and skills for integrated project management.

Transversal UdL Competences:

- **CT4**. Respect for the fundamental rights of equality between men and women, the promotion of Human Rights and the values of a culture of peace and democratic values.

Subject contents

1. Introduction

- Link with Administration
- Concepts about Commercial and Labour law

2. Project management

- Planning and scheduling projects
- Project management in matrix organitzations
- Methodologies for managing limited resources

3. Human Resources Management

- Administrative processes in the management of Human Resources
- Organization of work: Design and methods and study of working time
- Laboral risk prevention

Methodology

Teaching methodologies

Lectures: In the lectures the contents of the subject are presented orally by a lecturer without the active participation of students.

Problem-solving activity: In the problem-solving activity, the professor presents a complex issue that students must solve, either working individually or in teams.

Colloquia: Colloquia activities consist exchange of views among students under the direction of professors. Exhibition topics, based on the text of Meredith & Mantel, by the students. Discussion between students and the teacher. Conclusions.

Case studies: Method used to study an individual, an institution, a problem, etc. contextual and detail (you have to develop analytical processes). Case discussion, emphasizing the difference between the functional organization, project organization and matrix organization in systems planning, organization, management, integration and control personnel.

Classroom practices: Let you apply and configure a practical level, the theory of a field of knowledge in a particular context. Making a practical planning exercise using Microsoft Project (MSP) in the computer room. Discussion of random duration.

Discussion of resource leveling. Programming projects at minimum cost (MCP).

Debate directed: Group dynamics technique that aims to promote oral expression and understanding in a collective conversation in which the subject can be prepared, but not the development of interventions.

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

Articles

Works

- **Group work**: Learning activity that has to be done through collaboration between members of a group.

- **Written work**: Consisting of the submission of a written document activity.

- Self-study

- Case studies

Evaluation systems

Written tests

Practical tests

Plagiarism

Article 9 of the Assessment Regulations states that the student cannot use unauthorized means or fraudulent mechanisms during the assessment activities. The student who uses any fraudulent means related to the test and/or carries unauthorized electronic devices, will be subject to the consequences provided for in these regulations or in any internal regulations of the UdL.

Article 43 of the UdL Coexistence Regulations describes the applicable sanctions, which include, among others and depending on the seriousness of the fault, the loss of the right to be assessed for the subject, the loss of registration of one semester or one year or expulsion for up to three years.

Alternative assessment

The deadline for renouncing the continuous assessment will be during the first month of each semester, according to the established dates.

Exam date change

You can request a change of exam date only under the conditions described in the regulations of the UdL

Development plan

Week	Methodology	Lesson	Attendance hours	Hours autonomous work	Professor
1	Presentation Masterclass Exercises. Discussion of cases	Subject presentation T. 1: Administration and production	4	4	RMF
2	Masterclass Exercises. Discussion of cases	T.1: Administration and production T. 2: Leadership	4	4	RMF

3	Masterclass Exercises. Discussion of cases	T 3: Introduction Project management	4	4	RMF
4	Masterclass Exercises. Discussion of cases	T. 4: Project manager	4	4	RMF
5	Masterclass Exercises. Discussion of cases Project management program	T. 5: Planning. methods	4	4	RMF
6	Masterclass Film Colloquium	T. 5: Planning. methods	4	4	RMF
7	Masterclass Exercises. Discussion of cases Project management program	T 6: Budgets and cost estimation	4	4	RMF
8	Master class Approach/Discussion of cases Case study presentation	T. 7: Resource allocation	4	4	RMF
9		Exam part 1	2		
10	Masterclass Exercises. Discussion of cases	T 8: Risk management in projects	4	4	SMC
11	Master class and group activity	T 9: Administration and selection of human resources	4	4	SMC
12	Masterclass Exercises. Discussion of cases	T. 10: Performance evaluation and strategy. career plan	4	4	SMC
13	Masterclass Video – Presentation	T. 11: Audit Projects	4	4	SMC
14	Realization of a group project (activity planning, explanation and groups)	Final Project	4	4	SMC
15	Realization of a project in a group (realization of a project and doubts)	Final Project	4	4	SMC
16		Exam part 2	2		
18		Recovering written exams	2		

Evaluation

Objectives	Evaluation Activities	%	dates	O/V (1)	I/G (2)	Observations
Lessons 1 - 7	Exam (*)	25%	According to exam calendar	O	I	Can be recovered on the recovery date
Lessons 8 - 11	Exam (*)	25%	According to exam calendar	O	I	Can be recovered on the recovery date
Project planning	Project	20%		O	G	Project progress report

Interpretation of articles, exercises and films	Discussion of articles and films	20%		O	I	
Assistance		10%		O	I	

1) Mandatory / Voluntary

(2) Individual / Group

(*) Written examen

Bibliography

Basic bibliography

- Koontz, H.; Weihrich, H. ; Cannice, M.(2008), Administración, una perspectiva global y empresarial. McGraw Hill.
- Meredith, J. R. & Mantel, S. J. Project Management: A Managerial Approach (8th Ed.). Hoboken, NJ: John Wiley & Sons Inc. 2012.

Complementary bibliography

- Project Management Institute. A Guide to the Project Management Body of Knowledge.PMBOK® Guide. Sixth Edition.
- Appointment with Venus. 1951. British Film-Makers
- Creadores de sombras. 1989. Paramount Pictures.
- Tiempos modernos. 1936. United Artists.

Other resources

- Badawy, M. K. Towards better management of research organizations. SRA Journal. 1976.