

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 |
|---|-------------------------------|-------------------------|----------------------|
| Informatika v sodobni družbi, visokošolski strokovni študijski program prve stopnje | - | Tretji | Peti |
| Informatics in Contemporary Society, first cycle Professional Study Programme | - | Third | Fifth |

Vrsta predmeta / Course type

Obvezni / Obligatory

Univerzitetna koda predmeta / University course code:

1-ISD-VS-PM-2023-11-29

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

Nosilec predmeta / Lecturer: Izr. prof. dr. Katarina Rojko

Jeziki / Languages: **Predavanja / Lectures:** Slovenski, angleški / Slovene, English

Vaje / Tutorial: Slovenski, angleški / Slovene, English

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

Vpis v 3. letnik študija. Ni posebnih pogojev.

Prerequisites:

Third-year enrolment. No special requirements.

Vsebina:

- Uvod v projektno vodenje.
- Informacijski vidik in skupine procesov vodenja projekta.
- Naloge projektnega menedžerja.
- Obvladovanje integracije projekta.
- Obvladovanje obsega projekta.
- Obvladovanje časa projekta.
- Obvladovanje stroškov projekta.
- Obvladovanje kakovosti projekta.
- Obvladovanje človeških virov projekta.

Content (Syllabus outline):

- Introduction to Project Management.
- Information Technology Context and Process Groups in Project Management.
- Tasks of project manager.
- Project Integration Management.
- Project Scope Management.
- Project Time Management.
- Project Cost Management.
- Project Quality Management.
- Project Human Resource Management.
- Project Communications Management.

- Obvladovanje komuniciranja v projektu.
- Obvladovanje tveganj projekta.
- Obvladovanje oskrbovanja projekta.

- Project Risk Management.
- Project Procurement Management.

Temeljni literatura in viri / Readings:

- Stare, Aljaž. (2011). Projektni menedžment: teorija in praksa. Ljubljana: Agencija Poti.
- Rojko, Katarina. Prosojnice in gradiva s predavanj in vaj za posamezno študijsko leto pri predmetu Projektni menedžment. FIŠ: Moodle.

Izbrana poglavja iz:

- Stare, Aljaž (2021). Agilno!?: projekti, zaposleni, podjetja. Ljubljana: Agencija Poti.
- Meredith, R.J. Shafer, S.M. in Mantel, S. J. (2021). *Project Management: A Managerial Approach* (11. izdaja), John Wiley & Sons, Inc.
- Project Management Institute.(2021). PMBOK® Guide – Seventh Edition.
- Marchewka, Jack, T. (2015). Information Technology Project Management: 5th Edition. Illinois: John Wiley & Sons.
- Turner, J.R. (2014). The Handbook of Project-based Management: Leading Strategic Change in Organizations (4. izdaja). McGraw-Hill Professional.

Cilji in kompetence:

Učna enota prispeva k razvoju naslednjih splošnih:

- poznavanje in razumevanje interakcij med informacijsko komunikacijsko tehnologijo in sodobno družbo
- zmožnost vzpostavljanja in vzdrževanja odnosov za delo v skupini in z drugimi uporabniki ter skupinami (lokalna skupnost, organizacije javne uprave, gospodarstvo, nevladne organizacije);
- organizacijske in vodstvene spretnosti za organiziranje aktivnega in samostojnega dela
- organizacijske in vodstvene spretnosti ter uporaba v organizacijah, ob razumevanju individualnih vrednot in skupinskih vrednotnih sistemov za obvladovanje profesionalno-etičnih vprašanj

in predmetno-specifičnih kompetenc:

- poznavanje in razumevanje značilnosti izvajanja projektov po postopkih projektnega managementa
- poznavanje življenjskega cikla projektov

Objectives and competencies:

The instructional unit contributes to the development of the following general:

- knowledge and understanding of interactions between ICT and the modern society
- ability to establish and maintain relationships for group-work as well as with other users and groups (local communities, public administration organizations, industry, non-governmental organizations)
- organizational and managerial skills for organizing active and independent work
- organisational and leadership skills at institutions, while understanding individual values and group value systems for the management of professional-ethical questions

and subject-specific competencies:

- knowledge and understanding of the characteristics of project implementation according to project management procedures
- knowledge of the project life cycle

- razumevanje nalog projektne managerja
- razumevanje postopkov in pogojev za uspešno realizacijo projektov, vplivov na projekt ter sposobnost upoštevanja le-teh
- sposobnost priprave idejne zasnove manjšega projekta in elaborata za izvedbo projekta
- razvoj spretnosti potrebnih za vodenje manjših projektov oz. za sodelovanje v projektne timu

- understanding of the tasks of a project manager
- understanding of the procedures and conditions for successful project implementation, project impacts and the ability to take these into account
- ability to prepare a conceptual design for a small project and a project implementation study (an elaboration)
- development of the skills required to manage small projects or to work as part of a project team

Predvideni študijski rezultati:

Znanje in razumevanje:

- osnove projektne vodenja in njegovega pomena za uspeh projektov informacijskih tehnologij
- osnovnih konceptov in metodologij projektne vodenja, vključujoč: trojno omejitev projektne vodenja, življenjski cikel projekta, projektne organizacije, procese projektne vodenja, strukturirano členitev dela, mrežni diagram in analizo kritične poti, tehnike ocenjevanja stroškov in proračuna projekta, spremljanje projekta, projektne tveganja, itd.

Ključne veščine za:

- aktivno sodelovanje v različnih projektih, zlasti na področju informacijskih tehnologij
- sodelovanje v projektne timih v različnih vlogah
- uporabo programskih orodij za načrtovanje in upravljanje projektov
- pripravo projektne dokumentacije

Intended learning outcomes:

Knowledge and understanding:

- foundations of project management and its importance to the success of information technology projects
- basic project management concepts and methodology including: the triple constraint of project management, project life cycle, project organisation, project management processes, work breakdown structures, network diagrams and critical path analysis, cost estimating techniques and project budgets, project monitoring, risk management, etc.

Key skills to:

- actively participate in various projects, especially in information technology
- co-operate in project teams in different roles
- use project management software tools to plan and manage projects
- preparation of project documentation

Metode poučevanja in učenja:

- predavanja in vaje z aktivno udeležbo študentov (predstavitve, diskusije, študije primerov, reševanje problemov)
- konzultacije
- priprava seminarske naloge (elaborata)
- samostojni študij

Learning and teaching methods:

- lectures and tutorials with active students' engagement (presentations, discussions, case studies, problem solving)
- consultations
- preparation of a seminar paper (an elaboration)
- individual study

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

Reference nosilca / Lecturer's references:

- ROJKO, Katarina. Requirements and obstacles of e-research. Research in social change, May 2016, vol. 8, iss. 2, str. 53-74. [COBISS.SI-ID 4662011]
- ROJKO, Katarina, JELOVAC, Dejan. Challenges due to excessive amount of online data and (mis)Information. V: STRAHONJA, Vjeran (ur.), KIRINIĆ, Valentina (ur.). CECIS : Central European Conference on Information and Intelligent Systems : 29th international conference, September 19th-21st, 2018, Varaždin, Croatia. Varaždin: Faculty of Organization and Informatics, 2018. Str. 33-38. [COBISS.SI-ID 2048535571]
- ROJKO, Katarina. Sustainable industry robotization. Innovative issues and approaches in social sciences. May 2020, vol. 13, no. 2, str. 6-21. [COBISS.SI-ID 33032451]
- LIKOVIČ, Anja, ROJKO, Katarina. E-learning and a case study of coursera and EDX online platforms. Research in social change. 2022, vol. 14, iss. 1, str. 94-120. [COBISS.SI-ID 163821571]
- ERMAN, Nuša, ROJKO, Katarina. Covid-19 impacts on industry robotization. V: BEĆIROVIĆ, Damir (ur.), ARNAUT, Dino (ur.). Book of Proceedings : 6th International scientific conference on digital economy DIEC 2023. Tuzla: Visoka škola za savremeno poslovanje, informacione tehnologije i tržišne komunikacije "Internacionalna poslovno - informaciona akademija", 2023. Str. 57-69. [COBISS.SI-ID 162541059]