

Process and Project Management				Code:
ECTS points: 4	Hours: 45	Semester: winter	Status: obligatory	Language: English
<p>Lecturer: Joanna Sadkowska, Magdalena Balbuza-Kudzian Email: joanna.sadkowska@ug.edu.pl magdalena.balbuza-kudzian@ug.edu.pl</p>				
<p>Course description:</p> <p>This course aims at providing Students with process and project management knowledge, techniques and tools. Students, while working in project teams, will gain a practical approach towards managing projects during particular stages of the life cycle.</p> <p>Area I. Process Management Introduction into business process management Process and BPM life cycles Process identification Process formalization and process mining Process measurement and analysis Process management and improvement Process management maturity</p> <p>Area II. Project Management I. Introduction into project management. Idea of project management Projects in history of project management Project basic parameters and features Project types Project stages II. Project life cycle. The idea of a project life cycle Stages of a project life cycle The analysis of a project life cycle III. Project: Initiating and planning. Defining objectives and scope of a project Project Charter Stakeholder analysis 3. Workbreakdown Structure in a project (WBS) The purpose for building WBS WBS types Building WBS Responsibility Assignment Matrix (RAM) IV. Selected project planning techniques. Gantt Chart Critical Path method in project planning CPM- PDM basic assumptions Project as a web structure Time floats and its role In Project planning (Total Float/Free Float) Determining critical path in a project The role of the critical path V. Project implementation</p>				

VI. Project closing
VII. Processes and projects integration- conclusions

Reading list:

Wysocki R., Effective Project Management- the newest edition if possible
IPMA ICB 4.0., <https://shop.ipma.world/shop/ipma-standards/e-books-ipma-standards/individual-competence-baseline-for-project-management-ebook/?v=9b7d173b068d> (free of charge)
Dumas M., La Rosa M., Mendling J., & Reijers H. A. Fundamentals of business process management, Springer, 2013.
Hammer M. What is business process management?. In Handbook on business process management, Springer, 2015.
Kerzner H., Project Management: Best practices on Implementation, John Wiley and Sons, Hoboken, 2004.
Philips J., IT Project Management- On Track from Start to Finish, McGraw-Hill Osborne, 2004.
IPMA PEB, <https://ipma.pl/publikacje/>, (free of charge)
IPMA OCB, <https://ipma.pl/publikacje/>, (free of charge)
PMI PMBOK, www.pmi.org, (free of charge)
Röglinger M., Pöppelbuß J., Becker J., Maturity models in business process management. Business process management journal, 2012.
Van Der Aalst W., Adriansyah A., De Medeiros A. K. A., Arcieri F., Baier T., Blicke T., Wynn, M., Process mining manifesto. In International Conference on Business Process Management (pp. 169-194). Springer, 2011.

Grading:

The final grades are based on the score according the University terms of study:
50% or less - 2,0 (fail)
>50% - 3,0 (pass)
>60% - 3,5 (pass +)
>70% - 4,0 (good)
>80% - 4,5 (good+)
>90% - 5,0 (very good)

Prerequisites:

There are no pre-requisites for this course