

1. Key Information		
Module Code: 13599	Module Title: Project Management	
Credit Points: 6	Module Status: Compulsory	Module Block: Business and management
Course Title: BSc in Engineering and Management		Module Theme: Innovation and New Projects

2. Lecturer: Jaime Jiménez	Tutorial Hours: Friday 16.00 – 18.00
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3. Required Reading:	
<i>PMBOK® Guide (sixth edition)</i>	<i>PMI, Project Management Institute</i>
<i>Principles and Guidelines for Project Risk Management</i>	<i>Michael J. Pennock and Yacov Y. Haimes</i>
A Guidebook for the Evaluation of Project Delivery Methods	Ali Touran et al.
A Project Manager's Book of Tools and Techniques	Cynthia Snyder Dionisio

4. General overview of the module
<p>A Project is a temporary endeavor undertaken to create a unique product, service or result. A project has a definite beginning and end, although their deliverables may exist beyond the end of the project. Projects are undertaken to fulfill objectives by producing deliverables (products, services or results) at any organizational level.</p> <p>Through this subject, the student will learn to apply project management practices, principles, processes, tools and techniques to work as a project manager, leading different kind of projects, or to be a successful member of a project team. Key skills will be developed and knowledge will be applied to potentially satisfy their customers and other people involved in and affected by the project.</p>

5. Recommended prior knowledge	
<i>Code</i>	<i>Module</i>
13587	Dirección de personas
13596	Managerial control and cost
13622	Supply chain management

6. Module objectives – Learning outcomes
Key Competences
02 – Apply technologies, skills and economic tools for engineering and management
04 – Learn how to analyze different components which have an influence in business decision making processes.
CB2 – Learn to apply knowledge to daily work or vocation in a professional way. Acquire the competences needed to successfully elaborate and stand up for arguments, as well as solving problems in an area of knowledge.
Specific Competences
05 – Design innovation management strategies applying appropriate techniques, models and tools.
08 – Know how to manage projects, bearing in mind a clear organizational structure and a company's roles.
12 – Manage a company's information using the appropriate systems and technology.
15 – Apply the basic knowledge about computer programming, operative systems, database and information systems in a company.

7. Teaching and learning units	
Unit	Schedule
0. Introduction. The environment in which projects operate.	Week 1
1. The role of the project manager	Week 2
2. Project integration management	Week 3
3. Project scope management: Planning and definition of the scope, WBS, scope control and validation.	Week 4
4. Project schedule management. Software for project management: Microsoft Project	Week 5
5. Project cost management: Costs estimation, Budget determination and costs control.	Week 6
6. Project quality management.	Week 7
7. Project resource management: Acquire resources, develop and manage team.	Week 8
8. Project communications management	Week 9
9. Project risk management: Qualitative and quantitative analysis	Week 10
10. Project procurement management.	Week 11
11. Project stakeholders management.	Week 12

8. Teaching and learning methods							
Unit	Theory (Classroom)	Practical (Classroom)	Practical (Laboratory)	Practical (Field)	Practical (ICT)	Self-guided study	TOTAL HOURS
0	3	2				9	14
1	2	3				9	14
2	2	3				9	14
3	2	3				9	14
4	2	3				9	14
5	2	3				10	15
6	2	3				10	15
7	2	3				10	15
8	2	3				10	15
9	2	3				10	15
10	2	3				10	15
11	2	3				10	15
TOTAL HOURS	25	35				105	165

9. Assessment		
Overview	Nº of activities	Weighting (%)
Written test with open answers	2	60%
Academic group assignment	1	25%
Set of individual continuous assignments	1	15%

Student evaluation will consist of both continuous and summative assessments:

1. **Continuous assessment:** The submission of practical work either carried out individually or in groups and participation in the different activities both inside the classroom, such as the analysis, summation and discussion of required readings, and outside company visits, will account for this mark. This part of the assessment carries a weighting of 40% towards the final mark.
2. **Summative assessment:** These tests can combine both theoretical and practical content. This part of the assessment carries a weighting of 60% towards the final mark.

Continuous assessment is attendance based and non-recoverable. Therefore, the mark obtained for this part of the assessment will serve for both the first summative assessment and any subsequent repeat if required. The repeat will only be available at the end of the semester.

In order to pass the module an average of more than 5 in summative tests must be obtained. The final mark will be calculated by the average weightings of the summative assessment in combination with the continuous assessment. The final mark achieved must be 5 or above to pass the module. Each written test must have a mark above 5 to pass.

Attendance is compulsory to ensure that you extract the most value from the module and meet the learning requirements. Therefore, session absence accounting for more than 15% of the prescribed hours will result in the inability to be awarded a mark for continuous assessment. Consequently, the maximum mark that can be achieved will be that obtained solely from the summative assessments.

Students enrolling in the module for the second time will receive specific instructions from their lecturer on what is required for them to pass the continuous assessment element. The final mark will be obtained by combining the summative assessment (80%) and the continuous assessment (20%), having to gain a final mark equal to or greater than 5 to pass the module.

All students must comply with the rules of writing, spelling and grammar in the development of their work and their assessment tests.