

**DESCRIPTION OF THE COURSE OF STUDY  
FOR EXCHANGE STUDENTS**

<b>Kod przedmiotu</b>	0413.3ZARZ2.D3.MZP	
<b>Name of the course in</b>	English	<i>Project Management Methodologies</i> Metodyki zarządzania projektami
	Polish	

**1. LOCATION OF THE COURSE OF STUDY WITHIN THE SYSTEM OF STUDIES**

<b>1.1. Field of studies</b>	Management
<b>1.2. Form of studies</b>	Full Time / Part Time
<b>1.3. Level of studies</b>	II degree (Master Degree)
<b>1.4. Profile of studies</b>	Academic
<b>1.5. Person responsible for the card</b>	Prof. Beata Poteralska, PhD
<b>1.6. Kontakt</b>	beata.poteralska@ujk.edu.pl

**2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY**

<b>2.1. Language</b>	English, Polish
<b>2.2. Prerequisites</b>	-

**3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY**

<b>3.1. Form of classes</b>	Lecture, practical classes	
<b>3.2. Place of classes</b>	Lecture and practical classes at University	
<b>3.3. Form of assessment</b>	Lecture: exam, practical classes: graded credit	
<b>3.4. Didactic methods</b>	Lecture with presentation Practical classes: case studies, discussion	
<b>3.5. Literature</b>	<b>Basic</b>	1. Trocki M. (red. nauk.), Metodyki i standardy zarządzania projektami, PWE, 2017. 2. Bennet N., Buttrick R., Stanton P., PRINCE2®: skuteczne zarządzanie projektami, Norwich: TSO, 2021. 3. A guide to the project management body of knowledge (PMBOK guide), Project Management Institute, 2017.
	<b>Additional</b>	1. Managing Successful Projects with PRINCE2®, AXELOS Limited, 2017. 2. Wyróżębski P. (red. nauk.), Zwinne zarządzanie projektami w dużych organizacjach, Oficyna Wydawnicza SGH, Warszawa, 2020.

**4. OBJECTIVES, SYLLABUS CONTENT**

<p><b>4.1. Subject objectives</b></p> <p><b>Lecture:</b>  <b>C1. Knowledge</b> – Getting to know selected key project management methodologies.  <b>C2. Skills</b> – Preparation for project implementation using dedicated project management methodologies.  <b>C3. Social competences</b> – Ability to plan and implement projects taking into account the principles of teamwork, positive attitude towards new challenges and changes.</p> <p><b>Practical classes:</b>  <b>C1. Knowledge</b> – Acquiring knowledge about the principles and conditions of project implementation using project management methodologies.  <b>C2. Skills</b> – Ability to apply elements of methodologies for the implementation of individual phases of the project management cycle.  <b>C3. Social competences</b> – Development of competences in the field of cooperation and personal communication.</p>
<p><b>4.2. Detailed syllabus</b></p> <p><b>Lecture:</b>            1. Hierarchy of project management methodologies.            2. PRINCE2® - Project IN Controlled Environment methodology.            3. Project management standard The Project Management Body of Knowledge (PMBOK).            4. Agile project management methodologies.</p> <p><b>Practical classes:</b>            The use of selected elements of methodologies for the implementation of individual phases of the project management cycle on the examples of real or potential research, development or investment projects.</p>

**4.3. Subjects' learning outcomes**

LO	A student who has passed a subject	Reference to directional learning outcomes
In terms of <b>KNOWLEDGE</b> :		
W01	knows project management methodologies.	ZARZ2A_W03
W02	understands the essence, principles and regularities of strategic management in relation to project management.	ZARZ2A_W07
W03	knows the specialized applications of project management methods supporting decision-making processes in conditions of risk and change both in organizations implementing projects and in their environment.	ZARZ2A_W12
in terms of <b>SKILLS</b> :		
U01	Has language skills in a foreign language at the B2+ level of the Common European Framework of Reference for Languages, enabling the implementation of projects in an international environment (refers to the situation when classes are conducted at least partly in English).	ZARZ2A_U01
U02	is able to choose the right methods of managing individual aspects of project implementation.	ZARZ2A_U03
U03	is able to choose the right methods of managing individual aspects of project implementation.	ZARZ2A_U19
In terms of <b>SOCIAL COMPETENCES</b> :		
K01	independently acquires and improves his professional competence in the use of project management methodologies.	ZARZ2A_K05

Ways of verifying the achievement of the learning outcomes in question										
Learning outcome	Way of verifying (+/-)									
	Written exam			Test			Activity during classes			
	Form of classes			Form of classes			Form of classes			
	W	C	...	W	C	...	W	C	...	
W01	+				+			+		
W02	+				+			+		
W03	+				+			+		
U01					+			+		
U02	+				+			+		
U03	+				+			+		
K01	+				+			+		

#### 4.5. Criteria for assessing the degree of achievement of learning outcomes

Form of classes	Grade	Assessment criteria
Lecture	3	Passed the written exam at the level of 50-60% of the maximum number of points possible to obtain, taking into account activity in classes.
	3,5	Passed the written exam at the level of 61-70% of the maximum number of points possible to obtain, taking into account activity in classes.
	4	Passed the written exam at the level of 71-80% of the maximum number of points possible to obtain, taking into account activity in classes.
	4,5	Passed the written exam at the level of 81-90% of the maximum number of points possible to obtain, taking into account activity in classes.
	5	Passed the written exam at the level of 91-100% of the maximum number of points possible to obtain, taking into account activity in classes.
Practical classes	3	passed the test at the level of 50-60% of the maximum number of points possible to get.
	3,5	passed the test at the level of 61-70% of the maximum number of points possible to get.
	4	passed the test at the level of 71-80% of the maximum number of points possible to get.
	4,5	passed the test at the level of 81-90% of the maximum number of points possible to get.
	5	passed the test at the level of 91-100% of the maximum number of points possible to get.

#### 4. ECTS POINTS BALANCE - STUDENT WORKLOAD

Category	Student workload	
	Full time studies*	Part time studies*

<i>NUMBER OF HOURS IMPLEMENTED WITH DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/</i>	<b>64</b>	<b>34</b>
<i>Participation in lectures</i>	30	15
<i>Participation in practical classes</i>	30	15
<i>Participation in the exam / test</i>	2	2
<i>Other: consultancy</i>	2	2
<i>STUDENT'S INDEPENDENT WORK /NON-CONTACT HOURS/</i>	<b>36</b>	<b>66</b>
<i>Preparation for the lecture</i>	5	10
<i>Preparation for the practical classes</i>	11	20
<i>Preparation to the exam / test</i>	20	36
<b>TOTAL HOURS</b>	<b>100</b>	<b>100</b>
<b>ECTS Credits</b>	<b>4</b>	<b>4</b>