

NAME OF THE COURSE		Project management information system					
Code	ECS503	Year of study	2				
Course teacher	Associate professor Marko Hell, PhD Associate professor Daniela Garbin Praničević, PhD	Credits (ECTS)	6				
Associate teachers	Associate professor Marko Hell, PhD Associate professor Daniela Garbin Praničević, PhD	Type of instruction (number of hours)	L	S	E	F	
			26		26		
Status of the course	Obligatory	Percentage of application of e-learning	40%				
COURSE DESCRIPTION							
Course objectives	Project management using information technology						
Course enrolment requirements and entry competences required for the course	Project Planning						
Learning outcomes expected at the level of the course (4 to 10 learning outcomes)	IT support for project planning 1. Valorize and select a suitable software solution for project management 2. Create a project plan model 3. Report and document project implementation						
Course content broken down in detail by weekly class schedule (syllabus)	Lectures		Exercises				
	Types and Architecture of Project Management Tools. Overview of software tools.	2	Task 1. Overview of the MS Project 2007 projects. Determining MS Project 2007 settings according to examples provided in multimedia format.			2	
	Discussion based on students' comments on forum. User Interface and Functionality of Project Management Tools.	2	Task 2. Modeling activities on own project example, according to examples provided in multimedia format.			2	
	Discussion based on students' comments on forum. Choice of project management software tools	2	Task 3. Creating a Structural Business Analysis (WBS). Creating and editing project tasks. Sequence tasks. Identification and critical analysis.			2	
	Discussion based on students' comments on forum. Modeling of the project plan, Presentation of user interfaces from examined tools. Criteria for choosing software tool for project management;	2	Task 4. Estimate, define, and edit the required resources. Allocation of resources. Changing the existing resource allocation.			2	
	Discussion based on students' comments on forum. Simulation of project implementation dynamics. Presentation of examined tools for managing tasks.	2	Task 5. Modeling project baseline on own example according to examples provided in multimedia format.			2	

	Discussion based on students' comments on forum. IT Support Project Implementation Management. Presentation of examined tools for managing resources.	2	Task 6. Monitoring Project Execution. Update and edit the baseline plan. Update project tasks according to examples provided in multimedia format.	2		
	Discussion based on students' comments on forum. System approach to project management. Project management information subsystem. Presentation of examined tools: adjustment to mobile phones.	2	Task 7. Administrating project portfolio according to examples provided in multimedia format.	2		
	Discussion based on students' comments on forum. Levels of support. Types of users and ways of using. Central project management. Presentation of examined tools: help and support	2	Task 8: Reporting in MS Project according to examples in multimedia materials. Presentation and discussion of created projects.	2		
	Discussion based on students' comments on forum. Defined access to information; Reporting methods.	2	Task 9: Excel: basic functions according to examples in multimedia materials.	2		
	Discussion based on students' comments on forum. Monitoring of project costs. Presentation of examined tools: budget management.	2	Task 10: Excel - Advanced numerical data work according to examples in multimedia materials.	2		
	Discussion based on students' comments on forum. Information system as teamwork support. Presentation of examined tools: Teamwork.	2	Task 11: Excel - automatization of the work and preparing the input and output document, according to examples provided in multimedia format.	2		
	Discussion based on students' comments on forum. Project documentation management. Presentation of examined tools: documentation management	2	Task 12: Excel Functions for Working with Text and Logical Functions according to the examples provided in multimedia format.	2		
	Project portfolio management; Final conclusions	2	Task 13: Excel Working with Tables Including Pivot Tables according to examples provided in multimedia format	2		
Format of instruction	x lectures <input type="checkbox"/> seminars and workshops x exercises <input type="checkbox"/> <i>on line</i> in entirety x partial e-learning <input type="checkbox"/> field work		x independent assignments x multimedia x laboratory <input type="checkbox"/> work with mentor x participating in discussions via forum			
Student responsibilities						
Screening student work (name the proportion of ECTS credits for each activity so that the total number of ECTS credits is equal to the ECTS value of the course)	Class attendance	2	Research	1	Practical training	
	Experimental work		Report		Discussion	1
	Essay		Seminar essay	1	(Other)	
	Tests		Oral exam	1	(Other)	
	Written exam		Project		(Other)	

2021./2022.

19/10/21 – 2. Sj. FV

Grading and evaluating student work in class and at the final exam	The course mode can be described as a continuous student follow-up method. Student accumulates points during the semester through different types of teaching activities. Minimum of 41% of points for each learning outcome and successfully solved self-evaluation tests are prerequisites for taking the oral, as well as participating in at least 50% of all class meetings (25% for the part-time students). The oral exam verifies the authentication of student work done remotely as well as provides opportunity to gain a higher grade. Grades are earned according to the following: more than a total of 50% of grade points sufficient; more than a total of 65% of points score good; more than a total of 80% of points score very good; more than 95% of the points score excellent trough.		
Required literature (available in the library and via other media)	Title	Number of copies in the library	Availability via other media
	Learning materials on Moodle system		moodle.efst.hr
	Harold, Ph.D. Kerzner: Project Management: A Systems Approach to Planning, Scheduling, and Controlling;		
Optional literature (at the time of submission of study programme proposal)	Marmel, E. : Microsoft Project 2007 Bible, Wiley, N.Y. 2007. Microsoft® Office Project Server 2007; UNLEASHED; QuantumPM, LLC		
Quality assurance methods that ensure the acquisition of exit competences	<ul style="list-style-type: none"> • Monitoring attendance and performance of other student obligations (teacher) • Supervision of teaching • Analysis of the success of studies in all subject studies • Student Survey on the Quality of Teachers and Teaching for Each Subject Study (UNIST, Center for Quality Improvement) • The exam conducted by the course teacher examines all the learning outcomes of the subject. Periodic examination of the content of the exam is carried out on the basis of which the appropriateness of the method of checking the learning outcomes 		
Other (as the proposer wishes to add)			