

Course title: Project Management
Course code: 25041
ECTS credits: 6
Requirements: None
Basic information
Level of studies: Undergraduate applied studies
Year of study: 3
Trimester: 9
Goal: The aim of the course is to acquaint students with the basic concepts and processes related to project management, especially project planning, scheduling, monitoring and control as well as with some aspects of project management (people management, risk and quality management).
Outcome: The outcome of the course is mastering the theoretical and practical knowledge in the field of project management. The student learns to apply the appropriate project management tool, applies the acquired knowledge in solving project management problems, analyzes and evaluates various concepts, models and principles of project management, assesses the importance of lifelong learning in this area, acquires teamwork skills, masters knowledge of the role of a project manager.
Contents of the course
Theoretical instruction
1. BASICS OF PROJECT MANAGEMENT: Introduction to project management. Project manager. Starting a project.
2. PLANNING AND SCHEDULING: Project task planning. Basic and final schedule. Project cost estimate. Schedule views and resource planning.
3. PROJECT IMPLEMENTATION: Project monitoring and control. Communications in project management and project documentation.
4. SPECIAL ASPECTS OF PROJECT MANAGEMENT: People management. Risk management. Quality management.
5. SUCCESSFUL PROJECT COMPLETION: Key factors. Transfer of knowledge to others.
Practical instruction (Problem solving sessions/Lab work/Practical training)

1. Introduction to the selected project management application - Microsoft Project.
2. Getting started in MS Project.
3. Creating a list of tasks and resources
4. Resource allocation
5. Formatting views and reports
6. Basic project implementation monitoring
7. Task settings
8. Resource tuning
9. Plan adjustment
10. Project details view
Textbooks and References
1. R. Burke, Project Management: Planning and Control Techniques, 4th edition, WILEY, 2003.
2. G. R. Heerkens, Project Management, McGraw-Hill, 2002.
3. C. Chatfield, T. Johnson, Microsoft Office Project Version 2007
Number of active classes (weekly)
Lectures: 4
Practical classes: 3
Other types of classes:
Grading (maximum number of points: 100)
Pre-exam obligations: Points
Activities during lectures:
Activities on practical exercises: 40
Seminary work:
Colloquium: 30
Final exam: Points
Written exam: 30
Oral exam:
Lecturer
Nenad Teofilović, MSc
Associate