

FORM: Syllabus  
Course description

General information		
Course Holder	Linda Martić Kuran, senior lecturer	
Course title	Project management	
Study programme	Commercial Business with Entrepreneurship	
Course status	Mandatory	
Year	3	
Evaluation in ECTS credits and forms of class conducting	ECTS coefficient of student workload	6
	Number of classes (L+P+S)	30+20+10

1. COURSE DESCRIPTION		
1.1. Course objectives		
The objective of Project Management is to acquire basic theoretical and practical knowledge required for project management and to understand project management processes as well as their interaction in order to find effective resources and methods for quality project management in future work.		
1.2. Terms for enrollment		
Prescribed by the Statute of the Polytechnic Marko Marulić in Knin.		
1.3. Expected learning outcomes related to the course		
<p>After passing the exam, it is expected that the student will be able to:</p> <ol style="list-style-type: none"> <li>1. Interpret management methods in each stage of the project lifecycle</li> <li>2. Differentiate the project performance criteria in each phase of the project cycle</li> <li>3. Define different aspects of the project.</li> <li>4. Identify and select project management methods for reporting and project management and related terminology in Croatian and English language</li> <li>5. Identify different project roles and responsibilities.</li> <li>6. Develop and maintain a project plan</li> <li>7. Identify and manage coverage, subjects, and communication on the project.</li> <li>8. Identify and point out project and project management risks.</li> </ol>		
1.4. Course content		
<ol style="list-style-type: none"> <li>1. Nature and context of project management</li> <li>2. Strategy and Project Management</li> <li>3. Project Manager and stakeholders of the Project</li> <li>4. Adequate project organizational structure</li> <li>5. The initial phase of the project</li> <li>6. Implementation phase of the project</li> <li>7. Project Completion Phase</li> </ol>		
1.5. Forms of class conducting	<input checked="" type="checkbox"/> lectures <input checked="" type="checkbox"/> seminars and workshops <input checked="" type="checkbox"/> practice <input type="checkbox"/> e-learning <input checked="" type="checkbox"/> field learning	<input checked="" type="checkbox"/> independent work <input checked="" type="checkbox"/> multimedia and the network <input type="checkbox"/> laboratory <input checked="" type="checkbox"/> mentor work <input type="checkbox"/> other
1.6. Comments		

1.7. Student obligations Regular attendance of lectures and practice, tasks, colloquiums, exam preparation, exams							
Students are obligatory to attend lectures and exercises at least 50% (for not mandatory students) or 70% (for mandatory students). Besides the attendance of classes, active participation in the teaching also presupposes the group tasks presentations, participation in practical exercises and discussions, and the preparation of homework assignments.							
1.8. Student evaluation method <sup>1</sup>							
Attendance		Class activity	1,2	Seminar paper	1,2	Experimental work	
Written exam	1,8	Oral exam		Essay		Research	
Project				Report		Practical work	
Portfolio			1,8				
1.9. Evaluation of the students' work during classes and in the final exam							
The student is required to pass two knowledge tests (colloquia) from the content of lectures and exercises. The condition for joining the second colloquium is the positively assessed first colloquium. Each colloquy needs to answer exactly 50% of the questions. (1) 0 - 49%, sufficient (2) 50 - 62%, good (3) 63 - 75%, very good (4) 76 - 88% , excellent (5) 89 - 100%. Total achieved points in two quarters are recognized as points achieved on the final written exam. Students who successfully solve both classes through teaching activities, submit a project work (group or individual, if desired) and present oral work, the exam is deemed to be passed and a grade will be offered in the course. If a student does not meet the qualifications, he or she is required to take the final exam in writing. If a student achieved a total score between two positive grades (eg between 2 and 3), attending classes 80% and above and participating in teaching activities, the higher grade will be concluded. Students attending classes less than 80% for higher grades may be eligible if they wish. Students who want a higher overall rating need to re-enter the final exam in writing							
1.10. Compulsory reading (at the time of application of the study program proposal)							
<ol style="list-style-type: none"> <li>Omazić, A. M. i Baljkas, S. (2005). Projektni menadžment, Sinergija, Zagreb.</li> <li>Hauc, A. (2007). Projektni menadžment i projektno poslovanje, M.E.P. Consult, Zagreb.</li> <li>Material from the lectures (independently formatted / prepared business cases and tasks by teacher)</li> </ol>							
1.11. Additional reading (at the time of application of the study program proposal)							
<ol style="list-style-type: none"> <li>Buble, M. i dr. (1997). Strategijski menadžment, Ekonomski fakultet, Split.</li> <li>Orsag, S. (2002). Budžetiranje kapitala, Procjena investicijskih projekata, 1. izdanje, Masmedia, (monografija), Zagreb.</li> <li>Ivković, B. i Popović, Ž. (2005). Upravljanje projektima u građevinarstvu, Građevinska knjiga.</li> <li>Bošnjak N. (2018). EU fondovi i projektni ciklus za apsolutne početnike. Geologika regulus, Zagreb.</li> <li>Potter, R.L. (2007). Komunikacijski plan - srž strateških komunikacija. Print - stručna biblioteka HUOJ-a, Zagreb.</li> <li>Sučević, D. (2016). KRIZNI MENADŽMENT: vodič kroz planiranje, prevenciju i oporavak s primjerima iz prakse. VISOKO UČILIŠTE EFFECTUS, Hrvatska.</li> <li>Zekić, Z. (2010). Projektni menadžment: upravljanje razvojnim promjenama, Ekonomski fakultet, Rijeka.</li> <li>Holpp, L. (2014). Upravljanje timovima. Mate, Zagreb.</li> <li>Cohen, S. (2014). Vještine pregovaranja za menadžere, Mate, Zagreb.</li> <li>Horine, G.M. (2009). Vodič za upravljanje projektima- od početka do kraja. DVA I DVA d.o.o., ZAGREB</li> </ol>							
1.12. Number of copies of the compulsory reading units compared to the number of students currently attending the course							
Title		Number of copies		Number of students			
Omazić, A. M. i Baljkas, S. (2005). Projektni menadžment, Sinergija, Zagreb.				Teacher	30		
Hauc, A. (2007). Projektni menadžment i projektno poslovanje, M.E.P. Consult, Zagreb.				Teacher	30		
Buble, M. (2006). Osnove menadžmenta, Ekonomski fakultet, Split.				Teacher	30		
Orsag, S. (2002). Budžetiranje kapitala, Procjena investicijskih projekata, 1. izdanje, Masmedia, (monografija), Zagreb.				Teacher	30		
Ivković, B. i Popović, Ž. (2005). Upravljanje projektima u građevinarstvu, Građevinska knjiga.				Teacher	30		

<sup>1</sup>IMPORTANT: Each Student Evaluation Method should be followed by a corresponding share in the ECTS credits for each activity so that the total number of ECTS points corresponds to the credit score of the subject. You can use blank fields for additional activities.

Bošnjak N. (2018). EU fondovi i projektni ciklus za apsolutne početnike. Geologika regulus, Zagreb.	Library	30
Potter, R.L. (2007). Komunikacijski plan - srž strateških komunikacija. <u>Print - stručna biblioteka HUOJ-a</u> , Zagreb.	Library	30
Sučević , D. (2016). KRIZNI MENADŽMENT: vodič kroz planiranje, prevenciju i oporavak s primjerima iz prakse. <u>VISOKO UČILIŠTE EFFECTUS, Hrvatska</u> .	Library	30
Zekić, Z. (2010). Projektni menadžment: upravljanje razvojnim promjenama, Ekonomski fakultet, Rijeka.	Library	30
Holpp, L. (2014). Upravljanje timovima. Mate, Zagreb.	Library	30
Cohen, S. (2014). Vještine pregovaranja za menadžere, Mate, Zagreb.	Library	30
Horine, G.M. (2009). Vodič za upravljanje projektima- od početka do kraja. <u>DVA I DVA d.o.o., ZAGREB</u>	Library	30
1.13. Quality assurance methods that ensure the acquisition of knowledge, skills and competencies		
Continued monitoring of students' progress during lectures and exercises. During the course, students are introduced to potential issues related to subject matter, and their creativity and independent work are encouraged. Continuing the implementation of the exam or exam examines the success of the students. At the end of the semester, the evaluation of the teachers and the course by students (student surveys) is carried out. Teacher feedback is used to improve the quality of teaching. Information on the learning outcomes achieved is used to draw self-evaluation of the teacher and, if necessary, to modify and / or amend the study program of subjects, methods of work and assessment of students.		