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Course Package “Project Management”

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1. General information about the course

Title of the course (as specified in the reformed curriculum)	Project Management
Name of the teacher	Astghik Hoveyan
Novelty of the course	updated and revised version for MA in Finance
Year of the course in the curriculum	1 st year
Semester of the course in the curriculum	1 st semester
Language of instruction of the course	Armenian
Number of ECTS credits	3 credits

2. Learning outcomes of the course

The labor market is increasingly organized in the form of project work, a fact which has led to both opportunities and challenges for individuals and organizations, as well as for society at large. Accordingly, the aim of this course is to provide basic knowledge and skills in project management. The course initially deals with crucial aspects of the transition towards a project-intensive society.

The course focuses on the ways of projects management. It provides students practical tools (concepts/models/perspectives) relevant to their future career.

The course combines academic knowledge on project management as well as valuable practical skills for further work in private, public sectors and civil society.

Studying this course, students will:

- learn how to plan and structure a project, project management principles, themes, processes and project life cycle,
- understand the project management stages and specifications in PRINCE 2 methodology,
- know how to apply different tools to increase project management productivity,
- be able to use the specific features of project management phases and tools in practice,
- know how to create and manage project management teams needed to successfully develop and complete a project,
- be able to provide internal stakeholders with information regarding project costs by considering factors such as estimated cost, variances and profits,
- understand development of the strategies to deal with and minimise potential conflict and risks.

3. Syllabus of the course

The course has following structure:

Subject title	Total classroom hours	1-st year, 1-st semester - 14 weeks			
		Weekly hours	Amount of credits	Lecture	Assessment
Project Management	28	2	3	28	Exam

Two classroom hours equal to 70 minutes.

Week	Theme	Lectures per week
1	Project Management structures and framework, project definitions and basic characteristics	2
2	Project management methods; introduction to PRINCE2, tailoring a project to the project environment	2
3	Project Life Cycle: 4 phases	2
4	Project Management Principles, introduction to 7 principles	2
5	Project Management Themes, introduction to 7 themes applying the themes, format	2
6	Theme 1. Business Case: purpose, definition, project management approach to theme, responsibilities	2
7	Theme 2. Organization: purpose, definition, project management approach to theme, responsibilities	2
8	Theme 2. Organization: How to create Project Management team, MBTI testing and its utilisation for project management team creation	3
9	Theme 3. Quality: purpose, definition, project management approach to theme, responsibilities	2
10	Theme 4. Plans: purpose, definition, project management approach to theme, responsibilities	2
11	Theme 5. Risk: purpose, definition, project management approach to theme, responsibilities	2
12	Theme 6. Change: purpose, definition, project management approach to theme, responsibilities	2
13	Theme 7. Progress: purpose, definition, project management approach to theme, responsibilities	3
14	Introduction to seven processes: starting up a project, directing a project, initiating a project, controlling a stage, managing product delivery, managing a stage boundary, closing a project	2
Total		28

4. Teaching methodology of the course

Teaching Methods consist of:

- **Lectures** – face to face teaching for the explanation of the scope of 14 topics described in syllabus. General information about themes and concepts related to the course of study will be provided. The lecturing will be interactive and mutual discussions will be used during the lessons for better understanding of the course of study.
- **Group work** - the students will be divided into 3 to 5 groups. Each group will work on a case which will be provided to them by lecturer. The case study will be focused on concrete situation in company and will include specific tasks for selected themes of project management. Each group should answer the questions at the end of business case given in the task and explain their choice to class. The mutual discussion between groups will promote deeper understanding of topics.
- **Individual assignments** - the assignments will include independent study of relevant literature and articles, as well as example of projects implemented by international and local companies. Each student will prepare and present the Power Point presentation about the selected project during the course.

5. Labor market relevance of the course

The latest report on “Project Management Job Growth and Talent Gap 2017-2027” of Project Management Institute revealed that the project management labour force is expected to grow by 33% till 2027. It also predicts that nearly 22 million new jobs will be created during the next decade — and by 2027 employers around the world will need nearly 88 million individuals working in project management-oriented position.

More than 382000 companies are looking for the project manager’s candidates in LinkedIn just now. All these facts show that project managers are in high demand all over the world. The global economy has become more project-oriented as the practice of project management expands within the industries that were traditionally less project-oriented.

The employer's survey was conducted by Gavar State University among leading companies operating in the financial sector of Armenia (23 employers) in 2018. The employer’s list covered the financial institutions, such as retail and commercial banks, credit unions, savings and loans associations, investment and insurance companies, self-governance and state governmental bodies, NGOs, International organizations and foundations, business support centres. The results of survey showed that the "Project management" skills are very important for employees (4,13 from 5 point).

6. Assessment and grading

The course will be assessed as follows:

- **Maximum 10 points for attendance** - minimum point for attendance is 0.
- **Maximum 50 points for current activity in class** - this includes individual work and business case.
 - Individual work - The student analyzes a project designed for the specific purpose of a particular company. He/she make a presentation to show the results of the work - 30%.
 - Group work results - The students study business case and answer the questions for it by testing method - 20%,
- **Maximum 40 points for final exam (40% of which or minimum 16 points required to pass)** - testing method with multiple questions in the end of semester.

Details on assessment are presented in the table below.

Range of Ratings Points	Appointment	Grade	Point
Excellent /81-100/	A+	4,0	95 - 100
	A	4,0	87 - 94
	A-	3,7	81 - 86
Good /61-80/	B+	3,3	75 – 80
	B	3,0	67 – 74
	B-	2,7	61 - 66
Satisfactory /40-60/	C+	2,3	55 – 60
	C	2,0	46 – 54
	C-	1,7	40 - 45
Unsatisfactory /up to 40/	D	1,0	<40

7. References

Books

Primary Text:

1. Managing Successful Projects with PRINCE2, published by "The Stationery Office", 2009- all chapters.

Secondary Text

2. A Guide to the Project Body of Knowledge (PMBOK Guide), 5-th Edition; Project Management Institute (PMI) - all chapters.
3. Making Things Happen: Mastering Project Management; Scott Berkun – Chapters on following topics; “Making good decisions”, “Leadership and trust”, “The truth about making dates” and “What to do when things go wrong”

4. The Lazy Project Manager: How to Be Twice As Productive and Still Leave the Office Early; Peter Taylor – all chapters.
5. Նախագծերի կառավարման ուղեցույց, «Նախագծերի կառավարման հայկական ասոցիացիա», Երևան 2011թ. – all chapters.
6. Մենեջմենթի հիմունքներ, Հովհաննիսյան Ա.Ա, Երևան 2015թ. – all chapters.

Useful Web Pages

7. https://www.mindtools.com/pages/main/newMN_PPM.htm
8. <https://plan.io/sem/en/project-management/>
9. <https://www.capterra.com/project-management-software/>.

8. Course assignments

8.1 Assignment 1

Case Study on concrete Armenian company (Attachment 1)

8.2 Assignment 2

The assignment includes;

- Scenario Booklet.
- Additional information about the subject.
- Test with multiple choice questions.

The case study contains the project scenario upon which the assignment is based. It includes basic information about 5 to 7 themes of project management which are; business case, organization, quality, risk, plans, progress, change.

The additional information is also included for better understanding of subject. After studying the scenario, students (working in groups) have to answer questions devoted to selected topics.

The results will be presented to other groups and discussion will help deeper understanding of themes.

Annex: Presentation slides

Attachment 2: The slides of “Project Management” course.