

Course Basic Data			
Academic unit:	Faculty of Management		
Course title:	Project Management		
Level:	Bachelor		
Course status:	Compulsory		
Year of study:	2018/19		
Number of hours per week:	4		
Value in credits - ECTS:	5		
Course leader:	Lect.Sejdi Hoxha		
Contacting details:	Sejdi.hoxha@ushaf.net		
Course description			
	This module will elaborate the key concepts of Project Management, with the emphasis on: Basics of project management; Characteristics of the project; Classification of projects; Initiation of the project; Project Strategic Management; Project organization; Risk management during project organization; Responsibility for Project Risks; Project Scheduling - Time Reduction; Project Procurement Management; Cost Estimation & Budgeting Process; Procurement Management; Project Monitoring & Control.		
Course aims:			
	Providing basic knowledge on project management, the student gains sufficient skills to manage various projects in industry, from the phase of concept idea, then on the project selection criteria, project organization, the phase of implementation, phase of project control and phase of project completion.		
Learning outcomes:			
(a) Knowledge; (b) Ability / Skills and; (c) Competences:	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> • Have a vision for creating an idea and selecting it properly in the project, • Know about the basic features of each project, • Understand the criteria for project selection and implement them during project planning, • Have knowledge of the life cycle of the project. • Have knowledge about the strategy of project implementation, • Possessing this knowledge, the student will be able to successfully manage the projects from the idea development to the completion of the projects. 		
Contribution in Student's learning (should correspond with Students learning outcomes)			
Activity	Hrs	Days/weeks	Total
Lectures	2	15	30
Theory/Lab exercises			
Practical work			
Contact hours/consultations with	2	2	4

lecturer			
Exercises in the field	2	15	30
Tests, seminars	2	4	8
Home work			
Student's independent study time (library or home)	2	15	30
Final preparation for exam	1	15	15
Time spent during assessment (tests, quizzes, final exam)			
Projects, presentations, etc.	2	4	8
Total			125
Methodology of teaching (and learning)	Presentations lectures, independent field work and seminar		
Assessment Methods (Eligibility Criteria)	Examination content: Permanent test on the course objectives, presentation of case study-seminar, 10% - Attendance, 40% - Presentation of Case Study, 50% - Exam,		
Basic Literature	➤ Panariti S. - „Menaxhimi i Projekteve“, 2017 Tiranë,		
Additional Literature	➤ Jack R.Meredith & Samuel J. Mantel - „Project Management“ a Managerial Approach, Eighth Edition, 2009, 2012, 2014, ➤ M. Mustafa - “Menaxhimi i projekteve dhe investimeve”, Riinvest 2008,		
Lectures Timeline			
Week	Lectures to be held:		
Fist week:	Why Project Management, What Represents Project,		
Second week:	Organization Strategy & Project Selection,		
Third week:	The structure of the project organization,		
Fourth week:	Leadership & Project Manager,		
Fifth week:	The project group,		
Sixth week:	Goal Management - Clear Project Determination,		
Seventh week:	Project Scheduling - Reduced Timeline		
Eighth week:	Project Risk Management,		
Ninth week:	Conflict Management & Negotiation,		
Tenth week:	Project Procurement Management,		
Eleventh week:	Cost Estimate & Budgeting Process,		
Twelfth week:	Source management,		
Thirteenth week:	Project Monitoring & Project,		
Fourteenth week:	Evaluation & Completion of the Project,		
Fifteenth week:	Presentation from case studies,		
Academic Policies and Rules of Conduct:			
<i>Regular attendance, keeping calm and active engagement in dialogue during lectures and exercises is mandatory.</i>			

