

SYLLABI

Basic data of the subject	
Academic unit	Faculty of Architecture, Design and Wood Technology
Program	Interior Architecture and Furniture Design
Subject	Project Management
Level	Bachelor
Course status	Mandatory
Year of studies	III
Semester	VI
Number of hours per week	3
Value of credits - ECTS	5
Time/ Location	UASF
Course lecturer	
Contact details	
Course description	
Course description	The course through the scientific literature is designed to introduce students to the importance of project management, through the topics - Basics of project management; Project features; Classification of projects; Initiation of the project; Strategic project management; Project organization; Risk management during project organization; Responsibility for project risks, Project organization structure, Leadership & Project Manager, Project scheduling - Reduction of duration, Project Procurement Management, as well as other topics related to the subject, which are of interest to students,
Course objectives	Providing basic knowledge for project management, the student acquires sufficient skills to manage various projects in the industry, during the concept development phase, then on the project selection criteria, project organization, implementation phase, phase of control and completion of the project.
Expected learning outcomes	<p>Upon completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> • Gain knowledge for project management in the enterprise, • Understand the importance of a good project for the success of the enterprise, • Identify the types of projects in the enterprise, • Make the appropriate (team) selection of the best project for the enterprise, • I have an initial vision for creating the idea for the project in the enterprise, • Know the basic characteristics of each project, • Identify the criteria for the selection of projects and

	<p>apply them during the design,</p> <ul style="list-style-type: none"> • Have knowledge on the project life cycle. • Interprets in teams the implementation of the strategy in the implementation of projects, 		
Contribution to the student load (which must correspond with learning outcomes)			
Activity	Hours	Days/Weeks	Total
Lectures	2	15	30
Theoretical exercises / laboratory	1	15	15
Internship			
Contacts with teacher / consultations	1	5	5
Field exercises	5	2	10
Midterm, seminars and projects.			
Homework			
Studying (at the library or at home)			45
Final preparation for the exam	2	5	10
Time spent on evaluation (tests, quiz and final exam)	3	2	6
Projects and presentations	1	4	4
Total			125
Teaching methodology	Lectures, presentations, independent fieldwork and Case Study, orientation in the elaboration of the material will be discussed in groups, practical group visits with students, student presentations for Case Study, Seminar Papers / Research Projects.		
Assessment methods	<p>The assessment and grading structure for students will be based on the following three activities:</p> <ol style="list-style-type: none"> 1. Activity and engagement in discussion during the learning process, up to 10% of the grade: Students actively participate in discussions during the learning process, contributing ideas related to solving problems raised during lectures. 2. Presentation of the project worked on by the student, rated up to 30% of the grade: Students in group work (two students) are required to prepare a paper on Project Management by the end of the semester. 3. From the final exam which will be organized with students rated up to 60% of the grade: Students who manage to accumulate 50 points from the above-mentioned activities successfully complete the exam 		
Teaching tools	Using the table, Internet, wireless, computer, projector, PowerPoint, using online platforms and tools to support communication and team collaboration, etc.		

Theory vs. practice ratio	70% Theory 30% Practice work with case studies Seminar paper, case studies, essays or research project
Literature	
Basic literature	1. Panariti S. - „Menaxhimi i Projekteve“, 2017 Tiranë,
Additional literature	1. Jack R.Meredith & Samuel J. Mantel - „Project Management“ a Managerial Approach, Eighth Edition, 2009, 2012, 2014 2. M. Mustafa - “Menaxhimi i projekteve dhe investimeve”, Riinvest 2008,
Designed learning plan	
Week	Lecture
Week one	Presentation - introducing students to the syllabus of the course, The role and meaning of Project management in the organization
Week two	Why Project Management, What does a project represent, What does a project represent, Is a public project different from a private one? Three project constraints, Project life cycle, Differentiation of project types, Importance of project management, Project management in the public sector, Determinants of project success Roles in a project <ul style="list-style-type: none"> • Role at the executive level in the project • Role at the management level in the project • Role at the representation level in the project Portfolio, programs, Projects and subprojects, Special requirements in project management
Week three	Organizational strategy & Project selection, Strategic management process, The need for effective project portfolio management Evaluating options for project selection <ol style="list-style-type: none"> 1. Non-numerical models 2. Financial analysis 3. Non-financial criteria Economic analysis for public projects, Project portfolio process, Decision making and prioritization, Levels and steps in Project Portfolio Management, Key factors for successful project portfolio management and problems in its implementation, Proposal of the project
Week four	Project organization structure, Project definition: overview of the project, What is the problem/opportunity, Who is responsible for the project? When should the project be completed? Identifying project

	goals, Importance of objectives, What criteria will be used to evaluate the success of the project?
Week five	Project time planning , Importance of project planning Processes in time management in projects, Three types of dependencies, Activity flow/sequencing, Network diagrams, Critical activity path, Critical Path Method (CPM), PERT method, Planning development, Construction of Gantt chart
Week six	Project planning , Types of plans, Human resource management, Project interpersonal management, Project leadership, Project control, Other aspects of project management, Project location, Main project tools, Project execution
Week seven	Project Marketing <ul style="list-style-type: none"> • Pricing of Project Products/Services • Selling Project Products/Services • Distribution of Project Products • Promotion of Project Products • Project Design • Designer and Project
Week eight	Project Manager, Special Requirements and Skills for Project Manager Functional Manager vs. Project Manager, Project Responsibility, Team Building and Motivation, Project Manager, Communication & Meetings, Project Manager Skills, Project Manager Management Skills, Change Management
Week nine	Conflict Management & Negotiation Conflict Environment, Sources and Categories of Conflict, Conflict Resolution, Requirements and Principles of Negotiation, Conflict and the Project Life Cycle, Problem Solving
Week ten	Cost Estimation & Budgeting Process , Factors Affecting Budget Structure, Factors Affecting Budget Structure, Types of Project Costs, Valuation Project Budget, Financial reporting of project results,
Week eleven	Sources of project financing Obligations to foreign financial sources, Forms of own resources, Advice on sources of capital for project promotion, Bank credit conditions,
Week twelve	Preparation/Drafting of Project Proposal

	Main elements of a Project Proposal, Determining personnel needs - Project Manager, Defining tasks, Control and Monitoring Monitoring and controlling projects
Week thirteen	Project Monitoring & Control , Project Monitoring, Types of reports, Performance control, Cost control, Main objectives of control, Project closure, Types of project closure, Project closure process
Week fourteen	Project Management in the Digital era Transformation , Understanding Digital Transformation, the evolving role of the project manager, Key benefits of Digital Transformation in project management, Challenges of project management in the digital era, adopting project management processes, building digital competencies in project management, the future of project management in the digital era
Week fifteen	Presentations from case studies,
Academic policies and rules of conduct	
The student is required to attend the lectures regularly and to have appropriate behavior towards the colleagues and the staff of the University, as well as to maintain order in the classroom and actively participate in lectures and exercises.	