PROJECT MANAGEMENT
6 ECTS
WiSe 2022-2023

Period: Oct 19, 2022 – Jan 25, 2023
In Class

Professor Dr. Bill Cojocar,
University of Regensburg Adjunct Faculty

Schedule of Activities

Week 1 – Oct 17th - Oct 21st
Wednesday, Oct 19th 18:00 – 20:00 Room: W 114
Topics: Introduction to Project Management: What is Project Management; Project Management Growth; Organizational Structures
- Readings: Review prior to class
  1. Introduction to Project Management
  2. PM2 Project Management Methodology
  3. 2022 Global Trends in Project Management
  4. Project Management & Organizational Structures
- Homework: Review course syllabus, readings, and Class 1 Slides
- Class Activity: Class Team formulation. Form class teams of 5 students each.
- Class Videos: 1. Introduction to Project Management 2. Project Management Organizational Structures

Week 2 – Oct 24th – Oct 28th
Wednesday, Oct 26th 18:00–20:00 Room: W 114
Topics: Performance Domain 1.0: Initiating the Project; Organizing and Staffing the Project Office and Team; Management Functions; Management of Your Time and Stress
- Readings:
  1. Project Initiation
  2. Staffing your strategic project office: seven keys to success
  3. Project Management Functions
  4. Homework: 5 x Discussion Questions
- Class Activity
Week 3 – Oct 31st – Nov 4th
Wednesday, Nov 2nd 18:00–20:00 Room: W 114
Topics: Performance Domain 2.0: Plan the Project; Conflicts, The Variables for Success, Planning
- Readings:
  1. Basics of Project Planning
  2. Conflict in Project Management
  3. Project Management Success Variables
- Homework: 5 x Discussion Questions & Project Team Briefing Agenda
- Class Videos:
  2. How to Resolve Conflict - Project Management
  3. Successful Project Management - 5 Key Rules| AIMS UK

Week 4 – Oct 7th – Oct 11th
Wednesday, Oct 9th 18:00–20:00 Room: W 114
Topics: Performance Domain 2.0: Plan the Project, Special Topics, Working with Executives, Network Scheduling Techniques
- Readings:
  1. Work Breakdown Structure
  2. Executive Management’s Role in Project Management
  3. Project Scheduling Techniques
- Homework: 5 x Discussion Questions & Project Team Briefing Frameworks: Cover slide, Agenda, Primary Topic Outline Slides, References Due
- Class Activity: Team Brief Planning the Project
- Class Videos:
  1. Project Management: What is a Work Breakdown Structure?
  2. What is Project Scheduling? - Project Management Training
  3. The Best Way to Communicate with Executives

Week 5 – Nov 14th – Nov 18th
Wednesday, Nov 16th 18:00–20:00 Room: W 114
Topics: Performance Domain 3.0: Execute the Project, Project Graphics, Price Estimating
- Readings:
  1. Project Execution and Control
  2. Visual Project Management Graphics
- Homework: 5 x Discussion Questions & Project Team Paper & Briefing Frameworks submitted
- Class Activity: Team Brief Project Execution products
- Class Videos:
  1. How to Successfully Execute a Plan
  2. Create Infographics, flow charts, Org Charts and project management charts with E-Draw
  3. How to Estimate Your Project
Week 6 – Nov 21st – Nov 25th
Wednesday, Nov 23rd 18:00–20:00  Room: W 114
Topics: Performance Domain 3.0: Execute the Project, Cost Control, Trade Off Analysis, Project Risk Management
- Readings:
  1. Project Cost management for Project Managers based on PMBOK
  2. Trade-Off Analysis Planning and Procedures Guidebook
  3. Project Risk Management
- Homework: 5 x Discussion Questions
- Class Activity: Team Time Cost Control Sheet & Risk Management Framework
- Class Videos:
  1. What is project cost control?
  2. Which is Best - Managing, Time, Cost or Quality?
  3. What Is Risk Management in Projects?

Week 7 – Nov 28th – Dec 2nd
Wednesday, Nov 30th 18:00–20:00  Room: W 114
Topics: Performance Domain 4.0: Monitor and Control the Project; Learning Curves, Trade-off Analysis in Project Management, Quality Management
- Readings:
  1. Project Monitoring and Control (PMC)
  2. Learning Curves in Project Management
  3. Project Quality Management
- Homework: 5 x Discussion Questions
- Class Activity: Team Time: Monitor & Control Your Project
- Class Videos:
  1. Project Monitoring and Control - Baselines
  2. What is The Learning Curve
  3. Project Quality Management Overview | PMBOK Video Course

Week 8 – Dec 5th – Dec 9th
Wednesday, Dec 7th 18:00–20:00  Room: W 114
Topics: Performance Domain 4.0: Monitor and Control the Project; Modern Developments in Project Management, The Business Scope of Changes, The Project Office
- Readings:
  1. Future Trends in Project Management
  2. Project Scope Management Process
  3. The Project Management Office
- Homework: 5 x Discussion Questions
- Class Activity
- Class Videos:
  1. Top 5 Project Management Trends in 2022
  2. What is Project Scope Management? Processes with Example | AIMS UK
  3. What is the role of Project Management Office
**Week 9 – Dec 12th – 16th**  
**Wednesday, 14th**  
18:00–20:00  
**Room:** W 114  
**Topics:** Performance Domain 5.0: Close the Project; Managing Crisis Projects, Future of Project Management  
- **Readings:**  
  1. Project Closing  
  2. Project Crisis Management  
  3. Future of Project Management  
- **Homework:** 5 x Discussion Questions  
- **Class Activity:** Formulate Closing the Project input.  
- **Class Videos:**  
  1. How and Why to Close a Project - Project Management Training  
  2. Crisis Management: How to Lead During a Crisis - Project Management Training  
  3. The Future of Project Management

**Week 10 – Jan 9th – Jan 13th, 2023**  
**Wednesday, Jan 11th**  
18:00–20:00  
**Room:** W 114  
**Topics:** Performance Domain 6.0: Professionalism & Social Responsibility  
- **Readings:**  
  1. The Rise, Fall, and Resurrection of Iridium  
  2. Project Management Professionalism  
  3. What Social Responsibility Means to the Project Manager  
- **Homework:** 5 x Discussion Questions  
- **Class Activity:** Does Project have CSR value?  
- **Class Videos:**  
  1. Project Management Professionalism  
  2. Social Responsibility of the Project Manager

**Week 11 – Jan 16th to Jan 20th**  
**Wednesday, Jan 18th**  
18:00–20:00  
**Room:** W 114  
**Topics:** Project Team Presentation Rehearsals & Final Exam Review

**Week 12 – Jan 23d – Jan 27th**  
**Wednesday, Jan 25th**  
18:00–20:00  
**Room:** W 114  
**Topics:** Class Project Team Presentations  
- **Homework:** Presentation rehearsal & Course AAR

**Week 13 – Jan 27th – Feb 3rd**  
**Wednesday, Feb 1st**  
18:00–20:00  
**Room:** W 114  
**Topics:** Course Final Examination  
- **Homework:** Study for Final Exam

This course in Project Management concentrates on a Project Manager’s ability to apply skills, styles, and practices to effectively lead Project Management Teams. Course competencies include initiating and planning a Project, preparing for how a Project Team will execute, monitor and control a Project, apply Risk Management and classify terms of project termination and close out, demonstrating knowledge learned through a Project Team presentation. Students will acquire skills and knowledge to develop Project Management skills for today’s organizational challenges and environments. The course uses a mixture of lectures, readings, and selected videos. Students will exercise their writing skills through homework submissions, and oral briefing skills with an oral Project Team presentation.
Course Evaluation
Student Engagement (Attendance/Participation/Homework): 30 percent
Project Team Presentation: 20 percent
Final Exam: 50 percent

TOTAL 100 percent

Readings and Course Materials: Readings and course materials will be provided in the instructors GRIPS page for student access.

Project Team Class Project: This course requirement is worth (30% of your course grade). The class will form Project Teams of 3-5 students during Class 1. The Project Team will select a project to pursue (NLT Class 2) with an end-state. The Project Team will formulate a Project Briefing, which will be presented and briefed to the course instructor, Project Champion, during Class 12. The Project Team Briefings will follow the following guidelines:

1. Your team will select a project to launch.
2. Project will deliver a unique product, service, or result (examples: developing new software or adding a playground to local park).
3. Complete the following templates: Project Charter, Work Breakdown Structure (WBS), Cost Benefit Analysis (CBA), Risk Register, and Quality Management Plan. These templates will be provided to students; PM Software permitted.
4. Conduct Risk Management Analysis and Discuss Conflict Management relative to your project. How does the project manager handle and mitigate both risk and conflict?
5. Deliverable includes a PowerPoint slide that addresses these topics.
6. Provide an introduction regarding your project.
7. Include a discussion regarding financial metrics, such as Net Present Value (NPV), Internal Rate of Return (IRR), and CBA.
9. Include at least 5-10 reputable sources.
10. Ensure work is divided among team members - ranging from 3-5; and ensure that each student has authored an equitable portion of the Project Team Brief.

Registration Period: from now until October 14, 2022

Please register by sending an email to: suzanne.weinberger@ur.de
  o Surname, first name
  o Student number
  o Home university
  o Bachelor or Master (semester)
  o permanent email address
Number of participants: 20 (first come, first serve)