MILTON
MILTON FRIEDMAN UNIVERSITY

Title of the course:	EU projectmanagement		
Course ID:	VE-HMT003-N		
Level of education:	Regular & Erasmus	Academic semester:	Spring
Professor's name:	Dr. Laura Sinóros-Szabó	Academic title:	
Hours per semester:	30 hours	Credits:	4
Exam:		Pre-requisites:	

The purpose of the course
The course deals with the theoretical background and different areas of project management, covering the characteristics of European Union projects. The emphasis is on the practical enhancement of management skills. It covers the basics of management as well as the field of business-relevant project management techniques, with particular reference to project management cycles, knowledge management, cost and time management, and strategic management. Students will understand why it is important to manage conflicts, risks, and crises in a project and learn the key management techniques they can use to successfully deal with them. I also introduce and explain the concept of project communication. Students will learn how to communicate inside and outside the project. It includes the study and practice of quality assurance, and students become familiar with the legal conditions for projects.

Competencies to develop
- presentation;
- visual presentation;
- listening activities;
- preparing charts, tables and graphs;
- analysis;
- individual and team work in class in writing and speaking;
- planning.

Structure of course

Introduction to project management
1. Historical background of project management
• key theories and models
• specific features of European Union projects
2. Elements of the project plan
• preparing a project plan individually or in a group

Dissemination, problems and their management techniques in the project
3. Knowledge management
• areas of knowledge in the project
• success factors in knowledge management
4. Problem management
• the origin of the conflict
• the process of conflict management
5. Risk and crisis management
• risk analysis
• crisis management.

Dividing the task into parts, quality assurance and project planning
6. Dividing the task into parts (WBS)
7. Quality assurance in the project
• quality control
8. Strategic planning
• Strategic management.

Educational methods
Regular attendance, active participation in class work, completion of in-class assignments/ tasks are required. Final grades will be based on an end-term exam. Students must hand in a written assignment on understanding how to prepare a project plan and a strategic planning of a project.

Required reading:

1. Paul Newton, 2015: Principles of Project Management, Project skills, www.free-management-ebook.com, http://www.free-management-ebooks.com/dldebk-pdf/fme-project-principles.pdf
2. Kirsi Hyttinen, 2017: Project Management Handbook, within the EU Framework Programme for Research and Innovation HORIZON 2020 under grant agreement no 653371.
3. Turner, (1998) The Handbook of Project-Based Management: Improving the Process for Achieving Strategic Objectives