**Course title :**

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| **Course Basic Information** |
| **Academic Unit:**  | Faculty of Economics of the University of Prishtina "Hasan Prishtina |
| **Course title:** | **IT Project Management** |
| **Level:** | Bachelor |
| **Course Status:** | Obligatory |
| **Year of Study:** | Third year (semester VI) |
| **Number of Classes per Week:** | 2+1 |
| **ECTS Credits:** | 4 |
| **Time /Location:** | Prishtine |
| **Teacher:** | Prof. Asoc.Dr. Aferdita Berisha-Shaqiri |
| **Contact Details:**  | +383(0)44/222 580; aferdita.berisha@uni-pr.edu |
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| **Course Description:** | IT technology and project management requires ideas and information that go beyond standard project management by combining theory and practice, this subject presents a comprehensible, integrated understanding of the capabilities of many concepts, tools, and techniques involved in planning and project management. In the field of project planning and the technology industry things change fast, we can not assume that what has worked five years ago is still the best way even today. |
| **Course Goals:** | The course Information Technology and Project Management provides students with information on how to plan and manage the project efficiently and effectively using MsProject software, providing project management in all aspects ranging from knowledge, integration, purpose, time, cost, quality, human resources, communication, risk, and all stages of the process - initiation, planning, execution, monitoring and control of the project through the MS Project software. |
| **Expected Learning Outcomes:** | *Students will be trained and understand the importance of IT technology and project management by applying IT as a core resource and powerful tool for successful project management in business processes.**Students will acquire the skills needed to implement these systems in all business sectors.**They will acquire project management and planning skills using the MSProject Software and its implementation during planning of business project expenditures and resources.* |
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| **Student Workload (should be in compliance with student’s Learnign Outcomes)** |
| **Activity** | **Hours** | **Day/ Week** | **Total** |
| Lectures | 13 | 1 | 13 |
| Theory/ Lab Work/Exercises | 13 | 1 | 13 |
| Practical Work | 1 | 2 | 2 |
| Consultations with the teaher | 1 | 2 | 2 |
| Field Work |  |  |  |
| Test, seminar paper | 2 | 2 | 4 |
| Homework |  |  |  |
| Self-study (library or home) | 1 | 31 | 31 |
| Preparation for final exam | 2 | 10 | 20 |
| Assessment time (test, quiz, final exam) |  |  |  |
| Projects, presentations, etc.  | 1 | 15 | 15 |
| **Total** |  |  | **100** |
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| **Teaching Methods:**  | *During the lectures, the use of contemporary technological equipment (projector) is practiced and the interactive talk method is applied for the purpose of building competitive skills.**The exercises are held with a computer: where students practice practical work using MS Office applications and making the effort of many tasks of economic nature. Students can also work on individual and group seminars during the teaching process by presenting concrete examples.* |
| **Assessment Methods:** | The passing rate of the course is 51%.Theoretical part 50%Practical part 50% |
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| **Primary Literature:**  | 1. Joseph Phillips, IT Project Management: On track from Start to finish, Third Edition, McGraw Hill Professional, 2010. 2. Planifikimi i projekteve me MsProject, Besnik Skënderi, Prishtine, 2011 |
| **Additional Literature:**  | 3.Carl Chatfield, Timothy Johnson, Microsoft Project 2010 Step by Step Paperback – June 12, 2010.4. Microsoft Project 2010 ®,Tutorials: Planning a project (https://www.youtube.com/watch?v=xFXRYzNPDHo)5. Five-phase Project Management: A Practical Planning And Implementation Guide: Joseph Weiss, Robert Wysocki , 1992 (e perkthyer ne shqip). |

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| **Designed teaching plan** |
| **Week** | **Title of the Lecture** |
| ***Week 1:*** | Presentation of the subject syllabus. Organizing students in groups for practical lectures and practical exercises with computers. |
| ***Week 2:*** | Project Initiation, Defining Project Lifecycle, gathering information and identifying needs for the project. |
| ***Week 3*:** | Project planning how to plan the creation of project priorities, requirements and feasibility study. |
| ***Week 4:*** | *Work with management, organization of project management structure, work in a functional organization, defining the role of the manager.* |
| ***Week 5:*** | Managing the Project Scope, managing and Creating Project Fields and Requirements, Working with WBS, Building a Project Plan, Receiving Management Approval, Establishing Communication Channels. |
| ***Week 6*:** | Creating the Budget, implementation through Microsoft Project. |
| ***Week 7:*** | *Knowledge Evaluation - The First Colloquium* |
| ***Week 8:*** | Building the Project plan, building network diagram. |
| ***Week 9:*** | Management team, team management, group decision making. Team leadership, ways of project management, motivation, team leadership, team decision making, team engagement in the project. |
| ***Week 10:*** | Impact of project plan, review of tasks with project team, steering team meetings, follow up of progress, follow up of financial obligations, determination of Project Current Costs, Calculation of Workload Performance, Determination of Cost Performance Index VC, VP, CPI, SPI, TCPI. |
| ***Week 11*:** | Project Plan Revision, -Definition of Revision Needs, -Execution of Change Control. Implementing the Changes in the Project Plan. Postponement of a Project, Reconstruction of Managerial Support. |
| ***Week 12*:**  | enforcing Quality, Quality Management as a Process, Continuous Quality Management, Implementation of the Progress Report, Quality Strategy, Quality Assurance Through Phases. Completion of the project evaluation document and performance. |
| ***Week 13*:**  | Practical task with Ms Project presentations |
| ***Week 14*:**  | Practical task with MS Project presentations |
| ***Week 15*:**  | Knowledge Assessment - The Second Colloquium |

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| **Academic Policies and Code of Conduct** |
| *As in any other subject, even in the subject*IT Project Management*, the knowledge is acquired through the use of different forms of teaching. Since the forms of teaching work are conditioned by the organizational structure of learning, using technology and new forms of learning with a proactive and creative approach during the learning process. Students should adhere to all academic and courteous politics of the Faculty of Economics, among which are the regular follow-up of the lectures, the timely arrival in the lesson, the keeping of tranquility and active engagement in dialogue in lectures and exercises. Mobile / smart phones and other electronic devices should be switched off (or switched on) and not exposed during class hours. Laptops and tablet computers are allowed to be used only in silence; Other activities such as checking your personal e-mail or browsing web pages are prohibited.* |

**Note | If a student has more than 3 class assignements evaluated below 50% he/she loses the right on taking the final exam. Evaluation is done from 0-100 %.**