

UNIT: Project Planning

Semester: 2023/24 (Spring)

LECTURER: João Nascimento

COURSE	Level	Duration	ECTS	Hour per Week		
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ERASMUS	1	30	3			
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Learning outcomes (knowledge, skills and competences to be developed by the students):

After finishing this unit, students will be able to produce the project management plan according to what was specified during the initiation, including (1) the scope statement, in terms of product and work breakdown (2) the resources needed (human and other); (3) the estimation process, of effort, time and cost; (4) the Risk identification and assessment (quantitative and qualitative); (5) the quality standards identification; (6) procurement processes involved; (7) communication. Students will also be aware how to use an application to support the project planning.

Syllabus (Course content):

- The project scope:
 - analyzing the product;
 - specifying the work;
- Resources identification;
- Produce estimatives;
- Risk identification and evaluation;
- Quality planning;
- Procurement plan;
- communication plan;
- Tools to help planning the project.

Teaching methodologies (including evaluation):

All the sessions will have both theoretical explanation of the main concepts under study, and its application in real cases.

The knowledge acquisition assessment process is based on an individual, one hour, theoretical test, which weights 40% of the final score, and a practical work, to be made by groups of 2 or 3 students, which will contribute with 60% to final score.

Final Score = 0,4 x Individual Test + 0,6 x Practical Work

Bibliography (Mandatory resources):

- Project Management Institute, “A Guide to the Project Management Body of Knowledge (PMBOK® Guide)”, Sixth Edition, PMI, 2017;
- Portny, Stanley - Project Management for Dummies, Third Edition, 2010;
- Marmel, Elaine - Project 2010 Bible, Wiley, 2010;
- ChatField, Carl - Microsoft Project 2010 Step by step, Msft Press, 2010.