

Project Management

Title	Project Management
Semester	F2023
Master programme in	Miljø biologi / Miljørisiko / Mathematical Bioscience / Chemical Biology / Environmental Science / Molecular Health Science
Type of activity	Course
Teaching language	English
Study regulation	Read about the Master Programme and find the Study Regulations at ruc.dk Læs mere om uddannelsen og find din studieordning på ruc.dk

REGISTRATION AND STUDY ADMINISTRATIVE

Registration	<p>Sign up for study activities at stads selvbetjening within the announced registration period, as you can see on the Studyadministration homepage.</p> <p>When signing up for study activities, please be aware of potential conflicts between study activities or exam dates.</p> <p>The planning of activities at Roskilde University is based on the recommended study programs which do not overlap. However, if you choose optional courses and/or study plans that goes beyond the recommended study programs, an overlap of lectures or exam dates may occur depending on which courses you choose.</p>
Number of participants	The Master Programme/Institute reserves the right to cancel the course if fewer than 8 studentes are registered for the course.
ECTS	5
Responsible for the activity	Henriette Selck (selck@ruc.dk) Per Meyer Jepsen (pmjepsen@ruc.dk)
Head of study	Per Meyer Jepsen (pmjepsen@ruc.dk)
Teachers	
Study administration	INM Registration & Exams (inm-exams@ruc.dk)
Exam code(s)	U60102

ACADEMIC CONTENT

Overall objective	<p>This course will introduce concepts of project management with a focus on projects within natural science – relevant subjects. The course covers elements such as: an introduction to various project types as well as to models for management of various types of projects; project planning including planning tools, definition of milestones, deliveries and the life cycle of a project; idea generation, including tools for idea generation and academic qualification of ideas; organizing the project including the team, interactions among team members, conflicts and conflict resolution; the project manager including the role as project manager, project management tools and facilitation of meetings; and finally: stakeholder analysis: targeted communication, tools for stakeholder analysis.</p>
Detailed description of content	<p>This course will introduce concepts of project management with a focus on projects within natural science – relevant subjects.</p> <p>The course covers elements such as: an introduction to various project types as well as to models for management of various types of projects; project planning including planning tools, definition of milestones, deliveries and the life cycle of a project; idea generation, including tools for idea generation and academic qualification of ideas; organizing the project including the team, interactions among team members, conflicts and conflict resolution; the project manager including the role as project manager, project management tools and facilitation of meetings; and finally: stakeholder analysis: targeted communication, tools for stakeholder analysis.</p>
Course material and Reading list	<p>For the Danish readers:</p> <ul style="list-style-type: none"> Olsson, J.R.; Ahrengot, N & Attrup, M.L. (2019). Power i projekter og portefølje. Djøf Forlag. <p>For the English readers:</p> <ul style="list-style-type: none"> Olsson, J.R.; Ahrengot, N. & Attrup, M.L. (2019). Power in projects, programs and portfolios. Djøf Publishing.
Overall plan and expected work effort	<p>The course consists of 8 x 4-hrs. classes. During each class, a lecture will introduce the theoretical framework of the topic in question. This will be followed by exercises, during which the students train the relevant skills. The exercises together form the basis for a project description, progressing through the various phases of a project.</p> <p>Detailed work effort declaration:</p> <ul style="list-style-type: none"> Lectures: 16 hrs. Exercises in class: 16 hrs. Preparation for classes: 24 hrs. Work on individual cases in groups: 64 hrs. Preparing for the presentation of cases at the exam: 14 hrs. Exam: 1 hr. <p>- Total: 135 hrs.</p> <p>The course is a 5 ECTS course, corresponding to 135 hours of work</p>
Format	
Evaluation and feedback	<p>The course includes formative evaluation based on dialogue between the students and the teacher(s).</p>

Students are expected to provide constructive critique, feedback and viewpoints during the course if it is needed for the course to have better quality. Every other year at the end of the course, there will also be an evaluation through a questionnaire in SurveyXact. The Study Board will handle all evaluations along with any comments from the course responsible teacher.

Furthermore, students can, in accordance with RUCs 'feel free to state your views' strategy through their representatives at the study board, send evaluations, comments or insights from the course to the study board during or after the course.

Programme

A theoretical course in project management. The course aims to integrate elements of project management with a focus on projects in science.

Teaching and working method includes, lectures, student presentations, classroom discussions and problem-solving exercises.

ASSESSMENT

Overall learning outcomes

After completing the course, students will be able to:

- create, analyse and evaluate a case study as a case for the different project management tools
- plan a project including the definition of milestones, deliverables, overall goals and criteria for success
- judge a project plan and to assess if pre-defined milestones have been reached and deliverables been delivered including integration of relevant formal tools available for a project management (e.g. Gantt charts etc.)
- organize, head and facilitate meetings including progress, status and/or mid-term meetings
- manage teams and projects and understanding of member interactions and roles
- develop communication strategies, stakeholder, and risk analysis
- create, analyse and evaluate a case study as a case for the different project management tools.

Form of examination

Oral group exam with time for preparation

Permitted group size: 2-4 students

Time for preparation: 3 days

Time allowed for exam including time used for assessment:

2 students: 30 minutes

3 students: 45 minutes

4 students: 60 minutes

Permitted support and preparation materials: All

Assessment: 7-point grading scale

Moderation: Internal co-assessor

Form of Re-examination

Samme som ordinær eksamen / same form as ordinary exam

Type of examination in special cases

Examination and assessment criteria

The students will receive a case 3 days before the exam date. The students have to prepare a presentation that they present for the examiner and the censor. The students will present, whereafter the exam will be a general discussion originating from the student presentations. The examiners can ask and expect that the students are aware about the entire pensum.

Remark the exam time depends on the number of persons in the groups. All students have to actively participate in presentation and discussions during the exam.

The assessment will be based upon if the student uses and understands the correct terms and tools that they have been introduced to during the course. Further it is important that the student can identify, choose and argue for the selected methods and tools and why they are relevant in their exam presentations.

E.g. of terms and tools could be:

- Gantt charts
- Stakeholders
- Team roles

Furthermore, whether the performance meets all formal requirements

Exam code(s) Exam code(s) : U60102

Course days:

Hold: 1

Project Management (ES)

time 10-02-2023 12:15 til
10-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 13-02-2023 14:15 til
13-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 17-02-2023 12:15 til
17-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 20-02-2023 14:15 til
20-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 24-02-2023 12:15 til
24-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 27-02-2023 14:15 til
27-02-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 03-03-2023 12:15 til
03-03-2023 16:00

location 11.1-047 - studiesal (40)
Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 06-03-2023 14:15 til
06-03-2023 16:00
location 11.1-047 - studiesal (40)
Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 10-03-2023 12:15 til
10-03-2023 16:00
location 11.1-047 - studiesal (40)
Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 13-03-2023 14:15 til
13-03-2023 16:00
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forberedelsesnorm D-VIP ikke valgt
location 11.2-047 - gl. natfagsal (65)
Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 17-03-2023 12:15 til
17-03-2023 16:00
location 11.1-047 - studiesal (40)
Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 20-03-2023 14:15 til
20-03-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 24-03-2023 12:15 til
24-03-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 27-03-2023 14:15 til
27-03-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 31-03-2023 12:15 til
31-03-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Henriette Selck (selck@ruc.dk)
Per Meyer Jepsen (pmjepsen@ruc.dk)

Project Management (ES)

time 12-04-2023 08:15 til
12-04-2023 10:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management (ES)

time 14-04-2023 12:15 til
14-04-2023 16:00

location 11.1-047 - studiesal (40)

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management - Hand-out of case for exam (ES)

time 12-06-2023 08:15 til
12-06-2023 16:00

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forberedelsesnorm D-VIP ikke valgt

Project Management - Exam (ES)

time 15-06-2023 08:15 til
15-06-2023 16:00

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)

Project Management - Hand-out of case for reexam (ES)

time 01-08-2023 08:15 til
01-08-2023 16:00

forberedelsesnorm ikke valgt

forberedelsesnorm D-VIP ikke valgt

Project Management - Reexam (ES)

time 04-08-2023 08:15 til
04-08-2023 16:00

Teacher Per Meyer Jepsen (pmjepsen@ruc.dk)
Henriette Selck (selck@ruc.dk)