

# Project Management

Title	Project Management
Semester	F2024
Master programme in	Miljø biologi / Miljørisiko / Chemical Biology / Environmental Science / Mathematical Bioscience / Molecular Health Science / Physics and Scientific Modelling
Type of activity	Course
Teaching language	English
Study regulation	Read about the Master Programme and find the Study Regulations at <a href="https://ruc.dk">ruc.dk</a> Læs mere om uddannelsen og find din studieordning på <a href="https://ruc.dk">ruc.dk</a>

## REGISTRATION AND STUDY ADMINISTRATIVE

Registration	<p>Sign up for study activities at <a href="#">stads selvbetjening</a> within the announced registration period, as you can see on the <a href="#">Studyadministration homepage</a>.</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	Per Meyer Jepsen ( <a href="mailto:pmjepsen@ruc.dk">pmjepsen@ruc.dk</a> )
Head of study	Per Meyer Jepsen ( <a href="mailto:pmjepsen@ruc.dk">pmjepsen@ruc.dk</a> )
Teachers	

Study administration INM Registration & Exams ([inm-exams@ruc.dk](mailto:inm-exams@ruc.dk))

Exam code(s) U60102

## ACADEMIC CONTENT

**Overall objective**

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.

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**Detailed description of content**

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For the Danish readers:

**Course material and Reading list**

- Olsson, J.R.; Ahrengot, N & Attrup, M.L. (2019). Power i projekter og portefølje. Djøf Forlag.

For the English readers:

- Olsson, J.R.; Ahrengot, N. & Attrup, M.L. (2019). Power in projects, programs and portfolios. Djøf Publishing.

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.

Detailed work effort declaration:

Overall plan  
and expected  
work effort

- 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.

**- Total: 135 hrs.**

The course is a 5 ECTS course, corresponding to 135 hours of work

Format

The course includes formative evaluation based on dialogue between the students and the teacher(s).

Evaluation  
and feedback

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

After completing the course, students will be able to:

- Overall learning outcomes
- 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.

Oral group exam with time for preparation

Permitted group size: 2-4 students

Time for preparation: 3 days

Form of examination

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	<p>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 penum.</p> <p>Remark the exam time depends on the number of persons in the groups. All students has to actively participating in presentation and discussions during the exam.</p>
Examination and assessment criteria	<p>The assessment will be based upon if the students uses and understands the correct terms and tools that they have been introduced to during the course. Further its 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.</p> <p>E.g. of terms and tools could be:</p> <ul style="list-style-type: none"> <li>• Gantt charts</li> <li>• Stakeholders</li> <li>• Team roles</li> </ul> <p>Furthermore, whether the performance meets all formal requirements</p>
Exam code(s)	Exam code(s) : U60102

## Course days:

**Hold: 1**

**Project Management (ES)**

time 09-02-2024 12:15 til  
09-02-2024 14:15  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

**Project Management (ES)**

time 12-02-2024 14:15 til  
12-02-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

**Project Management (ES)**

time 16-02-2024 12:15 til  
16-02-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

**Project Management (ES)**

time 19-02-2024 14:15 til  
19-02-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

**Project Management (ES)**

time 23-02-2024 12:15 til  
23-02-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

**Project Management (ES)**

time 26-02-2024 14:15 til  
26-02-2024 16:00

location 11.2-047 - gl. natfagsal (65)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 01-03-2024 12:15 til  
01-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 04-03-2024 14:15 til  
04-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 08-03-2024 12:15 til  
08-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 11-03-2024 14:15 til  
11-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 15-03-2024 12:15 til  
15-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 18-03-2024 14:15 til  
18-03-2024 16:00  
location 11.2-047 - gl. natfagsal (65)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 22-03-2024 12:15 til  
22-03-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 05-04-2024 12:15 til  
05-04-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 08-04-2024 14:15 til  
08-04-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

### **Project Management (ES)**

time 12-04-2024 12:15 til  
12-04-2024 16:00  
location 11.1-047 - studiesal (40)  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

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

time 25-06-2024 08:15 til  
25-06-2024 16:00  
Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )



## **Project Management - Exam (ES)**

time 28-06-2024 08:15 til  
28-06-2024 16:00

Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

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

time 06-08-2024 08:15 til  
06-08-2024 16:00

Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )

## **Project Management - Reexam (ES)**

time 09-08-2024 08:15 til  
09-08-2024 16:00

Teacher Per Meyer Jepsen ( pmjepsen@ruc.dk )