



SZKOŁA GŁÓWNA  
GOSPODARSTWA  
WIEJSKIEGO

## Project Planning and Management

### Educational subject description sheet

#### Basic information

|  |  |  |  |
|--|--|--|--|
| <b>Field of study</b><br>Finance and accounting - przedmioty do wyboru |  | <b>Didactic cycle</b><br>2024/25               |  |
| <b>Speciality</b><br>-   |  | <b>Subject code</b><br>EKRFA-FS_D.28K.06470.24 |  |
| <b>Organizational unit</b><br>Faculty of Economics                     |  | <b>Lecture languages</b><br>english            |  |
| <b>Study level</b><br>second cycle (post bachelor's degree)            |  | <b>Mandatory</b><br>Elective subjects          |  |
| <b>Study form</b><br>full-time studies                                 |  | <b>Block</b><br>Major subjects                 |  |
| <b>Education profile</b><br>General academic                           |  | <b>Disciplines</b><br>Economics and finance    |  |
| <b>Coordinator</b>   | Nina Drejerska   |  |  |
| <b>Teacher</b>   | Nina Drejerska, Mariola Chrzanowska                                    |  |  |
| <b>Period</b><br>Semester 4  | <b>Examination</b><br>Pass with grade                                  | <b>Number of ECTS points</b><br>3              |  |
|  | <b>Activities and hours</b><br>Lecture: 20<br>Auditorium exercises: 10 |  |  |

## Goals

| Code | Goal   |
|------|--|
| C1   | to effectively plan and schedule projects, including defining scope, setting objectives, and managing budgets and resources                    |
| C2   | to develop leadership skills and strategies for effective communication and stakeholder management, ensuring team cohesion and project success |
| C3   | to applying practical techniques to real-world projects through case studies   |

## Subject's learning outcomes

| Code  | Outcomes in terms of  | Effects                         | Examination methods  |
|---|---|---------------------------------|--|
| <b>Knowledge - Student knows and understands:</b> |   |                                 |  |
| W1  | can define issues connected with project planning and management  | FA_K2_W03, FA_K2_W04            | Project, Presentation, Assessment of speeches during classes |
| W2  | can recognize connections between theoretical and practical approaches to project planning and management | FA_K2_W04, FA_K2_W05            | Project, Presentation, Assessment of speeches during classes |
| <b>Skills - Student can:</b>                      |   |                                 |  |
| U1  | can develop a project idea according the suggested project managmnet framework                            | FA_K2_U03, FA_K2_U04            | Project, Presentation, Assessment of speeches during classes |
| U2  | can present a project proposal  | FA_K2_U05, FA_K2_U06, FA_K2_U07 | Project, Presentation, Assessment of speeches during classes |
| <b>Social competences - Student is ready to:</b>  |   |                                 |  |
| K1  | actively look for solutions of problems of different project stakeholders.                                | FA_K2_K01, FA_K2_K02            | Project, Presentation, Assessment of speeches during classes |

## Study content

| No. | Course content  | Subject's learning outcomes | Activities           |
|-----|---|-----------------------------|----------------------|
| 1.  | Lectures. Introductin to Project Management. Project Organisation and Roles. Overview of the PM <sup>2</sup> Methodology. The PM <sup>2</sup> Lifecycle: Initiating Phase, Planning Phase, Executing Phase, Closing Phase, Monitor & Control. Project Organisation and Roles. | W1, W2, U1, U2, K1          | Lecture              |
| 2.  | Classes/excerices. Project Management Tools & Techniques. Study visit to identify the situation in the case study area. Development of the project idea according to the PM <sup>2</sup> Methodology.   | W1, W2, U1, U2, K1          | Auditorium exercises |

## Course advanced

| Activities           | Methods of conducting classes                  |
|----------------------|--|
| Lecture              | Lecture, Problem lecture, Teamwork             |
| Auditorium exercises | Case study, Discussion, Presentation, Teamwork |

| Activities           | Examination method                    | Percentage |
|----------------------|---------------------------------------|------------|
| Lecture              | Project                               | 50%        |
| Auditorium exercises | Assessment of speeches during classes | 30%        |
| Auditorium exercises | Presentation                          | 20%        |

| Activities           | Credit conditions        |
|----------------------|--------------------------|
| Lecture              | Project idea development |
| Auditorium exercises | Project presentation     |

## Literature

### Obligatory

1. European Commission, Directorate-General for Digital Services, PM<sup>2</sup> Project management methodology – Guide 3.1, Publications Office of the European Union, 2023, <https://data.europa.eu/doi/10.2799/970188>

### Optional

1. European Commission, Council of the European Union, Directorate-General for Digital Services, General Secretariat of the Council, PM<sup>2</sup> Portfolio management guide 1.5, Publications Office of the European Union, 2022, <https://data.europa.eu/doi/10.2799/311760>

## Calculation of ECTS points

| Activity form                            | Activity hours*    |
|--|--------------------|
| Lecture                                  | 20                 |
| Auditorium exercises                     | 10                 |
| Preparing the project                    | 30                 |
| Preparation of a multimedia presentation | 5                  |
| Conducting empirical research            | 10                 |
| <b>Student workload</b>                  | <b>Hours</b><br>75 |
| <b>Number of ECTS points</b>             | <b>ECTS</b><br>3   |

\* hour means 45 minutes

## Effects

| Code      | Content   |
|-----------|---|
| FA_K2_K01 | label.effect.prefix.competenceThe graduate is ready to recognition of the profound importance of knowledge in professional life, a critical analysis of its resources and the search for its sources among experts  |
| FA_K2_K02 | label.effect.prefix.competenceThe graduate is ready to conduct professional activity in a socially responsible, entrepreneurial, ethical and public interest manner, as well as develop professional achievements and maintain the ethos of the profession, as well as think in an entrepreneurial way  |
| FA_K2_U03 | label.effect.prefix.skillThe graduate is able to properly use normative systems, norms, rules for solving problems in the field of finance and accounting, formulating conclusions and opinions based on the results obtained   |
| FA_K2_U04 | label.effect.prefix.skillThe graduate is able to identify new challenges and development perspectives appropriate for finance and accounting; look for ways to implement them with the use of modern tools, including experiments, analytical methods, computer simulations and information and communication techniques                      |
| FA_K2_U05 | label.effect.prefix.skillThe graduate is able to communicate effectively with the environment using terminology appropriate for professional activity, take part in discussions on professional issues considering different points of view, use a foreign language at the B2 + level of the European System of Language Learning Description |
| FA_K2_U06 | label.effect.prefix.skillThe graduate is able to organize work individually and in terms of basic team activities, including interdisciplinary activities   |
| FA_K2_U07 | label.effect.prefix.skillThe graduate is able to independently plan further professional and social development and direct others in this area  |
| FA_K2_W03 | label.effect.prefix.knowledgeThe graduate knows and understands an extended level, forms, and standards as well as legal regulations regarding the functioning of entities in the real and financial sector   |
| FA_K2_W04 | label.effect.prefix.knowledgeThe graduate knows and understands directions and content of contemporary doctrines in economics and finance as well as enterprise theory and economic and financial terminology at an extended level  |
| FA_K2_W05 | label.effect.prefix.knowledgeThe graduate deeply knows the ethical, social, ecological and other conditions of running a business, including the basic concepts and principles of industrial property and copyright protection  |