

**Bachelor program,
Instrument engineering program, “Information technologies and control” department**

Course Unit Title	Project Management	
Course Unit Code	VTES-B10-1	
Type of Course Unit	Compulsory	
Level of Course Unit	1 st year IMEN program	
National Credits	0	
Number of ECTS Credits Allocated	3	
Theoretical (hour/week)	2	
Practice (hour/week)	1	
Laboratory (hour/week)	0	
Year of Study	3	
Semester when the course unit is delivered	6	
Course Coordinator	Ulkar F. Mammadova	
Name of Lecturer (s)	Ulkar F. Mammadova	
Name of Assistant (s)	-	
Mode of Delivery	Face to Face, Seminar.	
Language of Instruction	English	
Prerequisites	-	
Recommended Optional Program Components	-	
Course description:		
<p>The course covers key components of project management including project integration, project scope management, project time, personal and interpersonal competences, technical aspects of managing projects, contextual competence issues and cost management, quality management, human resource considerations, communications, risk management, and procurement management.</p> <p>This course covers most of the knowledge areas of the globally recognized PM Body of Knowledge: scope, cost, time, risk, resources, the stakeholders, communications, and procurement management.</p>		
Objectives of the Course:		
<p>The aim of the subject is to enrich and improve the individual’s competence in project, portfolio and programme management and to provide an inventory of competences that, if fully realised, represent complete mastery of these management domains. The main goal of the subject in the process of training is to master the competence area perspective, the competence area people, the competence area practice and key competence indicators.</p>		
Learning Outcomes		
At the end of the course the student will be able to		Assessment
1	Understand the common framework of project management	1
2	Apply well-accepted project management terminology	1,2,3
3	Be better able to fit into a formal project environment, or to manage your own less formal projects.	1

4	Recognize issues in a realistic project scenario.	1	
5	Produce a project proposal.	1,2	
6	Discuss the implementation of a proposed plan.	1,3	
Assessment Methods: 1. Final Exam, 2. Presentation, 3. Midterm exam			
Course's Contribution to Program			
		CL	
1	Ability to develop as a specialist in the field of fundamental sciences and apply basic knowledge.	5	
2	Ability to analyze and model functional and structural schemes of various purpose devices and systems.	4	
3	Ability to use modern methods and tools, creation, selection, and application of engineering and information technology tools and modern devices and equipment.	4	
4	The ability to use the strategy of team cooperation in the exchange of information, knowledge, and experience to achieve the set goal.	4	
5	As a result of training, the ability to use engineering knowledge, mathematical models, and basic concepts of physics and chemistry in production and technological processes, automation, measurement, and control systems.	3	
6	The ability to use modern software to process technical documents of devices, design their structures, and algorithmize processes.	4	
7	The ability to apply artificial intelligence to improve the quality characteristics of measurement and control systems.	1	
8	The ability to process information acquisition, processing, and transmission processes based on schematic and programmable logical integrated circuits.	3	
9	Ability to use knowledge to improve quality indicators and environmental safety of production processes.	3	
10	Self-development ability to apply theoretical and experimental knowledge in solving modern engineering problems.	2	
CL: Contribution Level (1: Very Low, 2: Low, 3: Moderate, 4: High, 5: Very High)			
Course Contents			
Week	Chapter	Topics	Exam
1	[1]: Chapter 3, s: 11-25	The Individual Competence Baseline, Competences overview, The Eye of Competence	
2	[1]: Chapter 2, s: 15-17	Purposes and intended users, Definition of Competence Seminar 1: Perspective, People and Practice. Key competence indicators.	
3	[1]: Chapter 2, s:18-24	Individual Competence Development	
4	[1]: Chapter 4, s:38-60	The Competence Area Perspective Seminar 2: Strategy, Governance, structure and processes, Compliance, standards and regulations, Power and Interest, Culture and Values	
5	[1]:	The Competence Area People	

	Chapter 4, s:61-99		
6	[1]: Chapter 4, s:100-133	The Competence Area Practice Seminar 3: Self-reflection and self-management, Personal integrity and reliability, Personal communication, Relationship and engagement.	
7	[0]: Chapter 4, p: 40-45	Strategy, Governance, structure and processes	Midterm
8	[1]: Chapter 4, s:45-50	Compliance, standards and regulations Seminar 4: Leadership, Teamwork, Conflict and crisis, Resourcefulness	
9	[1]: Chapter 4, s:50-58	Power and Interest, Culture and Values	
10	[1]: Chapter 4, s:61-76	Self-reflection and self-management, Personal integrity and reliability, Personal communication, Relationship and engagement Seminar 5: Project design, Requirements and objectives, Scope, Time	
11	[2]: Chapter 4, s:76-92	Leadership, Teamwork, Conflict and crisis, Resourcefulness	
12	[1]: Chapter 4, s:101-115	Project design, Requirements and objectives, Scope, Time Seminar 6: Organisation and information, Quality, Finance, Resources	
13	[1]: Chapter 6, s:115-132	Organisation and information, Quality, Finance, Resources	
14	[1]: Chapter 4, s:132-145	Procurement, Plan and control, Risk and opportunity Seminar 7: Procurement, Plan and control, Risk and opportunity	
15	[1]: Chapter 4, s:145-150	Stakeholders, Change and transformation	
16			Final
Recommended Sources			
TEXTBOOK(S)			
IPMA Individual Competence Baseline for Project Management IPMA“Individual Competence Baseline” Version 4.0 http://www.projectmanagement.ru/			
Assessment			
Attendance	0%	At least 75% class attendance is compulsory	

Presentation	20%		
Seminar	0%		
Midterm Exam	30%	Written Exam	
Final Exam	50%	Written-Oral Exam	
Total	100%		
Assessment Criteria			
Final grades are determined according to the Academic Regulations of Azerbaijan State Oil and Industry University for Undergraduate Studies			
Course Policies			
<ul style="list-style-type: none"> • Attendance of the course is mandatory. • Late assignments will not be accepted unless an agreement is reached with the lecturer. • Students cannot use calculators during the exam. • Cheating and plagiarism will not be tolerated. Cheating will be penalized according to the Azerbaijan State Oil and Industrial University General Student Discipline Regulations 			
ECTS allocated based on Student Workload			
Activities	Number	Duration (hour)	Total Workload(hour)
Course duration in class (including midterm)	15	3	45
Presentation	1	5	5
Tutorials	15	1	15
Preparation for midterm exam	1	3	3
Final Examination	1	3	3
Preparation for final exam	1	4	4
Self-study	15	1	15
Total Workload			90
Total Workload/30(h)			90/30
ECTS Credit of the Course			3