UNIVERSITÀ
DEGLI STUDI DI MILANO-BICOCCA

COURSE SYLLABUS

Project management at work

2627-102R-19

Title

Project management at work

Teacher

Marta Jakob

Language

english

Short description

Overview of project management and building of the toolbox
Starting from the principles of project management, the lab will focus on recollection of the tools that can be useful in a project approach that often are already in use on a daily basis, starting from the activity planning up to project design; the module will give the main definitions of project: scope, deliverables, resources, milestones, etc. creating a common knowledge base.
Keywords: knowledge base, project charter, WorkBreakdownStructure, matrixes, budget.

The impact of the project and the background involvement

Every project has a purpose that the project manager has to translate in a scope (impact, effectiveness, sustainability, etc.) that must be measurable; moreover, the project has to interact with a complex system of different subjects, the understanding of the context is a fundamental step for project building.
Keywords: project scope, impact, relevance, general objective, specific objectives, results, SMART, stakeholders, partners and suppliers (procurement)

How financing project works
The project is often assembled with the purpose of obtaining a financial (partial or total) coverage; the class will focus on an overview of EU and other institution offering financial aid for projects, how the financing works, where to find opportunities, which activities can be funded and how to build a sound project budget.
Keywords: Financial project management skills, EU and other institution opportunities, grant vs loan, co-financing, budget building, project cost coverage.

Project workshop
After becoming familiar with project management tools, the class will focus on identifying one or more project, call for proposal or tender bid; the participants will be grouped and will work on a short abstract of project idea, will discuss their ideas and will be asked to prepare a project outline, with envisaged results, a rough action plan and budget.
Putting in use the main tools: identification of interesting projects, building of a project charter, comparison of strengths and weaknesses, choice of the best project.

Target audience

Maximum number of participans

Assessment method

CFU / Hours

1 cfu/ 12 hrs

Teaching period and mode

course registration on “Segreterie online”

Sustainable Development Goals

QUALITY EDUCATION | INDUSTRY, INNOVATION AND INFRASTRUCTURE