

**COURSE OF STUDY: STATISTICS AND METHODS FOR ECONOMICS AND FINANCE**  
**ACADEMIC YEAR: 2023/2024**  
**ACADEMIC SUBJECT: PROJECT MANAGEMENT LABORATORY**

General information	
Year of the course	I and II year
Academic calendar (starting and ending date)	II semester
Credits (CFU/ETCS):	6
SSD	INF/01 INFORMATICA
Language	Italian
Mode of attendance	Voluntary

Professor/ Lecturer	
Name and Surname	Domenico Redavid
E-mail	domenico.redavid1@uniba.it
Telephone	+39 080 504 9106
Department and address	Largo Abbazia Santa scolastica , 53 - 70124 Bari
Virtual room	Teams
Office Hours (and modalities: e.g., by appointment, on line, etc.)	Wednesdays, 3:30 p.m. - 5:30 p.m., agreed upon with students in attendance or online

Work schedule			
Hours			
Total	Lectures	Hands-on (laboratory, workshops, working groups, seminars, field trips)	Out-of-class study hours/ Self-study hours
150	42		108
CFU/ETCS			
6	6		

<b>Learning Objectives</b>	The course aims to train individuals with knowledge of the processes and main areas of knowledge involved in project management.
<b>Course prerequisites</b>	No special prerequisites are required.

<b>Teaching strategies</b>	- Lectures. - Practical exercises with development of a group Project Work on public call for proposals analyzed during the lectures.
<b>Expected learning outcomes in terms of</b>	
<b>Knowledge and understanding on:</b>	The student should acquire skills related to: <ul style="list-style-type: none"> <li>○ Knowledge of project management processes ( Starting, Planning, Executing, Monitoring/Controlling and Closing).</li> <li>○ Main knowledge areas that characterize project management.</li> <li>○ Design constraints: time, quality and resources.</li> </ul>
<b>Applying knowledge and understanding on:</b>	The student will be expected to apply skills related to: <ul style="list-style-type: none"> <li>○ Life cycle of a project.</li> <li>○ Formulation of a publicly funded project.</li> <li>○ Validation of design constraints: time, quality and resources.</li> </ul>

<p><b>Soft skills</b></p>	<ul style="list-style-type: none"> <li>• Communication skills At the end of the lecture the student through the presentation of the project work should demonstrate that he/she is able to             <ul style="list-style-type: none"> <li>○ work in groups,</li> <li>○ deepen independently some topics of the course by discussing them in the classroom,</li> <li>○ illustrate exercises carried out individually and in groups, with the aim of enhancing their communication skills,</li> <li>○ apply some of the techniques learned in the project work, selecting those they feel are most appropriate (based on their ability to make judgments).</li> </ul> </li> <li>• Ability to learn in an autonomous way In order to stimulate learning skills, students are encouraged to investigate some topics not discussed in detail by the lecturer, so that at the end of the teaching the student should be able to             <ul style="list-style-type: none"> <li>○ use books, the Internet, and/or other sources to find specific information.</li> </ul> </li> </ul>
<p><b>Syllabus</b></p>	
<p><b>Content knowledge</b></p>	<p>MODULE 1 - Introduction</p> <ul style="list-style-type: none"> <li>• Definition of project and process</li> <li>• Historical background</li> <li>• Evolution of Project Management</li> </ul> <p>MODULE 2 - The support structure of the project.</p> <ul style="list-style-type: none"> <li>• Critical issues and needs</li> <li>• Projects and the company</li> <li>• Project development methodologies</li> <li>• The PMI model</li> </ul> <p>MODULE 3 - The Standards for Project Management.</p> <ul style="list-style-type: none"> <li>• Project Knowledge Area</li> <li>• Project Process Group</li> </ul> <p>MODULE 4 - Project Scope Management</p> <ul style="list-style-type: none"> <li>• Gathering the requirements</li> <li>• Realize the WBS</li> <li>• Verify and control the scope</li> </ul> <p>MODULE 5 - Project Time Management</p> <ul style="list-style-type: none"> <li>• Define activities and sequences</li> <li>• Estimate resources</li> <li>• Estimate durations of activities</li> <li>• Develop scheduling</li> <li>• Performance Measurement, Variance Analysis</li> </ul> <p>MODULE 6 - Project Cost Management</p> <ul style="list-style-type: none"> <li>• Cost Estimating and Cost Baseline</li> <li>• Controlling Project Costs</li> <li>• Earned Value Technique</li> </ul> <p>MODULE 7 - Documentation and PM Success Factors.</p> <ul style="list-style-type: none"> <li>• Structure of Project Documentation</li> <li>• Benefit Management Plan</li> </ul>

	<ul style="list-style-type: none"> <li>Project Management Plan and Project Charter</li> </ul> <p>MODULE 8 - Environment in which projects operate.</p> <ul style="list-style-type: none"> <li>Factors that influence projects</li> <li>Organizational systems and organizational structures</li> <li>PM office</li> </ul> <p>Roles</p>
<b>Texts and readings</b>	<p>S. Tonchia, F. Nonino – Project management – IISole24ore (ISBN 978-88-8363-898-5).</p> <p>Dennis P. Curtin – Informatica di base – McGraw Hill (ISBN 978-88-386-6747-3) QUINTA EDIZIONE.</p>
<b>Notes, additional materials</b>	<p>Project Management Institute. (2017). A guide to the Project Management Body of Knowledge (PMBOK guide) (6th ed.). Project Management Institute. (ISBN 9781628251845)</p>
<b>Repository</b>	<p>Slides presented in lectures accessible through the course's Teams channel</p>

<b>Assessment</b>	
Assessment methods	<p>Lectures and exercises aimed at the development of a project work through the analysis of types of projects announced at the regional (POR), national (PON) or European (H2020) level. Teaching modules available on the Teams platform; students enrolled in the course on the platform will be required to use a computer during lectures.</p>
Assessment criteria	<ul style="list-style-type: none"> <li><b>Knowledge and understanding</b> Ability to discursively organize (using project management's own terminology): <ul style="list-style-type: none"> <li>Knowledge about project management processes ( Starting, Planning, Executing, Monitoring/Controlling, and Closing).</li> <li>Knowledge about the main knowledge areas that characterize project management.</li> <li>Knowledge about design constraints: time, quality and resources.</li> </ul> </li> <li><b>Applying knowledge and understanding</b> <i>Ability to discursively organize and critical reasoning skills:</i> <ul style="list-style-type: none"> <li><i>On the Life Cycle of a project</i></li> <li><i>On the characterization of a project funded by a public notice</i></li> <li><i>On the validation of design constraints: time, quality and resources.</i></li> </ul> </li> <li><b>Autonomy of judgment</b> Critical reasoning skills and quality of exposition: <ul style="list-style-type: none"> <li>On the integration of knowledge,</li> <li>On the management of complexity</li> <li>On decisions taken during project management. <i>Communicating knowledge and understanding</i></li> </ul> </li> <li><b>Communication skills</b> Ability to discursively organize and quality of exposition: <ul style="list-style-type: none"> <li>On group work dynamics,</li> <li>On the course topics explored independently,</li> <li>On techniques applied to project work.</li> </ul> </li> <li><b>Capacities to continue learning</b></li> </ul>

	<p>Effectiveness:</p> <ul style="list-style-type: none"> <li>o In using alternative sources for finding specific information applied to project work.</li> </ul>
Final exam and grading criteria	<p>In order to establish the student's acquired knowledge, and also his or her independent judgment, communication skills and ability to learn, it is planned:</p> <ul style="list-style-type: none"> <li>o The evaluation of the project presented at the group level. This evaluation is in thirtieths and is the same for the whole working group.</li> <li>o The evaluation through oral examination of the topics covered in the theoretical part and how they were applied to the project carried out considering how it was structured, how the principles and methodologies were applied, the appropriateness of the techniques used, the originality of the solutions, and the clarity and ability to synthesize resulting from the documentation produced.</li> </ul> <p>Individual evaluation is then obtained with bonus or malus points in relation to:</p> <ul style="list-style-type: none"> <li>o the contribution made to the group in the implementation of the project;</li> <li>o the ability to synthesize and clarity of exposition; the ability to make meaningful comparisons between different methodologies, techniques and technologies and to report one's critical judgment; and the mastery of technical terms.</li> </ul> <p>The final grade will be obtained as a weighted average of the grade obtained for the oral presentation of the project (60%) and that of the project carried out in groups (40%).</p>
<b>Further information</b>	
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