

## [GCO103] PROJECT MANAGEMENT AND WORKSHOP

### GENERAL INFORMATION

<b>Studies</b>	DEGREE IN ENGINEERING IN ECO-TECHNOLOGY IN INDUSTRIAL PROCESS		<b>Subject</b>	ORGANISATION AND MANAGEMENT	
<b>Semester</b>	1	<b>Course</b>	4	<b>Mention / Field of specialisation</b>	???
<b>Character</b>	OPTIONAL		<b>Modality</b>	Adapted Face-to-face	
<b>Plan</b>	2017	<b>Hours/week</b>	4.44	<b>Language</b>	EUSKARA
<b>Credits</b>	4,5	<b>Total hours</b>	80 class hours + 32.5 non-class hours = <b>112.5 total hours</b>		

### PROFESSORS

ANITUA AZCARATE, GERMAN

### REQUIRED PREVIOUS KNOWLEDGE

Subjects	Knowledge
(No specific previous subjects required)	(No previous knowledge required)

### SKILLS

#### VERIFICA SKILLS

##### SPECIFIC

**GCIN12** - To have project management knowledge and skills. To be familiar with the organisational structure and functions of a project office.

##### GENERAL

**GCCG6** - To understand and apply the fundamentals of economics and human resource management, organisation and project planning in Ecotechnologies

##### CROSS

**GCCTR2** - To be able to do their job in cooperative, participatory environments, with awareness of social responsibility.

##### BASIC

**G\_CB5** - To have developed learning abilities required to embark on subsequent studies with a high level of autonomy.

### LEARNING RESULTS

**RGC401** Enumerate and lists the different organizational structures of project management as well as their advantages and disadvantages, including the different responsibilities that a project office may have

#### LEARNING ACTIVITIES

	CH	NCH	TH
Individual study and work, tests and evaluations and check points	1 h.		1 h.
Practices of problem solving and real or simulated context projects	6 h.	2 h.	8 h.
Presentation of the teacher in the classroom, in participatory classes, of concepts and procedures associated with the subjects	1 h.		1 h.

#### EVALUATION SYSTEM

	W
Individual written and oral tests to assess technical skills of the subject	40%
Reports of solving exercises, case studies, computer practices, simulation practices and laboratory practices	60%

#### MAKE-UP MECHANISMS

Individual written and oral tests to assess technical skills of the subject

**CH - Class hours:** 8 h.  
**NCH - Non-class hours:** 2 h.  
**TH - Total hours:** 10 h.

**RGC402** Know and list the phases according to the classic project management. Know associated techniques and tools and knows when to use them applied especially to time, cost and specifications

#### LEARNING ACTIVITIES

	CH	NCH	TH
Individual study and work, tests and evaluations and check points	2 h.	3 h.	5 h.
Practices of problem solving and real or simulated context projects	18 h.	2 h.	20 h.
Presentation of the teacher in the classroom, in participatory classes, of concepts and	8 h.	5 h.	13 h.

procedures associated with the subjects

**EVALUATION SYSTEM**

*W*

Individual written and oral tests to assess technical skills of the subject 40%

Reports of solving exercises, case studies, computer practices, simulation practices and laboratory practices 60%

**MAKE-UP MECHANISMS**

Individual written and oral tests to assess technical skills of the subject

**CH - Class hours:** 28 h.

**NCH - Non-class hours:** 10 h.

**TH - Total hours:** 38 h.

**RGC403** Knows the basic problems of new product launches and to identify the modes of action. appropriate for their proper planning and management

**LEARNING ACTIVITIES**

*CH*

*NCH*

*TH*

Individual study and work, tests and evaluations and check points 2 h. 2 h. 4 h.

Practices of problem solving and real or simulated context projects 8 h. 8 h. 16 h.

Presentation of the teacher in the classroom, in participatory classes, of concepts and procedures associated with the subjects 4 h. 4 h.

**EVALUATION SYSTEM**

*W*

Individual written and oral tests to assess technical skills of the subject 40%

Reports of solving exercises, case studies, computer practices, simulation practices and laboratory practices 60%

**MAKE-UP MECHANISMS**

Individual written and oral tests to assess technical skills of the subject

**CH - Class hours:** 14 h.

**NCH - Non-class hours:** 10 h.

**TH - Total hours:** 24 h.

**RGC404** Understanding the problems of multiproject environments, as well as being able to provide solutions from an organizational point of view

**LEARNING ACTIVITIES**

*CH*

*NCH*

*TH*

Individual study and work, tests and evaluations and check points 3 h. 2 h. 5 h.

Practices of problem solving and real or simulated context projects 8 h. 2 h. 10 h.

Presentation of the teacher in the classroom, in participatory classes, of concepts and procedures associated with the subjects 2 h. 2,5 h. 4,5 h.

**EVALUATION SYSTEM**

*W*

Individual written and oral tests to assess technical skills of the subject 40%

Reports of solving exercises, case studies, computer practices, simulation practices and laboratory practices 60%

**MAKE-UP MECHANISMS**

Individual written and oral tests to assess technical skills of the subject

**CH - Class hours:** 13 h.

**NCH - Non-class hours:** 6,5 h.

**TH - Total hours:** 19,5 h.

**RGC405** Know the TOC vision for project management understand the problem and describe the characteristics. project management through the critical chain

**LEARNING ACTIVITIES**

*CH*

*NCH*

*TH*

Individual study and work, tests and evaluations and check points	1 h.		1 h.
Practices of problem solving and real or simulated context projects	12 h.	2 h.	14 h.
Individual and team exercises	4 h.	2 h.	6 h.
<b>EVALUATION SYSTEM</b>	<b>W</b>	<b>MAKE-UP MECHANISMS</b>	
Individual written and oral tests to assess technical skills of the subject	40%	Individual written and oral tests to assess technical skills of the subject	
Reports of solving exercises, case studies, computer practices, simulation practices and laboratory practices	60%		
<b>CH - Class hours:</b> 17 h.			
<b>NCH - Non-class hours:</b> 4 h.			
<b>TH - Total hours:</b> 21 h.			

## CONTENTS

Phases of Classic Project Management:

### 1. Introduction

1. Project definition
2. Types of institutional structure
3. Differences between project and operation
4. Skills of a Project Manager
5. Project Life Cycle
6. Stakeholders

### 2. Definition

1. How does a project start?
2. Project contract and obligations
3. Specifying the cope
4. Characteristics of the objectives

### 3. Planning

1. Work Breakdown Structure (WBS)
2. Network diagram
3. PERT
4. Gantt Chart
5. Cost budget

### 4. Development

### 5. Observation and control

1. Monitoring factors
2. Indicators
3. How to implement changes

### 6. Closing

1. Documentation
2. Types of conditions

3. Common problems

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**LEARNING RESOURCES AND BIBLIOGRAPHY**

**Learning resources**

Moodle Platform  
Class presentations  
Subject notes  
Class presentations  
PMI, Project Management Institute. (n.d.). Retrieved October 10, 2018, from <https://www.pmi.org/>

**Bibliography**

[http://katalogoa.mondragon.edu/janium-bin/janium\\_login\\_opac\\_re\\_Ink.pl?grupo=EKOTEKNOLOGIA41&ejecuta=30](http://katalogoa.mondragon.edu/janium-bin/janium_login_opac_re_Ink.pl?grupo=EKOTEKNOLOGIA41&ejecuta=30)