

Degree	Type	Year	Semester
2501232 Business and Information Technology	OB	3	2

Contact

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Use of languages

Principal working language: catalan (cat)
Some groups entirely in English: No
Some groups entirely in Catalan: Yes
Some groups entirely in Spanish: No

Prerequisites

There are no specific prerequisites formally established for this course. However, it is advisable its enrollment only when most of the credits for the subjects of the first and second year have been obtained. This is to say, it is actually a course designed to be in the sixth and last semester with compulsory subjects in the curriculum of the degree of Business and Technology, and its contents is directly related to the last formative stage towards the preparation of the Bachelor's Degree Final Project.

Objectives and Contextualisation

The course is twofold. The specific goal is to introduce students to the knowledge, techniques and skills needed to design, plan and develop projects in business and organizations, and specifically projects concerning technological innovations and business information systems. At the same time, the course provides tools of interest for the development of the Bachelor's Degree Final Project during the fourth year.

At the end of the course, students will be able to:

- Identify the basic objectives of a project, carrying out a preliminary feasibility study, and to accurately define the project that the organization has finally decided on.
- Identify and plan the various tasks required to implement a project, defining the relevant timeframe and allocation of resources, and also do that using the most appropriate software tools.
- Assess both costs and risks associated with the project; and appropriately define the required quality standards, developing tools and methodologies to ensure compliance.

Students must also be able to adequately communicate information on the projects studied, both using written reports and oral presentations, through the various stages of completion of a particular project.

Content

The course will be based on the following topics:

Unit 1. Basics of project management

This is an introductory topic, dealing with the attributes of a project, the project life cycle, the project management process, as well as introducing the settings in which projects are used in firms and organizations.

Unit 2. The initial phase of a project

The theme focuses on the elements required to identify needs, define precisely a proposed project, as well as the preparation of a request for proposals.

Unit 3. Project planning

The objective of this unit is to present the main processes involved in planning a project, so as to permit a priori detailed forecasts and subsequent control of its development.

Unit 4. Scheduling

The unit presents the basic techniques developed to ensure a proper plan for scheduling all activities needed in a complex project. Identify critical tasks ensuring completion within the scheduled time, as well as to make the proper allocation of scarce resources is also considered. The unit will make use of appropriate software for project scheduling.

Unit 5. Cost Planning

Financial and accounting concepts, as well as other tools previously studied in previous courses, will be put at work here, since the presentation of a project doubtless shall include cost estimates and budget provisions, as well as the submission of the associated business case.

Unit 6. Quality management and risk management in projects

The unit presents two different but equally important items in project management: managing quality during the completion and final results; and identify the most significant sources of risk, planning the appropriate responses to prevent them effectively.

Unit 7. Controlling a project

The implementation phase of any project requires the monitoring of the forecasts made at various levels (scheduling, resources, costs, quality) as well as the necessary adjustments in case of detecting or require modifications. The unit will also make use of information systems software for project management in the control stage of the project.

Unit 8. Project evaluation and reporting

Reporting, both at the time of completion of the project and in intermediate stages, is an important aspect of any project. It is essential to maintain the flow of information between project managers and the organization in which it is framed. Basic methodologies to master both oral and written reports in this last stage will also be considered.