Facultatea de Business
Str. Horea nr.7
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SYLLABUS
Academic year 2023-2024

1. Information regarding the programme

1.1. Higher education institution	Babeş-Bolyai University of Cluj-Napoca
1.2. Faculty	Business
1.3. Department	Hospitality Services
1.4. Field of study	Business Administration
1.5. Study cycle	Master
1.6. Study programme / Qualification	Administrarea Afacerilor Internaționale (cu predare în limba engleză) /International Business Administration

2. Information regarding the course

2.1. Name of the course	Management de proiect (Project Management)						
2.2. Code	IME0012						
2.3. Course coordinator		Assoc. Prof. Rozalia Veronica Rus					
2.4. Seminar coordinator		Assoc. Prof. Rozalia Veronica Rus					
2.5. Year of study	2	2.6. Semester	4	2.7. Type of evaluation	E	2.8. Type of course	**compulsory**

3. Total estimated time (hours/semester of didactic activities)

3.1. Hours per week	3	Of which: 3.2. lecture	2	3.3 seminar/laboratory	1
3.4. Total hours in the curriculum	36	Of which: 3.5. lecture	24	3.6. seminar/laboratory	12

Time allotment:	hours
Learning using manual, course support, bibliography, course notes	33
Additional documentation (in libraries, on electronic platforms, field documentation)	34
Preparation for seminars/labs, homework, papers, portfolios and essays	50
Tutorship	12
Evaluations	2
Other activities:	8

3.7. Total individual study hours	139
3.8. Total hours per semester	175
3.9. Number of ECTS credits	**7**

4. Prerequisites (if necessary)

4.1. curriculum	
4.2. competencies	

5. Conditions (if necessary)

5.1. for the course	Classroom with multimedia projector and computer connected to the Internet. Students need a Microsoft

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	institutional account, Microsoft Teams application, Microsoft Office 365, Ms Project or similar solution.
5.2. for the seminar /lab activities	Classroom with multimedia projector and computer connected to the Internet and equipped with MS Project or similar. Students need a Microsoft institutional account, Microsoft Teams application, Microsoft Office 365, Ms Project or similar solution. Other tools: Google Workspace Miro: https://miro.com/education-whiteboard/ Excalidraw: https://excalidraw.com/

6. Specific competencies acquired

Professional competencies	• higher ability to substantiate and assess strategies and decision alternatives, as well as their selection and implementation in business administration at international level/ within multinational corporations (C2). • advanced communication within various professional environments in order to take action effectively in multiple social and cultural contexts (multinational corporations) (C5)
Transversal competencies	• ability to interpret, adapt, and make full use of business ideas within an international context (CT1)

7. Objectives of the course (outcome of the acquired competencies)

7.1. General objective of the course	• Learn concepts and practices currently used in project management. • Develop and expand the knowledge necessary for successful project managers. • Provide students with hands-on experience in the process of creating a digital product through project management processes.
7.2. Specific objective of the course	• Understand the nature and purpose of project management/product management; • Understand the role of project manager and project team; • Understand project management/product management life cycle; • Identify different ICT solutions for Project Management. • Use different ICT solutions for project management.

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8. Content

8.1. Course		Teaching Method	Remarks
1.	Introduction – presentation of the syllabus and evaluation method, organizing activities. Introduction in Project & Product Management • The differences and similarities between project and product management • Different career paths in the IT industry	Interactive lecture, discussions, explanation	1 course
2.	Project Discovery • Develop project specifications; • Learn how to turn a problem into a solution (use case)	Interactive lecture	2 courses
3.	Project lifecycle	Interactive lecture, discussions	6 courses
4.	ICT tools for Project Management: • Main features of Project Management software • Develop project tasks in Project Management software	Interactive lecture, step-by-step training, discussions	3 courses

Bibliography	1. Saylor Academy (2012), Project Management from Simple to Complex. 2. Project Management Institute, A Guide to the Project Management Body of Knowledge, fifth edition. 3. McCollum James, Bănacu Cristian Silviu (2014), Project Management, Theory and practice, Editura Universitara, București. 4. Kuster et al. (2015), Project Management Handbook, Springer. 5. Mulcahy, R. (2018), *CAPM Exam Prep 4th Edition*, RMC Publications Inc., ISBN 978-1943704132, Internet: *http://www.rmcproject.com* 6. Mulcahy, R. (2015), *PMP Exam Prep 8th Edition*, RMC Publications Inc., ISBN 978-1932735659, Internet: *http://www.rmcproject.com* 7. Project Management Institute (2021), *A Guide to the Project Management Body of Knowledge* (PMBoK® Guide), 7th Edition, Project Management Institute, Inc., 14 Campus Boulevard, Newtown Square, Pennsylvania, 19073-3299 USA. ISBN 9781628256642, Internet: *www.PMI.org/Marketplace*.

8.2. Seminar/laboratory		Teaching Method	Remarks
1.	Introduction – presentation of the main objectives of the seminar, presentation of the evaluation method. Presentation of the case study. Learn to identify problems and optimize project solutions.	case study, discussions, explanation	1 seminar
2.	Project Discovery	case study, discussions, explanation	2 seminars

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3.	Project and product lifecycle	Case studies, discussions, explanation	6 seminars
4.	ICT tools for Project Management: • Main features of Project Management software • Develop project tasks in Project Management software	Case studies, exercises, step-by-step training	2 seminars
5.	Feedback session	discussions	1 seminar

Bibliography	1. Saylor Academy (2012), Project Management from Simple to Complex. 2. Project Management Institute, A Guide to the Project Management Body of Knowledge, fifth edition. 3. McCollum James, Bănacu Cristian Silviu (2014), Project Management, Theory and practice, Editura Universitara, București. 4. Kuster et al. (2015), Project Management Handbook, Springer. 5. Mulcahy, R. (2018), *CAPM Exam Prep 4th Edition*, RMC Publications Inc., ISBN 978-1943704132, Internet: *http://www.rmcproject.com* 6. Mulcahy, R. (2015), *PMP Exam Prep 8th Edition*, RMC Publications Inc., ISBN 978-1932735659, Internet: *http://www.rmcproject.com* 7. Project Management Institute (2021), *A Guide to the Project Management Body of Knowledge* (PMBoK® Guide), 7th Edition, Project Management Institute, Inc., 14 Campus Boulevard, Newtown Square, Pennsylvania, 19073-3299 USA. ISBN 9781628256642, Internet: *www.PMI.org/Marketplace.* 8. Wagenblatt, T (2019), Software Product Management, Springer, ISBN 978-3-030-19870-1. 9. Cagan M. and Jones C.(2020), Empowered: Ordinary People, Extraordinary Products, 1st Edition, 9781119691297. 10. Cagan M. and Jones C.(2017), Inspired: How to Create Tech Products Customers Love, 2nd Edition, 978-1119387503.

9. Corroborating the content of the course with the expectations of the epistemic community, professional associations and representative employers within the field of the program

The content of the course is correlated with the content of similar courses offered by universities from our country and from abroad. To adapt the content of this course to the labor market needs we had discussions with students, alumni and companies.

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation method	10.3 Percentage in the final grade
10.4. Course	Ability to apply Project Management skills in practice	Final evaluation: PROJECT presentation	50 %

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10.5. Seminar activities	Interest and interactive participation Teamwork	In-class exercises and group assignments	50 %
10.5. Minimum Performance Standard			

- Knowledge of fundamental specific concepts of project management;
- Ability to schedule project resources in Microsoft Office Project or in a similar software.

Date	**Course coordinator**	**Seminar coordinator**
29.09.2023	Assoc. Prof. Rozalia Veronica Rus	Assoc. Prof. Rozalia Veronica Rus

Date of approval	**Head of department**
11.10.2023	Assoc. Prof. Marius Bota