

## UČNI NAČRT PREDMETA / COURSE SYLLABUS

<b>Predmet:</b>	<b>Projektni menedžment</b>
<b>Course title:</b>	<b>Project Management</b>

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Mediji in novinarstvo / Media and Journalism	Program nima smeri / Program has a single course	-	-
Prva stopnja / First level			

**Vrsta predmeta / Course type** izbirni / optional

**Univerzitetna koda predmeta / University course code:** VISIZB10

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija / Other forms of Study	Samost. delo Individ. work	ECTS
20		40	0		120	6

**Nosilec predmeta / Lecturer:** Doc. dr. Jože Kocjančič / Jože Kocjančič, Ph.D., Assistant Professor

**Jeziki / Predavanja / Lectures:** Slovenščina, angleščina / Slovene, English  
**Languages: Vaje / Tutorial:** Slovenščina, angleščina / Slovene, English

**Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:**

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**Prerequisites:**

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**Vsebina:**

- Projekti v organizacijskih sistemih. Opredelitev projektne menedžmenta. Povezanost strategij in projektov. Izhodiščna definicija. Vrste projektov. Namen in objekt projekta. Struktura projekta. Oblikovanje ciljev projekta. Faze projekta.
- Organiziranje projektov. Projektni sistem. Načini vključevanja izvajalnih sistemov v projekte. Modeli organiziranja projektov. Projektno usmerjeni poslovni procesi. Projektna proizvodnja (enkratni proizvodni procesi).
- Iniciranje razvoja organizacij in projekti. Načelo planiranja in organiziranja razvoja po projektne pristopu. Iniciranje razvoja organizacij projektne proizvodnje in inženiringa.
- Inovacije in projekti. Projekti v inovacijskem procesu. Projekti inovacije proizvodov in storitev.

**Content (Syllabus outline):**

- Projects in organizational systems. The definition of project management. Integration of strategies and projects. Baseline definition. Types of projects. The purpose and the object of the project. The structure of the project. Designing the project objectives. Phases of the project.
- Project organizing. Project system. Ways of implementing systems integration projects. Models of organizing projects. Project-oriented business processes. Project output (a one-time production processes).
- Initiating organization development and its projects. The principle of planning and organizing the development according to the project approach. Initiating development of organizations of project production and engineering.

Projekti razvoja organizacijskih in informacijskih sistemov.

- Projektna organizacija. Vrste projektne organizacije. Projektni timi. Metoda matričnega razčlenjevanja projektnega vodenja. Vključevanje projektne organizacije v obstoječo organizacijo podjetja.
- Vodenje projektov. Načela vodenja izvajanja projektov. Načela usklajevanja. Dinamičnost projektnega vodenja. Instrumentarij projektnega vodenja.
- Projektna administracija. Metode planiranja in spremljanja projektov - mrežno planiranje. Projektni informacijski sistem. Projektna dokumentacija.
- Praktični pristop. Projektni menedžment v gospodarstvu, upravi in neprofitnih organizacijah. Mednarodni projektni menedžment. Postopki prijave projektov za koriščenje sredstev EU.

- Innovations and projects. Projects in the innovation process. Product and service innovation projects. Organization and information development projects.
- Project organization. Types of project organization. Project teams. The method of matrix analysing of project management. Integration of project organization into the existing organization of the company.
- Project management. Principles of management. Principles of coordination . The dynamics of project management. Project management instruments.
- Project administration. Methods of planning and project monitoring - network planning. Project information system. Project documentation.
- Practical approach. Project management in economy, government and non-profit organizations. International project management. Procedures of project application to benefit from EU funds.

#### **Temeljna literatura in viri / Readings:**

- Hauc, A. (2002): Projektni management. Ljubljana: GV Založba.
- Heerkens, G.R. (2001): Project Management. New York: McGraw-Hill Trade.
- Meredith, R. Jack in S. J. Mantel (2000): Project Management, 4. izdaja, John Wiley & Sons, Inc.
- Turner, J.R. (2002): Handbook of Project Based Management: Improving the Process for Achieving Strategic Objectives.

#### **Cilji in kompetence:**

- Sposobnost fleksibilne uporabe znanja v praksi;
- poznavanje koncepta kakovosti in prizadevanje za kakovost strokovnega dela skozi avtonomnost, (samo)kritičnost, (samo)refleksivnost in (samo)evalviranje v strokovnem delu;
- občutljivost za ljudi in socialno okolje
- zmožnost za prepoznavanje in izkoriščanje priložnosti, ki se ponujajo v delovnem in družbenem okolju;
- razvoj veščin in spretnosti pri uporabi znanja na področju področju medijev in medijske produkcije s pomočjo reševanja

#### **Objectives and competences:**

- Ability to use the acquired knowledge in practice in a flexible manner;
- Familiarity with the importance of quality, striving to maintain the quality of professional work through practicing autonomous behaviour, showing initiative, as well as through (self-)criticism; (self-)reflection and (self-)evaluation;
- Sensitivity to people and social environment
- Ability to identify and exploit the opportunities offered in the working and social environment;
- developing skills in the use of knowledge on the field media production by means of solving

konkretnih problemov.

theoretical or empirical problems.

#### **Predvideni študijski rezultati:**

Študent/študentka:

- pozna in razume pomen in večplastnost procesnega pristopa pri obvladovanju projektov;
  - pozna in razume vlogo in pomen kakovosti projektnega menedžmenta v poslovnih odnosih;
  - razume interakcijsko delovanje dejavnikov, ki vplivajo na uspešnost in učinkovitost obvladovanja projektov in projektnega dela;
  - pozna in uporablja sodobne pristope, modele in orodja za doseganje in nenehno izboljševanje kakovosti projektov in projektnega menedžmenta;
  - uporablja osnovno znanje in veščine s področja projektnega menedžmenta;
  - izvede študijo primera z uporabnikom programske opreme;
  - reflektira in kritično ovrednoti različne izkušnje s področja projektnega menedžmenta;
  - aktivno in kritično spremlja aktualno dogajanje na področju projektnega menedžmenta;
  - v povezavi z drugimi predmeti programira in reflektira kompleksnost strokovnih in družbenih nalog zaposlenih pri oblikovanju projektov in projektnega dela;
- pozna in razume umeščenost projektnega menedžmenta v širše družbene, kulturne in vrednotne kontekste.

#### **Metode poučevanja in učenja:**

- Predavanja: aktivna udeležba študentov (razlaga snovi, pogovori, vprašanja, primeri, reševanje problemov);
- Seminarske vaje v povezavi s prakso (refleksija izkušenj, projektno delo, timsko delo, metode kritičnega mišljenja, pogovori, sporočanje povratne informacije, socialne igre, ekskurzija);
- Eksperimentalne vaje, ki temeljijo na izkušnjskem, sodelovalnem in problemskem

#### **Intended learning outcomes:**

Students:

- know and understand the importance and complexity of process approach in managing projects;
- understand the role and importance of project management quality in business relations;
- understand the interaction between factors that influence the effectiveness and efficiency of project management and project work;
- know and use modern approaches, models and tools to achieve and continuously improve the quality of projects and project management;
- apply basic knowledge and skills in project management;
- conduct a case study with software user;
- reflect on and critically evaluate a variety of experience in project management;
- monitor actively and critically the current developments in the field of project management;
- program and reflect the complexity of professional and social duties of employees in project design and project work in relation to other objects;
- know and understand the positioning of project management in the wider social, cultural and value contexts.

#### **Learning and teaching methods:**

- Lectures with students' active participation (explanation of the course matters, discussions, questions, examples, problem-solving )
- Tutorial in connection with practice (reflection on experience, project work, team work, critical thinking, discussion, feedback, social games, excursion);
- Experiments based on experiential, collaborative and problem-based learning (autonomous learning,

učenju (samostojno učenje, diskusija, razlaga, opazovanje, timsko delo, študija primera, metode kritičnega branja in pisanja, igra vlog, sodelovalno učenje, portfolijo, evalvacija, samoocenjevanje);

- Individualne in skupinske konzultacije (pogovori, dodatna razlaga, obravnava specifičnih vprašanj);
- Animacija samostojnega študija in raziskovanja (motiviranje, usmerjanje, samoopazovanje, samouravnavanje, refleksija, samoocenjevanje).

discussion, explanation, observation, teamwork, case study, methods of critical reading and writing, role playing, cooperative learning, portfolio, evaluation, self-assessment);

- Individual and group consultations (discussion, additional explanation, dealing with specific questions)
- Animation of independent study and research (motivation, guidance, self-observation, self-regulation, reflection, self-assessment).

**Načini ocenjevanja:**

**Assessment:**

<p>Način (pisni izpit, ustno izpraševanje, naloge, projekt)</p> <ul style="list-style-type: none"> <li>• Pisni/ustni izpit - 60% ocene.</li> <li>• Empirična seminarska naloga s poročili seminarskega dela in eksperimentalnih vaj ter predstavitev naloge 40%.</li> </ul> <p>Ocenjevalna lestvica – skladno s Pravilnikom o preverjanju in ocenjevanju znanja.</p>	<p>Delež (v %) / Weight (in %)</p>	<p>Type (examination, oral, coursework, project):</p> <p>Grading is in accordance with the Faculty's evaluation Ordinance</p>
<p><b>Reference nosilca / Lecturer's references:</b></p>		

KOCJANČIČ, Jože, BOJNEC, Štefan. Intrapreneurship, competition and company efficiency. Managing global transitions, ISSN 1854-6935, 2013, vol. 11, no 2, str. 161-179, tabele. [http://www.fm-kp.si/zalozba/ISSN/1581-6311/11\\_161-179.pdf](http://www.fm-kp.si/zalozba/ISSN/1581-6311/11_161-179.pdf). [COBISS.SI-ID 4835543]

KOCJANČIČ, Jože, BOJNEC, Štefan. Shadow economy in the wood industry in Slovenia. Advances in business related scientific research journal, ISSN 1855-931X, 2011, vol. 2, no. 2, str. 129-140. [http://www.absrc.org/P2\\_vol2\\_num2.pdf](http://www.absrc.org/P2_vol2_num2.pdf). [COBISS.SI-ID 4153559]

KOCJANČIČ, Jože, BOJNEC, Štefan. Dynamics in wood industry in Slovenia = Dinamika poduzeća drvna industrije u Sloveniji. Ekonomska istraživanja, ISSN 1331-677X, 2011, vol. 24, no. 1, str. 68-81, tabele. [COBISS.SI-ID 3952087]

KOCJANČIČ, Jože, BOJNEC, Štefan. Firms' dynamics and the shadow economy in the wood industry in Slovenia. International journal of sustainable economy, ISSN 1756-5804, 2010, vol. 2, no. 2, str. 194-209, doi: 10.1504/IJSE.2010

KOCJANČIČ, Jože. Internal corporate culture in the modern enterprise. V: Advances in Business-Related Scientific Research Conference - ABSRC 2013, Rome, Italy, October 2-4, 2013. ANTONČIČ, Boštjan (ur.). Conference proceedings. Piran: Gea College - Faculty of Entrepreneurship, 2013, 13 str., tabele. [COBISS.SI-ID 4877271]

Bibliografija: <http://www.sicris.si/search/rsr.aspx?lang=slv&id=39252>