

Subject card

Subject name and code	Process and Project Management, PG_00155771						
Field of study	Management						
Date of commencement of studies	October 2024		Academic year of realisation of subject		2025/2026		
Education level	Bachelor's studies		Subject group		Optional subject group Subject group related to scientific research in the field of study		
Mode of study	part-time studies		Mode of delivery		at the university		
Year of study	2		Language of instruction		Polish		
Semester of study	4		ECTS credits		8.0		
Learning profile	academic		Assessment form		exam		
Conducting unit	Zakład Strategii i Zarządzania Przedsiębiorstwem -> Department of Organisation and Management -> Faculty of Management -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		prof. dr hab. Agnieszka Szpitter				
	Teachers		dr Adrian Lis dr hab. Piotr Walentynowicz dr inż. Piotr Sycz				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	20.0	20.0	12.0	0.0	0.0	52
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	52		49.0		99.0	200
Subject objectives	The aim of the project management module is to provide contemporary and relevant knowledge on project management in business. To familiarize students with concepts, terms, methods, practices related to project management according to the international universal PMBoK PMI standard according to the latest edition. The aim of the process management module is to familiarize students with the types and purpose of solutions in the sphere of process support for organization management in contemporary market realities. In addition, to prepare students for practical design of business processes, configuration of the management structure and system using process orientation, as well as assessment of the level of process maturity of the organization.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZL3_W14] The student has a structured detailed knowledge of the selected specialty in the field of management.	Has structured basic detailed knowledge in the scope of the selected specialization in the field of management.	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report [SW5] implementation of a problem task
	[ZARZL3_U04] The student is able to use the acquired knowledge of management science and quality in professional practice.	Is able to apply acquired knowledge from a specific area of management sciences in professional practice.	[SU3] text preparation/written work [SU6] demonstration of practical skills [SU8] observation of student's independent or team work
	[ZARZL3_W10] The student can identify and understand the mechanism of functional areas in an enterprise, their interrelationships and their role in achieving enterprise goals.	Identifies and understands the mechanism of operation of functional areas in the enterprise, their mutual relationships and role in achieving the enterprise's goals.	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report [SW5] implementation of a problem task
	[ZARZL3_K06] The student is ready to work in, co-create or manage a group. The student is able to think and act in an entrepreneurial manner.	Is able to work in groups, co-create them or manage them.	[SK5] implementation of a problem task [SK6] demonstration of practical skills [SK8] observation of student's independent or team work
	[ZARZL3_W05] The student knows the relationships that occur between organizations (including forms of interaction between business entities in the market) and between the organization and the individual, especially the employee and the customer.	Knows the basic relationships between organisations (including the forms of cooperation between economic entities on the market) and between an organisation and an individual, in particular an employee and a customer.	[SW4] test/exam - oral or written [SW2] presentation/project/paper/report [SW5] implementation of a problem task
	[ZARZL3_U05] The student can correctly select and apply advanced methods and tools used in management and quality sciences.	Is able to correctly select and apply methods and tools used in management sciences.	[SU2] presentation/project/paper/report [SU4] test/exam - oral or written [SU6] demonstration of practical skills
	[ZARZL3_K07] The student is aware of the need to adapt his behavior and conduct to their role in the team.	Adapts his/her behavior and manner of conduct to the role played in the team.	[SK1] oral statement/conversation/discussion [SK5] implementation of a problem task [SK8] observation of student's independent or team work
	[ZARZL3_K02] The student is aware of the need to supplement and expand the acquired knowledge and skills and strives to combine knowledge from different fields and disciplines of science interdisciplinarily.	Is able to supplement and expand acquired knowledge and skills, tries to interdisciplinarily combine knowledge from various fields and disciplines of science.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK5] implementation of a problem task
	[ZARZL3_U07] The student is able to search for information necessary in making rational decisions of an operational and strategic nature in enterprises.	Is able to find the information necessary to make rational decisions of an operational and strategic nature in enterprises.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU4] test/exam - oral or written

Subject contents	PROJECT MANAGEMENT: presented according to the international project management standard used in business practice, basic concepts, standards and practices and domains of project effectiveness. Lectures, exercises and laboratory form an immanent whole. I. Introduction key concepts in project management. System of delivering value in project management. II. Domains of project effectiveness: 1. Development of the project management approach. 2. Planning in project management. 3. Delivery in project management. 4. Measurement in project management. 5. Uncertainty in project management. 6. Team in project management. 7. Project tasks in project management. Models, Methods, Artifacts in project management. Use of specialist software for project management. PROCESS MANAGEMENT. 1. Lecture topics: Introduction: BPM, Features of contemporary organizations. Process as an object of building a system of functioning and organizational structure: Business process, Typology of processes, Concepts and methods of process management, Stages of evolution of process management and process management. Identification, formalization and exploration of processes: Identification and formalization of business processes, Exploration of business processes (process mining), Measurement of processes, Standardization of processes, Process organization: Cultural conditions of process organization, Evolution of organizational structures towards processes, Strategies of change towards processes. Process maturity of an organization: Maturity models. 2. Exercise issues: Classical and process approach to building an organization - essence, differences and significance for achieved effects. Transformation of an organization from functional to process. Designing an organizational structure according to the process convention. 3. Laboratory issues: Modeling a map of the course of activities in a business process using the indicated computer software.		
Prerequisites and co-requisites	Introductory subjects completed: Management.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	grades from final projects	51.0%	20.0%
	grades from written tests	51.0%	30.0%
	final exam grade	51.0%	50.0%
Recommended reading	Basic literature	PROJECT MANAGEMENT. Literature required for final crediting of classes (passing the exam): 1. PMBoK 7th ed. 2021, PMI. International Project Management Standard. 2. R.K. Wysocki, R. McGary, Effective project management. 7th edition, One Press, Warsaw, 3rd edition 2005, 7th edition 2018. PROCESS MANAGEMENT. Literature required for final crediting of classes (passing the exam): 1. Bitkowska, A. A. (2019). From classical to integrated process management in organizations. Publisher CH Beck. 2. Sliż, P. (2021). Process and project organization: essence, modeling, maturity measurement, Difin, Warsaw.	
	Supplementary literature	PROJECT MANAGEMENT. Additional literature: 1. A.A. Szpitter, Project management methodologies used by project managers at distribution system operators in Poland, UG Publishing House, Sopot 2018. 2. N. Mingus, Project management, One Press Helios, Gliwice 2009. 3. A.A. Szpitter, Knowledge management in creating innovations: a project maturity model for organizations, UG Publishing House, Sopot 2013. PROCESS MANAGEMENT. Additional literature: 1. Nowosielski, S. (2018). Processes and projects in an organization. On the need and methods of cooperation. Studies and Works of the College of Management and Finance, (169), 109-129. 2. Nowosielski, S. (2017). Processes and projects in organizational change management. Scientific Works of the University of Economics in Wrocław, (463). 3. Nowosielski, S. (2017). Processes and projects in the organization. Economics and Organization of the Enterprise, (12), 140-150.	
	eResources addresses		

Example issues/ example questions/ tasks being completed	Method of passing, in accordance with the UG Study Regulations. Passing with a grade. Written tests. Individual and team assignments, case studies, tasks. Final pass - multiple choice test, true-false questions, open-ended questions.
Work placement	Not applicable

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