

Subject Title: Project Management

Course Basic Information			
Academic Unit:	Faculty of Civil Engineering		
Course Name:	Project Management		
Level:	MA		
Course Status:	Mandatory		
Year of Study:	1 st year, Ist semester		
Number of Hours per Week:	2+0		
ECTS Credits:	3		
Time /Venue:	According to the Timetable		
Course Teacher:	Prof.ass.Dr. Esat Gashi		
Contact Details:	Email: esat.gashi@uni-pr.edu		
Course Description			
Course Description:	<i>Project Management of civil engineering projects.</i>		
Course Objectives:	<i>Understanding of the basic and advanced principles of projects management.</i>		
Learning Outcomes:	<i>After completion of this course the Student will be able to understand and implement:</i> <ol style="list-style-type: none"> 1. <i>Project scope,</i> 2. <i>Project feasibility,</i> 3. <i>Preparation and follow of design and construction projects,</i> 4. <i>Project initiation, implementation and project closure.</i> 		
Student Workload (Consistent with the Learning Outcomes)			
Activity	Hours	Day/ Week	Total
Lectures	2	15	30
Theory/ Lab Work			
Practical Work			
Contact Hours with Teacher /Consultations during Office Hours			
Field Work	1	5	5
Colloquium, Seminars			
Homework			
Self-study Time (in the Library or at Home)	1	15	15
Final Exam Preparation	3	6	18
Evaluations (Tests, Quiz, Final exam)	3	1	3
Projects, Presentations, etc.	4	1	4
Total			75
Teaching Methodology:			
Teaching Methodology:	<i>Lecturing, and case studies</i>		
Evaluation Methods:			
Evaluation Methods:	<ul style="list-style-type: none"> • <i>Preparation and presentation of project case studies in group of 3-5 students,</i> • <i>Evaluation of the subject exam</i> 		
Basic Literature:			
Basic Literature:	1. <i>Gashi E, Construction Management (working book) 2015,</i>		

Additional Literature:	<ul style="list-style-type: none"> • <i>Garold D. Oberlender, Project Management for Engineering and Construction, 2010,</i> • <i>George J. Ritz, Total Construction Project Management, 2013</i>
Course Plan:	
Week	Title of the Lecture
Week 1:	Subject Introduction, definition of the project, project Manager, who does the project Manager work for? Function of Management in the engineering projects,
Week 2:	Working with projects teams, teamwork, team for small projects, design teams, construction teams, team building, motivation of team etc.
Week 3:	Project Initiation Design and construction process, private versus public projects, contractual arrangements phases of the projects.
Week 4:	Early estimates importance and classification, project cost curvature, risk assessment, project contingencies.
Week 5:	Project budgeting, development of project estimates, levels of accuracy, single payments, uniform payment series, design budget, contractors bid
Week 6:	Development of work plan, initial reviews, organizational structures, work breakdown structures, kick off meeting, project follow up.
Week 7:	Design proposals, evaluation of projects, scope baseline for budgeting, design proposals and acceptance/rejection, mini drawings, preliminary, conceptual and final design.
Week 8:	Desired Results of Planning, Principles of Planning and Scheduling, Responsibilities of Patties, Planning for Multiple Projects, Techniques for Planning and Scheduling, Network Analysis Systems, Development of CPM Diagram from the WBS Assigning Realistic Durations, Computer Applications, Schedule Coding System, Cost Distribution
Week 9:	Tracking work, control Systems, Linking the WBS and CPM, Coding Systems for Project Reports, Control Schedules for Time and Cost, Relationships Between Time and Work, Integrated Cost/Schedule Work, Percent Complete Matrix Method Progress Measurement of Design, Measurement of Construction Work, Project Measurement and Control, Earned-Value System Monitoring Project Performance.
Week 10:	Design coordination, Design Work Plan, Producing Contract Documents, Managing Scope Growth During Design, Managing Small Projects, Project Team Meetings, Weekly Monthly Reports Drawing and Equipment Index, Distribution of Documents, Authority Responsibility Check List, Check List of Duties for Design, Team Management, Evaluation of Design Effectiveness Constructability, Post Design Review
Week 11:	Construction phase, Importance of Construction, Assumptions for Construction Phase, Contract Pricing Formats, Design, Bid, Build Method of Project Delivery, Design & Build Method of Project Delivery, Construction Management Method of Project Delivery, Bridging Project Delivery Method, Fast-Track Projects Turn-Key Projects, Design Development and Performance Specifications

Week 12:	Project close out, System Testing and Start-Up, Final Inspection Guarantee and Warranties, Lien Releases, Record and As-Built Drawings, Check List of Duties, Disposition of Project Files Post Project Critique, Owner Feed-Back,
Week 13:	Personal management skills, Challenges and Opportunities Using New Innovations, Human Aspects, Assignment of Work Motivation, Decision Making, Time Management, Communications, Presentations, Meetings, Reports and Letters
Week 14:	Quality Management, Background, Customer Satisfaction Continual Improvement, Management Commitment
Week 15:	Subject wrap up and comments,

Academic Policies and Rules of Civility:	
<i>Rules of conduct:</i>	
<ol style="list-style-type: none"> 1. <i>Regular attendance during lectures is compulsory,</i> 2. <i>Following up general faculty ruling and peace,</i> 3. <i>Turning of mobile phones during classes,</i> 4. <i>Entering in to the classroom on time,</i> 5. <i>The student has no right to be absent more than 3 class hours during the semester without justification.</i> 6. <i>Preparation and conducting the case studies in line with thersitical knowledge and presentation the findings in class. Students who have prepared and presented during the classes and pass the exam complete the subject duties and will be granted with passing grade.</i> 	