SYLLABUS

1. Data about the program of study

1.1 Institution	Technical University of Cluj-Napoca
1.2 Faculty	Faculty of Electronics, Telecommunications and information Technology
1.3 Department	Applied Electronics
1.4 Field of study	Electronic Engineering, Telecommunications and Information Technologies
1.5 Cycle of study	Bachelor of Science
1.6 Program of study / Qualification	Telecommunications Technologies and Systems/ Engineer Applied Electronics/Engineer
1.7 Form of education	Full time
1.8 Subject code	TST-E52.00/EA-E52.00

2. Data about the subject

2.1 Subject name	Project Management						
2.2 Subject area	Electronics and Telecommunications Engineering						
2.3 Course responsible	Assoc. Prof. Alin Marius GRAMA, Ph.D – Alin.Grama@ael.utcluj.ro						
2.4 Teacher in charge with seminar / laboratory / project							
2.5 Year of study	IV	2.6 Semester	8	2.7 Assessment	V	2.8 Subject category	DS/DI

3. Estimated total time

3.1 Number of hours per week	2	of which: 3.2 course	2	3.3 seminar / laboratory	0
3.4 To Total hours in the curriculum	28	of which: 3.5 course	28	3.6 seminar / laboratory	0

Distribution of time	hours
Manual, lecture material and notes, bibliography	20
Supplementary study in the library, online specialized platforms and in the field	3
Preparation for seminars / laboratories, homework, reports, portfolios and essays	10
Tutoring	0
Exams and tests	3
Other activities:	

3.7 Total hours of individual study	36
3.8 Total hours per semester	50
3.9 Number of credit points	2

4. Pre-requisites (where appropriate)

4.1 curriculum	
4.2 competence	

5. Requirements (where appropriate)

5.1. for the course	projector
5.2. for the seminars / laboratories / projects	-

6. Specific competences

Professional competences	N/A
Transversal competences	CT1: Methodical analysis of the problems encountered in the activity, identifying the elements for which there are established solutions, thus ensuring the fulfillment of professional tasks. CT2: Defining the activities in each stage and distributing them to the subordinates with the complete explanation of the duties, according to the hierarchical levels. It ensures the efficient exchange of information and inter-human communication. CT3: Adaptation to new technologies, professional and personal development, through continuous training. Use of printed documentation sources, specialized software and electronic resources in Romanian and in (at least) one language of international circulation.

7. Discipline objectives (as results from the key competences gained)

7.1 General objective	Developing skills in the implementation and coordination of a project
7.2 Specific objectives	1. Assimilation of theoretical knowledge to carry out a project plan 2. Obtain skills to use specific terminology for coordination project

8. Contents

8.1 Lecture (syllabus)	Teaching methods	Notes
1. Fundamentals - explaining the essential concepts used in project management	Presentation, heuristic conversation, exemplification, problem presentation, case study, formative evaluation	Use of .ppt presentation, projector, blackboard
2. Defining *Reason* and *Objective* of a project		
3. Drawing Project Plan - missions and milestones		
4. Drawing Project Plan - Cost approach		
5. Drawing Project Plan - Developing a Program		
6. Execution Management - Progress, Problems		
7. Execution Management – Risks, Changes		
8. Execution Management - Project Start		
9. Execution Management - Project Monitoring		
10. Execution Management - eg Action for the success of a project		
11. Execution Management - Project Completion		
12. Quality Management - ISO 9000 standards		
13. Specialized Software for Project Management –part I		
14. Specialized Software for Project Management –part II		
Bibliography 1. A Guide to the Project Management Body of Knowledge (PMBOK Guide), Project Management Institute (PMI), 5th edition, 2013		

9. Bridging course contents with the expectations of the representatives of the community, professional associations and employers in the field

The discipline content and the acquired skills are in agreement with the expectations of the professional organizations and the employers in the field, where the students carry out the internship stages and/or occupy a job (in the field of project management), and the expectations of the national organization for quality assurance (ARACIS).

10. Evaluation

Activity type	10.1 Assessment criteria	10.2 Assessment methods	10.3 Weight in the final grade
10.4 Course	The level of acquired theoretical knowledge and practical skills	2 Summative evaluation written exam (theory and problems)	100%
10.5 Seminar/ Laboratory	The level of acquired knowledge and abilities	-	
10.6 Minimum standard of performance			

Minimal knowledge:
- ✓ *knowledge of the fundamentals related to project management*
- ✓ to know and manage how to make a project plan

Minimal skills:
- ✓ to know how to identify the activities needed to be placed in the project plan
- ✓ to apply actions necessary to keep the project on schedule

Qualitative level:
- ✓ the grade on each assessment should be a minimum of 5

Date of filling in: 20.06.2023	Responsible	Title First name SURNAME	Signature
	Course	Assoc. Prof. Alin Marius GRAMA, Ph.D	
	Applications	-	

Date of approval in the Council of the Communications Department 11.07.2023	Head of Communications Department Prof. Virgil DOBROTA, Ph.D.
Date of approval in the Council of the Faculty of Electronics, Telecommunications and Information Technology 12.07.2023	Dean Prof. Ovidiu POP, Ph.D.