

**Subject card**

<b>Subject name and code</b>	Process & Project Management , PG_00178890						
<b>Field of study</b>	Management						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2027/2028		
<b>Education level</b>	Master's studies	<b>Subject group</b>			Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	2	<b>Language of instruction</b>			English		
<b>Semester of study</b>	4	<b>ECTS credits</b>			6.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			exam		
<b>Conducting unit</b>	Department of Strategic Development and Quality Science -> Faculty of Management -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr hab. Joanna Sadkowska				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	30.0	30.0	0.0	0.0	0.0	60
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	60		4.0		86.0	150
<b>Subject objectives</b>	This course aims at providing Students with process and project management knowledge, techniques and tools. Students, while working in project teams, will gain a practical approach towards managing projects during particular stages of the life cycle.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZMU2_U11] The student can collaborate effectively in teams and assume leadership roles.	The students effectively takes roles in project team	[SU2] presentation/project/paper/report
	[ZARZMU2_U02] The student can identify complex issues related to the organization's operations, the processes within it, and its relationships with a changing environment, proposing appropriate and innovative solutions.	The student correctly identifies project stakeholders, analyzes them and prepares stakeholder strategies.	[SU2] presentation/project/paper/report
	[ZARZMU2_K03] The student is ready to think and act entrepreneurially and responsibly, initiate, coordinate, and participate in projects that benefit the social environment and the public interest, and inspire others in this area.	The student is able to think in an innovative way and clearly expresses the opinions and ideas.	[SK2] presentation/project/paper/report
	[ZARZMU2_U12] The student can use technologies and IT systems (including advanced ones) to support the execution of management-related tasks.	The student correctly uses MsProject programme to manage projects	[SU2] presentation/project/paper/report
	[ZARZMU2_W02] The student has an in-depth knowledge and understanding of various organizations, including their complexities, functional areas, internal processes, and their interactions with the environment.	The student has an in-depth knowledge and understanding of projects: their essence, types, life cycle.	[SW4] test/exam - oral or written
	[ZARZMU2_W08] The student possesses a deep understanding of management processes, including their objectives, specificity, complexity, and how they relate to other organizational processes, alongside the challenges and dilemmas presented by a dynamically changing environment.	The student has knowledge regarding project management techniques and tools	[SW4] test/exam - oral or written
	[ZARZMU2_W06] The student possesses a thorough understanding of the principles of rational decision-making related to individual resources, functional areas within the organization, processes, and management levels. This understanding is based on a well-structured and theory-supported foundation in management, quality sciences, economics, and finance.	The students knows how to make optimum decisions in reference to particular project management processes.	[SW4] test/exam - oral or written
	[ZARZMU2_U04] The student can effectively select, use, adapt, or create methods and tools from management, quality sciences, economics, and finance for decision-making.	The Student properly uses particular project management techniques based on the information provided	[SU4] test/exam - oral or written
	[ZARZMU2_U10] The student can communicate information, express opinions, and engage in debates with diverse audiences using management and quality science terminology across various media.	The student clearly communicates with other team members and other project stakeholders.	[SU2] presentation/project/paper/report

Subject contents	<p>Area I. Process Management</p> <p>Introduction into business process management Process and BPM life cycles Process identification Process formalization and process mining Process measurement and analysis Process management and improvement Process management maturity</p> <p>Area II. Operations management</p> <p>Selected techniques of the optimizations of operations</p> <p>Area III. Project Management</p> <p>Introduction into project management. Idea of project management Project basic parameters and features</p> <p>Project life cycle.</p> <p>Project: Initiating and planning.</p> <p>Selected project planning techniques.</p>														
Prerequisites and co-requisites															
Assessment methods and criteria	<table border="1"> <thead> <tr> <th data-bbox="456 994 794 1023">Subject passing criteria</th> <th data-bbox="799 994 1137 1023">Passing threshold</th> <th data-bbox="1142 994 1481 1023">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 1028 794 1057">written exam</td> <td data-bbox="799 1028 1137 1057">51.0%</td> <td data-bbox="1142 1028 1481 1057">60.0%</td> </tr> <tr> <td data-bbox="456 1061 794 1090">process presentation</td> <td data-bbox="799 1061 1137 1090">51.0%</td> <td data-bbox="1142 1061 1481 1090">20.0%</td> </tr> <tr> <td data-bbox="456 1095 794 1124">project presentation</td> <td data-bbox="799 1095 1137 1124">51.0%</td> <td data-bbox="1142 1095 1481 1124">20.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	written exam	51.0%	60.0%	process presentation	51.0%	20.0%	project presentation	51.0%	20.0%
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Recommended reading	Basic literature	Wysocki, R. K., Effective Project Management: Traditional, Agile, Extreme, Hybrid (8th ed.). John Wiley & Sons, Hoboken 2019.													

	Supplementary literature	<p>Kerzner H., Project Management: Best practices on Implementation, John Wiley and Sons, Hoboken, 2004.</p> <p>Kerzner, H., Project Management Best Practices: Achieving Global Excellence (5th ed.), John Wiley &amp; Sons, Hoboken 2024.</p> <p>Philips J., IT Project Management- On Track from Start to Finish, McGraw-Hill Osborne, 2004.</p> <p>Röglinger M., Pöppelbuß J.,Becker J., Maturity models in business process management. Business process management journal, 2012.</p> <p>Van Der Aalst W., Adriansyah A., De Medeiros A. K. A., Arcieri F., Baier T., Blickle T., Wynn, M., Process mining manifesto. In International Conference on Business Process Management (pp. 169-194). Springer, 2011.</p> <p>Dumas M., La Rosa M., Mendling J., &amp; Reijers H. A. Fundamentals of business process management, Springer, 2013. Hammer M. What is business process management?. In Handbook on business process management, Springer, 2015.</p> <p>Sadkowska J., The difficulty in following project schedule as a key project management challenge: family firm perspective, Management and Economics Review, vol. 1, issue 2, 2016.</p> <p>Berniak-Woźny J., Sliz P., Siciński J. Balbuza-Kudzian M., Green processes in Poland- Report 2024, Faculty of management</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed	<ol style="list-style-type: none"> <li>1. preparation of the project charter</li> <li>2. preparation of project stakeholder analysis and strategy for dealing with individual stakeholders</li> <li>3. preparation of a Gantt chart for the project</li> <li>4. preparation of a network diagram for the project</li> </ol>	
Work placement	Not applicable	

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