

DESCRIPTION OF STUDY COURSE

Course unit title	Projects, Process and Professionals Management
Programme	MBA in Cybersecurity Management
Year of study	1.
Academic year	2022/2023
Level of course unit (e.g. first, second or third cycle)	2nd cycle
Course unit code	MKP016
Name of lecturer(s)	Elita Sproģe, Māris Dreimanis
Number of ECTS credits allocated	6 ECTS <i>2 Latvian credit points are multiplied by 1,5 to get ECTS credit points</i>
Credit points	4 CP
Module	Management
Language of instruction	English and Latvian
Type of course unit (compulsory, optional)	compulsory
Semester when the course unit is delivered	1.
Mode of delivery	face-to-face
Aim of Course	To help student's gain theoretical and practical understanding of projects development and leadership issues. Help students to become more self-aware in advanced information assurance knowledge as well as get a solid understanding of how practically lead, communicate and implementing changes in different stages of projects and processes.
Preliminary knowledge (prerequisites and co-requisites)	Management, English, computer and Internet literacy, debating skills, presentation skills.
Course content	Critical roles and functions of project management; Project management approaches; Strategic management, project organization and planning; Conflicts and negotiation performance; Risk and Quality Management of ICT projects and processes; human resources, the company's needs for Employee selection and recruitment, training and development; process control and audit.
Planned learning activities and teaching methods	The student attends lectures, completes practical work, presents group and individual work. The total evaluation of the course consists of: 30% group work in classroom setting; 20% practical work in classroom setting; 20% group work completion and presentation; 30% individual work completion and presentation.

	Teaching methods		Student workload	
	Lecture		32	
	Written group work		16	
	Seminars		32	
	Independent work/ work on a presentation		48	
	Work at the library, independent studies		32	
		total hours	160	
Learning outcomes of the course unit	The student has a deep knowledge of project development and management; skills to develop and manage different types of projects; the ability to evaluate different projects and people performance and competencies.			
Assessment methods and criteria	Learning outcomes	1.	2.	3.
	The form of assessment			
	Written work in a classroom	•		
	Independent work and its presentation	•	•	•
Written examination	•		•	
Recommended or required reading	<p>Meredith, J.R., Mantel, S.J. Jr. Project Management: A Managerial Approach (7th edition). - John Wiley & Sons 2010</p> <p>Introducing Project Risk Management www.euroi.ktu.lt/lt/images/stories/Paskaitos/ch11.pdf</p> <p>Project Risk Management Handbook - http://www.dot.ca.gov/hq/projmgmt/documents/prmhb/PRM_Handbook.pdf</p> <p>Noe, R.A., Hollenbeck, J.R., Gerhart, B., Wright P.M. Human Resource Management. Gaining a competitive advantage, 6th ed. Irwin McGraw-Hill</p> <p>Overview sections of A Guide to Project Management Body of Knowledge. (PMBOK) 4th edition.- Project Management Institute, 2008 (overview sections can be downloaded for free from www.pmi.org – 1.92 MB)</p> <p>Bartolome, F. Nobody trusts the boss completely – now what?, in HBR, March-April 1989</p> <p>Collins, J.C., Porras, J.I. Building Your company’s vision, in HBR, September- October 1996</p> <p>Delong, T.J., Vijayaraghavan, V. Case Study: Cirque du Soleil.- Harvard Business School</p> <p>Drucker, P.F., Managing oneself, in HBR, March-April 1999</p> <p>Owen, J. How to manage. - Pearson Education Ltd, 2006</p> <p>Semler, R., Maverick, summary: http://www.altfeldinc.com/pdfs/Maverick.pdf</p> <p>http://www.wfpma.com/</p> <p>http://www.peoplemanagement.co.uk/</p> <p>http://www.personneltoday.com/</p> <p>http://knowledge.wharton.upenn.edu/</p>			
Recommended optional programme components	To be agreed at the start of the course.			