

<b>Course Title:</b> Project Management				
<b>Course code:</b> UBA 302	<b>No. of credits:</b> 4	<b>Total Lectures:</b> 45-15-0	<b>Learning hours:</b> 60	
<b>Pre-requisite course code and title (if any):</b> None				
<b>Department:</b> Policy and Management Studies				
<b>Course coordinator:</b> Dr. Moumita Acharyya		<b>Course instructor:</b> Dr. Anand Jaiswal		
<b>Contact details:</b> anand.jaiswal@terisas.ac.in				
<b>Course type:</b> Core		<b>Course offered in:</b> Semester 6		
<b>Course Description:</b> This course introduces students to the fundamentals of project management. It helps them understand how projects are planned, executed, and completed through different stages of the project life cycle. Students will also learn basic tools and techniques used for managing project timelines, resources, and potential risks.				
<b>Course objectives:</b> The objectives are to: <ul style="list-style-type: none"> <li>• Understand the basic concepts and importance of project management.</li> <li>• Identify different types of project delivery methods and procurement approaches.</li> <li>• Use simple project management tools and techniques for planning and scheduling.</li> <li>• Develop basic skills in planning project resources and monitoring time and cost.</li> <li>• Get an introductory understanding of agile project management and project financing.</li> </ul>				
<b>Course Contents</b>				
Module	Topics	L	T	P
1.	<b>Understanding Projects:</b> What is a project? How projects differ from routine work; Importance of projects in business and society; Real-life examples of successful projects; Introduction to the project life cycle.	7	2	0
2.	<b>Project Ideas and Feasibility:</b> Identifying project ideas; Setting goals and objectives; Assessing simple feasibility (technical, financial, and social aspects); Preparing a basic project proposal.	7	2	0
3.	<b>Planning a Project:</b> Planning steps and responsibilities; Breaking work into small tasks (Work Breakdown Structure in simple terms); Setting timelines and milestones; Basics of team roles and communication. Overview of Project Management tools.	8	3	0
4.	<b>Managing Time and Resources:</b> Importance of scheduling; Using charts (like Gantt charts) to track progress; Basics of managing people, materials, and time; Handling challenges and delays.	8	3	0
5.	<b>Project Cost and Budget:</b> Understanding project costs; Budgeting process; Monitoring expenses; Importance of financial discipline in project success.	7	3	0
6.	<b>Modern and Sustainable Project Practices:</b> Introduction to new trends like Agile project management, teamwork flexibility, and sustainability; Role of digital tools and technology; Social and environmental responsibility in projects.	8	2	0
<b>Total</b>		<b>30</b>	<b>15</b>	<b>0</b>
<b>Evaluation criteria:</b> <ul style="list-style-type: none"> <li>• Test 1 – Minor Examination – 20%</li> <li>• Test 2 – Group Project – 40%</li> <li>• Test 4 – Major Examination – 40%</li> </ul>				
<b>Learning outcomes:</b>				

By the end of the course, the students should be able to:

- Prepare a simple project plan by identifying key activities and arranging them in sequence.
- Understand different ways in which projects can be delivered and procured.
- Create basic project schedules using commonly available software tools.
- Identify key issues related to time, cost, and resource management in project planning.
- Gain a basic understanding of modern project management approaches such as Lean and Agile, along with simple project financing concepts.

**Pedagogical approach:**

The course will be primarily taught through class discussions, hands-on software tutorials, quizzes, case analysis and assignments, and presentations.

**Materials**

**Suggested readings**

1. C. Gray and E Larson (2011), Project Management: The Managerial Process, McGraw Hill
2. Dennis Lock (2013), Project Management, Grower
3. John M Nicholas (2008), Project Management for Business and Technology, Pearson
4. Tate, Karen (2001), Getting Started in Project Management, Wiley: New York.
5. Berkun, Scott (2008), Making Things Happen: Mastering Project Management, O'Reilly Media: Cambridge, MA.
6. Khanna, R. B. (2011), Project Management, PHI Learning Private Limited, New Delhi.  
Kendrick, Tom (2004), The Project Management Toolkit: 100 Tips and Techniques for Getting the Job Done Right, AMACOM Books: Boston, MA.

**Internet References**

[www.pmi.org.in](http://www.pmi.org.in)

**Additional Information:** The course framework and modules were designed and conceptualized by Dr. Anand Jaiswal

**Student responsibilities:**

Attendance, Participation in the class exercise, tutorials, and case discussions, to read relevant student material before attending the class.

**Course Reviewer(s):**

1. Dr. Ashutosh Srivastava, Professor of Practice, Fore School of Management, New Delhi
2. Dr. Raj Kumari Mittal, Associate professor, LBS, New Delhi