



RTU Course "Computer-based project management"

22501 BUNĪ ekonomikas un vadīšanas katedra

General data

Code	IBO703
Course title	Computer-based project management
Course status in the programme	Compulsory/Courses of Limited Choice
Course level	Post-graduate Studies
Course type	Professional
Field of study	Social Science
Responsible instructor	Tatjana Tambovceva
Academic staff	Georgs Mote
Volume of the course: parts and credits points	1 part, 2.0 Credit Points, 3.0 ECTS credits
Language of instruction	LV, EN, RU
Possibility of distance learning	Not planned
Abstract	The course provides students with knowledge about using in project management information technology methods and tools. Helps to get the feel of skills to use MS Project computer program for project development, planning and controlling.
Goals and objectives of the course in terms of competences and skills	Objective: to provide knowledge about using in project management information technology methods and tools. To get the feel of skills to use MS Project computer program for project development, planning and controlling. Tasks: • To know using in project management information technology methods and tools; • to know and be able to develop and structuring project plan in MS Project program; • be able to attach resources to project tasks in MS Project program; • be able to coordinate, to control and to replan project tasks, time, costs etc. resources in MS Project program; • be able to analyze project results and to prepare project re-ports in MS Project program.
Structure and tasks of independent studies	Case studies, tasks.
Recommended literature	1. Būvniecības vadības rokasgrāmata : [projektu vadība] / Aut.kol.: A.Kathins, G.Liepiņš, S.Liepiņš, R.Pelsis ; T.Tambovceva, R.Zālīte, J.Putniņš ; Red. E.Butkevičs. - Rīga : Dienas bizness, 2006. - [n.d.] : il. - + CD-ROM "Būvdarbu un būvizmaksu plānošanas piemēri, laika grafiki "Microsoft Project" vidē.(L) 2. Geipele I., Tambovceva T. Projektu vadīšana (studijām un biznesam). Rīga: Valters un Rapa, 2004.- 190. lpp. 3. Uzulāns J. Projektu vadīšana mūsdienu apstākļos. Rīga: SIA "Drukātava", 2007.- 102 lpp. ISBN: 978-9984-798-34-9 4. Zommers J. Datorizēta projekta vadīšana. Programma Microsoft Project.- Rīga: Tūrība, 2000.- 116 lpp. ISBN: 9984-609-30-8 5. Biafore Bonnie. Microsoft Project 2007: The Missing Manual.- O'Reilly Media Inc, 2007.- 704 p. . ISBN: 0596-52836-1 6. Chatfield Carl, Johnson Timothy. Microsoft® Office Project 2007 Step by Step.- Microsoft Press, 2007.- 563 p. 7. Chatfield Carl, Johnson Timothy. Microsoft® Office Project 2010 Step by Step.- Microsoft Press, 2010.- 473 p. 8. Muir Nancy C. Microsoft Office Project 2007 For Dummies.- Wiley Publishing Inc, 2007.- 407 p. . ISBN: 0470-03651-6 9. Богданов В. Управление проектами в Microsoft Project 2007.- С.-Петербург: Питер, 2007.- 256 с. ISBN 978-5-469-00283-3 10. Шкрыль А. MS Project 2007. Современное управление проектами.- С.-Петербург: БХВ-Петербург, 2007.- 592 с. ISBN 978-5-941-57962-4 11. www.ortus.rtu.lv 12. Interneta resursi
Course prerequisites	Subject is based on the knowlwdge acquired in the bachelor studies and in 1st year master studies

Course outline

Theme	Hours
The tasks and objectives of the study course. Project management nowadays.	2
Project initiation. Introduction in MS Project program.	2
Project planning in MS Project program.	8
Resource management in MS Project program.	4
Project costs planning in MS Project program.	4
Project management and control in MS Project program.	4
Resource allocation and project linking in MS Project program.	4
Project report preparation in MS Project program.	4

Learning outcomes and assessment

Learning outcomes	Assessment methods
To know using in project management information technology methods and tools;	Case studies, tasks.
Be able to develop and structurize project plan in MS Project program;	Case studies, tasks.
Be able to attach resources to project tasks in MS Project program;	Case studies, tasks.
Be able to coordinate, to control and to replan project tasks, time, costs etc. resources in MS Project program;	Case studies, tasks.
Be able to draw up control points plan, to control and supervise project plan development in MS Project program;	Case studies, tasks.
Be able to analyze project results and to prepare project reports in MS Project program.	Case studies, tasks.

Study subject structure

Part	CP	ECTS	Hours per Week			Tests		
			Lectures	Practical	Lab.	Test	Exam	Work
1.	2.0	3.0	1.0	1.0	0.0		*	