

## SYLLABUS COURSE DESCRIPTION YEAR 2023/2024

<b>COURSE TITLE</b>	<b>Project and Teamwork Management</b>
<b>COURSE CODE</b>	76221
<b>SCIENTIFIC SECTOR</b>	M-FIL/02
<b>DEGREE</b>	Bachelor in Computer Science
<b>SEMESTER</b>	2nd
<b>YEAR</b>	3rd
<b>CREDITS</b>	3
<b>TOTAL LECTURING HOURS</b>	30
<b>TOTAL LAB HOURS</b>	-
<b>PREREQUISITES</b>	-
<b>COURSE PAGE</b>	<a href="https://ole.unibz.it/">https://ole.unibz.it/</a>
<b>SPECIFIC EDUCATIONAL OBJECTIVES</b>	<ul style="list-style-type: none"> <li>• Type of course: affini o intergrativi</li> <li>• Scientific area: formazione interdisciplinare</li> </ul> <p>The course focuses on the application of theoretical concepts, tools, and techniques to project activities in order to meet the project requirements. The course also focuses on communication and leadership skills, and draws upon examples to introduce ethical issues in the field of Computer Science.</p>
<b>LECTURER</b>	<b><u>Ilenia Fronza</u></b>
<b>SCIENTIFIC SECTOR OF THE LECTURER</b>	INF/01
<b>TEACHING LANGUAGE</b>	English
<b>OFFICE HOURS</b>	Wednesdays, 2:00 - 3:00 pm, arrange beforehand by email. Via Cassa di Risparmio 21, room SER-I 1.06, Ilenia.Fronza@unibz.it
<b>TEACHING ASSISTANT</b>	-
<b>OFFICE HOURS</b>	-

<b>LIST OF TOPICS COVERED</b>	<ul style="list-style-type: none"> <li>• Project and team work management methods and techniques: goal specification techniques, coordination and collaboration techniques, performance and risk management</li> <li>• Human resources management: communication, conflict management</li> <li>• Tool support for project and team work management</li> </ul>
<b>TEACHING FORMAT</b>	Frontal lectures, exercises, classwork, guided reading of relevant text passages.
<b>LEARNING OUTCOMES</b>	<p><b>Knowledge and understanding:</b></p> <ul style="list-style-type: none"> <li>• know the principles of communication with clients, in software development teams and in companies;</li> <li>• know the ethical aspects of computer science;</li> </ul> <p><b>Applying knowledge and understanding:</b></p> <ul style="list-style-type: none"> <li>• be able to apply the knowledge in a working context;</li> <li>• be able to manage and coordinate small working groups;</li> </ul> <p><b>Making judgments</b></p> <ul style="list-style-type: none"> <li>• be able to reflect about ethical and socio-economic aspects of information systems;</li> <li>• be able to take the responsibility for software development projects;</li> </ul> <p><b>Communication skills</b></p> <ul style="list-style-type: none"> <li>• be able to work in teams to implement software systems;</li> </ul> <p><b>Learning skills</b></p> <ul style="list-style-type: none"> <li>• have acquired learning capabilities that enable them to carry out project activities in companies, public institutions or in distributed development communities.</li> </ul>
<b>ASSESSMENT</b>	<p>The assessment is based on a presentation and a final oral exam:</p> <ul style="list-style-type: none"> <li>• The presentation concerns the demo of tools used for project and team work management: students propose two tools each and present them giving a demo of the tools.</li> <li>• Final "take-home" oral exam: students are assigned an essay question to be completed at home asynchronously by preparing a presentation on the topic. Books and teaching material may be consulted by the students. The presentation slides will be uploaded in OLE by a specified deadline. The oral exam will include verification questions. The allocated time is from 25 to 30 minutes: 20 minutes for the presentation and 5-10 minutes for verification questions.</li> </ul>
<b>ASSESSMENT LANGUAGE</b>	English

<p><b>EVALUATION CRITERIA AND CRITERIA FOR AWARDING MARKS</b></p>	<p>Final "take-home" oral exam [70%] and presentation [30%]</p> <ul style="list-style-type: none"> <li>• Demo of tools for project and team work management (30%). The presentation will preferably take place during the course (de tailed schedule announced during the lecture) and in case of a positive mark it will count for 3 consecutive exam sessions. Relevant for assessment: clarity of the presentation, mastery of language, ability to summarize, evaluate, and establish relationships between topics, ability to apply concepts and skills learned in the course to small sample problems.</li> <li>• Final "take-home" oral exam (70%). Based on the course material, the student should demonstrate that he/she can discuss the assigned topic in depth, e.g., explaining pros and cons, analyzing the problem from different points of view, illustrating a case with his/her own example. Relevant for assessment: correctness, clarity of answers, ability to summarize, mastery of language, skills in critical thinking, ability to apply concepts and skills learned in the course to small sample problems.</li> </ul>
<p><b>REQUIRED READINGS</b></p>	<ul style="list-style-type: none"> <li>• Project Management Institute. (2004). A guide to the project management body of knowledge (PMBOK guide). Newtown Square, Pa: Project Management Institute.</li> <li>• Abele, John. "Bringing minds together", Harvard Business Review 2011</li> <li>• Timothy Butler and James Waldroop. "Job sculpting: the art of retaining your best people", Harvard Business Review 1999</li> <li>• ACM/IEEE. Software Engineering Code of Ethics and Professional Practice, v5.2, 1999.</li> <li>• Frank Bott, Allison Coleman, Jack Eaton, Diane Rowland. Professional Issues in Software Engineering, 3rd Ed. Taylor &amp; Francis, 2001.</li> </ul>
<p><b>SUPPLEMENTARY READINGS</b></p>	<p>Additional books and papers will be suggested during the course.</p>
<p><b>SOFTWARE USED</b></p>	<p>-</p>