

Introduction Module 3

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Excellence in research, social and technological innovation project management – **Excellence-in-ReSTI**

Agenda

- Module developers
- Module 3 – Overview and objectives
- Courses overview
- Contacts & Help



Module developers

- **UB**
 - University of Belgrade - Faculty of Economics
 - The scientific and educational institution in the field of economic sciences
 - University founded in 1808, Faculty more than 80 years old
- **UL**
 - University of Ljubljana – Faculty of social sciences
 - Interdisciplinary study programmes and research activities
 - Faculty more than 55 years old
- **CUNI**
 - Charles University - Centre for Knowledge and Technology Transfer
 - Innovation network: connecting academia and external partners
 - University founded in 1348
- **Digitalis Jolet**
 - Coordinates the implementation of various strategies aimed at digitalization of the society
- With the help of **ZSI** and **Eurovienna**.



Module 3 - Overview

- **Module 3: Project management**
 - Five Courses (Course 3.1 – 3.5)
 - Introduction to project management process
 - What does a PROJECT mean?
 - How do we structure activities and organize them in a project?
 - How do we implement project activities?
 - How do we communicate with internal and external stakeholders?
 - How do we measure and protect project results?



Module 3 - Objectives

We want you to understand project management process, its main phases and main aspects

We want you to be able to deliver a comprehensive project plan

Course 3.1 - Introduction to Project Management

Objective: Understanding the environment of a Project, its life cycle, the role of a Project Management and most used Methodologies in Project Management.

Outcomes:

- Knowledge what is and what isn't a project and what are components of the project life cycle
- Understanding of the fundamental principles of project management
- Learning through different methodologies their approach from preparation phase, organizational aspects , via execution up to the conclusion of a project.

Example: Library activity (3.1.1.1) *Understanding what Project is*

Library resources needed: General / Prince2 / IPMA / PMI

Process instructions:

1. Read the listed literature on project management: start with the general overview and then check the documents detailing necessary knowledge on 3 different project management methodologies.
2. Watch the list of recommended videos to further your knowledge.
3. Review all three methodologies respectively.
4. Write a one-page summary of all 3 methodologies listed within this activity (Prince 2, IPMA, PMI).
5. When you are done, proceed to Forest Activity 3.1.4.1.

Course 3.2 – Risk Management

Objective: Understanding what a Risk is and its impact; Identifying Project Risk(s) and Planning Risk management; Performing qualitative risk analysis, Monitoring and controlling Risks.

Outcomes:

- Be able to analyze the consequences of the Risk occurrence by developing a Contingency Plan
- Be able to identify and plan Project Risk(s)
- Be able to Avoid and Eliminate specific threat
- Be able to Mitigate risk.



Example: Forest Activity (3.3.4.4.) *Risk Identification*

Library resources needed:

- Resource 3.3.1.95 *Risk management plan* [doc]
- Resource 3.3.1.96 *Risk register* [xls]

Process instructions:

1. **Read and review** the risk management plan referenced during the library session [Resource 3.3.1.95].
2. Based on this reading, **review the contents** of the risk register [Resource 3.3.1.96].
3. Associated with the course case study, **identify** 10 additional risks.

Course 3.3 – Financial Management & Reporting

Objective: How to organize and execute financial monitoring, controlling, and reporting throughout the project, tracking and shifting expenditures across budget lines, periods, work packages, and partners.

Outcomes:

- Develop a financial plan based on allocated funds and constraints;
- Recognize financial limitations and operate within the planned budget;
- Reorganize the boundaries of the budget plan to adjust to change requests and risk contingencies;
- Monitor and control progress and report throughout the duration of the project;
- Comprehend and utilize financial management tools.

Example: Café Activity (3.3.2.5.) Cost Estimation

Library resources needed: Resource 3.3.1.12. Case study [doc]

Process instructions:

1. With your Communities of Practice members, review, exchange thoughts and share impressions and experiences on the challenges of **cost estimation**. You may use the CBT vendor experience as the start point to your discussion. Attempt to develop a **best practice**.
2. Upon consensus, **develop** a best practice. Record the best practice and include it within the ReSTI Plaza under course 3.3.

Course 3.4 – Communication & Dissemination, Capitalization

Objective: Formulation and implementation of the project's communication and dissemination strategy in order to ensure smooth, timely, and high quality external, as well as internal communication.

Outcomes:

- use effectively the main communication, dissemination and capitalization vocabulary
- fully prepare a complete project Communication and Dissemination Plan
- fully prepare a complete project Action (Scorecard) Plan
- define and practically use the capitalization goals, strategies and activities of the project.

Example: Café Activity (3.4.2.4.)

Digital (social) media as a communication and dissemination channel

Process instructions:

1. Invite your interested colleagues, friends or study colleagues to build a 2-3 person “project team” and discuss in general the benefits and challenges, good practices and examples of an innovative and/or attractive social media recruiting campaign. Discuss the issue of organic reach and paid content and define how to boost the outreach.
2. Listen to your conversation partners and try to see things from their perspective.
3. As a team, take a common position on the job posting for social media manager, as well as the form and key elements needed in the social media campaign.
4. (Optional): Share your results on the ReSTI Plaza in order to gain further feedback.
5. Go to the Playground Activity 3.4.3.6.

Course 3.5 – Exploitation & IPR

Objective: fundamental aspects of intellectual property rights (IPRs): copyright and related rights, trademarks, patents, geographical indications, and industrial designs.

Outcomes:

- To understand how to decide whether your new technology, invention, brand or other intellectual property can or should be protected by one or more IPRs.
- You know how the grant of a patent over an invention or technology, or trademark for brandname, symbol or similar helps you to prevent or have an upper hand in legal disputes that may arise later on.
- To understand how to protect your IP with IPRs and what steps to take.
- To understand how to develop and implement a IPR management strategy.

Example: Playground Activity (3.5.3.3.) A Story on Copyright and Related Rights

Process instructions:

1. Re-read the material(s) within Library Activity 3.5.1.6. and make notes, if needed.
2. Watch the video about a fictional story on copyright and related rights.
3. Answer the quiz questions at the end of the video.
4. Fill out the Self-reflection journal and share your study experience with other learners in the ReSTI Plaza.

Contacts & Help

- Moodle platform (Moodle Plaza)
- ReSTI Infodesk (tinyurl.com/resti-infodesk)
- Message via Moodle (Vukasin Kuc)



Thank you!



<https://blog.capterra.com/10-dilbert-cartoons-that-get-project-management-just-right/>

