

**UČNI NAČRT PREDMETA / COURSE SYLLABUS**

**Predmet:** MANAGEMENT IN EKONOMIKA PROJEKTOV  
**Course Title:** MANAGEMENT AND PROCESS ECONOMICS

Študijski program in stopnja Study Programme and Level	Študijska smer Study Field	Letnik Academic Year	Semester Semester
MAG Kemijsko inženirstvo, 2. stopnja	/	2.	3.
USP Chemical Engineering, 2 <sup>nd</sup> Cycle	/	2 <sup>nd</sup>	3 <sup>rd</sup>

**Vrsta predmeta / Course Type:**

obvezni / Mandatory

**Univerzitetna koda predmeta / University Course Code:**

IN222S

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje Work	Druge oblike študija	Samost. delo Individual Work	ECTS
30	15	30 SV	/	/	75	5

**Nosilec predmeta / Lecturer:**

prof. dr. Mojca Marc / Dr. Mojca Marc, Full Professor  
 doc. dr. Darija Aleksić / Dr. Darija Aleksić, Assistant Professor

**Jeziki / Languages:**

**Predavanja / Lectures:** slovenski / Slovenian

**Vaje / Tutorial:** slovenski / Slovenian

**Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:**

Študent oz. kandidat mora imeti predmet opredeljen kot študijsko obveznost.

**Prerequisites:**

The course has to be assigned to the student.

**Vsebina:**

Študenti bodo v okviru predmeta spoznali:

- management projektov kot vodilo uspešne izvedbe delovnih procesov
- projektni management in njegove posebnosti
- pomen planiranja ter analiziranja v projektnem managementu
- vodenje tima in posameznikov
- projektno in razvojno delovanje skupin
- zasnova ter organiziranje projektnih skupin
- kadrovska sestava projektnih timov
- delo v projektnih timih
- vloga managerja projekta
- kako sestaviti poslovni načrt in elaborat/plan projekta
- kako projektno nalogo predstaviti ter

**Content (Syllabus outline):**

Students in this course will learn:

- project management as a guide of the successful execution of business processes
- project management and its characteristics
- the importance of planning and analysis in project management
- how to lead team and individuals
- project and development operation of groups
- conception and organization of project teams
- staffing of the project teams
- work in project teams
- the role of the project manager
- how to prepare the project business case and the project plan
- how to present a project task, how to verified

verificirati, jo razstaviti v posamezne faze ter za njihovo realizacijo izbrati ustrezne izvajalce

- sistemi projektnih ključev
- delitev nalog in nagrajevanje pri projektnem načinu dela
- finančna shema managementa projektov
- doseganje končnega cilja projekta, vizija, nevarnosti
- projektno načrtovanje, vsebina in način izdelave poslovnega načrta

kazalniki za vrednotenje uspešnosti projektov

it, structured it into phases, and select appropriate providers for tasks realization

- a systems of project keys
- the division of tasks and rewarding work in project
- a financial scheme of project management
- the achieving of the final project objective, the vision, and the risks
- project planning, content and the way of a business plan preparation

Indicators for evaluating the success of projects

### Temeljna literatura in viri / Readings:

Temeljna literatura:

- Marc, Ponikvar in Tekavčič. (2020). Ekonomika projektov. Univerza v Ljubljani, Ekonomska fakulteta. (100%)
- Drnovšek, M. in Stritar, R.: Priročnik za pisanje poslovnega načrta. Ekonomska fakulteta, Ljubljana, 2007, 137 str. (100%)
- Stare, A.: Projektni management: teorija in praksa. Agencija Poti, Ljubljana, 2011, 340 str. (90%)

Dopolnilna literatura:

- Brigham E.F., Gapenski, L. C.: Financial management: Theory and Practice. The Dryden Press, New York, 1991, 995 str. (poglavje 9)
- Kerzner, H. Project management: a systems approach to planning, scheduling, and controlling. John Wiley & Sons, New York, 2009, 1094 str.
- Kosi, U., Marc, M. in Peljhan, D.: Uvod v poslovanje. Ekonomska fakulteta, Ljubljana, 2007, 95 str.
- Levy H., Sarnat M.: Capital Investment and Financial Decisions. Prentice Hall International, New York, 1994, 782 str. (poglavja od 1 do 6)
- PMBOK - A guide to the project management body of knowledge. Project management institute, Newtown Square, 2008, 467 str.

Wysocki, R.K. Effective project management: traditional, agile, extreme. Wiley Publishing, Indianapolis, 2009, 734 str.

### Cilji in kompetence:

Cilj predmeta je študentom razvijati zavest o pomenu projektnega managementa v gospodarskih družbah, razvijati zmožnosti za timsko delo v podjetjih, razvijati sposobnosti za presojo poslovnih priložnosti, naučiti obvladovati metode in tehnike projektnega managementa ter pridobiti zmožnosti za samostojno vodenje.

Študentje si pri predmetu pridobijo naslednje specifične kompetence:

### Objectives and Competences:

The objective of the course is to develop an awareness of the importance of project management in companies, to develop the capacity for teamwork in companies, to develop capacity to assess business opportunities, to learn to use the project management methods and techniques, and obtain the capacity for independently management.

Students will gain the following specific competences:

- vključevanje v poslovni proces
  - sistematičnost pristopa k načrtovanju poslovanja v podjetju
  - uporaba orodij za presojo uspešnosti projektnega managementa
  - sistematični pristop k ustvarjanju, pridobivanju in prenosu znanja v prakso
  - usposobljenost za samostojno izdelavo projektov, njihovo vrednotenje, presojo uspešnosti uvajanja v prakso
- usposobljenost za management projektov

- the integration into the business process
  - a systematic approach to business planning in the company
  - the usage of tools to assess the effectiveness of project management
  - a systematic approach for the creation, acquisition and transfer of the knowledge into the practice
  - the ability to independently create projects, evaluate them, and assess of the successful introduction into practice
- ability to manage projects

### **Predvideni študijski rezultati:**

#### Znanje in razumevanje

Študentje bodo spoznali in razumeli:

- pojme s področja ekonomija, podjetništvo, projektni management in organiziranje dela, v projektnih skupinah, vodenje projektnih timov,
- osnovne zakonitosti projektnega managementa ter organizacije dela v gospodarskih družbah, s poudarkom na primerih iz prakse kakor tudi iz študentovih življenjskih potreb ter izkušenj

#### Uporaba

Predmet je usmerjen v razumevanje in prepoznavanje značilnosti projektnih podvigov v različnih fazah rasti, analizi podatkov in informacij za management projektov, izdelavi poslovnega načrta za presojo izbrane poslovne ideje, v načrtovanje organizacije enostavnejših in manj zahtevnih projektov, določitev matrike odgovornosti, načrtovanju časa, virov sredstev, dela, stroškov, ozkih grl, analizi in učinkovitosti projektov.

#### Refleksija

Študentje bodo interpretirali ter pred kolegi analizirali lastno razumevanje projektnega dela, izbranih zahtevni ter manj zahtevnih projektov s področja kemijske stroke. Pri tem bodo uporabili pridobljena teoretična znanja ter jih vrednotili s predstavljenimi praktičnimi problemi oziroma izkušnjami.

### **Intended Learning Outcomes:**

#### Knowledge and Comprehension

Students will learn and understand:

- terms from economics, entrepreneurship, project management and work organization, project teams,
- basic principles of project management and work organization in companies with emphasis on case studies and the student needs and experiences

#### Application

The course is focused on understanding and identifying the characteristics of projects in various stages of growth, data analysis and information for project management, preparing the business plan for the assessment of selected business ideas, in the organization planning of simpler and less complex projects, the determination of the responsibility matrix, the planning of time, resources, work, costs, bottlenecks, the analyses and the efficiency of projects.

#### Analysis

Students will interpret colleagues their own understanding of project work, selected demanding and less demanding projects in the field of chemistry. In this they will use the acquired knowledge and will evaluate them with the presented practical problems or experiences.

### Prenosljive spretnosti

Pri predmetu bo študent pridobil sposobnosti razumevanja projektnega dela, dela v skupinah, pomena projektnega managementa za uspešen management poslovnega procesa v gospodarskih družbah ter v zavodih, za razumevanje strokovne literature. Pridobljene spretnosti bodo študentje znali uporabljati pri organizaciji timskega dela .

### Skill-transference Ability

Student will acquire skills for understanding of project work, work in teams, the importance of project management for the successful management of the business process in companies and institutions, for understanding the scientific literature. Students will be able to use the acquired skills for the organization of teamwork.

### **Metode poučevanja in učenja:**

Predavanja s pomočjo različnih AV sredstev. Študentom podamo uvod v obravnavano snov, jih napotimo na obravnavo uspešno rešenih projektov v praksi, tudi s pomočjo strokovnjakov iz prakse. Izdelava poslovnega načrta za primer iz kemijske stroke, skupinska obravnava dobljenih rezultatov.

### **Learning and Teaching Methods:**

Lectures with AV. We give students an introduction of the topic, assign them to deal the successfully solved projects from practice, also with the help of practitioners. Creating a business plan for the chemistry case, group discussion of the obtained results.

### **Načini ocenjevanja:**

Pisni izpit  
Projektna naloga

Delež (v %) /

Weight (in %) /

### **Assessment:**

Pisni izpit	70%	Written exam
Projektna naloga	30%	Project work

### **Reference nosilca / Lecturer's references:**

JAVORNIK, Samo, TEKAVČIČ, Metka, **MARC, Mojca**. The efficiency of intellectual capital investments as a potential leading indicator. International business & economics research journal.

TEKAVČIČ, Metka, ŠOBOTA, Aleksandra, PELJHAN, Darja, **MARC, Mojca**, PONIKVAR, Nina. Spremljanje uspešnosti poslovanja v velikih slovenskih podjetjih. IB revija.

**MARC, Mojca**, PELJHAN, Darja, PONIKVAR, Nina, ŠOBOTA, Aleksandra, TEKAVČIČ, Metka. Performance measurement in large Slovenian companies: an assessment of progress. International journal of management & information systems.

ALEKSIĆ, Darija, MIHELIČ, Katarina Katja, ČERNE, Matej, ŠKERLAVAJ, Miha. Interactive effects of perceived time pressure, work-family balance satisfaction (SWFB), and leader-member exchange (LMX) on creativity. Personnel review, ISSN 0048-3486, 2017, vol.46, iss. 3, str. 667-679.

ALEKSIĆ, Darija, ČERNE, Matej, DYSVIK, Anders, ŠKERLAVAJ, Miha. I want to be creative, but ... : preference for creativity, perceived clear outcome goals, work enjoyment, and creative performance. European journal of work and organizational psychology, ISSN 1359-432X, 2016, vol. 25, iss. 3, str. 363-383.

ALEKSIĆ, Darija, ŠKERLAVAJ, Miha, DYSVIK, Anders. The flow of creativity for idea implementation. V: ŠKERLAVAJ, Miha (ur.), et al. Capitalizing on creativity at work : fostering the implementation of creative ideas in organizations. Cheltenham; Northampton: Edward Elgar. 2016, str. 29-38.

ALEKSIĆ, Darija, BOGILOVIĆ, Sabina, ČERNE, Matej. Mikro temelji inovativnosti : položaj Slovenije v primerjavi s sedmimi državami v Jadranski regiji = Micro-foundations of innovation : the position of Slovenia compared with seven countries in the Adriatic region. V: DOUCEK, Petr (ur.), NOVAK, Aleš (ur.), PAAPE, Björn (ur.). Internacionalizacija in sodelovanje : zbornik 34. mednarodne konference o razvoju organizacijskih znanosti = Internationalization and cooperation : proceedings of the 34th International Conference on Organizational Science Development, 34. Mednarodna konferenca o razvoju organizacijskih znanosti, Portorož, 25.-27. marec 2015. Kranj: Moderna organizacija, 2015, str. 13-24.

ALEKSIĆ, Darija, ČERNE, Matej, ŠKERLAVAJ, Miha. Hi-tech innovation through circuits of knowledge. V: SITAR, Aleša Saša (ur.), et al. Knowledge management and organizational learning : conference papers, 3rd International Conference on Management and Organisation, Brdo pri Kranju, 12-13 June 2014. Ljubljana: The Slovenian Academy of Management, 2014, str. 170-187.

UL  
F  
EK  
K