



Course syllabus

Faculty of Technology

Department of Building Technology

1ZT005 Projektledning och teknisk kommunikation, 7,5
högskolepoäng

1ZT005 Project Management and Technical Communication, 7.5
credits

Main field of study

Technology

Subject Group

Other Subjects within Technology

Level of classification

First Level

Progression

G1N

Date of Ratification

Approved 2009-12-15

Revised 2016-06-09 by Faculty of Technology. Review of objectives and examination.
The course syllabus is valid from autumn semester 2016

Prerequisites

General entry requirements for university studies.

Objectives

After completing the course the student:

Knowledge and understanding

- Have knowledge of basic concepts and perspectives concerning the scientific approach
- Have knowledge of basic concepts and tools of project management methodology
- Have knowledge of key concepts and tools of group development

Skills and application

- Be able to demonstrate an understanding of how to conduct an investigative work containing the problem definition, methodology, data collection,

- performance analysis, and reference management
- Show the ability to handle technical report writing in terms of disposition and formalities concerning the handling of disposition, language, references, figures and tables.
- Show the ability to plan and carry out oral and graphic presentation
- Be able to demonstrate the ability to participate in teamwork in terms of responsibility and own drive

Analysis and Judgement

- View insight to reproduce and use other people's material and data in a proper way
- Assess and evaluate their own and others' project work based on aspects such as the choice of methods, approaches, group dynamics and opportunities for improvement

Content

The course comprises the following elements:

- Project management methods (project work process and project documentation, project planning and implementation as well as analysis tools in project work)
- Project management (project leadership as well as group development and presentation techniques)
- Report writing (scientific report writing, text flow, technical reports for application in trade-specific technical subjects as well as presentation techniques)
- Data collection (information search as well as data collection methods and data processing)

Type of Instruction

The teaching consists of lectures, exercises and projects.

A large part of the project work can be carried out together with companies or other external parties.

Examination

The course is assessed with the grades U, 3, 4 or 5.

The course is examined through active participation in seminars and exercises (0.5 credits U / G) and a written report with individual reflection (4.0 credits U / 3/4/5), and a written exam (3.0 credits U / 3/4/5). All parts must be passed in order to pass the course, the final grade is obtained by a combination of the different elements, where the written report with individual reflection weighs heaviest.

Course Evaluation

During the course or in close connection to the course, a course evaluation is to be carried out. The result and analysis of the course evaluation are to be communicated to the students who have taken the course and to the students who are to participate in the course the next time it is offered. The course evaluation is carried out anonymously. The compiled report will be filed at the Faculty.

Other

Some elements of the course may entail costs defrayed by the course participant.

Required Reading and Additional Study Material

Required reading

Eklund, Sven. *Att arbeta i projekt – individen, gruppen och ledaren*. Studentlitteratur, latest edition, 180 pages

Eriksson, Lars-Torsten & Wiedersheim-Paul, Finn. *Att utreda, forska och rapportera*, Liber, Latest edition, 216 pages