



UNIVERSITETI I EVROPËS JUGLINDORE
УНИВЕРЗИТЕТ НА ЈУГОИСТОЧНА ЕВРОПА
SOUTH EAST EUROPEAN UNIVERSITY

Study program **Project Management (120 ECTS)**

Faculty Business and Economics

Study Cycle Second Cycle (Postgraduate)

ECTS 120

Description of the program

The curriculum for "Project Management" is a balanced combination of essential theoretical knowledge and specific professional skills. The structure of the two-year program includes studies that are inherently dynamic, integrative and interactive. The program is designed to offer an integrative approach to the topics of project management, implementing this concept through teaching and practical program. Items that are included in this program are perspectives that are based on theory which is closely related to practical application in the business world. This program allows students to acquire the necessary skills and experience in project management in the private and nonprofit organizations. Program in Project Management students will Enable: Raising the level of management and leadership of the project from different areas; Training and developing project managers of contemporary profile: project managers willing to take actions and risks associated with any initiative, flexible, decisive and courageous individuals, education of highly qualified and professional project managers with leadership skills and a desire to tackle the challenges of the new millennium; Creating project managers with new perspectives and ways of thinking, developing skills predicting the future and embracing the challenges and opportunities of today.

Career

Project Management study program enables students to obtain theoretical and practical knowledge that necessary for successful initiating and implementing of various initiatives, respectively projects. Includes obtaining of skills to generate new business ideas, their conversion into concrete businesses, forming teams for implementation of projects, leading project teams, creating the conditions and criteria for engagement of the project staff, and to develop appropriate mechanisms and styles in project management.

Learning outcomes

Knowledge and understanding

- Students have the necessary knowledge for the following business functions: marketing, finance, business modeling, operations management, risk management, leadership, strategic management, the basics of business law and business planning required for successful project management.
- Knowledge of the functional areas of project management and engineering,
- Knowledge and understanding of national, regional and global economic market situation required in managing projects.
- To gain a strong foundation in how to start a project and be prepared for a career in project management.
- Understand the different tools for making management decisions for project management.

Applying knowledge and understanding

- Ability to write professionally and to further develop his/her own project plan and its implementation in real life.
- Ability to apply principles necessary in the successful management of a new or existing project.
- Ability to assist in the formulation and practical implementation of successful marketing, financial and general management projects.

Making judgement

- To think critically and apply theoretical and practical knowledge and experience to identify and analyze business problems in engineering and project management.
- Critically analyze and evaluate the opportunities identified for successful implementation of projects.
- Strategic thinking and reasoning about activities related to the creation, development and maintenance of appropriate project model.

Communication skills

- Show, understanding of individual and group dynamics in organizations.
- Operate effectively in teamwork in defining and implementing a project.
- Deal effectively with people from different social, economic, cultural and religious backgrounds, who are part of a project team.
- Demonstrate an understanding and sensitivity to ethical, legal and social responsibilities of companies in the initiation and implementation of a project.
- Show business and engineering ideas and a project effectively.
- Demonstration of key negotiating skills in negotiating the particular project.
- Interpret business data and economic indicators, as part of some elaborate projects.

Learning skills

- Can research and detect sources of learning;
- Able to qualify for individual and team learning;
- Have the ability to conduct business analysis and use scientific literature and analysis of the opinions and estimates of other authors.

List of courses

Semester 1

- [6.0 ECTS] **Research Medodology**
- [6.0 ECTS] **Fundamentals of Project Management**
- [6.0 ECTS] **Planning and Management of Resources**
- [6.0 ECTS] **Elective course 1**
- [6.0 ECTS] **Free elective course 1**

Semester 2

- [6.0 ECTS] **Management and Leadership**
- [6.0 ECTS] **Communication and Project Management**
- [6.0 ECTS] **Supply Chain Management**
- [6.0 ECTS] **Elective course 2**
- [6.0 ECTS] **Free elective course 2**

Semester 3

- [6.0 ECTS] **Evaluation and Control of Projects**
- [6.0 ECTS] **Development of Global Business**
- [6.0 ECTS] **Capstone (practical) Project**
- [6.0 ECTS] **Elective course 3**
- [6.0 ECTS] **Elective course 4**

Semester 4

- [30.0 ECTS] **Master Thesis**

Description of courses

Core courses

- **Research Methodology**

The purpose of this course is to familiarize students with the core of scientific research, research methodology, the research procedure, types of research and research papers. Special attention is paid to the proper reference to students at the core of scientific research, for proper interpretation and assessment of the results of the survey as well as writing papers and publishing. Also, the course gradually familiarizes students with the procedures and phases of the preparation and writing of the thesis.

- **Fundamentals of Project Management**

The course covers: effective planning, implementation and communication of projects and project ideas that are crucial for all types of organizations that continually take new initiatives, offer new services, develop innovative approaches to the delivery of services, devise new components, open new buildings, malls etc., introducing new technologies in order to respond to the changing environment and requirements of the target groups. The course offers an introduction to basic concepts and methods for managing projects and students provides practical tools that will prepare them to be successful project managers.

- **Planning and Management of Resources**

The course objective is for students to gain the knowledge to be able to: - Prepare and make decisions that would provide manufacturing and services; - Prepare and make decisions to control production and services; - Find a suitable approach to address each situation with complex issues related to production and services; - Realize the various activities of the organization and functioning of the whole system of operational management;

- **Management and Leadership**

The course is intended to provide a basis of understanding and motivation for leadership development by offering students the theoretical background, practical information and opportunities for self-assessment which will allow students to develop their leadership talents. Moreover, the course analyzes the growing importance of information management in multidisciplinary projects and strategies for optimizing the flow of information. The course covers the leadership process, different approaches to leadership styles and flexibility.

- **Communication and Project Management**

This course is an attempt to improve the communication skills of students with theoretical but above all practical indication of the correct method of communication in an organizational environment with employees and managers as well as meetings, interviewing, others how to respond when interviewing, negotiation and motivate those around them.

- **Supply Chain Management**

After the class, students should be able to: - To understand the essence of the management of the supply chain; - To identify the main elements of the management of the supply chain and their connection with the chains of creating added value in production networks and value; - To exploit the potential of information systems to support management of procurement and supply chain creating added value in production.

- **Evaluation and Control of Projects**

The course presents the tools necessary to evaluate and control projects. It involves developing a proposal, proposal evaluation and review of the project. Introductory elements of the proposal as assessing potential risk, determine the costs and benefits and feasibility study are analyzed through traditional and modern techniques.

- **Development of Global Business**

The course objective includes: - To understand the difference between global creation, maintenance and modification compared with international strategies in terms of international business - To build knowledge to perform cost-benefit analysis from a global perspective. - To make swot analysis for various international companies. - To understand the essence of global international business and the use of global communications. - To define and use strategies for the assessment of joint ventures (joint venture), unification and buying various companies to gain access to new

markets. - To bring about solutions segmentation of markets and how to access them.

- **Capstone (practical) Project**

The purpose of this course is to provide students the opportunity to solve real business problems in companies of their choice selected in a team of 3-4 students during the semester. Students work together as a team in a particular consulting company and seek solutions to their problems, which will be put into use by the company. Student teams develop their analysis and recommendations during the two terms and complete the project by submitting a final report and presentation to the management of the company.

- **Master Thesis**

After passing examinations, the student may begin the procedure of filing, making and the public defense of thesis topic. The student chooses the mentor, who gives him instructions for preparation of the application of the master thesis. The application must be granted by the Graduate Studies Educational Collegium and the Scientific and Academic Council of the Faculty. After preparing the final version of the master thesis, the Teaching-Scientific Council of Faculty forms a three-member committee, which prepares the report, which may be accepted or rejected. The positive report is approved by the Teaching-Scientific Council and the date of public defense is set. After successfully defending the thesis, the student gains the degree - Master of Economic Sciences , Field: Project Management.

Elective courses

- **Risk Management and Analysis**

After the course, students should be able to: - Identify and categorize the various sources of risk; - Design the process of risk management; - Understand the role of a risk manager; - Understand the importance that risk management has to shareholders and other stakeholders; - Learn how to bring the best business decisions, where a highest yield of the level of risk taken; - Perform measurement and risk assessment using appropriate techniques and models (var, scenario analysis, stress testing, etc.) - Applying integrated risk management.

- **Management of Quality and Safety**

The purpose of this course is to indicate the importance of the TQM (Total Quality Management) techniques, their significance and the positive sides of their use in order in the near future to see completely new picture of the Macedonian Companies. The subject of research are techniques TQM. In recent years more and more companies use these techniques as the main tool for response to very high competition in the global market. This course is an attempt for a detailed analysis of the techniques of TQM and the TQM most theories. Also in this course will be presented a realistic picture of the TQM in Macedonia, the problems and the possibility of applying the techniques of IGC in the most efficient manner.

- **Management of Project Costs and Budget**

The course focuses on the practical application of the analysis of the costs and revenues of a particular project. The purpose of this course is to equip students with the key analytical skills of the process of planning for the future and the past performance evaluation of projects.

- **Project Management in Industry of Integrated Services**

This course covers the management of projects in the industry of integrated services, such as waste management, water, oil, gas etc. Waste management in modern societies provides a global overview of the practices of waste management, including the implications of environmental, social and economic implications for the generation, handling and treatment of waste, with an emphasis on policies, strategies and community issues. This course covers topics such as operations on dams and reservoirs, development of water resources, control the flow of water GIS applications in engineering water sources.

- **Project Management in Construction**

The course covers a wide range of construction activities, investigation, preliminary work and operations associated with the movement of land, construction of concrete, metal and wood. In addition to the techniques, much emphasis is placed on the role, productivity and management of construction technique. Furthermore, the construction industry has a track record of low security, because this course equips students with knowledge of selected management policies and activities that are used in the industry and to be aware when initiating and conducting these types of projects.

- **Statistical Analyses for Project Managers**

The goal of the course is for students to gain knowledge to be able to: - Create a descriptive analysis of data; - Use probability and random variables in solving business problems; - Understand statistical conclusion which is the basis for interpreting the results and making business decisions; - Use correlation and multiple regression and prostate; - Know the basics of the analysis of variance; - Understand the basics of index numbers and methods for analyzing time series.

- **Project Team Management**

The purpose of this course is to familiarize students with the principles, the importance and role of the project management team in modern business projects. In this course students will learn about the process of managing the project team, starting with the selection, training, evaluation and reward of each individual who is part of a project.

- **Organizational Change Management**

The purpose of this course is to introduce students to the importance and role of management in organizational changes in contemporary business organizations. In this course students will learn about the process of managing changes both in theory and in practice of international and domestic companies.

- **Information Technologies in Project Management**

Objectives of the curriculum (competencies): - Understand and apply the concepts of electronic commerce, e-business. - Identify business needs to adapt to the constant and continuous changes in the environment and the importance of the incorporation of information technology in the most important business processes. - Improve their current operating performance to be transformed into a competitive advantage. - Develop strategic, administrative and operationally planning for new businesses or improve existing planning with new technologies. - To explain: the growth of e-business to date, the term business-to-consumer and business-to-business model, using relevant theories of business, management and social sciences. - To examine the interaction between technological trends and social business context of e-business, including the diffusion of social networks and Web 2.0 developments.

- **Rhetoric**

During its long history of 2,500 years, rhetoric was used to indicate many different things; but rhetoric nowadays is considered as the art of persuasion through language. Rhetoric marks the way that an individual is linked to a particular theme or idea in order to convince the others. Rhetoric is characterized by several distinguishing features.

- **Metodologjia e mësimeve**

The aim of the course is to introduce the students to the basic teaching approaches and methods. They are expected to gain knowledge and skills in order to be able to apply the active educational tools. The course also offers development, learning and teaching as concepts and basic practices that allow teachers to teach about the development of thinking. Throughout this course, students will gain both theoretical background and entirety of strategies that will enable them to reflect and develop both their own and their students' critical thinking.

- **Multilingualism and multiculturalism**

The purpose of this subject will be multilingualism in multicultural societies as a social phenomenon. This phenomenon is massive in the world. During the lectures, more precise terms such as monoculturalism and multiculturalism will be considered. The term 'linguistic nationalism' has at least two forms of this nationalism, which collide with each other: for the leaders of the most powerful countries nationalism means expansion, and for minorities it takes the form of defiance and struggle for the affirmation of identity, despite such pressure. The emphasis during the program will be multiculturalism in education. In the schools curricula consists of contents from different cultures.

- **Selected Chapters of Advanced Topics in IT Applications for Preparing a Scientific Paper**

The aim of this subject is: - To display the technical elements, the structure of the text and design of a scientific research. - To enable students to acquire advanced knowledge and skills from selected advanced chapters of IT applications that will be needed in preparation of the scientific and research paper. - Practical application of these objectives in preparing student's individual research paper.

- **Selected Chapters of Advanced Applications for Statistical Data Processing**

The aim of this subject is: - To display the technical elements in the field of statistics: organizing, processing, comparing through analysis and publication of data. - To enable students to acquire advanced knowledge and skills from selected advanced chapters of the applications for statistical data processing. - Practical application of these objectives in statistical processing of data obtained from questionnaires, reports, scientific studies and other documents.

- **Professional Communication**

The course is focused on the development of those communication skills that are essential for effective functioning in the professional world. Students will study the process for analysis of different communication situations, and will accordingly comprehend them. Among the themes that will be covered are communication in organization, interpersonal and group communication, oral presentations, interviews for employment, professional business letters and interpersonal skills including group dynamics and teamwork.