

1.	Course title	ICT management		
2.	Course code	KMET-I-03		
3.	Study program	Computer networks and e-technologies		
4.	Unit offering the course	FCSE		
5.	Undergraduate/master/PhD	Master		
6.	Year/semester 1(2)/winter/elective	7. ECTS: 6		
8.	Teacher(s)	Assoc. Prof. Dimitar Trajanov, Assist. Prof. Ljupcho Antovski		
9.	Course prerequisites	None		
10.	Goals (competences): After successfully completing the course, the student is expected to understand the basics of ICT management. The student will comprehend and be able to apply the ICT project development methodologies.			
11.	Course content: Characteristics of project management in engineering systems: basic principles. Team building, difficulties that arise when managing software projects. Resource allocation. Project management. Project parameters: scope, quality, price, time, and resources. Project management principles: defining, planning, execution, control, closing. Motivation of team members. Leadership, power and project team conflicts. Working in multinational and global teams. Management of project communications. Communication planning. Information distribution. Reporting. Improving team communication. Meeting organization. Development of efficient presentations. Participating in meetings. Tools that assist team work. Techniques for creativity boost. Creative thinking. Goals achievements. Time managements. Goal setting. Personal time managements. Personal goals achievements. Organization of personal priorities. Quality management. Risk management. Support organization. Project closing and improvements.			
12.	Teaching methods: Lectures supported by slide presentations, interactive lectures, trainings (using lab equipment and software packages), team work, case studies, invited guests and lectures, individual practical assignments presentations, seminar paper, e-learning (forums, consultations).			
13.	Total available time	6 ECTS x 30 hours = 180 hours		
14.	Distribution of the available time	30 + 15 + 135 = 180 hours		
15.	Teaching activities	15.1.	Lectures	30 hours
		15.2.	Training (labs, problem solving), seminar and team work	15 hours
16.	Other activities	16.1.	Project work	60 hours
		16.2.	Self study	25 hours
		16.3.	Home work	50 hours
17.	Grading			
	17.1.	Tests		40

					points	
	17.2.	Seminar work/project (written or oral presentation)			45 points	
	17.3.	Active participation			15 points	
18.	Grading criteria		to 59 points		5 (five) (F)	
			from 60 to 68 points		6 (six) (E)	
			from 69 to 76 points		7 (seven) (D)	
			from 77 to 84 points		8 (eight) (C)	
			from 85 to 92 points		9 (nine) (B)	
			from 93 to 100 points		10 (ten) (A)	
19.	Final exam prerequisites		Successfully completed activities 15.1 and 15.2			
20.	Course language		Macedonian and English			
21.	Quality assurance methods		Internal evaluation and student questionnaires			
22.	Literature					
	22.1.	Compulsory				
		No.	Authors	Title	Publisher	Year
		1.	Mark Fuller, Joe Valacich, Joey George	Information Systems Project Management: A Process and Team Approach	Pearson Education	2008
		2.	Carol Brown, Daniel DeHayes, Jeffrey Hoffer, Wainright Martin, William Perkins	Managing Information Technology 7 th Edition	Pearson Education	2011
		3.				
		Additional				
	22.2.	No.	Authors	Title	Publisher	Year
		1.	Steve Jones, Stephen R. Covey	Focus: Achieving Your Highest Priorities	Franklin Covey	2003
		2.				
3.						