

Course Unit	Project and Production Management for Games		Field of study	Management Sciences	
Bachelor in	Game Design		School	School of Public Management, Communication and Tourism	
Academic Year	2017/2018	Year of study	3	Level	1-3
Type	Semestral	Semester	1	ECTS credits	6.0
Code	8309-414-3104-00-17				
Workload (hours)	162	Contact hours	T -	TP 60	PL -
			TC -	S -	E -
			OT -	O -	

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s)

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Create organizational behaviors;
2. Develop teamwork skills;
3. Induce a corporate project spirit;
4. Know and use electronic tools for project management;
5. Develop rigorous habits in the performance of tasks;
6. Develop organizational workflow skills in digital games development.

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable.

Course contents

1. Introduction to Project Management
2. The Project Management life cycle
3. Planning - To define
4. Planning - To plan
5. Implementation - To organize
6. Implementation - To control
7. Implementation - To close
8. Communication
9. Risk

Course contents (extended version)

1. Introduction to Project Management
 - What is a project
 - What is a project management
 - Why use project management
 - The major causes of project failure
2. The Project management life cycle
3. Planning - To Define
 - State of Problem
 - Identifying project goals
 - Listing of objectives
 - Determining preliminary resources
 - Identifying assumptions and risks
4. Planning - To plan
 - Identifying project activities
 - Estimating time and cost
 - Sequencing project activities
 - Identifying critical activities
 - Writing a project proposal
5. Implementation - To organize
 - Determine Personnel Needs
 - Recruiting the project manager
 - Recruiting the project team
 - Organizing the project team
 - Assigning Work tasks
6. Implementation - To control
 - Defining a management style
 - Establishing control tools
 - Preparing status reports
 - Reviewing the project schedule
 - Issuing orders to alter objectives
7. Implementation - To close
 - Obtaining the client's acceptance
 - Installing logistics for delivering
 - Documenting the project
 - Issuing the final report
 - Conducting a post-implementation audit
8. Communication
 - Processes required to ensure the raising of appropriate information
 - Real-time information (collecting, analysis, storage and data finalization)
 - Teamwork techniques (meetings)
9. Risk
 - Processes for identifying, analyzing and responding to the project's risk factors
 - Maximizing positive results and minimizing consequences of adverse events

Recommended reading

1. Chandler, H. M. (2010). The Game Production Handbook, Second Edition. Sudbury, Mississauga & Londres: Jones and Bartlett Publishers. [ISBN: 1934015407]
2. Lewis, J. (2007). Fundamentals of Project Management. ANACOM: American Management Association. [ISBN: 0814408796]
3. Silva, M. (2010). Microsoft Project 2010. FCA - Editora de Informática. [ISBN: 978-972-722-663-4]
4. Weiss, J. e R. Wysocki. (1992). 5-Phase Project Management, a practical planning and implementation guide. Addison-Wesley. [ISBN: 0201563169]
5. Westland, J. (2006). The Project Management Life Cycle - A complete step-by-step methodology for initiating, planning, executing and closing a project successfully. Kogan Page. [ISBN: 0749449071]

Teaching and learning methods

CONTACT HOURS: Exposition of content, interrogative and active metidos. NON-CONTACT HOURS: Active method. RESOURCES: Available digital games and their documentation (design documents and post-mortems).

Assessment methods

- Distributed Evaluation - (Regular, Student Worker) (Final, Supplementary, Special)
- Practical Work - 50% (Minimum mark: 8/20. Delivery in the last week of classes)
- Final Written Exam - 50% (Minimum mark: 8/20. According with the exam's calendar)

Language of instruction

Portuguese

Electronic validation

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13-10-2017	24-10-2017	26-10-2017	01-11-2017