Syllabus – Elective Course

Course title:

Project Management for Everyone

Credits:

6 ECTS credits

Teaching language:

English

Target students:

Undergraduate students from all study areas with an interest in studying concrete cases on how to manage a project.

Teacher in charge of the course:

Philippe Vandeville, MSc (JUNIA ISEN Engineering School, *Université Catholique de Lille*) Pascal Le Deley, MSc (JUNIA ISA Engineering School Lille, Institut d'Etudes Politiques Paris), PMP®

COURSE PRESENTATION

Prerequisite:

To take this course, the students should have successfully completed at least 2 semesters of university study and have some technical background and/or ability. They must have some ability to work as a group and be able to communicate easily in English. The course is aimed at a mix of profiles and interests for a more diverse project management experience; there is no specific course prerequisite.

Content:

The course is highly interactive and will provide students with methodological and practical tools to manage a project in the future. As they come from all over the world and from different programs in their home universities, students will be exposed to other cultures and techniques in fields ranging from engineering and science to management and communication. Course sessions will include: - Definitions and core characteristics of Projects and Project Management. - Best practices in Project Management. - Analysis of a client request. - Decomposition of a project into work packages. - Project scheduling using a dedicated software tool. - Fundamentals of cost budgeting and cost control. - Competencies and skills required of a project manager. - Team building principles and practices. - Risk and opportunity management. - Functional analysis as a method for design and innovation. - Project communication management. - Quality methods and issue-solving techniques. - Facilitation of a project stakeholders' review.

- Wrap-up and evaluation.

The course includes lectures, interactive sessions, and group-based practical work (4–5 students) leading to the production of a mock-up illustrating the team's understanding of the client's request.

Learning Outcomes:

By the end of the course, the students should be able to:

- **Understand the core methodology of Project Management**, including effective team building practices.
- **Initiate and sustain a productive collaboration** within a team composed of diverse individuals.
- **Analyze a client request** and produce a mock-up that accurately reflects the team's understanding of the client's needs.
- **Use the essential Project Management tools**, including the Clarification Note, Work Breakdown Structure (WBS), Schedule, Budget, Risk & Opportunity Analysis, and Communication Plan.
- **Organize their work efficiently**, applying both the methodology and these tools to develop a complete project and present both a structured project plan and a mock-up to a jury.

WORKLOAD

French contact hours = 60 minutes (in some countries/institutions, 1 contact hour = 45-50 minutes)

Form	Number of hours	Comments
Face-to-face, in-class, on-site learning	39 hours	13 sessions of 3 hours
Additional field trip	Included above	
Approximate personal work/homework	15 hours	
Student total workload	**54 hours**	

EDUCATIONAL METHODS

Interactive lecture, discussion, presentations, sharing of experiences, group work, guided visits, on-site education.

RESOURCES

All course materials will be supplied in class.

References may be made to the following resources:

- One Page Project Manager (oppmi.com) : https://oppmi.com/
- Project Management Body Of Knowledge PMBOK® 7th edition, PMI, 2021
- Agile Practice Guide, PMI, 2017
- Citizen Development, The Handbook for Creators and Change Makers, PMI, 2021
- Project Management, Harold Kerzner
- Project Management for dummies, Stanley E. Portny
- What Aces Up Your Sleeve?, Pascal Le Deley PMP®, 2016

In French:

- Le kit du chef de projet, Hugues Marchat
- La boîte à outils du chef de projet, J.Maes; F.Debois
- Les 5 clés de succès du chef de projet, Alexis Sgaros
- Le chef de projet paresseux … mais gagnant ! M.Destors et J.Le Bissonnais

- Piloter une équipe projet, Lionel Bellenger
- Manuel de Gestion de projet, Philippe Vandeville

ASSESSMENT

Form	Number	Comments
Intermediate exam (15%)	1	In the middle of the course period: Individual exam including Multiple Choice Questions (0.5 hour)
Final project (50%)	1	**At the start of the course**, students are provided with a client request and a set of instructions describing the project they must prepare over the duration of the module. They form groups of students and define roles within their team to organize the work effectively. **At the end of the course**, groups will present their project deliverables — the mock-up and the project plan — before a jury composed of the instructor, faculty members from the partner institution, and representatives from partner universities. The jury will assess each project based on its alignment with the initial brief, the thoroughness of the team's analysis, and the overall quality of the presentation. Comparative evaluation across groups will also be taken into account in determining the final grade.
Final exam (15%)	1	Final **Multiple-Choice Questions** (0.5 hours)
Other (student participation…) (20%)		Attendance, participation, and contribution to group discussion.

This syllabus is based on information available at the time of publication (November 2026). Changes may occur.

For updated information about course content, please contact us: lilleprograms@univ-catholille.fr