



## IDENTIFYING DATA

### Monitoring and Control Procedural manuals

Subject	Monitoring and Control Procedural manuals			
Code	P02M163V01112			
Study programme	(*)Máster Universitario en Dirección Integrada de Proxectos			
Descriptors	ECTS Credits	Choose	Year	Quadmester
	3	Optional	1st	An
Teaching language	Spanish			
Department				
Coordinator	García García, Óscar Serrano Gómez, Virginia			
Lecturers	García García, Óscar Serrano Gómez, Virginia			
E-mail	oscargarcia@uvigo.es vserrano@uvigo.es			
Web	<a href="http://www.mdip.es">http://www.mdip.es</a>			
General description	Analysis and study of the different phases in the execution of a sportive project			

## Skills

Code	
A2	That the students know to apply the knowledges purchased and his capacity of resolution of problems in new surroundings or little known inside contexts wider (or multidisciplinary) related with his area of study.
A4	That the students know to communicate his conclusions, and the knowledges and reasons last that the maintain, to skilled publics and no specialised of a clear way and without ambiguities.
B6	Orientation to results
B7	Orientation to the customer
B8	Capacity of communication and motivation
B9	Capacity for the resolution of problems
B10	Capacity for the taking of decisions
B13	Capacity of leadership, dialogue and negotiation
C1	Know act like representatives of the promoter of the project in all the fields of performance of the Director of Project or Project Manager.
C3	Know initiate, schedule, direct, control and close Projects of Leisure and Sport in the speciality of Leisure and sport
C22	Habits of excellence and ethical commitment in the professional exercise of the Project Manager.
D5	Value critically the knowledge, the technology and the available information to resolve the problems with which have to confront.
D6	Understand the importance of the culture enterprising and know the means near at hand of the people enterprise.
D8	Use the basic tools of the technologies of the information and the communications (TIC) necessary for the exercise of his profession and for the learning along his life.

## Learning outcomes

Expected results from this subject	Training and Learning Results
------------------------------------	-------------------------------

The student will be able to define and comprise the processes of execution and identify the characteristics of the execution of the project.

A2  
C1  
C3  
C22  
D5  
D6

The student will be able to identify the responsibility and qualities of the director of the project, as well as to develop and use the resources of the director during the execution of the project

A2  
B6  
B7  
B8  
B9  
B10  
B13  
C1  
C3  
C22  
D5  
D6  
D8

The student will be able to carry out the group of processes of execution of a project.

A2  
A4  
C3  
D5  
D6  
D8

Develop skills for the adaptation to new situations and resolution of problems, and for the autonomous learning.

A2  
B8  
B9  
B10  
B13  
C3  
C22

## Contents

### Topic

Subject I. That it is to execute a project	Definitions of execution of a project
Subject II. Characteristics of the execution of the project.	Common characteristics to projects of different nature in leisure and sport of projects of leisure and sport of similar nature
Subject III. The group of processes of execution	Processes involved Relation of the processes of execution with the different areas of knowledge Processes involved according to PMBok, Prince2, ICB3.0 and ISO 21500 The execution in the agile projects
Subject IV. The director of project.	Profile of the director of the project Work of the director of project Qualities of the director of project Resources of the director of project
Subject V. The team of work.	Preparation of the team of work usual Problems of the select the team of work
Subject VI. The work in team.	Advantages of the work in team Process of development of the work in team: interacting usual problems of the work in team
Subject VII. Practical case:	Execution of the organisation of a sportive event. Candidature, organisation chart, cronogram, diagram, and minute by minute.

## Planning

	Class hours	Hours outside the classroom	Total hours
Presentation	8	2	10
Problem solving	3	6	9
Case studies	3	8	11
Debate	2	5	7
Flipped Learning	2	10	12
Lecturing	6	4	10
Problem and/or exercise solving	0	10	10
Objective questions exam	1	5	6

\*The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.

<b>Methodologies</b>	
	Description
Presentation	Put in common and debate by part of the students and professor of the works realised following the guidelines of the educational.
Problem solving	Along the course will propose exercises that will have to resolve of individual form by part of student.
Case studies	Along the course present situations problem that will be analysed and studied by part of the students to propose solutions to the same.
Debate	Debate on a clear-cut subject by the educational in which the students have to defend different postures.
Flipped Learning	The student will receive through the platform of teledocencia faitic documentation so that it can work on her and later can pose to the professor doubt or problems of learning related with these contents
Lecturing	Exhibition by part of the professor of the contents on the matter objective of study, theoretical bases and/or guidelines of the work, exercise or project to develop by the student.

### **Personalized assistance**

<b>Methodologies</b>	<b>Description</b>
Lecturing	The student will receive personalized attention at the time designated for it in each academic year. Agreed tutorials will also be established to monitor and control their activity within the subject. The tutorials of this subject will be attended by face-to-face or virtual modality, either through the virtual offices of the professors (1006, prof. Dr. Oscar García García), or by email or through the forums of the Moovi tele-teaching platform
Presentation	The student will receive personalized attention at the time designated for it in each academic year. Agreed tutorials will also be established to monitor and control their activity within the subject. The tutorials of this subject will be attended by face-to-face or virtual modality, either through the virtual offices of the professors (1006, prof. Dr. Oscar García García), or by email or through the forums of the Moovi tele-teaching platform
Problem solving	The student will receive personalized attention at the time designated for it in each academic year. Agreed tutorials will also be established to monitor and control their activity within the subject. The tutorials of this subject will be attended by face-to-face or virtual modality, either through the virtual offices of the professors (1006, prof. Dr. Oscar García García), or by email or through the forums of the Moovi tele-teaching platform

### **Assessment**

	Description	Qualification	Training and Learning Results		
Problem and/or exercise solving	Exercises of the director	30	A2	B8	D8
	Exercises of work in team		A4	B9	
	Exercises of processes of execution			B13	
	Exercises of the design of the minute by minute of a project.				
Objective questions exam	It consists of 20 questions and only answer on all the contents given in the subject.	70	B6 B7 B10	C1 C3 C22	D5 D6

### **Other comments on the Evaluation**

It is necessary to surpass both proofs to obtain a positive final qualification in the subject. In case of not having surpassed the subject in the first announcement, the no purchased competitions will be evaluated in the announcement of July of the same form, with both proofs. The official dates of the examinations can consult in the web of the Máster [www.mdip.es](http://www.mdip.es)

### **Sources of information**

#### **Basic Bibliography**

AENOR, **Norma española UNE-ISO 21500:2013. Directrices para la gestión y dirección de proyectos.**, Asociación Española de Normalización y Certificaci, 2013

Nokes, S., Greenwood, A., Major, I. & Goodman, M., **La guía definitiva de la gestión de proyectos. La vía rápida de todo ejecutivo para cumplir a tiempo y dentro del presupuesto**, 1, Prentice Hall, 2007

Project Management Institute, **Guide to the Project Management Body of Knowledge (PMBOK® Guide)**., 6, Project Management Institute, 2017

Biafore, B. y Stover, T, **Gestión de proyectos en el mundo real**, 1, Anaya, 2012

#### **Complementary Bibliography**

---

## **Recommendations**

### **Subjects that continue the syllabus**

Project Monitoring, Control and Closure/P02M163V01113

---

### **Subjects that it is recommended to have taken before**

Life Cycle and Project Standards/P02M163V01102

Economic Environment and Procedures. Project Start/P02M163V01109

Project Quality Management/P02M163V01106

Project Integration and Scope Management/P02M163V01103

Project Cost Management/P02M163V01105

Project Risk Management and Acquisitions/P02M163V01108

RR management. H H. of the Project, Communications and Stakeholder Management/P02M163V01107

Project Time Management/P02M163V01104

DIP Conceptual Framework/P02M163V01101

---

---

## **Contingency plan**

### **Description**

As a consequence of COVID-19 and in accordance with the extraordinary and urgent measures in the event of a health crisis, approved by the Governing Council of June 12, 2020 and the Resolution Rectoral of June 17, 2020 for its implementation, an instruction was prepared from the VOAP for the development of the teaching guides.

Based on this, the teaching of this subject in the 2021/2022 academic year, in the event of a re-outbreak of COVID-19, will be through virtual face-to-face modality (Classroom 12; <https://campusremotouvigo.gal/public/2025273042>), in which neither the teacher nor the students attend the classroom physically. The classes and the evaluation will be carried out by remote campus and through the moodle platform. If necessary, this modality would be activated by RR.

The contents are maintained, as well as the evaluation system.

The teaching methodology in this case will be based fundamentally on reverse learning "Flipped Learning" in substitution of the other methodologies, where the student will work autonomously on the documents provided by the teacher through the Fatic tele-teaching platform and in face-to-face classes. Virtual problems, doubts and deficiencies detected by the student and the teacher will be raised and resolved.

---