



IDENTIFYING DATA

Drafting and execution of projects

Subject	Drafting and execution of projects			
Code	V02G031V01404			
Study programme	Grado en Biología			
Descriptors	ECTS Credits	Choose	Year	Quadmester
	6	Mandatory	4th	2nd
Teaching language	Spanish			
Department				
Coordinator	Gallego Veigas, Pedro Pablo Alonso Rodríguez, José Antonio			
Lecturers	Alonso Rodríguez, José Antonio Barreal Modroño, M. Esther Díaz Vilariño, Lucía Gallego Veigas, Pedro Pablo González Cespón, José Luis Pedrol Bonjoch, María Nuria			
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Web				
General description	This subject will enter to the student in the methodology, direction, management and organisation of projects of investigation/company within the scope of the Biology. After studying the subject, the student owes to be able to draft, and schedule projects of investigation/company related with the Biology. Schedule of kinds: Available in http://bioloxia.uvigo.es/*ge/*docencia/schedules			

Training and Learning Results

Code	
A2	Students should know how to apply their knowledge to their work or vocation in a professional way. They also should have the competences that are usually proved through the elaboration and defence of arguments and the resolution of problems within their study field.
A3	Students should prove ability for information-gathering and interpret important data (usually within their study field) to judge relevant social, scientific or ethical topics.
A4	Students should able to communicate information, ideas, issues and solutions to all audiences (specialist and unskilled audience).
B2	Manage scientific-technical information using diverse and reliable sources. Analyze data and documents and interpret them critically and rigorously, including considerations on their social relevance and in the professional field of Biology.
B4	Draft and write reports, documents and projects related to Biology. Proceed to their presentation and debate in the teaching and specialized areas, highlighting the competences of the degree.
B5	Develop capacities for creativity, innovation and entrepreneurship, in academic and social relevant fields as well as in interaction with the productive sector.
B7	To aim for quality objectives in the development of the activity done and incorporate ethical principles, which should prevail in the professional practice of Biology.
C10	Identify biological and biotechnological processes and their potential applications, in particular in health, agri-food and environmental fields.
C12	Writing reports and technical dossiers, as well as directing and executing projects on topics related to biology and its applications.
C13	Provide training, participate in R+D+i projects, communicate results and disseminate knowledge. Contribute to the social projection of biology and to raising awareness of the environment.
C14	Advise, assess and supervise scientific-technical, ethical, legal and socio-economic aspects related to biology and its applications.
D3	Commitment to sustainability and the environment. Equal, sensible and efficient use of resources.

D4 Collaborate and work in teams or multidisciplinary groups, promote negotiation skills and the ability to reach agreements.

Expected results from this subject

Expected results from this subject	Training and Learning Results			
Know the professional competitions that the title and the legislation award to the Graduated in Biology.	A2	B7	C14	
Know the typology of projects and own studies of the professional fields of the biologist.		B4 B5		
Know and handle the concepts and the relative terminology to the Editorial and Execution of Projects.		B2	C10 C13	
Obtain information and interpret results of projects.	A3	B2	C13	
Know the methods of management and evaluation of projects.		B2 B4		
Know, understand and apply the relative valid legislation to the management, evaluation and execution of projects.	A2	B2 B7		
Know use the general methodology stop the editorial and manufacture of projects and studies.	A4	B4	C12 C13	
Know the basic concepts of economy stop the realization of projects and studies.	A2			
Comprise the developmental phases of one project elaborating *cronogramas, studies of feasibility and of *rendibilidad.	A2		C10 C14	
Apply knowledges and relative technology to the Editorial and Execution of Projects in aspects related with the development and implantation of the systems of management.	A2		C14	
Take part in the direction, editorial and execution of projects.	A2 A3 A4	B4	C12 C13	
Comprise the social projection of the Editorial and Execution of Projects and his repercussion in the professional exercise.	A2 A4	B2	C10 C14	
Apply knowledges of Editorial and Execution of Projects for *asesorar, supervise and *peritar on scientific aspects-technical, ethical, legal and partner-economic related with the Biology.			C14	D3 D4

Contents

Topic	
Block 0	Presentation of the subject
Block 1.	Competitions *profesionales of the biologist. Projects of study in biology: - professional Competitions of the biologist. - Documents *y Studios: *valoracions, and *licitacions public in biology. - *Propiedad Industrial and intellectual: companies of technological base. *Emprendimiento, innovation *y *autoempleo.
Block 2.	Practical methodology stop the manufacture of projects and studies. - Projects. Definition and structure. - The memory. Structure and index by heart. Activity and *diagrama of the process. Purpose and range. Data of identification. Description of functional blocks. Application of the legislation. Conclusions. - Principles of representation in projects. Typology of the representation: dimension and relation. Sizes of blocks of title and scales. *Plegado Of formats the The4. - Criteria stop the manufacture of the representation of biological activities. Diagrams of principle. - Budget, assessment of the project. - Planning of projects. *Diagrama Of *Gantt - oral Presentation of the project.

Planning

	Class hours	Hours outside the classroom	Total hours
Introductory activities	2	0	2
Lecturing	11	11	22
Practices through ICT	8	8	16
Collaborative Learning	8	16	24
Seminars	9	9	18
Report of practices, practicum and external practices	0	20	20

Project	0	20	20
Objective questions exam	2	6	8
Presentation	6	14	20

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

Methodologies

	Description
Introductory activities	Presentation *amena of the teaching guide, detailing the specialization of the teaching staff and his relation with the thematic blocks. *Expoñense The thematic of work and *establecense the groups. Also it explains the system of evaluation.
Lecturing	Sessions of *docencia theoretical where it/to professor/offers it a general vision of the subject to treat, indicating the concepts pin stop his understanding.
Practices through ICT	Activity of acquisition of knowledges, basic skills and handle of specific programs of the different *apartados of the project.
Collaborative Learning	(*)Descrición e *desarrollo dun proxecto multidisciplinar (con alumnos doutras titulacións). Empregaranse metodoloxías como *Design *Thinking, Aprendizaxe en Servizo e Aprendizaxe Baseada en Problemas para deseñar o proxecto.
Seminars	Sessions of handle of real documents so that they know the typology of the main projects within the scope of the biology.

Personalized assistance

Methodologies	Description
Seminars	There will be different seminars that will include a part of theory and another of group practices.
Practices through ICT	Different practices will be carried out in the classroom in individual format and in small groups, supervised by the teachers of the subject.

Assessment

	Description	Qualification	Training and Learning Results			
Report of practices, practicum and external practices	The matter students in small groups they will present to memory project of biology. Solution problem. 35% Design Thinking Methodology 10% Learning service Methodology 15% Also carried out small works oriented teachers seminars. 10%	35	A2 A3 A4	B2 B4 B5 B7	C10 C12 C13 C14	D3 D4
Project	(*)Os alumnos da materia, en grupos pequenos, realizan un proxecto de actividade para deseñar a actividade produtiva relacionada co ámbito biolóxico	35				
Objective questions exam	Proofs for evaluation skills acquired including questions de resposta curta on works made.	10		B5 B7	C10 C14	
Presentation	The students, in multidisciplinary groups (engineers, humanities and/or economists) will present the complete project in a professional day.	20	A2 A3 A4	B2 B4 B5 B7	C10 C12 C13 C14	D3 D4

Other comments on the Evaluation

To pass the course the student need to obtain in each one of the 4 proofs, at least a 40 % of the total of the grade global of that evaluation item.

In case to get more than 5 poing in all the global grade will be the sum prorrataada, depending on the percentages described for each of the 4 evaluation items.

The course will be considered as SUSPENSO (no pass) when it do not reach said limit in all or some of the evaluation items, or in case the global grade do not reach the 5. In this case:

- 1.- In the record appear SUSPENSO with the grade drop that obtained in the proofs that did pass the limit or with the corresponding global note.
- 2.- The student get less than five (up to ten) the parts that did not reach the minimum in the second announcement. The rest of the parts save until the following announcement, as long as they get at least the 5 points (up to ten).

Each individual examination will have a factor of ponderation on the project.
The dates of *presentation of the memory and of project can be consulted in the platform MooVi.
The dates of the exams can consult in the following link: <http://bioloxia.uvigo.es/es/docencia/examenes>

Sources of information

Basic Bibliography

Complementary Bibliography

Navas López, J.A. y Guerras Marín, L.A., **La Dirección Estratégica de la Empresa. Teoría y Aplicaciones**, 2007, www.biologosdegalicia.org,
Correa, I., **Manual de licitaciones públicas**, 2002,
Palomar Olmeda, A., **Guía de concursos y licitaciones**, 2002,
Camprubí i García, Pere, **La profesión de Biólogo**, 1997,
PmBok Guide, **A guide to the Project Management Body of Knowledge**, 2014,
Antinio Colmenar, **Gestión de proyectos con microsoft project 2010**, 2011,
Harold Kerzner, **Project management. A systems approach to planning, scheduling and controlling**, 2011,
González Cespón, José Luis, **Apuntes de la materia**,

Recommendations

Subjects that continue the syllabus

Final Year Dissertation/V02G030V01991

Subjects that are recommended to be taken simultaneously

Final Year Dissertation/V02G030V01991

Subjects that it is recommended to have taken before

Quality management and control/V02G030V01911
