ID	3651
Curricular Unit	Project Management in Dance
Regent	Luis Miguel Xarez Rodrigues
Learning Outcomes	- To know the tools of project management in its fundamental components, relating them to their fundamental area of study. - To analyze, understand and execute the techniques of financial planning, time and resources planning. - To identify and select the most appropriate organizational forms to projects in dance. - To master the major theories of communication and motivation related to organizational environments. - To apply the main techniques of evaluation, monitoring and control of projects. - To master from the point of view of the user an essential software tool (MSProject) for the planning and control of projects. - To develop projects in dance, based on a solid technical construction: applying the fundamentals of project management in the formulation and monitoring of projects management in dance, particularly associated with the choreography composition and the production of cultural events.
Syllabus	- Notion of project. Continuous and discontinuous activities. Characteristics of a project. - Factors of success and failure in projects. Types of constraints. - The Project Life Cycle. Processes of project initiation, planning, execution, controlling and closing. - Planning of time (construction of WBS, Gantt charts, PERT/CPM networks, dependencies, slack and critical path), financial planning and resource planning. - Control of the project: planning as a reference frame, feedback systems, analysis of deviations, corrective action. - Profile Manager (functions, qualities, attributes, training, management styles) and relations between types of knowledge (technical, human and management features) and dimension of projects. - Informatic support to project management: basic concepts of MSProject, use of templates for certain types of projects (spectacles, exhibition, training sessions), organizing the WBS, dependencies, resource allocation, resource calendars, project costs.

Evaluation	The Project Management in Dance has a component of theoretical foundation that aims to provide knowledge to the students to develop projects in the field of dance, in any of its dimensions. The theoretical and practical component takes place in the computer room and focuses on the use of MSProject for various tasks, including planning and control of projects. The model of continuous evaluation consists of a written test which has a weighting of 0.4 of the final grade. The remaining 0.6 relate to the preparation of a project in the field dancing with three assessment moments (pre-project, oral presentation to the class and final delivery of the written project). The student will have approval on continuous assessment if the arithmetic average of the different evaluations referred to is equal to or greater than 9.5. The model of final evaluation will consist of a written proof about the whole program subject. The student is approved provided it has a minimum score of 9.5.
Bibliography	Braud, J. (1992). Direcção e Gestão de Projectos. Lisboa: Lidel Edições Técnicas, Lda. Cleveland, D. L. & Ireland, L. R. (2002). Gerência de Projectos. Rio de Janeiro: Reichman & Affonso. Heldman, K. (2002). Gerência de Projectos. Rio de Janeiro: Campos. Kerzner, H. (2006). Gestão de Projectos: as melhores práticas (2ª ed.). Porto Alegre: Artmed Editora. Lock, J. (1994). Handbook Project Management (2ª ed.). New York: Gower Publishing Group. Miguel, A. (2006). Avaliação de Projectos. Lisboa: FCA, Editora de Informática. Miguel, A. (2009). Gestão Moderna de Projectos: Melhores Técnicas e Práticas. Lisboa: FCA, Editora de Informática. Phillips. J. (2004). PMP Project Management Professional: Guia de Estudo. Rio de Janeiro: Elsevier Editora, Lda. Roldão, V.S. (2000). Gestão de Projectos: Uma Perspetiva Integrada. Lisboa: Monitor, Projectos e Edições, Lda. Silva, M. (2010). Microsoft Project 2010: depressa e bem. Lisboa: FCA, Editora de Informática.