

## **Theory and Practice of Projekt Management, dr. Bukta Zsuzsanna**

### **Aim of the subject**

Students are going to get knowledge about health and sports organization's management, primarily about NGOs and governmental bodies (associations, federations, local governmental institutions). Planning and thinking with projects, strategy and their execution are main points of the course. During the course students learn about project and application management. By case-studies, they get to know typical health and sports project.

### **Learning results, competences**

Knowledge:

- being familiar with governmental and non-governmental health and sports bodies
- understanding the working environment and possibilities of nonprofit organizations
- familiar with the structure and working logic of projects
- familiar with the knowledge of writing applications

Attitude:

- the motivation of learning the typical features of NGOs and governmental bodies
- motivation of understanding the logics of application and project work

Abilities:

- ability of planning and executing related program and measure sequences
- ability of planning with the main features of nonprofit organizations
- able to plan and apply successfully for an application

### **Main content units**

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1. Typical governmental bodies and NGO's of health and sport, their structure and establishing standards
2. Hungarian nonprofit organizations general and statistical features
3. Local governments health and sports tasks and the sports life of a settlement. Relationship between NGOs and local governmental organizations and task distributing
4. Leadership of organizations, aims, strategies and visions of them. Analysis of sports organizations.
5. Usual activities, administration, leading of an association. Decisions-making processes of sports organizations. Resource involvement into NGOs. Own incomes, support and applications.
- 6 Project management in general
7. Application opportunities, knowledge and the process of it.
- 8-9. Writing applications for grants, bidding documents, budget.
- 10-12. Concrete projects and case studies with guest lecturers, discussing the students' project work.

### **Planned learning activities and teaching methods**

The course is an interactive seminar, with lot of internet-usage, practical experiences and invited guest lecturers.

### **Evaluation**

#### **Requirements and evaluation**

- written test about the basic knowledge on the topic
- building up a project in groups; participation in project tasks and presentation of it

Evaluation: 1-5 scale

Aspects of evaluation:

- deepness of knowledge on the topic
- quality of group project work and presentation

### **Required readings**

The course instructors determine it based on the characteristics of the course, and inform the students at the beginning of the semester.