

IT project management and business process modeling (EM05HM21)

Program	PGE
Module / ECTS / Path / Specialisation	Module :IT project management and business process modeling : 5 ECTS. <ul style="list-style-type: none">• MGA
Discipline	Management Information Systems
Year	2019
Semester	B
Open for visitors	yes (5 ECTS)
Available places	40

Coordinator

Stefano ZA

Lecturers

Instructor	Population	Email
Stefano ZA		

Course format

Working language :	English
Volume of contact hours :	40 h
Workload to be expected by the student :	160 h

Course track

Track : Attendance

"Attendance" track :

Attendance at lecture / tutorial classes and intermediate / final exams is mandatory. As evaluation of in class work constitutes an essential element of grading, any absence will be penalized and is taken into account for grading purposes (see academic rules and regulations).

"Autonomous" track :

Attendance at intermediate / final exams is mandatory, but students are free to attend lecture / tutorial classes.

For all Master programs and all other programs realized in the form of dual internships (apprentissage), attendance at lecture / tutorial classes and intermediate / final exams is entirely mandatory. Therefore, only the "Attendance" track can be selected.

Contribution of the course to the educational objectives of the programme

How the course contributes to the programme :

Description

Processes are at the heart of all organizations that aim at producing and delivering products/ services that will meet customer needs. In order to remain competitive, continuously examining, redesigning, and improving business processes has become crucial. Therefore, this course aims at training students in modeling business processes, improving the efficiency of organizational processes and using software to do so.

Educational organisation

In class

Lectures

Tutorials

In groups

Exercises

Projects

Interaction

Games (educational, role play, simulation)

Assignments

Specific projects / case studies

Learning outcomes

Upon completion of this course, students should be able to :

- **Describe** a business process
- **Apply** a software of business process modelling
- **Model** a business process
- **Reorganize** business processes to increase organizational performance

Outline

Session 1 (3h) : Course presentation; Business process introduction; Business process management (BPM); BPM lifecycle

Session 2 (4h): Introduction to BPMN (2h); Introduction to the use of a BPMN software for process modeling (free software application)

Session 3 (4h) : BPMN second part (~2h); Usage of the BPMN software (2h)

Session 4 (3h) : Creating groups for the project work: modelling a well-known business process + providing some guidelines for analysing and modelling the process.

Session 5 (2h) : Examples of business process modeling (good practices and common errors)

Session 6 (4h) : Work group presentation and discussion + remarks and conclusion

Prerequisites

Key concepts to understand :

Teaching material

Software

- Office Pack (Word, Excel, PowerPoint, Access)
- MS EXCEL
- MS POWERPOINT

Additional electronic platforms

- Other

Recommended reading

Major works :

“Fundamentals of Business Process Management” (2013) Dumas, M., La Rosa, M., Mendling, J., Reijers, H. Eds.; Springer-Verlag - <http://www.springer.com/us/book/9783642331428>

Further reading :

Research works by EM Strasbourg :

Assessment

Intermediate evaluation / continuous assessment 1 : last session

oral / individual / English / weighting : 50%

Intermediate evaluation / continuous assessment 2 : last session

oral / in group / English / weighting : 50%
additional information : group presentation

Grounds for expulsion from classes

Such behaviors as...

arriving late, leaving early or unannounced leaving of the classroom during class time

disruptive eating or drinking in class

using smartphones and laptops for non class-related purposes

reading non class-related documents

chatting on non class-related issues

showing disrespect towards lecturers

... may lead to expulsion from classes.