

Presentation of the course in
project-work:
“Co-operation, learning and
projectmanagement”

**Course in “Co-operation, learning and
projectmanagement”**

- **MM 1) Introduction to problem based projectwork**
 - Presentation of study form
 - Presentation of course context
 - What is a process analyses
 - Project and report
 - Structure in the working process
 - FAQ
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- **MM 2) Reflective evaluation**
 - Seminar on reflective evaluation

**Course in “Co-operation, learning and
projectmanagement**

- **MM3) PBL, Learning and Supervision**
 - What is PBL ?
 - Why PBL ?
 - How to get the most of your supervisor ?
 - Portfolio – What is that ?
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- **MM 4) Project planning and management**
 - What is a project ?
 - Why project management ?
 - The paradox of planning
 - Tools for planning and management
 - Collecting data for the portfolio

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- **MM 5) Projectdesign**
 - Experiences with project plans
 - Project design ?
 - Report design ?
- **MM 6) Functions, Roles and communication in the group**
 - The groups experience with conflicts and their solutions
 - What is good communication within the group ?
 - Communication diagrams
 - Discussion exercise about consensus agreements
 - The 7 intelligences

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- **MM 7) Preparation of the process analyses**
 - The portfolio and the process analyses
 - What is a good process analyses
 - What data do we find in a good process analyses ?
 - Structure and content of a process analyses
- **Feedback on the process analyses**

You will receive a constructive feedback on your process analyses in terms of facilitating questions that you can elaborated on during the assessment

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- mm 8) Corporation, Learning and Projectplanning**
Introduction
Levels of ambitions
Corporation agreement
Organising a meeting
Communication during the meeting
Distribution of tasks within the group
Conflict handling
Assessment of coporation
- mm 9) Coporation and handling of conflicts**
Motivation and Commitment to work
How to handle a conflict

Planning and controlling a project

Content:

- **Project Management**
- **Project Planning**
- **Activity diagram**
- **The Gantt chart**
- **The importance of creativity and visualization**

Exampels of projectplans

Communication

- **Dessert Survival**
- **The communication diagram**

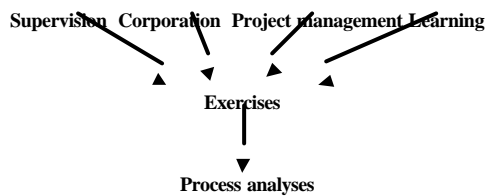
The corporation agreement – A tool for projectmanagement

- Meetings – How often ? – What if somebody is late ?
- Expectations and ambitions ?
- Organising meetings , dirigent, referent, Use of blackboard ?
- Division of labour ?
- What kind of response do you give within the group ?
- How do you prepare a meeting with your supervisor ?

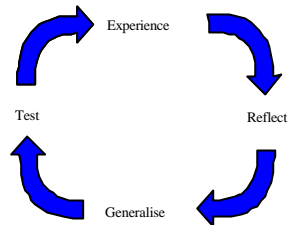
Different roles in the project group

- Belbins test

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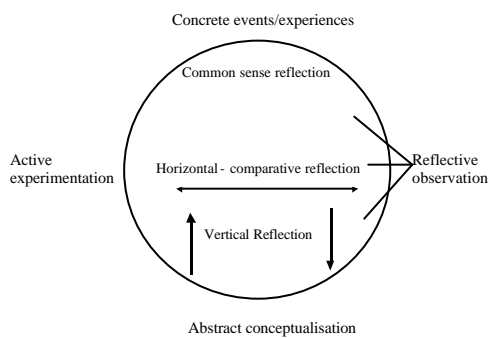


Reflection – a learning theory



The Kolb cycle with words paraphrased by John Cowan (Cowan 1998).

Levels of reflections in the “Kolb-circle”



The process analysis is a tool to manage and control the development of skills connected to project work

Eg.

- Project organisation
- Communication
- Cooperation
- Conflict handling
- Sharing of roles
- Project management
- Project planning and control
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- You develop your qualifications through experimentation and reflections
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- The process analysis is your documentation of your abilities within partial aim 3 (qualification for the project work)

The project analysis has to:

1. Be descriptive (what has been done, experiments etc)
2. Be analytical (what have we learned)
3. Be directed on progress (what do we want do in the future)
4. Be operational (Concrete idea for future action)

Content and structure

- The project analysis has to be well structured with clear separation between description and analysis.
- The analysis has to be succeed with future ideas for the coming project work.
- Your ideas must be operationalized/ concrete so the process analyses can be used in future projects
- The process analysis has to contain informative appendixes (eg project plans, agreements, minutes etc.)

Project planning

- Does everybody in the group have the same understanding of the work with planning of the project?
- Has there been a project leader?
- How did the group organise the project management?
- Tasks for the project leader?
- How are the tasks organised?
- Which project plans have been used?
- Your experience with the project plans?
- Which experiments have been carried through (project-planning and -management?)
- Experiences from the experiments?
- Suggestion for improvements for better planning and coordination of a project?

Cooperation in the group

- Criteria for division of tasks (group work)
- Do you have an agreement of cooperation?
- Expectations (motivation, ambitions, social relations)
- Meetings (how?)
- Communication in the group?
- Different roles in the group? (Use of Belbin test)
- Motivation of the group (individual and together)
- Knowledge of handling conflicts? Has it been used? How?
- What has been done to develop your group cooperation?
- Any experiments carried out?
- Expectations to cooperation in the future?

Preparation of meetings with the supervisor

- Which type of feed-back do you want from the supervisor?
- Agreement of cooperation with your supervisor?
- Which type of supervision have you received?
- Which experiments have been carried through to improve the cooperation with your supervisor?
- Your experience using experiments?
- Expectations to your supervisors in future project work?

Types of supervision

- Professional consultant
- Process consultant
- Member of the group
- Handling/Prevention of conflicts
- Motivating and committing students to their project
- Hangman

What can go wrong in the
corporation between the
supervisor and the students

?

Different expectations

