



SUSTAINABLE DEVELOPMENT – PROJECT MANAGEMENT AND COMMUNICATION

Course information
15 hp Spring Semester 2014



SUSTAINABLE DEVELOPMENT – PROJECT MANAGEMENT AND COMMUNICATION

Do you want to contribute to sustainability and take part in the transition to sustainability? This course gives you the opportunity and the tools to do just that. Taking the *Sustainable Development – Project Management and Communication* means planning and managing a project aiming to create and implement change in accordance with the concept of sustainable development.

Welcome to the course!

/Per Andersson & Ben Owen, Course Coordinators

CONTACT INFORMATION

Feel free to contact us with questions or concerns regarding any aspect of the course! You can reach us at: sdproject@csduppsala.uu.se

Or...

- Visit us at: Geocentrum, Villavägen 16 in Uppsala
- Telephone: 018-471 72 94
- CSD Homepage: www.csduppsala.uu.se
- CEMUS Course Portal: www.cemusstudent.se

INFORMATION FLOW

We will post the schedule for the course and all written information on the CEMUS Course Portal. This means that you need to visit the Course Portal regularly to check that there are no changes in the schedule. If you have missed a lecture or a seminar you should visit the webpage to make sure you have not missed any important information.

You can find the course webpage at www.cemusstudent.se/sdpmc

Assignments and reports will be handed in through studentportalen.uu.se. You will need an account for this, so please arrange an account as soon as possible! You can find out how you get your account and other information on uu.se/en/students.

LEARNING OUTCOMES

On completion of the course, the student should be able to:

- thoroughly describe a delimited part of the sustainability challenge;
- plan, carry out and present a project work that applies theoretical knowledge and contributes to a sustainable development;
- demonstrate good ability to work independently;
- account for and evaluate the practical problems that can arise when working with projects;
- account for and critically relate to the practical and ethical dilemmas that can arise when working for a sustainable development.

COURSE LAYOUT & CONTENTS

The course builds upon the engagement, drive and participation of the students. Your independent work with your projects is the backbone of the course. To help and support, the course offers you interactive workshops, seminars and lectures, where we will take a closer look at the concept of Sustainable Development, project management and the characteristics of a good project leader. With only a few exceptions, the sessions will be held daytime during Monday, Tuesday and Wednesday (**see the online schedule for specific times as well as changes**).

Working in and with projects almost always contains elements of cooperation and collaboration. Team work is a key ingredient in project work and therefore we want you to form groups of 3-5 students per project. If someone prefers to work alone we can discuss the possibility of doing so when groups are formed. We suggest that you try to find group members to join your project idea.

The course guides you through concepts such as Sustainable Development, Innovation, Group Dynamics, Strategies for Change, and Project Management. During the first weeks of the course you will choose a project idea to work with during the course and form project groups. This idea will be developed and enhanced during the following weeks.

At the beginning of March your group will hand in a project plan where you define your project goals and plan the project to maximize the possibility to reach those goals within the scope of the semester. After this the implementation starts, during this period the scheduled time is less but you will meet your fellow classmates during progression meetings and seminars. Every second/third week you will also have the opportunity to meet during Project Cafés, an open space for you to meet, have fika, and discuss whatever you want. The course will be concluded with a project fair and a project report. The fair is open for the public.

A CEMUS project blog for all students will also be available and used to follow the progress of the projects.

The course is scheduled between January 20th and June 2nd.

REQUIERMENTS

In order to pass the course you need to fulfill the following requirements:

- Attendance and active participation in lectures, seminars and workshops (including seminar assignments)
- Project Plan
- Tollgate meeting with course coordinators before the implementation phase starts
- Progression Meetings (3) (all members of each project group should attend)
- Attend the Project Fair and present your project
- Project Report
- Book Assignment
- Individual Reflection

The course is pass/fail.

Lectures and workshops

Lectures and workshops are important parts of the learning process where the course coordinators and specially invited lectures will focus on different aspects of sustainable development, communication, project management, and group dynamics. These lectures and workshops will guide you through the writing of seminar assignments as well as give you concrete tools before and during the implementation phase of the projects. Most lectures and workshops are scheduled on Mondays, Tuesdays and Wednesdays.

Seminars

The seminars are mandatory and require your active participation. You have to do an extra assignment if you miss one or more of them. Preparatory assignments will be handed out and posted on the Course Portal before seminars. Please note that you have to complete the assignment to attend the seminars. Assignments are to be handed in the day before the seminars on studentportalen.uu.se.

Written assignments

The main written examination of the course consists of the seminar assignments, the Project Plan, and the Project Report. The seminar assignments are usually written individually with some parts that are written together as a project group. The Project Plan and the Project Report are written collectively by the project group.

- **Project Plan**
In the Project Plan you will define the goals of your project in detail, you explain how the project will be executed and make a risk analysis of potential challenges and unexpected events. As a background section in the project plan you will make a brief summary of your findings in the seminar assignments.
- **Project Report**
In the Project Report you analyse the results of the project, both in terms of group dynamics, project management, delivery on project goals and the connection to sustainable development. A critical analysis of how your project contributes to a sustainable development is the most important part of the report.
- **Progression meetings**

During the implementation of the projects there will be three progression meetings where the whole project group meet the course coordinators and discuss any issues or considerations that have occurred in the projects. The aim of these meetings is to give and get support from each other and help each other forward in the project process. The status reports are short documents to communicate what is happening in the project. A reflection on your own learning process should be done in connection to all progression meetings. All members of the project group should attend these meetings.

- **Project Café**

During the project work you will be given your own space to meet and discuss things. All project groups are invited to *Project Cafés* in the CEMUS Multi-space at Geocentrum. These meetings are informal and aim to give all students the possibility to discuss things related to the project but also to get to know each other better. Other actors and students are welcome to join this. A plan on how to organize the cafés will be made together in the class.

- **Tollgate meeting**

Before the project work starts each project group will have one tollgate meeting with the course coordinators to talk through your project plan before actual implementation takes place. If needed, the project groups can book additional meetings to get support and feedback from the course coordinators if needed.

Project presentation

The results of your project will be presented at a project fair. The presentations will be interactive, visual and creative. Start early of thinking how you can present your work in a way that will attract visitors of the fair. The fair is open for the public. More information about project presentation will be given later on.

Literature

During the course you will read four books and articles from a course reader, as well as project specific material that you gather yourselves. In the course reader there is a guide for the reading of books and articles. Make sure to come prepared to all lectures, workshops and seminars. The literature will also be available to read in the Cemus library. Literature can be bought at studentbokhandeln (Syslomanngatan 7), or online at adlibris.se, bokus.se, lycknis.se etc.

Course Books

- Roam, Dan (2009), **The Back of the Napkin – Solving problems and selling ideas with pictures**, Marshall Cavendish International
- Holmes et al. (2011), **The Common Cause handbook**, PIRC (Part of the course reader)
- Lilliesköld and Eriksson (2009), **Handbook for small projects**, Liber
- Atkisson, Alan (2010), **Believing Cassandra**, Earthscan Ltd
- Jenson, Derrick (2005), **Walking on Water**, Chelsea Green Publishing Co

Course Reader

In addition to the books there will be a course reader with articles and excerpts from books, available for purchase from the course coordinators during the first week of the course and cost about 120 kronor (bring cash to class).

Project specific material

Besides the above literature you and your project group will need to find project specific material (books, articles or the like) that relates to your project in order to go in depth and gain further knowledge on different aspects of your work.

LECTURE HALLS AND ROOMS

Here are the most commonly used lecture halls and rooms.

Geocentrum, Villavägen 16

- CEMUS' Hällström and Tuvendahl (Progression meetings)
- CEMUS Multi-space (Project Café)
- Småland, Norrland

Blåsenhus, von Kraemers allé 1

- House 11, 12 and 13. For example Blåsenhus 12:020 means House 12, Floor 0, Room 20.

COURSE MANAGEMENT

Per Andersson is coordinating the Sustainable Development – Project Management and Communications course for the 4th time. He has a background in natural- and environmental science and sustainable development studies. When not working on CEMUS he is active in different project in the field of sustainability and also works as chef preferably with local and organic food.

Ben Owen is from the United Kingdom. He has a bachelor's degree in Electronic Engineering and he is enrolled in the master's program in Sustainable Development at Uppsala University. He has taken many CEMUS courses in previous semesters and has been a member of a work group. In the Spring 2014 he will be writing his Master's Thesis on Autonomous Homes in Sweden as well as continue with working on local projects in Uppsala.

You can contact the course coordinators on the course email: sdproject@csduppsala.uu.se or by using their individual work email addresses: per.andersson@csduppsala.uu.se and ben.owen@csduppsala.uu.se

Course Reference Group

The course reference group is working closely with the course coordinators. They assist in finding relevant and inspiring literature, lecturers and examination methods; they also help to ensure the academic quality of the course.

Along with the Course Coordinators the Course Reference Group members are:

- Daniel Mossberg is Director of Studies at Cemus.
- Isak Stoddard is the Educational Coordinator at Cemus.
- Agneta Setterwall is a guest lecturer at Swedish University of Agricultural Sciences (SLU), her specialty is Sustainable Communication.
- Håkan Emilsson is a former student of the course and one that is active around the university
- Beau Boekhout is a Project Leader at Nordex AB which is a global company that develop wind turbines.
- Patrick Pratz is one of the lecturers on the course and a doctoral student at Department of Informatics and Media at Uppsala University.

This year CEMUS gives the following courses:

Spring semester 2014

- Applied Sustainability Science Course Package, 30 ECTS
- Actors and Strategies for Change – Towards Global Sustainabilities, 7.5 ECTS
- Sustainable Design – Ecology, Culture and Human Built Worlds, 7.5 ECTS
- Climate Change Leadership – Power, Politics and Culture, 15 ECTS
- Sustainable Development - Project Management and Communication, 15 ECTS
- Hållbar utveckling B, 30 ECTS
- Livsfilosofi och det moderna samhället, 7.5 ECTS
- Människan och maskinen – perspektiv på teknik, makt och samhälle 7.5 ECTS
- Hållbar utveckling – värderingar, världsbilder och visioner, 15 ECTS
- Worldviews and Discourses, a Seminar Series (part of the Master program for Sustainable Development – only open to students from the program) , 5 ECTS

Summer 2014

- Urban Agriculture – Permaculture and Local Food Systems, 7.5 ECTS

Fall semester 2014

- Global Sustainability Science Course Package, 30 ECTS
- Global Challenges & Sustainable Futures, 7.5 ECTS
- Critical Perspectives on Sustainable Development in Sweden, 7.5 ECTS
- The Global Economy – Environment, Development and Globalization, 15 ECTS
- Sustainable Development - Project Management and Communication, 15 ECTS
- Hållbar Utveckling A, 30 ECTS
- Människan och naturen, 7.5 ECTS
- Global miljöhistoria, 7.5 ECTS
- Klimatet, energin och det moderna samhället, 7.5 ECTS
- Worldviews and Visions, a Seminar Series (part of the Master program for Sustainable Development – only open to students from the program) , 5 ECTS



CEMUS education

The education at CEMUS focuses on a comprehensive understanding of the challenges of sustainable development. This demands innovative teaching methods and an interdisciplinary approach. Since its inception, CEMUS courses have been run by students with the continual support of work groups and educational staff, whose members include professors and researchers from Uppsala's two universities.

CEMUS' primary point of departure and approach is based on what has become known as "education for sustainable development". Through democratic, grounded and extensive work modes, this teaching method strives to motivate students to heighten their critical thinking skills, as well as encourage responsibility and engagement in the issues of sustainable development.

The courses at CEMUS also function as a complement to the universities' specialized and disciplinary education. CEMUS is constantly widening its scope to address the most current debates in our society, as well as requests from students. Around 800 students per year take part in one of the many different courses offered at CEMUS.

About CEMUS

CEMUS has as its goal to advance and inspire education and knowledge within the field of environment and development studies, as well as other boundary transcending issues connected to sustainable development.

CEMUS began as an initiative by students in the early 90's and CEMUS courses are, in large part, still run by students today. Since January 2007, CEMUS joined the Uppsala Center for Sustainable Development (CSD Uppsala) in conjunction with Uppsala University and SLU, Sweden's agricultural university.

The coordinators at CEMUS help create and run CEMUS courses, at both entry and advanced levels, and they work in close collaboration with well-respected teachers and researchers from both universities.

More information about us can be found at www.csduppsala.uu.se/cemus or www.cemusstudent.se

CEMUS is also active via Facebook and twitter:

<http://www.facebook.com/cemuscsduppsala>

<http://twitter.com/CEMUSCSDUPPSALA>