

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE  
Lesya Ukrainka Volyn National University  
Faculty of International Relations  
International Economic Relations and Project Management Department

**SYLLABUS**  
academic discipline of free choice  
**"International Projects and Programs Management"**

<b>Training of</b>	Bachelors
<b>Field of study</b>	029 «International relations»
<b>Program subject area</b>	292 «International economic relations»
<b>Educational-professional program</b>	«International business»

Syllabus is formed on the basis of Program of academic discipline of free choice «International Projects and Programs Management», Standard of higher education of Ukraine for bachelors of specialty 292 «International economic relations»

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The syllabus of the discipline was approved at the meeting of the International Economic Relations and Project Management Department, protocol # \_\_\_\_ as of «\_\_\_\_»  
\_\_\_\_\_ 20\_\_

Head of department: \_\_\_\_\_ (A. Boiar)

# SYLLABUS – COURSE CARD

<b>COURSE NAME</b>	International Projects and Programs Management
<b>THE ORGANIZATIONAL STRUCTURE</b>	International Economic Relations and Project Management Department. Faculty of International Relations.
<b>PERIOD OF THE COURSE REALIZATION</b>	2 <sup>nd</sup> semester of 2021-2022 educational year
<b>LECTURER</b>	Viktoriya Kukharyk
<b>CONTACT DETAILS</b>	Kucharyk.viktorija@vnu.edu.ua
<b>LECTURER'S COMPETENCIES AND EXPERIENCE</b>	PhD in Economics (Candidate of Economic Sciences), fluency in Ukrainian and Russian languages, English language level B2. Research interests: international economic relations, international business, world economy, project management, economic diplomacy.
<b>FORM OF CLASSES</b>	Lectures, seminars
<b>CREDITS OF ECTS</b>	8 (240 hours)
<b>FORM OF OBTAINING CREDIT</b>	Pass/fail test
<b>METHODS AND FORMS OF STUDENTS' WORK EVALUATION (CRITERIA AND FORM OF EVALUATION AND OBTAINING LOAN OF THE COURSE)</b>	The test is subject to the condition that the student fulfills all kinds of educational work, which is determined by the curriculum and received not less than 60 points. In case of unsatisfactory final evaluation, or if student wishes to increase the rating, the student can pick up the marks on the test by performing a certain type of work. The total amount of points for the course is 100. Assessment and mastering of the course are presented according to the rating scale.
<b>EDUCATIONAL DISCIPLINE POLICY</b>	During seminars, evaluation is made in accordance to student's ability to analyze and to transfer the acquired knowledge, re-reading of the information from the paper is prohibited. Each student is personally responsible for academic integrity during the module control work writing, all references to used materials and resources must be made in accordance to true resources. Missed lectures can't be repassed, seminars can be repassed only if there is objective evidence of the student's absence. Deadline for the representation of the module control work and missed seminars is until the day of test passing. The maximum number of absences with no acceptable explanation - 2.
<b>PURPOSE AND TASKS OF THE COURSE</b>	<b>The aim</b> of course – to form the appropriate practical skills and abilities in future professionals to use universal tools for the projects development and implementation to achieve effective activity and development of organization. <b>The task</b> of course: to form the appropriate practical skills and abilities in future professionals to organize a project; plan, execute, close the project, monitor and control it; form an effective team; manage project communications.

## COURSE DESCRIPTION

### COURSE IS DIVIDED INTO 15 TOPICS DURING THE SEMESTER

(the first, second, third, fourth, seventh, ninth, eleventh, thirteenth, fourteenth one are studied during 1 lessons, the fifth, sixth, tenth and fifteenth one – 2 lessons, twelfth – 3 lessons, the eighth – 4 lessons)

No.	TOPIC
1.	Introduction to International Projects and Program Management
2.	Project Environment
3.	Project Organization and Roles
4.	Project Initiation: How to Start Off a Project Right
5.	Overview of Project Planning Phase
6.	The Execution Phase of Project Management

7.	Project Closing Phase
8.	Monitor & Control Activities
9.	The Concept of Teams, Characteristics of Effective Teams
10.	Team Building
11.	Team in the Project Management
12.	Leadership Behaviour: An Overview
13.	Conflict Management and Motivation in the Team.
14.	Communication The Key to Successful Project Management

### SUPPLEMENTARY LITERATURE

1.	GUIDELINES FOR MANAGING PROJECTS.	URL: <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/31979/10-1257-guidelines-for-managing-projects.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/31979/10-1257-guidelines-for-managing-projects.pdf</a>
2.	Management & Leadership Handbook.	URL: <a href="https://www.fasset.org.za/downloads/management_and_leadership_final_handbook.pdf">https://www.fasset.org.za/downloads/management_and_leadership_final_handbook.pdf</a>
3.	Neil Thomas. The John Adair Handbook of Management and Leadership.	URL: <a href="https://olenanagirna.files.wordpress.com/2017/05/handbook_of_management_and_leadership.pdf">https://olenanagirna.files.wordpress.com/2017/05/handbook_of_management_and_leadership.pdf</a>
4.	Project Management Guidelines and Handbook, 2016. – 76 p.	URL: <a href="https://library.wmo.int/doc_num.php?explnum_id=6434">https://library.wmo.int/doc_num.php?explnum_id=6434</a>
5.	Project Management Methodology Guide 3.0, 2019. – 147 p.	URL: <a href="https://www.pm2alliance.eu/wp-content/uploads/2019/05/PM%C2%B2-project-management-methodology.pdf">https://www.pm2alliance.eu/wp-content/uploads/2019/05/PM%C2%B2-project-management-methodology.pdf</a>
6.	Project Management Methodology, 2016. - 146 p.	URL: <a href="https://www.fos-unm.si/media/pdf/e-knjige/project_management_methodology_guide.pdf">https://www.fos-unm.si/media/pdf/e-knjige/project_management_methodology_guide.pdf</a>
7.	The Project Management Starter Guide for Non-Project Managers.	URL: <a href="https://www.workzone.com/wp-content/uploads/Workzone-The-Project-Management-Starter-Guide.pdf">https://www.workzone.com/wp-content/uploads/Workzone-The-Project-Management-Starter-Guide.pdf</a>
8.	Wouter Baars. Project Management Handbook, 2015. – 83 p.	URL: <a href="https://www.projectmanagement-training.net/wordpress/wp-content/uploads/2015/11/book_project_management.pdf">https://www.projectmanagement-training.net/wordpress/wp-content/uploads/2015/11/book_project_management.pdf</a>

### MANDATORY LITERATURE

1.	Management & Leadership Handbook.	URL: <a href="https://www.fasset.org.za/downloads/management_and_leadership_final_handbook.pdf">https://www.fasset.org.za/downloads/management_and_leadership_final_handbook.pdf</a>
2.	Project Management Guidelines and Handbook, 2016. – 76 p.	URL: <a href="https://library.wmo.int/doc_num.php?explnum_id=6434">https://library.wmo.int/doc_num.php?explnum_id=6434</a>
3.	Project Management Methodology Guide 3.0, 2019. – 147 p.	URL: <a href="https://www.pm2alliance.eu/wp-content/uploads/2019/05/PM%C2%B2-project-management-methodology.pdf">https://www.pm2alliance.eu/wp-content/uploads/2019/05/PM%C2%B2-project-management-methodology.pdf</a>
4.	Wouter Baars. Project Management Handbook, 2015. – 83 p.	URL: <a href="https://www.projectmanagement-training.net/wordpress/wp-content/uploads/2015/11/book_project_management.pdf">https://www.projectmanagement-training.net/wordpress/wp-content/uploads/2015/11/book_project_management.pdf</a>

### EFFECTS OF EDUCATION

Competences	Effects	The corresponding criterion code (common competencies (CC), professional competencies (PC))
	Ability to learn and be modernly trained	CC 3
	Ability to plan and manage time	CC 4

	Ability to communicate with foreign languages	CC 6
	Skills for the information and communication technologies using	CC 7
	Ability to work in a team	CC 11
	Ability to conduct research of economic phenomena and processes in the international sphere, taking into account causal and spatio-temporal ties.	PC 11
	Ability to assess and analyze the security component in international economic relations.	PC 13
	Ability to analyze, evaluate and develop tactical and strategic schemes for organizing and conducting international business, taking into account strengths and weaknesses, opportunities and threats.	PC 17

	<b>Effects</b>	<b>The corresponding criterion code (study results (SR))</b>
<b>Skills</b>	To communicate freely on professional issues using native and foreign languages orally and in writing, professional use of terminology	PSR 2
	To use the modern information and communication technologies, software packages of general and special purpose	PSR 3
	To systematize and organize the received information on processes and phenomena in the world economy; to formulate conclusions and develop recommendations taking into account the peculiarities of the national and international environment	PSR 4
	To apply the acquired theoretical knowledge to solve practical problems and interpret the results meaningfully	PSR 7
	To understand, identify and describe new phenomena, processes and trends of the global development	PSR 8
	<b>Effects</b>	<b>The corresponding criterion code</b>
<b>Knowledge</b>	To identify and distinguish the features of the subjects of international relations and models of their economic development functioning	PSR 10
	To carry out a comprehensive analysis of complex systems, to compare their components, to evaluate and justify evaluations of their functioning effectiveness	PSR 12
	To select and apply analytical tools to study the state and prospects of development of certain segments of international markets for commodities and services using modern knowledge of methods, forms and tools of international trade regulation	PSR 13
	To demonstrate knowledge about the state of research in international economic relations and the world economy in an interdisciplinary combination with political, legal, natural sciences	PSR 16
	To study economic phenomena and processes in the international sphere on the basis of categories, laws understanding; highlighting and summarizing trends, patterns of the world economy functioning and development, taking	PSR 18

	into account causal and spatio-temporal relationships	
	To justify the choice and to apply the information and analytical tools, economic and statistical methods of calculation, complex analysis techniques and methods of world markets monitoring	PSR 24
	To present the results of the research, on the basis of which the recommendations and measures for adaptation to changes in the international environment are developed	PSR 25

## METHODS OF WORK AND WORKLOAD

<b>ECTS credits points</b> (1 ECTS credit point = 30 hours of student work)	8
<b>General workload (hours)</b>	224 hours
<b>Lectures</b>	44 hours
<b>Seminars</b>	40 hours
<b>Consultations</b>	
<b>Individual work</b>	140 hours
<b>Elements of student individual work</b>	<b>Number of hours</b>
reading literature for classes	15
constant review of the press and other media	20
data collection	15
data analysis and interpretation	20
research conducting	25
group work outside the classroom	20
preparation and writing of MCR	25
<b>total</b>	<b>140</b>