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

«APPROVED»
Dean of the Faculty of International Relations
prof. Shulyak A. M. _____

PROGRAM
academic discipline of free choice

«INTERNATIONAL PROJECTS AND PROGRAMS MANAGEMENT»

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

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Program of academic discipline of free choice "International Projects and Programs Management" for the students of International Relations Department of the specialty 292 "International Economic Relations" of the educational programs "International Business".

AUTHOR PhD in economics, senior lecture of International Economic Relations and Project Management Department

Viktoriia Kukharyk

Program of academic discipline of free choice was approved at the meeting of the International Economic Relations and Project Management Department of the International Relations Faculty, Lesia Ukrainka VNU.

Protocol # 2 as of «4» October 2021

Deputy Head of the International Economic Relations
and Project Management Department   Prof. A. Boyar

Program of academic discipline of free choice was approved by the Methodological Commission of the International Relations Faculty

Protocol # ___ as of «____» _____ 2021

Head of the Commission   C. Gavryliuk

1. EXPLANATORY NOTE

Table 1.

Description

Titles	Branch of knowledge, Specialty, Education Degree	Nature of the academic subject
Full-time study	29 International Relations	Normative
		Year of education: 3
Total amount of academic hours / Number of credits 240/8	292 International Economic Relations,	Semester: 6
		Lectures: 44 h.
		Seminars: 40 h.
Individual scientific research task : -	International Business	Independent work: 140 h.
		Consultations: -.
	Bachelor	Form of control: Pass/fail test

2. ANNOTATION OF THE ACADEMIC SUBJECT

The discipline is designed to acquaint students with the features of international project management. The aim 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. The task 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.

3. COMPETENCES

After mastering the course "International Projects and Programs Management" students will acquire certain competencies:

know: theoretical foundations of projects and programs management; basic elements of project management; conceptual and terminological apparatus; organizational structure of the project and main roles; phases and stages of project lifecycle; basics of teambuilding.

manage to: organize a project; plan, execute, close the project, monitor and control it; form an effective team; manage project communications.

4. INFORMATION SCOPE OF THE ACADEMIC SUBJECT

CONTENT MODULE 1.
THEORETICAL FUNDAMENTALS OF PROJECTS AND PROGRAMS MANAGEMENT

Topic 1. Introduction to International Projects and Program Management
Project vs Program. Project Characteristics. An Overview of International Projects and Programmes Management

Topic 2. Project Environment
Project Levels and Its Classifications. The Project Life Cycle (Phases). Project Structure and Environment. Project Participants

Topic 3. Project Organization and Roles
Project Stakeholders. Project Organisation: Layers and Roles. Appropriate Governance Body (AGB). Project Steering Committee (PSC). Project Owner (PO). Solution Provider (SP). Business Manager (BM). Project Manager (PM). Business Implementation Group (BIG). Project Core Team (PCT). Project Support Team (PST)

Topic 4. Project Initiation: How to Start Off a Project Right
Initiating Meeting (Kick-off Meeting). Project Initiation Request. Business Case. Project Charter. Phase Gate RfP (Ready for Planning).

Topic 5. Overview of Project Planning Phase
Planning Kick-off Meeting. Project Handbook. Project Stakeholder Matrix. Project Work Plan. Outsourcing Plan. Deliverables Acceptance Plan. Transition Plan. Business Implementation Plan. Phase Gate: RfE (Ready for Executing)

Topic 6. The Execution Phase of Project Management
Executing Kick-off Meeting. Project Coordination. Quality Assurance. Project Reporting. Information Distribution. Phase Gate: RfC (Ready for Closing)

Topic 7. Project Closing Phase
Project-End Review Meeting. Lessons Learned and Post-Project Recommendations. Project-End Report. Administrative Closure. Phase-gate reviews

Topic 8. Monitor & Control Activities.
Monitor Project Performance. Control Schedule. Control Cost. Manage Stakeholders. Manage Requirements. Manage Project Change. Manage Risk. Manage Issues and Decisions. Manage Quality. Manage Deliverables Acceptance. Manage Transition. Manage Business Implementation. Manage Outsourcing

CONTENT MODULE 2.
TEAM, LEADERSHIP AND TEAMBUILDING IN PROJECTS

Topic 9. The Concept of Teams, Characteristics of Effective Teams.
The difference between a group and a team (Key characteristics of the team). Types of teams. Establishing Team Goals, Roles and Procedures. Principles of The Effective Teamwork. Criteria for an effective team

Topic 10. Team Building.
Introduction to Team Building. Approaches to Team Building. How to Build a Successful Team

Topic 11. Team in the Project Managemant
Psychological compatibility in the team. Team life cycle. Effective Team-Working Skills

Topic 12. Leadership Behaviour: An Overview
Leader Vs Manager. Characteristics of Leadership. Tasks and Functions of Leadership. Factors of Leadership. Classification of Leadership. Approaches of Leadership. Leadership Styles. Leadership Roles. Leadership Competences. Effective Leadership. Leadership Challenges

Topic 13. Conflict Management and Motivation in the Team
Understanding Conflict. Meaning and Phases of Conflict. Types and causes of conflict. Understanding Conflict Management. Conflict Management Styles. Methods of conflict resolution. The essence of motivation as a function of management. Project Management Motivation Theories. Motivation Techniques for Project Managers. Classifications of motivations

Topic 14. Communication The Key to Successful Project Management
Understanding Communication. Types of Communication. Methods of Communication. Communication Styles. Barriers to Communication. Overcoming Communication Barriers

Table 2.

Structure of the academic subject

Content modules and topics	Total	Hours			
		Including			
		Lect	Sem	Cons	IW.
CONTENT MODULE 1. THEORETICAL FUNDAMENTALS OF PROJECTS AND PROGRAMS MANAGEMENT					
Topic 1. Introduction to International Projects and Program Management	14	2	2	-	10
Topic 2. Project Environment	14	2	2	-	10
Topic 3. Project Organization and Roles	14	2	2	-	10
Topic 4. Project Initiation: How to Start Off a Project Right	14	2	2	-	10
Topic 5. Overview of Project Planning Phase	18	4	4	-	10
Topic 6. The Execution Phase of Project Management	18	4	4	-	10
Topic 7. Project Closing Phase	14	2	2	-	10
Topic 8. Monitor & Control Activities.	22	8	4	-	10
Total content module 1.	128	26	22	-	80
CONTENT MODULE 2. TEAM, LEADERSHIP AND TEAMBUILDING IN PROJECTS					
Topic 9. The Concept of Teams, Characteristics of Effective Teams.	14	2	2	-	10
Topic 10. Team Building.	18	4	4	-	10
Topic 11. Team in the Project Managemant	14	2	2	-	10
Topic 12. Leadership Behaviour: An Overview	22	6	6	-	10
Topic 13. Conflict Management and Motivation in the Team	14	2	2	-	10
Topic 14. Communication The Key to Successful Project Management	14	2	2	-	10
Total content module 2.	96	18	18	-	60
Total	**224**	**44**	**40**	**-**	**140**

5. TASK FOR INDEPENDENT WORK

№	Topic	Hours
1.	Introduction to International Projects and Program Management	10
2.	Project Environment	10
3.	Project Organization and Roles	10
4.	Project Initiation: How to Start Off a Project Right	10
5.	Overview of Project Planning Phase	10
6.	The Execution Phase of Project Management	10
7.	Project Closing Phase	10
8.	Monitor & Control Activities.	10
9.	The Concept of Teams, Characteristics of Effective Teams.	10
10.	Team Building.	10
11.	Team in the Project Managemant	10
12.	Leadership Behaviour: An Overview	10
	Total amount of hours	140 год.

6. TYPES OF INDIVIDUAL STUDENTS WORK (ISRW)

ISRW – isn't provided

7.   DISTRIBUTION OF SCORES AND CRITERIA OF EVALUATION

The discipline consists of two content modules and its study isn't involve the implementation of two ISRW. In this case, the final score on the 100-point scale consists of the total number of points for:
1. current evaluation of relevant topics (maximum 40 points);
2. module control work – MCW (maximum 60 points).

Evaluation criteria: passing each of the topics of content module 1, which are submitted to seminars, the student can obtain a score (Table 4). The total amount of scores that a student receives from Module 1 (seminars and ISRW) - 40. Thus, the total score of the current control is 40.

After mastering the content module, it is mandatory to write a module control work. The tasks of MCW indicate how many points can be set for each task, if it is performed correctly. Students receive a certain number of scores for the MCW. The total score for MCW is 60.

The final control is in the form of a credit. The credit 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 for a credit by performing a certain type of work.

The total amount of points for the course is 100. The grade for mastering the course is set according to the assessment scale (Table 5).

Table 4.

Distribution of points by forms of control

Current control (max = 40 points)																				Module control (max = 60 points)	Total amount of points
Module 1																				Module 2	
Content Module 1																				MCW	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	60	100
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2		

Table 5.

Evaluation scale

The sum of points for all kinds of educational activity	Mark
	for credit
90 – 100	Satisfactory
82 – 89	
75 - 81	
67 -74	
60 - 66	
1 – 59	Unsatisfactory (with the opportunity to take the credit again)

8. RECOMMENDED LITERATURE

1. GUIDELINES FOR MANAGING PROJECTS. URL: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/31979/10-1257-guidelines-for-managing-projects.pdf

2. Management & Leadership Handbook. URL: https://www.fasset.org.za/downloads/management_and_leadership_final_handbook.pdf

3. Neil Thomas. The John Adair Handbook of Management and Leadership. URL: https://olenanagirna.files.wordpress.com/2017/05/handbook_of_management_and_leadership.pdf

4. Project Management Guidelines and Handbook, 2016. – 76 p. URL: https://library.wmo.int/doc_num.php?explnum_id=6434

5. Project Management Methodology Guide 3.0, 2019. – 147 p. URL: https://www.pm2alliance.eu/wp-content/uploads/2019/05/PM%C2%B2-project-management-methodology.pdf

6. Project Management Methodology, 2016. - 146 p. URL: https://www.fos-unm.si/media/pdf/e-knjige/project_management_methodology_guide.pdf

7. The Project Management Starter Guide for Non-Project Managers. URL: https://www.workzone.com/wp-content/uploads/Workzone-The-Project-Management-Starter-Guide.pdf

8. Wouter Baars. Project Management Handbook, 2015. – 83 p. URL: https://www.projectmanagement-training.net/wordpress/wp-content/uploads/2015/11/book_project_management.pdf