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Department Head Kapustina L.M.

Approved
The Council on Educational and
Methodological Issues and the Quality of
Education



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Karkh D.A.

MODULE PROGRAMME

Module title	International Project Management
Field of study	38.04.02 MANAGEMENT
Profile	International Business (in English)
Mode of study	Full time
Enrollment year	2022
Developed by:	
Associate Professor, Ph.D, Vozmilov I.D.	

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INTRODUCTION

The work program of the discipline is part of the main professional educational program of higher education (hereinafter referred to as the MAJOR) - the master's degree program developed in accordance with the Federal State Educational Standard of Higher Education.

FSES of HE	Federal State Educational Standard of Higher Education - Master's degree in the field of training 38.04.02 Management (Order of the Ministry of Education and Science of the Russian Federation No. 952 dated 12.08.2020)
PS	

1. THE PURPOSE OF THE DISCIPLINE

The purpose of the discipline is to master the basic terms, basic knowledge and information about the best practices in international project management; formation of a set of theoretical foundations and practical skills in methodology, methods and technology of international project management, methods of functional and process management, principles and criteria for evaluating the effectiveness of international projects.

2. THE PLACE OF THE DISCIPLINE IN THE STRUCTURE OF THE MAIN EDUCATIONAL PROGRAM

The discipline belongs to the variable part of the curriculum.

Intermediate control,	Classes					Credits.
	Total per semester	Academics			Self-study training, including tests and research papers	
		Total	Lectures	Classes, including course design		
Semester 3						
Graded test	144	24	8	16	93	4

4. LEARNING OUTCOMES

Mastering the MAJOR leads to developing the competencies corresponding to the Federal State Educational Standard of Higher Education

The code and the name of the competence	The code and the name of the competence
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UC-2 The student is able to manage a project at all stages of its life cycle	ID-3.UC-2 The student has practical experience in monitoring the progress of the project; correcting deviations; making changes to the project implementation plan
	ID-2.UC-2 The student is able to: develop a project implementation plan taking into account possible implementation risks and the possibilities of their elimination; plan the necessary
	ID-1.UC-2 The student knows the principles of forming a project task within the framework of the designated problem; the main requirements for project work and criteria for evaluating the results of project activities
UC-3 The student is able to organize and manage the work of the team, developing a team strategy to achieve the goal	ID-3.UC-3 The student has practical experience in organizing and managing team interaction in solving set goals; experience in overcoming emerging problems
	ID-2.UC-3 The student is able to: organize and adjust the work of the team, including on the basis of collegial decisions
	ID-1.UC-3 The student knows teamwork strategies; ways and methods of selecting team members to achieve the goal

Professional competences

The code and the name of the competence	The code and the name of the competence
организационно-управленческий	
PC-3 Planning of foreign economic activity of the company	ID-3.PC-3 The student has practical experience in: preparation of a draft plan of foreign economic activity, taking into account the priorities of the organization's foreign economic activity, presentations of the organization's foreign economic activity plan, making, if necessary, additions and changes to the plan of foreign economic activity of the organization, coordination and presentation in the organization of the final plan of foreign economic activity
	ID-2.PC-3 The student is able to use computing, copying, auxiliary equipment and various types of telecommunications; generalize and systematize information about the tasks of the organization in the field of foreign economic activity; develop strategic and current plans for the organization's foreign economic activity, summarize and systematize information about the activities of the company

<p>PC-3 Planning of foreign economic activity of the company</p>	<p>ID-1.PC-3 The student knows:</p> <ul style="list-style-type: none"> Regulatory legal acts regulating foreign economic activity International agreements in the field of standards and product requirements Regulatory legal acts regulating state support of foreign economic activity Types, forms and instruments of state support for foreign economic activity Methods and fundamentals of system analysis of foreign economic information Rules for registration of documentation on a foreign trade contract The order of document flow in the organization Fundamentals of risk management in foreign economic activity Basics of business planning Terms of the foreign trade contract Marketing and pricing features Ethics of business communication and rules of negotiation English (threshold advanced level B2) Fundamentals of economic theory Fundamentals of labor legislation of the Russian Federation Rules of administrative document management The procedure for drawing up reporting Fire safety rules Labor protection requirements
<p>PC-4 Implementation of the strategy and control over the implementation of the plan of foreign economic activity of the organization</p>	<p>ID-3.PC-4 The student has practical experience in: Determining the areas of responsibility in the organization for the implementation of the plan of foreign economic activity of the organization</p> <ul style="list-style-type: none"> Control over the implementation, achievement of intermediate goals and results of the plan of foreign economic activity of the organization Monitoring deviations from the implementation, achievement of intermediate goals and results of the plan of foreign economic activity of the organization Preparation of proposals for the adjustment of the plan of foreign economic activity of the organization <hr/> <p>ID-2.PC-4 The student is able to:</p> <ul style="list-style-type: none"> Determine priorities and key factors for the development of the organization's foreign economic activity Interact with organizational units to identify the overall development strategy of the organization Coordinate the actions of the employees engaged in the implementation of the foreign economic activity plan Manage the resources of the organization for the implementation of the plan of foreign economic activity

	<p>ID-1.PC-4 The student knows:</p> <p>Regulatory legal acts regulating foreign economic activity</p> <p>International agreements in the field of standards and product requirements</p> <p>Regulatory legal acts regulating state support of foreign economic activity</p> <p>Basics of business planning</p> <p>Rules of administrative document management</p>
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5. LIST OF LECTURE TOPICS

No.	Classes						
	Topic	Total	Academics			Self-training	Control of self training
			Lectures	Laboratory work	Practical work		
	Term 3	10					
Topic 1.	Introduction to Project Management	10	2			8	
	Term 3	33					
Topic 2.	Project life cycle & Stakeholders	33			10	23	
	Term 3	2					
Topic 3.	Project Scope Management.	2				2	
	Term 3	4					
Topic 4.	Project Time Management	4	2			2	
	Term 3	4					
Topic 5.	Project Cost Management.	4				4	
	Term 3	24					
Topic 6.	Project Risk Management.	24	4			20	
	Term 3	20					
Topic 7.	Project Quality Management.	20			2	14	
	Term 3	20					
Topic 8.	Project Communications	20				20	

6. ASSESSMENT METHODS AND ASSESSMENT SCALES

Chapter/Topic	Type of evaluation tool	Description of evaluation tool	Evaluation criteria
Current control (Appendix 4)			
Topics 1-5	Appendix 4 Test	The test includes 23 items	23 (per each right answer)
Topics 6-10	Appendix 4 Case	Doing the case	15
Intermediate control (Appendix 5)			
Semester 4 (full-time/ correspondence)	Tests and credit cards (Appendix 5)	Test 1 (5 multiple choice tasks, doing the case) 24 cards, each including 2 theoretical questions and 1 task	10 30 Correct answers. Language literacy Correctness of solving tasks

DESCRIPTION OF THE ASSESSMENT SCALE

The indicator of the assessment of mastering the MAJOR is formed on the basis of combining the current and intermediate certification of the student.

The rating indicator for each discipline is expressed as a percentage, which shows the level of preparation of the student.

Current certification. A 100-point grading system is used. The evaluation of the student's work during the semester is carried out by the teacher in accordance with the system of evaluation of academic achievements developed by him in the process of studying.

In the work programs of disciplines and practices, the types of current certification, the planned results of tests and criteria for evaluating academic achievements are fixed.

During the semester, the teacher conducts at least 3 tests to assess the student's activities. If attendance of classes in a discipline is included in the rating, then this indicator is no more than 20% of the maximum score in the discipline.

Intermediate certification. A 5-point grading system is used. The evaluation of the student's work at the end of the discipline (part of the discipline) is carried out by the teacher in accordance with the system developed by him for evaluating the student's achievements in the process of studying this discipline. Intermediate certification is also carried out at the end of the formation of competences.

The procedure for transferring the rating provided for by the assessment system, on the discipline, to a five-point system.

High level - 100% - 70% - excellent, good.

The average level is 69% - 50% - satisfactory

. Evaluation indicator	According to the 5-point system	Characteristic of the indicator
100% - 85%	excellent	Students have full theoretical knowledge, understand, independently know how to apply, investigate, identify, analyze, systematize, categorize, calculate indicators, classify, develop models, algorithmize, manage, organize, plan research processes, evaluate results at a high level
84% - 70%	good	<p>They have full theoretical knowledge, understand, independently know how to apply, investigate, identify, analyze, systematize, categorize, calculate indicators, classify, develop models, algorithmize, manage, organize, plan research processes, evaluate results.</p> <p>There may be shortcomings corrected by the student independently in the process of work (answer, etc.)</p>
69% - 50%	satisfactory	<p>They have general theoretical knowledge, are able to apply, investigate, identify, analyze, systematize, categorize, calculate indicators, classify, develop models, algorithmize, manage, organize, plan research processes, evaluate results at an average level.</p> <p>There may be mistakes that the student finds it difficult to correct on their own.</p>
49 % и менее	unsatisfactory	They have an incomplete amount of general theoretical knowledge, do not know how to independently apply, investigate, identify, analyze, systematize, categorize, calculate indicators, classify, develop models, algorithmize, manage, organize, plan research processes, evaluate results. Skills and abilities to solve professional problems have not been formed.
100% - 50%	credit (pass)	The characteristics of the indicator corresponds to "excellent", "good", "satisfactory"
49 % и менее	fail (non-pass)	The characteristics of the indicator corresponds to "unsatisfactory"

7. CONTENT OF THE DISCIPLINE

7.1 Content of lectures

Topic 1. Introduction to Project Management
Project Success Criteria. Project Managers in different types of organizational structures.

Topic 4. Project Time Management
Activity Sequencing. Precedence Diagram Method. Duration Estimation Methods. Gantt Chart. Milestone Chart. Critical Path.

Topic 6. Project Risk Management.
Risk register. Quantitative & qualitative analysis. Risk response strategies.

7.2 Content of practical and laboratory work

Topic 2. Project life cycle & Stakeholders
Internal and external stakeholders. Stakeholder register. Corporate PM system. PM office. PM standards. PM software. Pros and cons of being a Project Manager.

Topic 7. Project Quality Management.
Project Quality Plan

7.3. Content of self-study training

Topic 1. Introduction to Project Management
What is a project. Project constraints. Why organizations need projects.

Topic 2. Project life cycle & Stakeholders
Differences between project life cycle & product life cycle. Phases of project life cycle: initiation, planning, execution, completion, monitoring and control.

Topic 3. Project Scope Management.
Project Scope Management. Project Scope vs. Product Scope. Project Charter. Kickoff Meeting. Project Scope Statement. Work Breakdown Structure (WBS). Integrated Change Control.

Topic 4. Project Time Management
Project Time Management. Activities Definition. Types of dependencies.

Topic 5. Project Cost Management.
Cost Estimation Methods. Project Budget.

Topic 6. Project Risk Management.
What is a risk. Risk Management Planning. Risk Breakdown Structure.

Topic 7. Project Quality Management.
What is quality. Quality Planning. Quality Assurance. Quality Control. Quality Management principles. Quality Management evolution. Quality Management experts. PDCA Model. Quality Management benefits. Project Procurement Management. Procurements Planning. Procurements Conducting. Procurements Administering. Procurements Closing. Types of contracts. Contract

Topic 8. Project Communications Management.
What is quality. Quality Planning. Quality Assurance. Quality Control. Quality Management principles. Quality Management evolution. Quality Management experts. PDCA Model. Quality Management benefits. Project Procurement Management. Procurements Planning. Procurements Conducting. Procurements Administering. Procurements Closing. Types of contracts. Contract

7.3.1. Sample questions for self-preparation for the test / exam. Appendix 1

7.3.2. Practical tasks in the discipline for independent preparation for the test / exam
Appendix 2

7.3.3. List of term papers

Not provided

4. Student's electronic portfolio

Not provided

7.5. Methodological recommendations for the implementation of the control work

Not provided

7.6 Methodological recommendations for the implementation of the course work

Not provided

8. ORGANIZING EDUCATIONAL PROCESS FOR THE DISABLED

According to the student's application

In order to make the program accessible to people with disabilities, if necessary, the department provides the following conditions:

- a special procedure for mastering the discipline, taking into account the state of their health;
- electronic educational resources on the discipline in forms adapted to the limitations of their health;
- study of the discipline according to an individual curriculum (regardless of the form of study);
- e-learning and distance learning technologies that provide receiving and transmitting information in the forms available to them;
- access (remote access) to modern professional databases and information reference systems, the composition of which is determined by the work program

9. KEY AND ADDITIONAL LITERATURE

USUE Library Website

<http://lib.usue.ru/>.

Key literature:

1. Попов Ю.И., Яковенко О.В. Управление проектами [Электронный ресурс]: Учебное пособие. - Москва: ООО "Научно-издательский центр ИНФРА-М", 2021. - 208 – Access: <https://znanium.com/catalog/product/1153780>

2. Горбунов В.Л. Бизнес-планирование с оценкой рисков и эффективности проектов [Электронный ресурс]: Практическое пособие. - Москва: Издательский Центр РИО, 2022. - 288 – Access: <https://znanium.com/catalog/product/1850118>

Additional literature

1. Тихомирова О.Г. Управление проектами: практикум [Электронный ресурс]: Учебное пособие. - Москва: ООО "Научно-издательский центр ИНФРА-М", 2021. - 273 – Access: <https://znanium.com/catalog/product/1221080>

2. Тихомирова О.Г. Управление проектом: комплексный подход и системный анализ [Электронный ресурс]: Монография. - Москва: ООО "Научно-издательский центр ИНФРА-М", 2022. - 300 – Access: <https://znanium.com/catalog/product/1709593>

10. INFORMATION TECHNOLOGIES, INCLUDING LICENSED SOFTWARE AND INFORMATION REFERENCE SYSTEMS, ONLINE COURSES

Microsoft Windows 10 .Contract No. 52/223-PO/2020 dated 13.04.2020, Act No. Tr000523459 dated 14.10.2020. The license is valid till 30.09.2023.

Astra Linux Common Edition Contract No. 1 dated June 13, 2018, act dated December 17, 2018. The license is valid for an unlimited period of time

Microsoft Office 2016.Contract No. 52/223-PO/2020 dated 13.04.2020, Act No. Tr000523459 dated 14.10.2020. The license is valid till 30.09.2023.

Information reference systems, internet

International Project Management

<http://www.projectinsight.net/>

International Project Management

<http://www.projectmanagementdocs.com>

International Project Management

<http://www.projectmanagement.com/>

International Project Management

<http://www.ipma.world/>

11. MATERIAL AND TECHNICAL BASE

The implementation of the discipline is carried out using the material and technical base of USUE, which ensures all types of training sessions and research and independent work of students.

Special rooms are classrooms for all types of classes, group and individual consultations, ongoing monitoring and intermediate certification.

The premises for independent work of students are equipped with computers connected to the Internet and provide access to the electronic information and educational environment of USUE.

All rooms have specialized furniture and multimedia equipment, special equipment (information and telecommunications, other computer), access to information retrieval, legal reference systems, electronic library systems, databases of current legislation, other information resources serving to present educational information to a large audience.

For conducting lecture-type classes, presentations and other educational and visual aids that provide thematic illustrations.