



The syllabus of the discipline "Project activity planning"

Specialty	all
Educational program	all
Educational level	The second (master's) level
Discipline status	selective
Language	Ukrainian, English
Year / semester	1 course, 2 semesters
Number of ECTS credits	5
Distribution by types of classes and hours of study	Lectures - 20 hours. Practical (seminar) - 20 hours. Independent work - 110 hours.
Form of final control	Test
Department	Department of Public Administration and Regional Economy, Kharkiv, 9A Nauki Ave., 1 educational building, room 402, (057) 702-18-34, cafpubladm@ukr.net
Teacher	Zolenko Alyona Serhiivna, Candidate of Economic Sciences, Associate Professor of the Department of Public Administration and Regional Economy
Contact Information teacher	alenazolenko@gmail.com , (093) 5881821
Class days	On schedule
Consultations	Group consultations according to the schedule (full-time at the department and remote on the Zoom, Viber Telegram platforms) - according to the schedule of consultations
Goal academic discipline of mastering theoretical knowledge and formation of professional competencies in the application of project planning tools and understanding of key project management processes.	
Prerequisites for learning	
List of previously listened disciplines: Economics of the enterprise. Finances. Personnel Management. Economic analysis	
The content of the discipline	
Content module 1. Theoretical foundations of project management	
Topic 1. The project as an object of management. The essence of project activities	
Topic 2. Modern tools of project management	
Topic 3. Planning the content and structure of the project	
Content module 2. Management of project planning processes	
Topic 4. Grid and calendar planning of projects	
Topic 5. Formation of a project team	
Topic 6. Planning of resources and costs of a project	
Topic 7. Project quality planning	
Topic 8. Planning of project activities in conditions of uncertainty	
Topic 9. Project communication planning	
Topic 10. Current trends in project planning	
Course page on the Moodle platform (personal training system)	Curriculum, glossary of terms, lecture notes, guidelines for practical tasks, guidelines for independent work on the discipline, recommended literature, test tasks on the discipline,
https://pns.hneu.edu.ua/course/view.php?id=3914	



technological map (work plan) of the discipline. Each topic of the discipline contains: presentation, topic material, methodical recommendations for practical tasks, methodical recommendations for independent work on the topic, recommended literature, test tasks on the topic
<https://pns.hneu.edu.ua/course/view.php?id=3914>

Recommended sources

Basic and additional literature:

1. Bushuyev SD Project Management: Fundamentals of professional knowledge and systems for assessing the competence of project managers / SD Bushuyev, NS Bushuyeva (National Competence Baseline, NCB UA Version 3.0) - К.: Iridium, 2006. - 208 s.
2. Grashina M. Fundamentals of project management / M. Grashina, V. Duncan. - СПб.: Питер, 2006. - 208 с.
3. Dmitriev IA Project Management: textbook. manual / IA Dmitriev, GV Dedilova, IM Kirchat and others. - X.: ХНАДУ, 2013. - 236 с.
4. Guide to the management of innovative projects and programs P2M / ed. SD Bushuyev. - Lane. from English - Kyiv: Scientific World, 2009. - 173 p.
5. Mazur II Project management: textbook. manual / II Mazur, VD Shapiro, NG Olderogge. - М.: Омега-Л, 2004. - 664 с.
6. Milosevic D. A set of tools for project management / Dragan 3. Milosevic: lane. with English EV Mamontov; under ed. I. Unknown. - М.: IT Company; DMK Press, 2006. - 729 p.
7. Morozov VV Formation, management and development of the project team: textbook. way. for universities / VV Morozov, AM Cherednichenko, TI Shpilova; ed. VV Morozov. - К.: Таксон, 2009. - 468 с.
8. Nozdrina LV Project management: a textbook / LV Nozdrina, VI Yashchuk, OI Polotay [for general. ed. LV Nozdrina]. - К.: Центр учбової літератури, 2010. - 432 с.
9. O'Connell F. How to successfully manage projects. Silver Bullet / F. O'Connell. - пер. with English, 3rd ed. - М.: КУДИЦ-ОБРАЗ, 2005. - 336 с.
10. Guide to the set of knowledge on project management (RMVoK Guide) - Project Management Institute, 2012. - 489 p.
11. Project management / ed. W. D. Shapiro. - СПб.: Два-Три, 2007. - 610 с.
12. Project management. Fundamentals of project management / ML Razu, TM Bronnikova, BM Razu, etc.; under. ed. prof. ML Once. - М.: КНОРУС, 2006. - 768 с.
13. IV Chumachenko, VV Morozov, NV Dotsenko and others: Project management: processes of planning of project actions: textbook. - Kyiv: University of Economics and Law "KROK", 2014. - 673 p.
14. Fesenko TG Project management: theory and practice of project actions: textbook. manual / TG Fesenko. - H.: KNAMG, 2012. - 181 p.
15. Huzlid MA Measuring the effectiveness of the HR department. People, strategy and productivity / MA Huzlid, D. Ulrich, BI Becker. - М.: Вильямс, 2007. - 304 с.
16. Shafer DF Management of software projects: achieving optimal quality at a minimum cost / DF Schaefer, RT Fatrell, LI Schaefer; lane. with English - М.: ИД «Вильямс», 2004. - 1136 с.
17. Duncan WR A Guide to the Project Management Body of Knowledge / WR Duncan. - Project Management Institute Standards Committee, 2008. - 401 p.
18. Information resource with a description of the information system for project management "MS Project" [Electronic resource]. - Access mode :www.pmpofy.ru.
19. Information resource on project management. - [Electronic resource]. - Access mode :www.project.narod.ru.
20. Standards for project management [Electronic resource]. - Access mode :www.pmacademy.ru/



The procedure for conducting current assessment of students' knowledge. Assessment of student knowledge during seminars and practical classes is carried out according to the following criteria: understanding, degree of mastering the theory and methodology of the problems under consideration; degree of mastering the actual material of the discipline; acquaintance with the recommended literature, and also with the modern literature on the considered questions; ability to combine theory with practice when considering production situations, solving problems, making calculations in the process of performing individual tasks and tasks submitted for consideration in the audience; logic, structure, style of presentation of material in written works and speeches in the classroom, the ability to justify their points of view, to generalize information and draw conclusions; ability to conduct critical and independent assessment of certain problematic issues; the ability to explain alternative views, opinion on a particular issue; application of analytical approaches; quality and clarity of reasoning; logic, structuring and validity of conclusions on a specific problem; independence of work performance; literacy of material submission; use of methods of comparison, generalization of concepts and phenomena; registration of work.

General criteria for evaluating extracurricular independent work of students are: depth and strength of knowledge, level of thinking, ability to systematize knowledge on individual topics, ability to draw sound conclusions, mastery of categorical apparatus, skills and techniques of practical tasks, ability to find necessary information, to carry out its systematization and processing, self-realization at practical and seminar classes.

The system of assessment of the formed competencies by students takes into account the types of classes, which according to the curriculum of the discipline include lectures and practical classes, as well as independent work. Assessment of the formed competencies of students is carried out according to the accumulative 100-point scale.

The final grade in the discipline is calculated taking into account the points obtained during the current control of the accumulative system. The total result in points for the semester is: "60 or more points - passed", "59 or less points - not passed" and is entered in the test "Statement of success" of the discipline.

More detailed information on assessment is given in the technological map of the discipline.

Accumulation of rating points in the discipline

Types of educational work	Each number of points
Lectures	10
Practical tasks	9
Tasks by topics	5
Presentations	36
Written test	10
Colloquium	30
Maximum number of points	100

Compliance of the ECTS assessment scale with the national assessment system and KhNEU. S. Kuznets

The sum of points for all types of educational activities	Rating ECTS	Score on a national scale	
		for exam (exam), differentiated test, course project (work), practice, training	for offset
90 - 100	A	excellent	passed
82 - 89	B	good	
74 - 81	C		
64 - 73	D		
60 - 63	E	satisfactory	not passed
35 - 59	FX	unsatisfactory	
1 - 34	F		



Discipline policies

Adherence to honest academic behavior in teaching, avoidance of any manifestations of academic dishonesty; qualitative preparation for training sessions; independent performance of current educational tasks, tasks of current control, independent performance of tasks of final control of learning outcomes; compliance with copyright and related rights legislation.

Applicants for higher education are responsible for their academic behavior and must give a moral assessment of their own actions. The teacher must create conditions for the formation of an environment of partnership and academic integrity. The teacher is responsible for assessing the uniqueness of the written work and for the process of transparent, open, honest assessment of learning outcomes in general.

Absence without good reason is considered absenteeism. Absence due to valid reasons must be confirmed - providing a document confirming the reason for skipping classes.

If the tasks provided to students in the working plan are performed, the task is evaluated on a scale later than the set deadline in accordance with the date of submission of the completed tasks.

More detailed information on competencies, learning outcomes, teaching methods, assessment forms, independent work is given in the Work program of the discipline
<http://repository.hneu.edu.ua/handle/123456789/22077>.

The syllabus was approved at the meeting of the Department of Public Administration and Regional Economy on August 24, 2020. Protokol № 2.