

COURSE INFORMATION			
Course Name	"Effective Project Management in the European Union: Best Practices and Case Studies"		
Course details	Semester	Credit	ECTS
	Spring	4	6
Language	English		
Type	Selective		
Lecturer	Assos.Prof. Khatai Aliyev Mrs. Narmin Ibrahimova Mr. Rauf Mammadov		
Learning Outcomes	<p>On completion of this course, the student will be able to:</p> <ul style="list-style-type: none"> ➤ Understand the scope of Erasmus+ KA2 and Jean Monnet projects of the European Commission and how do they work. ➤ Acquire knowledge and competencies to be able to develop proposals for Erasmus+ KA2 and Jean Monnet projects. ➤ Understand how international projects are designed and the sequence of the activities. ➤ Autonomy, accountability and communicating with others – to be able to work on group work, communicate well and also, demonstrate interpersonal skills required for managing project consortium. ➤ Develop a practical approach to the resolution of conflicts within international projects and learn how to manage the challenges of big consortiums. 		
Course description	<p>This course teaches some of the generic and transferable skills required to become a project manager. The course raises the student's awareness of the design and management of international projects, including creative, analytical, and interpersonal skills relevant to developing Erasmus+ KA2 and Jean Monnet project proposals for the European Commission.</p> <p>This course introduces students to the theory and practice of European Commission project management. It focuses specifically on how to develop a successful project proposal: how logical Matrix Framework (LFM) and Gantt charts work for Erasmus+ projects, and the importance of setting up a consortium and managing them successfully. In addition, budget allocation, resource management, and cost estimation of Erasmus+ projects are also included in the curriculum. Students will be divided into groups, where they will develop an Erasmus+ project proposal and present it at the end of the semester. This way, they will receive hands-on practice in developing international projects.</p>		

Teaching and learning methods	<p>Teaching methods include:</p> <p>Lectures, interactive case studies, problem-solving activities, directed reading, and group work and case study presentations.</p> <p>Learning activities include:</p> <ul style="list-style-type: none"> ➤ Introductory lectures ➤ Case study /problem-solving activities ➤ Group work ➤ In-class debate and discussion ➤ Use of video and online materials ➤ Development of a project proposal ➤ In-class group presentations of project proposals
Teaching hours	40 hours

WEEKLY LESSON PLAN AND TOPICS	
Week	Topics
1	Introduction to Project Management
2	Erasmus+ KA2 and Jean Monnet Projects of European Commission: how do they work?
3	Erasmus+ Project Proposals: Key Points to Consider
4	Objectives and Planning of Erasmus+ Projects
5	Consortium Management: The Role of Stakeholders in Erasmus+ Projects
6	The Work Breakdown Structure (WBS) and Project Planning
7	Project Activities, Their Estimated Duration & Links Between Activities
8	Gantt Chart and Logical Matrix Framework (LFM) of Erasmus+ Projects: How They Work?
9	Resource Allocation & Cost Estimations: Budget Set-up
10	Quality Control & Monitoring Activities
11	Risk Plan of Erasmus+ Projects & Strategies to Manage Them
12	Communication Plan for Consortium Management
13	Dissemination Management & Reporting
14	Project Sustainability of Erasmus+ Projects
15	Project Closing

Assessment	
First Writing Assignment	10%

Midterm exam	20%
Second Writing Assignment	10 %
Simulations (Case study presentation)	20 %
Classroom participation	10%
Final exam	30%

