**Syllabus**

**International Project Management**

**Instructor: Mr. Li Biya**

**Class Time: SAT 9:00–12:00**

**Classroom: YZ320**

**Required text**

**International Project Management.**, *by Kathrion Koster.*  ISBN:9781412946209

**Course Objective and Description**

The course tries to build up a thinking way of International Project Management, facilitating the students to incorporate the life cycle of international project, the cross-cultural communication and hard/soft management tools.

The text can be outlined into 3 parts: 1. definition and context of International Project Management, 2. Hard tool of International Project Management, such as life cycle,, risk control and Golden Triangle Control; 3. Soft tool of International Project Management, such as leadership, communication, learning and cooperation.

**Reading the textbook**

Extensive and intensive reading are both encouraged. The Textbook includes the Sanp-shot, Minicase and Review tasks. Attention should be paid to the Snapshot and Minicase. The student will be invited to voice his independent analysis of the case. The students may be asked to play a certain roll such as Project Manager or Stake Holders. Therefore, the pre-view and re-view are quite important to get the essence of the textbooks.

**Class Lectures**

You are expected to attend each class. I will outline the knowledge points and devolve some concepts into details. I will try as much as I can to retrieve my practical PM experience into the course. Each class will have at least 30-minute course study. The quality of the students’s performance in the class will be counted.

**Grading Policy**

There will be one **comprehensive** final exam. homework assignments will be given to address the relevant cases or discussion topics. Class attendance is essential for the homework assignments . **EVERYONE MUST TAKE THE FINAL EXAM**.

considerable homework assignments will be given, and the lowest homework grade will be dropped. If you miss a homework assignment for whatever reason, then expect that assignment to be the one that is dropped. **NO MAKE-UP HOMEWORK ASSIGNMENTS OR EXAMS WILL BE GIVEN**.

***Worth percentage of the course grade:***

1) Final comprehensive exam worth 40% of your grade.

2) Class participation worth 20% of your grade.

3) Homework assignments worth 20% of your grade.

4) CASE STUDY PERFORMANCE worth 20% of your grade.

**Course Policies**

**Democracy:** Please try to show up in the class on time . You may be required to sign your attendance to the class. There is no dress or conduct code for the students. Laptops and cell phones and other electronic devices may be used in the classroom with courtesy to the lecturers and other students ; You are entitled to question, disagree or agree, to the lecturer, the textbooks, materials or other information used or shared on the class. Cases will be intensively examined and discussed.

**Exam policies:**. The final exam shall be open-book style. There will be at least 2 case studies.

*Note*: Any excusable absence must be documented by a verifiable source and I must be notified ***at least one week*** prior to the exam. If you are absent from an exam due to illness or emergency, you must notify me by e-mail ***within 24 hours*** after the exam, and verifiable documentation is still required.

**NO Late Homeworks will be Accepted.** One homework assignment will be dropped (your lowest score), so if you miss one for an emergency, it may not have much affect, if any, on your grade.

**Tentative Course Schedule**

Week 1 Syllabus and Ch 1 Introduction to International Project Management

Week 2 Ch2 & Ch3The Context and definition of International Projects Week 3 Ch3

Week 3 Ch4 Managing Risk and Uncertainty in an International Project

Week 4 Ch5 Planning the International Project in terms of Time, Cost and Quality

Week 5 Ch6 Organizing the International Project

Week 6 Ch7 Implementing and Controlling Internatioal Projects

Week 7 Ch8 Leading International Projects

Week 8 Ch9 Communicating in International Projects

Week 9 Ch10& 11 Co-operating and Learning in International Projects

Week 10 Final Exam