

**OSTİM TECHNICAL UNIVERSITY  
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES  
INTERNATIONAL TRADE AND FINANCE DEPARTMENT  
COURSE SYLLABUS FORM  
2022-2023 SPRING**

<b>MIS 401 Project Management</b>							
<b>Course Name</b>	<b>Course Code</b>	<b>Period</b>	<b>Hours</b>	<b>Application</b>	<b>Laboratory</b>	<b>Credit</b>	<b>ECTS</b>
Project Management	MIS 401	6	3	0	0	3	3

<b>Language of Instruction</b>	English
<b>Course Status</b>	Compulsory
<b>Course Level</b>	Bachelor
<b>Learning and Teaching Techniques of the Course</b>	Lecture, Discussion, Question Answer

<b>Course Objective</b>
<p>To convey the basic information about Project Management to the students and to develop them within the framework of these principles.</p> <p>To guide students to bring their project ideas to life. About Project Management in the World to convey the current practices and the place and importance of project management on a global scale. With this together; Students were also told about Business Model Development Practices and project ideas were brought to life. It will be ensured that the project idea creates an entrepreneurial value.</p>

<b>Learning Outcomes</b>
<p>Students who successfully complete this course;</p> <ol style="list-style-type: none"> <li>1. Will have knowledge of the basic concepts of project management in literature,</li> <li>2. Understand the place and importance of project management in the global economic system,</li> <li>3. Learn to develop the principles of project management and business and project ideas effectively,</li> </ol>

<b>Course Outline</b>
<p>Within the scope of this course; Basic concepts related to project management will be given. Successful project manager characteristics will be mentioned. Failed projects and common mistakes will be summarized. The economic place and importance of project management is another subject of the course. In this context; integration management, scope management, time management, cost management, supply management, resource management, communication management, stakeholder management, risk management and quality management will be explained.</p> <p>On top of all this general information, students are given Business Model Development trainings; they will be guided to develop their own project ideas. With all this information, it</p>

will be aimed that students develop projects and business ideas that can be the basis for any initiative. Finally, after the development of the business idea, some information about establishing a company, maintaining it, developing it and selling the company when necessary will be shared.

**Weekly Topics and Related Preparation Studies**

<b>Weeks</b>	<b>Topics</b>	<b>Preparation Studies</b>
1	Introduction and Connect Registration	<p>Before coming to the lesson, by reading the relevant sections from the source books, will come. Subjects that are not understood during the readings will be asked.</p> <p>The course will be taught at the level of knowledge and also in practice. The subjects will be fed with examples from daily life.</p> <p>Students' interactive participation will be graded as lecturers and converted into a passing grade.</p> <p>Each student is expected to prepare a short presentation on at least one subject. This presentation will also be converted to a passing grade.</p>
2	Basic Principles of Project Management Project Manager Duties Project Lifecycle	
3	Integration Management	
4	Scope Management	
5	Time Management	
6	Cost Management	
7	Supply Management	
<b>8</b>	<b>MIDTERM EXAM</b>	
9	Resource Management	<p>Before coming to the lesson, by reading the relevant sections from the source books, will come. Subjects that are not understood during the readings will be asked.</p> <p>The course will be taught at the level of knowledge and also in practice. The subjects will be fed with examples from daily life.</p> <p>Students' interactive participation will be graded as lecturers and converted into a passing grade.</p> <p>Each student is expected to prepare a short presentation on at least one subject. This presentation will also be</p>
10	Communication Management	
11	Stakeholder Management	
12	Risk Management	
13	Quality Management	
14	Agile Project Methods	

		converted to a passing grade.
15	Course review/preparation for final exam	– General Review
<b>16</b>	<b>FINAL EXAM</b>	

<b>Textbook (s)/References/Materials:</b>		
<b>Textbook:</b> Managing Successful Projects with Prince2, 2017 Edition, Axelos Global Best Practice		
<b>Assessment</b>		
<b>Studies</b>	<b>Number</b>	<b>Contribution margin (%)</b>
Attendance		
Lab		
Classroom and application performance grade		
Field Study		
Course-Specific Internship (if any)		
Quizzes / Studio / Critical		
Homework		
Presentation		
Projects		
Report		
Seminar		
<b>Midterm Exam/Midterm Jury</b>	<b>1</b>	<b>40</b>
<b>General Exam / Final Jury</b>	<b>1</b>	<b>60</b>
	<b>Total</b>	<b>100</b>
<b>Success Grade Contribution of Semester Studies</b>		<b>40</b>
<b>Success Grade Contribution of End of Term</b>		<b>60</b>
	<b>Total</b>	<b>100</b>

<b>ECTS / Workload Table</b>						
<b>Activities</b>		<b>Number</b>	<b>Duration (Hours)</b>	<b>Total Workload</b>		
Course hours (Including the exam week: 16 x total course hours)		16	3	48		
Laboratory						
Application						
Course-Specific Internship						
Field Study						
Study Time Out of Class		16	1	16		
Presentation / Seminar Preparation						
Projects						
Reports						
Homework						
Quizzes / Studio Review						
Preparation Time for Midterm Exam / Midterm Jury		1	4	4		
Preparation Period for the Final Exam / General Jury		1	4	4		
<b>Total Workload/25 hours</b>		<b>(72/25 = 3)</b>				
<b>ECTS</b>		<b>3</b>				
<b>Course' Contribution Level to Learning Outcomes</b>						
<b>No</b>	<b>Learning Outcomes</b>	<b>Contribution Level</b>				
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>LO1</b>	Will have knowledge of the basic concepts of project management in literature,					X
<b>LO2</b>	Understand the place and importance of project management in the global economic system					X
<b>LO3</b>	Learn to develop the principles of project management and business and project ideas effectively					X

X					
No	Program Competencies	Learning Outcomes			Total Effect (1-5)
		LO1	LO2	LO3	
1	Have advanced theoretical and up-to-date knowledge in discipline-specific areas such as international trade, finance, logistics, and general business and international business such as economics, marketing, management, accounting.	X	X		2
2	Evaluate, follow, absorb and transfer new information in the field of international trade.			X	1
3	Conduct market research, carry out projects and develop strategies for a business to open up to international markets.	X	X	X	3
4	Use knowledge of national and international trade law and legislation in the management of international commercial operation processes.			X	1
5	Work independently and within an organization, using the knowledge and skills acquired in the field and adopting continuous learning.	X	X	X	3
6	Have the ability to apply her theoretical knowledge in real life, with the experience she will gain through practice in departments such as marketing, accounting, foreign trade, finance, logistics.			X	1
7	Have the theoretical knowledge to carry out export, import, customs clearance, logistics, taxation and other international trade activities within the scope of global and regional commercial and economic organizations.	X	X	X	3
8	Can develop a business idea, commercialize the business idea, and design and manage their own venture using their entrepreneurial knowledge.	X	X	X	3
9	Using strategic, critical, innovative and analytical thinking skills, actively take part in the decision-making processes of the enterprise in the field of foreign trade and finance.	X	X	X	3
10	Act in accordance with ethical values, respectful to the environment, social and universal values in all activities it will carry out in its field.			X	1
11	Have the skills to follow up-to-date information at national and international level, to gather information about field, and to communicate with international institutions / organizations using her/him knowledge of English and a second foreign language of her choice.	X	X	X	3
12	Gain professional competencies to take charge in national and international businesses, public and private sector organizations	X	X	X	3
13	Can evaluate the problems and conflicts encountered in all areas related to international trade from different perspectives with a holistic approach and produce value-based solutions.	X	X	X	3
<b>Total Effect</b>					30

<b>Policies and Procedures</b>
<p><b>Web page:</b> <a href="https://www.ostimteknik.edu.tr/uluslararasi-ticaret-ve-finansman-bolumu-209">https://www.ostimteknik.edu.tr/uluslararasi-ticaret-ve-finansman-bolumu-209</a>  <a href="https://www.ostimteknik.edu.tr/international-trade-and-finance-232">https://www.ostimteknik.edu.tr/international-trade-and-finance-232</a></p>
<p><b>Exams:</b> The exams aim at assessing various dimensions of learning: knowledge of concepts and theories and the ability to apply this knowledge to real-world phenomena, through analyzing the situation, distinguishing problems, and suggesting solutions. The written exams can be of two types, i.e. open-ended questions, which can also be in the form of problems or multiple-choice questions. The case could also be carried to the Dean’s Office for additional disciplinary action.</p>
<p><b>Assignments:</b> Quizzes and Homework (Assignments) might be applicable. Scientific Research Ethics Rules are very important while preparing assignments. The students should be careful about citing any material used from outside sources and reference them appropriately.</p>
<p><b>Missed exams:</b> Any student missing an exam needs to bring an official medical report to be able to take a make-up exam. The medical report must be from a state hospital.</p>
<p><b>Projects:</b> Not applicable</p>
<p><b>Attendance:</b> Attendance requirements are announced at the beginning of the term. Students are usually expected to attend at least 70% of the classes during each term.</p>
<p><b>Objections:</b> If the student observes a material error in his/her grade, he/she has the right to place an objection to the Faculty or the Department. The claim is examined and the student is notified about its outcome.</p>