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MINISTRY OF SCIENCE AND HIGHER EDUCATION OF THE RUSSIAN FEDERATION

FEDERAL STATE AUTONOMOUS EDUCATIONAL INSTITUTION OF HIGHER EDUCATION

"MOSCOW POLYTECHNIC UNIVERSITY"
(MOSCOW POLYTECHNIC UNIVERSITY)

Faculty of Economics and Management

APPROVED BY
FEU Dean
_____ /A. V. Nazarenko/
«27» February 2025

WORKING PROGRAM OF THE DISCIPLINE

Introduction to Project Activities»

Direction of training/specialty
38.03.01 Economy

Profile/specialization
International business and foreign economic

Qualification
bachelor

Forms of study
full-time

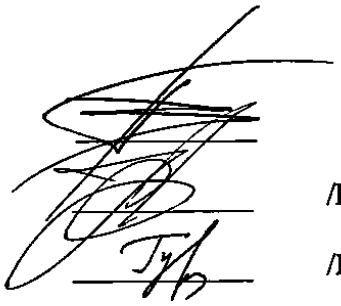
Moscow, 2025

Программу составили:

Начальник ЦПД /И.С. Петухов /

Профессор, д. филос.н. /В.С. Никольский /

Доцент /И.В. Гулина /



1 List of planned learning outcomes for the discipline, correlated with the planned learning outcomes for the educational program

This program of the academic discipline "Introduction to Project Activities" establishes minimum requirements for the knowledge and skills of students in working in a team, including for effective integration into the project team, meeting project deadlines and obtaining the required results.

The program is designed for the training direction 38.03.01 "Economics" profile "Economics of enterprises and organizations" in accordance with:

- Federal state educational standards;
- Higher education programs;
- Working curricula forPreparations begin in 2023. **Objectives of the discipline**

The purpose of studying the discipline "Introduction to project activities" is introduce students to the basicsproject activitiesWithpurposefurther application of the acquired knowledge and skills to solve specific practical problems usingdesignmethod. tasks; develop communication skills.

The main objectives of studying the discipline:

- gain theoretical knowledge about the basics of project activities; distinguish project organization from conducting research and launching the production cycle.
- define the problem and its relevance, classify contradictions, the resolution of which the project is aimed.
- use methods collective generations ideas; effectively interact with team members during project work.
- set goals, define tasks, plan the expected result from implementation of the project.
- plan activities, resources required for project implementation, assess risks.
- use modern software tools to work on a project online Internet.
- design and present their own projects in public. Training in the discipline "Introduction to project activities" is aimed at developing the following competencies in students:

Code and name competencies	**Indicators of Competence Achievement**
UK-1. Capable carry out a search, critical analysis and information synthesis, apply system approach to solution set tasks	IUK-1.1. Analyzes the task, identifying its basic components IUK-1.2. Conducts a search, critically evaluates, generalizes, systematizes and ranks information required to solve the problem IUK-1.3. Considers and proposes rational options for solving the assigned task, using a systematic approach, critically evaluates their advantages and disadvantages
UK-3. Capable to carry out social interaction and	IUK-3.1. Defines his/her role in the team based on the strategy of cooperation to achieve

implement your role in the team	the set goal, taking into account the behavioral characteristics and interests of other team members. IUK-3.2. Plans and analyzes the consequences of personal actions, adequately evaluates the ideas and proposals of other participants to achieve the set goal in teamwork. IUK-3.3. Exchanges information, knowledge and experience with team members, observing the established norms and rules of social interaction, bears personal responsibility for his/her contribution to the result of teamwork.
UK-6. Able to manage his time, build and implement a trajectory of self-development based on principles of lifelong education	IUK-6.1. Uses time management tools and methods when completing specific tasks, projects, and achieving set goals. IUK-6.2. Defines priorities for one's own activities, personal development and professional growth. IUK-6.3. Demonstrates readiness to build a professional career and determine a strategy for professional development based on an assessment of labor market requirements, educational services market offers, and taking into account personal capabilities and preferences.

2 The place of the discipline in the structure of the educational program

Discipline B.1.2.24.1 "Introduction to project activities" refers to the mandatory part of block B1 "Disciplines (modules)"

The discipline "Introduction to project activities" is studied in the first year of study in the field of training 38.03.01 "Economics" profile "Economics of enterprises and organizations".

The discipline is directly related to the following disciplines and practices OOP:

Fundamentals of technological entrepreneurship; Project activities;
Project management;
Educational practice (project-based).

3 The volume of the discipline in credit units indicating the number of academic hours allocated for contact work of students with the teacher (by type of classes and for independent work of students)

The total workload (volume) of the discipline "Introduction to project activities" is 2 credit units.

The volume of the discipline by type of study (in hours) is 72 hours. The discipline is taught in all forms of study.

Type of midterm assessment (form of control): credit.

3.1. Types of academic work and labor intensity

Type of academic work	Total hours	Semester 1
3.1.1 Full-time education		
Classroom lessons (total)	**26**	**26**
Including:	-	-
Lectures	-	-
Practical classes (PZ)	26	26
Seminars (C)	-	-
Laboratory work (LW)	-	-
Independent work (total)	**46**	**46**
Including:	-	-
Preparation for practical classes	46	46
Type of intermediate assessment – credit	-	-
Total labor intensity hours / credit unit	**72/2**	**72/2**
3.1.2 Part-time and part-time education		
Type of academic work	**Total hours**	**Semester 1**
Classroom lessons (total)	**14**	**14**
Including:	-	-
Lectures	-	-
Practical classes (PZ)	14	14
Seminars (C)	-	-
Laboratory work (LW)	-	-
Independent work (total)	**58**	**58**
Including:	-	-
Preparation for practical classes	58	58
Type of intermediate assessment – credit	-	-
Total labor intensity hours / credit unit	**72/2**	**72/2**

3.2 Thematic plan for studying the discipline

(by form of education)

3.2.1 Full-time education

No. p/p	Sections/Topics disciplines	Labor intensity, hour					
		Total	Classroom work				Samostoyatelnaya works
			Lekts and	Seminarskie/ practical eskie classes	Laboratornye busytia	Practical itcheska I prepovka	
1	Section 1. Introduction to project activities						
1.1	Topic 1. Concepts, goals and objectives of project activities	8	-	4	-	-	4
1.2	Topic 2. Theoretical foundations of project creation	10	-	4	-	-	6
1.3	Topic 3. Basic principles of project management	10	-	4	-	-	6
1.4	Topic 4. Formation of the project team	10	-	4	-	-	6
1.5	Interim assessment		-	-	-	-	-
2.	Section 2. Main stages of work on the project						
2.1	Topic 5. Preparation for project work and its planning	6	-	2	-	-	4
2.2	Topic 6. Research within the framework of the project topic	8	-	2	-	-	6
2.3	Topic 7. Analysis and generalization of the results of the project work	8	-	2	-	-	6
2.4	Interim assessment		-	-	-	-	-
	Section 3. Product Result						
3.1	Topic 8. Evaluation of project results	6	-	2	-	-	4
3.2	Topic 9. Project presentation	6	-	2	-	-	4
3.3	Reflection		-		-	-	-
	Credit						
	Total	**72**		**26**			**46**

3.2.2 Part-time and part-time education

No. p/p	Sections/Topics disciplines	Labor intensity, hour					
		Total	Classroom work				Itself standing tel naya work ta
			Lekts and	Semin Arskie/ practice cheskie busy I	Labo speaker nye busy and I	Practical tiches Kaya prep tovka	
1	Section 1. Introduction to project activities						
1.1	Topic 1. Concepts, goals and objectives of project activities	8	-	2	-	-	6
1.2	Topic 2. Theoretical foundations of project creation	8	-	2	-	-	6
1.3	Topic 3. Basic principles of project management	8	-	2	-	-	6
1.4	Topic 4. Formation of the project team	6	-		-	-	6
1.5	Interim assessment		-		-	-	-
2.	Section 2. Main stages of work on the project						
2.1	Topic 5. Preparation for project work and its planning	8	-	2	-	-	6
2.2	Topic 6. Research within the framework of the project topic	8	-	2	-	-	6
2.3	Topic 6. Analysis and generalization of the results of the project work	8	-	2	-	-	6
2.4	Interim assessment		-		-	-	-
	Section 3. Product Result						
3.1	Topic 7. Evaluation of project results	10	-	2	-	-	8
3.2	Topic 8. Project presentation	8	-		-	-	8
	Credit						
Total		**72**		**14**			**58**

3.3 Contents of the discipline

Section 1. Introduction to project work

Topic 1. Concepts, goals and objectives of project activities

Discussion within the framework of the discussion and assignments for independent study: History of the development and formation of project activities as a scientific discipline. Project activities in foreign and domestic science. The origin and emergence of project activities and the project method. A brief history of project activities. Principles of developing project goals and objectives. Methodological approaches to developing a project concept. Project method and project activities

Topic 2. Theoretical foundations of project creation

Discussion within the framework of the discussion and assignments for independent study: Different views on the project and project activities. Basic requirements for using the project method and project activities. Specification of the concept of a project. Basic features of design. Basic stages of design. The essence of design and its basic characteristics. Principles and methods for determining the relevance of a project. Forecasting, planning, design.

Topic 3. Basic principles of project management

Discussion within the framework of the discussion and assignments for independent study of pprinciples of project management, namely:

The vision and mission of the project isThis principle is implemented by formulating the vision and mission of the project in a way that is clearly understood by all project participants. Formulating the vision and mission of the project helps clarify the expected results or desired state, how the project will be carried out.

Defining a business goal –creation of two or three project goals or objectives, determining why the project is being carried out.

Application of project execution process standards –establishing specific rules for the work of the project group and the subgroups created within it

Using the Intervention and Project Execution Strategy –the use of gap analysis to determine the most appropriate intervention (solution) to successfully complete the issue the project team is working on.

Organizational alignment - pConstant communication with the project must be communicated to every student participating in the project, both present and absent (for any reason) during the project team meetings.

Measurement and traceability – checking the progress of the project during two scheduled midterm assessments

Topic 4. Formation of the project team

Discussion in the framework of the discussion and assignments for independent study:A project team is a group of individuals who are brought together in a temporary organizational structure to carry out work on a project.Principles of organizing team work. Main categories of teams. Ways of forming a team and stages of team building.The principle of role distribution in a project team can be different. Using the approach based on team roles in management (R.M. Belbin): chairman, designer, idea generator, analyst or critic, executor, support, researcher, finisher.Selection of team leaders.

Section 2. Main stages of work on the project

Topic 5. Preparation for project work and its planning

Project Planning is a continuous process of determining the best course of action to achieve the project objectives, taking into account the current situation. At the planning stage, the organization, methods and means of managing the project implementation are determined, both as a complete system and in terms of its individual stages and elements. The purpose of planning is to build a project implementation model. The main result of the planning stage is the Consolidated Project Implementation Plan, which combines the planning results for all project management functions. This document is the main and determining one in the implementation of the project, it acts as a model (plan) of actions and a forecast of the state of the project implementation and its environment.

Topic 6. Research within the project topic

Justification of the project topic; definition of its type, number of participants; thinking through possible problems. Distribution of participants into subgroups that will carry out parts of the project. Definition of tasks for each subgroup of the group and discussion of work in the subgroup with its leader. Establishing the relationship between the members of the subgroup and its leader, as well as the relationship between the project team leader and the subgroup leaders. Preparation of a roadmap within the framework of the project passport.

Topic 7. Analysis and generalization of the results of the project work

Independent work of participants on their individual or group parts of the project and plans. Analysis and summarization involves the preparation of individual and group reports. Listening to reports at seminars/practical classes. Evaluation of the work performed within the framework of the project roadmap, determination of the project development vector and, if necessary, its adjustment. Discussion of the work plan for the next reporting period.

Section 3. Product Result

Topic 8. Evaluation of project results

Project evaluation**-**this is a way to find out how well the tasks have been completed on time, efficiently and within the time limit of the curriculum. Compliance with the deadlines of the plan-schedule in the roadmap. It involves the preparation by the project group of a final presentation on the work done in accordance with the roadmap and allows conclusions to be drawn on whether the project goal has been achieved: the product result.

Topic 9. Project presentation

Presentation and/or video of the achieved product result at the final defense. Presence of a customer representative at the final defense of the project to evaluate the product result.

3.4 Topics of seminars/practical and laboratory classes

3.4.1 Topics of seminars/practical classes

3.4.1.1 Seminar/practical lesson 1 on topic 1. Concepts, goals and objectives of project activities.

Introducing the curator, checking the compliance of study groups and the number of students in them. Forming final lists of students with e-mail addresses. Discussion of the format of study assignments: individual, collective.

Discussion and selection of students' proposals based on the chosen area of project activity.

Discussion of theoretical materials on the topic and formation of an initial formulation of a point of view is an individual assignment with students’ answers in a Google spreadsheet.

3.4.1.2 Seminar/practical lesson 2 on topic 2. Theoretical foundations of creation project.

Discussion of theoretical materials on the topic and formation of the project problem. Formulation of the vision and mission of the project, procedures for project implementation.Selecting a design object and formulating a point of view on the problem is a group task with preparation of a presentation.

3.4.1.3 Seminar/practical lesson 3 on topic 3. Basic principles project management

Discussion of theoretical materials on the topic.Defining a business goal orand project objectives. Preparationprimary stakeholder map. Group assignment with group responses in a Google spreadsheet. Creating a problem and benefit matrix that displays the stakeholders' goals for the project in a way that they can be easily compared and assessed, and ranked in order of priority of interest. Group training assignment with subgroup responses in a presentation.

3.4.1.4 Seminar/practical session 4 on topic 4. Forming the project team Coordinating expectations from the project. Team members must come to a coordinated understanding of the problem, possible final result/outcomes of the project. Final formation of subgroups, clarification of subgroup leaders and approval of the team leader.

Study of the Barbara Minto Pyramid Principle, which helps the project team structure and present their ideas, and teaches them to express them with extreme clarity. Formulating the context of the project problem. Group assignment with the project team's responses in the presentation.

3.4.1.5 Seminar/practical session 5.

Midterm assessment: discussion of the studied theoretical materials and practical implementation of the acquired knowledge within the formed project subgroups. Presentation of the completed work in the form of a presentation (report) by each subgroup. Discussion of comments received from the project curator/curators

3.4.1.6 Seminar/practical lesson 6 on topic 5. Preparation for project work and its planning

Developing a project plan. Building a project implementation model. Identifying tasks in the plan for subgroups participating in the project. Planning the subject area of the project. Planning the project by time parameters - drawing up a calendar plan (work schedules) that meet all the requirements and restrictions of the project and its parts.

3.4.1.7 Seminar/practical lesson 7 on topic 6. Research within the topic project

Defining the tasks for developing the project by each subgroup of the project group and discussing the work in the subgroup with its leader. Establishing the relationship between the members of the subgroup and its leader, as well as the relationship between the project team leader and the subgroup leaders.

Approval of the list of tasks for each project participant. Preparation and discussion of the roadmap within the project passport. Setting deadlines for the implementation of tasks.

Individual task – a completed roadmap in the Project Passport.

3.4.1.8 Seminar/practical lesson 8 to topic 7. Analysis and generalization results of project work

Analysis and generalization of research results in individual and group reports. Listening to reports at seminars/practical classes. Evaluation of completed work within the project roadmap. Group assignment with responses from project subgroups – presentations with processed research results.

3.4.1.9 Seminar/practical session 9.

Midterm assessment: presentation of completed work in the form of a presentation by each subgroup. Discussion of comments received from the project curator/curators.

3.4.1.10 Seminar/practical session 10 on topic 7. Evaluation of project results

Presentation of the final presentation, justification of the choice of materials presented in it. Evaluation of compliance with the deadlines set out in the roadmap. Discussion of the research materials by the project groups. Identification of key points in the project implementation within the roadmap. Preparation and presentation of the final presentation. Preparation of the video script, its shooting and viewing. Adjustment (if necessary) of the project materials.

3.4.1.11 Seminar/practical session 11 on topic 8. Project presentation Viewing the final presentation and (if available) video. Discussion of comments received from the customer's representatives. Correction (if necessary) of the project materials.

3.4.1.12 Seminar/practical session 12. Reflection

Discussion of the project defense at the final conference. Discussion of long-term plans for working on the project in the next academic year.

3.4.2 Laboratory exercises

(The topics of the classes are indicated with a list of laboratory work) Laboratory classes are not planned.

3.5 Topics of course projects (course papers)

Course projects (coursework) are not planned.

4. Educational, methodological and informational support

4.1 Regulatory documents and GOSTs

1. "Code of the Russian Federation on Administrative Offenses" dated 30.12.2001 No. 195-FZ (as amended on 24.06.2023)// SPS "ConsultantPlus"

2. "Labor Code of the Russian Federation" dated 30.12.2001 No. 197-FZ (as amended 13.06.2023, as amended on 27.06.2023)// SPS "ConsultantPlus"

3. Decision of the Eurasian Intergovernmental Council of 01.02.2019 No. 1 "On Decision of the Eurasian Intergovernmental Council of 01.02.2019 No. 1 "On the mechanisms for implementing projects within the framework of the digital agenda of the Eurasian Economic Union" // SPS "ConsultantPlus"

4.2 Main literature

1. Popov, Yu. I. Project management: a tutorial / Yu. I. Popov, O. V. Yakovenko. - Moscow: INFRA-M, 2021. - 208 p. - (Textbooks for the MBA program). - ISBN 978-5-16-002337-3. - Text: electronic. - URL: https://znanium.com/catalog/product/1153780 (date of access: 02/16/2023). - Access mode: by subscription.

2. Potasheva, G. A. Project management: a tutorial / G.A. Potasheva. - Moscow: INFRA-M, 2020. - 224 p. + Additional materials [Electronic resource]. - (Higher education: Bachelor's degree). - DOI 10.12737/17508. - ISBN 978-5-16-010873-5. - Text: electronic. - URL: https://znanium.com/catalog/product/1055100 (date accessed: 02/16/2023). - Access mode: by subscription.

3. Romanova, M. V. Project Management: a tutorial / M. V. Romanova. — Moscow: ID FORUM: INFRA-M, 2020. - 256 p.: ill. - (Higher education). - ISBN 978-5-8199-0308-7. - Text: electronic. - URL: https://znanium.com/catalog/product/1039340 (date of access: 16.02.2023). –– Access mode: by subscription.

4.3 Further reading

1. Bryksina, O. F. Information and communication technologies in education: textbook / O.F. Bryksina, E.A. Ponomareva, M.N. Sonina. - Moscow: INFRA-M, 2022. - 549 p. - (Higher education: Bachelor's degree). — DOI 10.12737/textbook_59e45e228d2a80.96329695. - ISBN 978-5-16-012818-4. - Text: electronic. - URL: https://znanium.com/catalog/product/1843834 (accessed: 16.02.2023). – Access mode: by subscription.

2. Ilyin, V. V. On the other side of projects. Notes of a consultant: practical manual / V. V. Ilyin. - 4th ed. - Moscow: Knowledge Laboratory, 2020. - 379 p. - (Projects, programs, portfolios). - ISBN 978-5-00101-766-0. - Text: electronic. - URL: https://znanium.com/catalog/product/1094839 (date accessed: 02/16/2023). – Access mode: by subscription.

3.Source: https://www.eg-online.ru/article/410797/

4.4 Electronic educational resources

1. Mospolitekh digital education platform -https://lms.mospolytech.ru/

2. Personal account of the student (portfolio) (the entrance to the personal account is located on the official website of the University and includes a student portfolio, electronic statements, student ratings and provides:

- recording the progress of the educational process, the results of the midterm assessment and the results of mastering educational programs by students,
- formation of an electronic portfolio of the student, including the preservation of works student, reviews and assessments of these works;

3. Access to the information and telecommunications network "Internet"

4. Electronic libraries, including electronic catalogs, full-text documents and providing access to educational and methodological materials

5. Antiplagiat System - https://www.antiplagiat.ru/

6. The system "POLYTECH systems" provides information, documentation automated support of the educational process.

4.5 Licensed and freely distributed software

1. Microsoft Office suite programs (Word, Excel, PowerPoint)

4.6 Modern professional databases and information reference systems

1. SPS "ConsultantPlus: Non-commercial Internet version". - URL: http://www.consultant.ru/online/ (date accessed: 16.02.2023). –Access mode: free.

5. Logistics

1. Auditorium for practical classes.

2. Interactive whiteboard.
3. Computer class with Internet access.
4. Audience for group and individual consultations, ongoing monitoring and midterm assessment.
5. Audience for independent work.
6. Library, reading room.

6. Methodological recommendations

6.1 Methodological recommendations for the teacher on organizing training

This section of this work program is intended for beginning teachers and practicing specialists who do not have teaching experience.

The discipline "Introduction to project activities" is a discipline of the basic part of the RUP and provides the initial stage of developing competence in the direction of training 11.03.01 "Radio Engineering" profile "Economics of enterprises and organizations".

In the context of constructing educational systems based on the principles of a competency-based approach, there has been a conceptual change in the role of the teacher, who, along with the traditional role of a knowledge carrier, performs the function of an organizer of the student's scientific research work, a consultant in the procedures for selecting, processing and interpreting information necessary for practical action and further development, which must be taken into account when conducting practical classes in the discipline "Introduction to project activities".

The detailed content of individual sections of the discipline “Introduction to project activities” is considered in paragraph 3.3 of the work program.

The topics of practical classes in sections of the discipline and types of classes are reflected in paragraph 3.4 of the work program. Conducting practical classes is aimed at:

- study of specialized literature and popular periodicals;
- formation of a scientifically based understanding of the organization's characteristics project activities of modern students;
- setting goals, defining tasks, planning the expected result from implementation of the project
- achieving product results.

Clause 3.3 specifies the subject content of the discipline. Clause 3.4 specifies the seminar/practical and laboratory classes. The list of primary and secondary literature and regulatory documents required in the course of teaching the discipline "Introduction to Project Activities" is given in clause 4 of this work program. The teacher should guide students to use the original version of regulatory documents currently in force and modern scientific literature when preparing for seminar/practical classes on the discipline.

The assessment tools for current monitoring and midterm assessment of students are provided in paragraph 7 of the work program, taking into account the competency-based approach in the process of implementing the educational program.

The assessment of the forms of current control and interim certification involves the preparation by the project group of a presentation on the completed stage of the project. The project is considered successfully developed if the product result is achieved.

6.2 Methodological instructions for students on mastering the discipline

6.2.1 Methodological guidelines for seminars/practical classes.

Practical classes allow the student to develop creative theoretical thinking, the ability to independently study literature, analyze practice; they teach how to clearly formulate thoughts, conduct discussions, that is, they are of exceptional importance in the development of independent thinking.

Preparation for a practical lesson includes two stages. At the first stage, the student plans his/her independent work, which includes: understanding the task for independent work; selection of primary and additional literature; drawing up a work plan, which defines the main points of the upcoming preparation. Drawing up a plan disciplines and improves organization in work.

The second stage includes direct preparation for the lesson, which begins with studying the main and additional literature. Particular attention should be paid to the content of the main provisions and conclusions, explanation of phenomena and facts, clarification of the practical application of the theoretical issues under consideration. Next, it is necessary to prepare theses for presentations on all educational issues brought up for practical training or on the topic brought up for discussion (round table), think through examples in order to ensure a close connection between the topic being studied and real life.

When preparing for a presentation in an interactive format (discussion, round table), you should seek help from your teacher if necessary.

6.2.2 Methodological instructions for independent work.

Independent work of the student is the main means of mastering the educational material during time free from compulsory classes. Independent work of the student on mastering the educational material on the academic discipline can be carried out in the University library, classrooms, computer labs, and also at home. The content and amount of independent work of the student is determined by the curriculum of the discipline, methodological materials, practical assignments and instructions of the teacher.

Independent work during class time may include:*:*

- conducting practical research within the framework of the project topic;
- work with regulatory legal acts, with reference and methodological literature;
- participation in weekly consultations conducted by project curators;
- participation in meetings with the project customer at his location or
- online; speaking at discussion events;
- work on solving situational problems/ modeling/ design/ searching for solutions to implement the product result;
- participation in interviews, business (role-playing) games, discussions, round tables tables, conferences;
- participation in the preparation, design and presentation of the project results;
- defense of the completed project.

6.2.3 Features of the implementation of the discipline for disabled people and persons with with disabilities

Training in the discipline "Introduction to project activities" for disabled people and people with disabilities (hereinafter referred to as PWD) is carried out by a teacher with

taking into account the characteristics of psychophysical development, individual capabilities and health status of such students.

For students with musculoskeletal disorders and hearing disabilities, lectures and practical classes are supported by multimedia tools and handouts.

For students with visual disabilities, the use of technical means to enhance residual vision is envisaged, and the possibility of developing audio materials is also provided.

In the discipline “Introduction to project activities”, training of disabled people and people with disabilities can be carried out both in the classroom and using an electronic information and educational environment, an educational portal and e-mail.

7. Evaluation Fund

7.1 Methods of monitoring and assessing learning outcomes

Code and Name competencies	Achievement indicators competencies	Control methods and assessments
UK-1. Capable realize search, critical analysis and synthesis information, apply systems approach for solution delivered tasks	IUK-1.1. Analyzes the task, identifying its basic components IUK-1.2. Searches, critically evaluates, generalizes, systematizes and ranks the information required to solve the assigned task IUK-1.3. Considers and offers rational options for solving the problem, using a systematic approach, critically evaluates their advantages and disadvantages	Midterm assessment: credit Current control: seminars/ practical classes; - midterm assessment in classes 5 and 9 in the form of a presentation and report; - final conference in lesson 11 with a presentation/ video and a report on it.
UK-3. Capable realize social interaction and to implement its role in team	IUK-3.1. Determines his/her role in the team, based on the strategy of cooperation to achieve the set goal, taking into account the characteristics of behavior and interests of other team members. IUK-3.2. Plans and analyzes the consequences of personal actions, adequately evaluates the ideas and proposals of other participants to achieve the set goal in teamwork. IUK-3.3. Exchanges information, knowledge and experience with team members, observing	Midterm assessment: credit Current control: - discussion at seminars/ practical classes; - midterm assessment in classes 5 and 9 in the form of a presentation and report; - final conference in lesson 11 with a presentation/ video and a report on it.

Code and **Name** competencies	**Achievement indicators** competencies	**Control methods and assessments**
	established norms and rules of social interaction, bears personal responsibility for his contribution to the result of teamwork.	
UK-6. Capable manage your time, build and to implement trajectory self-development on based on principles education in throughout life	IUK-6.1. Uses tools and methods time management when completing specific tasks, projects, and achieving set goals. IUK-6.2. Determines priorities of own activities, personal development and professional growth. IUK-6.3. Demonstrates readiness to build a professional career and define a strategy.	Midterm assessment: credit Current control: seminars/ practical classes; - midterm assessment in classes 5 and 9 in the form of a presentation and report; - final conference in lesson 11 with a presentation/ video and a report on it.

7.2 Scale and criteria for assessing learning outcomes

7.2.1. Criteria for assessing the answer during the test

7.2.1.1 Criteria for assessing the answer during the test

(development of competence UK-1, indicators IUK-1.1, IUK-1.2, IUK-1.3) Interim assessment of students in the form of a credit is carried out based on the results of completing all types of academic work stipulated by the curricula for the discipline "Introduction to Project Activities", taking into account the results of current monitoring of academic performance during the semester. Assessment of the degree of achievement of planned learning outcomes by students in the discipline is carried out by the project curator, who teaches classes in the discipline, the subject coordinator, the expert committee using the expert assessment method based on the results of the project defense and the obtained product result. The assessment is made up of the points received during the defenses for two interim assessments during the semester and the final defense (see paragraph 7.3.2). In addition, the project curator can assign one or two stars to the student for active work, which will provide the student with the right of priority choice of a project for the next year of study.

The minimum total number of points required for a student to pass The credit for the course “Introduction to Project Activities” is 60 points.

Based on the results of the midterm assessment for a discipline, a grade of “pass” or “fail” is given.

Rating scale	Description
Passed (60 points or more, maximum 100 points)	All types of educational work provided for by the curriculum have been completed. The student demonstrates theoretical knowledge, practical skills, is familiar with the terms, makes reasoned conclusions and generalizations, is able to search, critically analyze and synthesize information, apply a systematic approach to solving assigned tasks, operates with the acquired knowledge, skills, abilities, applies them in situations of increased complexity, demonstrates free command of monologue speech and the ability to quickly respond to clarifying questions. At the same time, minor errors, inaccuracies, difficulties in analytical operations, transfer of knowledge and skills to new, non-standard situations may be allowed. Competencies are formed. Project curator's assessment - 50 points Subject coordinator's assessment - 20 points The expert committee's assessment for the final defense is 30 points.
Failed (less than 60) points)	One or more types of academic work provided for by the curriculum have not been completed. The student does not demonstrate theoretical knowledge, practical skills are partially or completely absent, does not know the terms, cannot make reasoned conclusions and generalizations, is not able to search, critically analyze and synthesize information, apply a systematic approach to solving assigned tasks, does not operate with the acquired knowledge, skills, abilities, does not apply them in situations of increased complexity, does not demonstrate free command of monologue speech and is not able to quickly respond to clarifying questions, experiences significant difficulties in operating knowledge and skills when transferring them to new situations. Competencies are not developed. Project curator's score - less than 50 points Subject coordinator's score - less than 20 points

7.2.1.2 Criteria for assessing the answer during the test

(formation of competence UK-3, indicators IUK-3.1, IUK-3.2, IUK-3.3)

Interim assessment of students in the form of a test is carried out based on the results of completing all types of academic work provided for by the curricula for the discipline "Introduction to Project Activities", taking into account the results of current monitoring of academic performance during the semester. Assessment of the degree of achievement of planned learning outcomes by students in the discipline is carried out by the project curator, who leads classes in the discipline, the subject coordinator, the expert commission using the expert assessment method based on the results of the project defense and the obtained product result. The assessment is made up of the points received during the defenses for two interim assessments during the semester and the final defense (see paragraph 7.3.2). In addition, the project curator can award a 100% bonus for active work.

assign one or two stars to a student, which will give the student first choice of project for the following year of study.

The minimum total number of points required for a student to pass
The credit for the course “Introduction to Project Activities” is 60 points.

Based on the results of the midterm assessment for a discipline, a grade of “pass” or “fail” is given.

Rating scale	**Description**
Passed (60 points or more, maximum 100 points)	All types of educational work provided for by the curriculum have been completed. The student demonstrates theoretical knowledge, practical skills, is familiar with the terms, makes reasoned conclusions and generalizations, is able to carry out social interaction and implement his/her role in a team, operates with the acquired knowledge, skills, abilities, applies them in situations of increased complexity, demonstrates free command of monologue speech and the ability to quickly respond to clarifying questions. At the same time, minor errors, inaccuracies, difficulties in analytical operations, transfer of knowledge and skills to new, non-standard situations may be allowed. Competencies are formed. Project curator's assessment - 50 points Subject coordinator's assessment - 20 points The expert committee's assessment for the final defense is 30 points.
Failed (less than 60) points)	One or more types of academic work provided for by the curriculum have not been completed. The student does not demonstrate theoretical knowledge, practical skills are partially or completely absent, does not know the terms, cannot make reasoned conclusions and generalizations, is not able to carry out social interaction and implement his/her role in a team, operates with acquired knowledge, does not operate with acquired knowledge, skills, abilities, does not apply them in situations of increased complexity, does not demonstrate free command of monologue speech and is not able to quickly respond to clarifying questions, experiences significant difficulties in operating knowledge and skills when transferring them to new situations. Competencies are not developed. Project curator's score - less than 50 points Subject coordinator's score - less than 20 points

7.2.1.3 Criteria for assessing the answer during the test

(formation of competence UK-6, indicators IUK-6.1, IUK-6.2, IUK-6.3)

Interim assessment of students in the form of a test is carried out based on the results of completing all types of academic work provided for by the curriculum for the discipline "Introduction to Project Activities", while taking into account the results of current monitoring

academic performance during the semester. The assessment of the degree to which students have achieved the planned learning outcomes in the discipline is carried out by the project curator, who teaches the discipline, the subject coordinator, and the expert committee using the expert assessment method based on the results of the project defense and the resulting product result. The assessment is made up of the points received during the defenses of two midterm assessments during the semester and the final defense (see paragraph 7.3.2). In addition, the project curator may assign one or two stars to the student for active work, which will provide the student with the right of first choice of project for the next year of study.

The minimum total number of points required for a student to pass The credit for the course “Introduction to Project Activities” is 60 points.

Based on the results of the midterm assessment for a discipline, a grade of “pass” or “fail” is given.

Rating scale	**Description**
Passed (60 points or more, maximum 100 points)	All types of academic work provided for by the curriculum have been completed. The student demonstrates theoretical knowledge, practical skills, is familiar with the terms, makes reasoned conclusions and generalizations, is able to manage his/her time, build and implement a trajectory of self-development based on the principles of lifelong education, operates with the acquired knowledge, skills, abilities, applies them in situations of increased complexity, demonstrates free command of monologue speech and the ability to quickly respond to clarifying questions. At the same time, minor errors, inaccuracies, difficulties in analytical operations, transfer of knowledge and skills to new, non-standard situations may be allowed. Competencies are formed. Project curator's assessment - 50 points Subject coordinator's assessment - 20 points The expert committee's assessment for the final defense is 30 points.
Failed (less than 60) points)	One or more types of academic work provided for by the curriculum have not been completed. The student does not demonstrate theoretical knowledge, practical skills are partially or completely absent, does not know the terms, cannot make reasoned conclusions and generalizations, is unable to manage his/her time, build and implement a trajectory of self-development based on the principles of lifelong education, does not operate with the acquired knowledge, skills, abilities, does not apply them in situations of increased complexity, does not demonstrate free command of monologue speech and is not able to quickly respond to clarifying questions, experiences significant difficulties in operating knowledge and skills when transferring them to new situations. Competencies are not developed. Project curator's score - less than 50 points Subject coordinator's score - less than 20 points

7.2.2. Criteria for assessing the student's work in practical classes

7.2.2.1 Criteria for assessing the student's work in practical classes
(formation of competence UK-1, indicators IUK-1.1, IUK-1.2, IUK-1.3)

"5" (excellent):tasks were analyzed, information was systematized and ranked, a systematic approach was used in the solutions; all tasks provided for by the roadmap were completed; the deadlines for completing tasks specified in the roadmap were met; the student answered all test questions clearly and without errors, actively worked in practical classes and independently.

"4" (good):the tasks have been sufficiently analyzed, systematized and the information was ranked, a systematic approach was used in the decisions; all tasks provided for by the roadmap were completed; the deadlines for completing the tasks were practically met; the student answered all the test questions with corrective comments from the teacher, and worked quite actively in practical classes.

"3" (satisfactory):the tasks were partially analyzed, systematized and the information was ranked, a systematic approach was used in the decisions; all tasks provided for by the roadmap were completed; deadlines for completing tasks were violated; the student answered all the teacher's control questions with comments.

"2" (unsatisfactory):tasks not analyzed, not systematized information, a systematic approach was not used in the decisions; the student did not complete or completed the tasks assigned to him in the roadmap; the deadlines for completing the tasks specified in the roadmap were violated; the student answered the test questions with errors or did not answer the test questions.

7.2.2.2 Criteria for assessing the student's work in practical classes
(formation of competence UK-3, indicators IUK-3.1, IUK-3.2, IUK-3.3)

"5" (excellent): Teamwork has been implemented taking into account the specific behavior and interests all its participants; adequately evaluates the ideas and proposals of other participants to achieve the set goal in teamwork; bears personal responsibility for his/her contribution to the result of teamwork; all tasks provided for by the roadmap have been completed; the deadlines for completing tasks specified in the roadmap have been met; the student clearly and without errors answered all test questions, actively worked in practical classes and independently.

"4" (good):teamwork is implemented; adequately evaluates ideas and proposals other participants to achieve the set goal in teamwork; does not bear personal responsibility for his/her contribution to the result of teamwork; all tasks provided for by the roadmap were completed; deadlines for completing tasks were practically met; the student answered all control questions with corrective comments from the teacher, worked quite actively in practical classes.

"3" (satisfactory):teamwork is implemented; does not bear personal responsibility for their contribution to the results of teamwork; all tasks provided for by the roadmap were completed; deadlines for completing tasks were violated; the student answered all the teacher's control questions with comments.

"2" (unsatisfactory):the student did not implement teamwork; does not bear responsibility personal responsibility for his contribution to the result of teamwork; did not complete or completed the tasks assigned to him in the roadmap; deadlines for completion were violated

tasks specified in the roadmap; the student answered the test questions with errors or did not answer the test questions.

7.2.2.3 Criteria for assessing the student's work in practical classes

(formation of competence UK-6, indicators IUK-6.1, IUK-6.2, IUK-6.3)

"5" (excellent):the learner uses time management tools and techniques when fulfillment of specific project tasks, upon achievement of set goals; defines priorities of own activity, personal development and professional growth; demonstrates readiness to build a professional career and define a strategy of professional development based on assessment of requirements of the labor market, offers of the educational services market and taking into account personal capabilities and preferences; all tasks provided for by the roadmap have been completed; deadlines for completing tasks specified in the roadmap have been met; the student clearly and without errors answered all control questions, actively worked in practical classes and independently.

"4" (good):the learner uses time management tools and techniques when fulfillment of specific project tasks, upon achievement of set goals; determines priorities of own activity, personal development and professional growth; all tasks provided by the roadmap were completed; deadlines for completing tasks were practically met; the student answered all control questions with corrective comments of the teacher, worked quite actively in practical classes. **"3" (satisfactory):**the learner partially uses tools and methods time management when completing specific project tasks, achieving set goals; does not determine priorities for one's own activities, personal development and professional growth; all tasks provided for in the roadmap have been completed; deadlines for completing tasks have been violated; the student answered all of the teacher's control questions with comments.

"2" (unsatisfactory):the student does not use management tools and methods time in completing specific project tasks, in achieving set goals; does not determine priorities of his/her own activities, personal development and professional growth; did not complete or completed the tasks assigned to him/her in the roadmap; the deadlines for completing the tasks specified in the roadmap were violated; the student answered the test questions with errors or did not answer the test questions.

7.2.3. Test results evaluation criteria

Testing for the course “Introduction to project activities” is not provided.

7.3. Evaluation tools

7.3.1. Current control

7.3.1.1 Control questions on topics (sections) for conducting discussions in seminars/practical classes

(formation of competence UK-1, indicators IUK-1.1, IUK-1.2, IUK-1.3)

Topic (section)	Questions
Section 1. Introduction to project activities	

Topic (section)	Questions
Topic 1. Concepts, goals and objectives of the project activities	*1. History of the development of project activities.* *2. Principles for developing project goals and objectives.* *3. Methodological approaches to developing a project concept.*
Topic 2. Theoretical basics of creation project	1. Principles and methods for determining the relevance of a project. 2. The essence of design and its main characteristics. 3. Criteria for the relevance of the project.
Topic 3. Basic principles of management projects	1.Defining a business goal orand project objectives. 2.Project Execution Process Standards. 3.Organizational alignment as a permanent link to the project. 4.Measurement and traceability as a check on project progress.
Topic 4. Formation project teams	1. The essence and principles of organizing project work. 2. Methods of project planning by deadlines. 3. Methodological tools for distributing roles in a project team. 4. Stages of presentation of the results of work on the project.
Intermediate certification	1. Principles and approaches to the presentation of the results of work on projects. 2. Presentation (report) of each project subgroup.
Section 2. Main stages of work on the project	
Topic 5. Preparation for project work and its planning	1. Rough plan of the project and its development. 2. Planning the subject area of the project. 3. Project planning based on time parameters.
Topic 6. Research within the framework of the project topic	1. Roadmap and the need to draw it up for the implementation of the project. 2. Principles for developing a project passport. 3. Methodological tools for developing a project passport.
Topic 7. Analysis and generalization of results project work	1. Principles for evaluating project decisions. 2. Methods for implementing analysis and testing the effectiveness of decisions on project implementation. 3. Criteria for assessing the conformity of the project results with the stated results.
Intermediate certification	1. Principles and approaches to the presentation of the results of work on projects. 2. Presentation of each project subgroup.
Section 3. Product Result	
Topic 8. Assessment project results	1. Principles and approaches to the presentation of the results of work on projects. 2. The final stage of presentation of the results of work on the project. 3. Models for presenting the results of work on projects.
Topic 9. Presentation project	1. Essential, conceptual and organizational-methodological principles of preparation and defense of a project presentation.

Topic (section)	Questions
	2. Communication aspect in preparing and defending a project presentation. 3. Criteria for effective interaction in preparing and defending a project presentation.

7.3.1.2 Topics of general group creative tasks for assessing mastery disciplinary parts of competencies

(formation of competence UK-3, indicators IUK-3.1, IUK-3.2, IUK-3.3)

1. Collect information on the object and present it in the form of a presentation.
2. Find and analyze product analogues and draw conclusions about their differences from each other, their advantages and disadvantages, and assume what niche a particular product occupies.
3. Conduct a survey/questionnaire interested or potential consumers/stakeholders of the product being developed, systematize the answers, and draw conclusions.
4. Make a list of criteria and quality characteristics that the object being developed must meet.
5. Check the compliance of the initially collected requests/requirements and the final result.
6. Develop a list of alternative concepts for a specific task.
7. Formulate in general the proposed concept of the object being developed.
8. Make a list of possible changes/improvements to existing objects, taking into account the full life cycle of the product.
9. Make a list of materials or a list of the necessary characteristics of these materials to implement the project.
10. Create a schedule for work on the project.
11. Prepare the necessary information for the team members working on the project, conduct a joint discussion of the project and its adjustment.
12. Based on the proposed solution, draw conclusions about the appropriateness of the decisions taken in connection with the proposed target audience and market niche.
13. Prepare and deliver a presentation on any stage of the project being developed.
14. Description of the work of the project group, the customer, the differences identified and ways of solving them, as well as planning the structure of project groups and individual tasks and justified methods of stimulating work efficiency.
15. Preparation and delivery of a presentation for the customer's representatives.

Scale and criteria for assessing answers to questions and the level of mastery of disciplinary parts of competencies acquired through participation in an oral survey/interview

Rating scale	Evaluation criteria
High level - "Excellent"/"passed"	the student freely answers questions on the topic of general group creative assignments, is able to collect information, conduct surveys, work in a project group, make decisions when developing individual tasks, prepare and deliver a presentation and justify his point of view during an oral survey

Rating scale	Evaluation criteria
Advanced level - "Good"/"passed"	the student confidently answers questions on the topic of general group creative assignments, is able to collect information, conduct surveys, work in a project group, make decisions when developing individual tasks, prepare and deliver a presentation and justify his point of view during an oral survey, is able to independently correct a few mistakes
Threshold level - "Satisfactorily"/ "passed"	the student is able to answer general questions on the topic of general group creative tasks, is able to collect information, can build logical, well-founded conclusions during an oral survey, but has difficulties when working in a project group, when making decisions on developing individual tasks, is not ready to give a presentation
The threshold level is not achieved - "Unsatisfactory"/ "failed"	the student is unable to answer questions on the topic of general group creative assignments or convey its content, has no understanding of the subject of discussion on the topic of the oral survey

7.3.1.3 Topics of individual creative tasks for assessment of mastery disciplinary parts of competencies

(formation of competence UK-6, indicators IUK-6.1, IUK-6.2, IUK-6.3)

1. What problem does your project solve within the framework of its semester implementation?
2. What time management tools and methods do you suggest using when completing specific project tasks?
3. What is the design object - how will you meet the time limit for solving the problem?

4. Are there any alternative ways to solve the problem in terms of time costs, if so, what are they?
5. Are there any analogues of your project on the market, if so, which ones?
6. What is the advantage of developing your project compared to existing analogues or alternative ways of solving the problem in terms of personal development and professional growth?
7. What stage is your project at? Are time management methods followed when completing specific tasks?
8. What are the prospects and further development opportunities for the project? Will it help your professional career?
9. What product result do you plan to achieve with the project?
10. Describe the key risks of the project.
11. Formulate the main stages of project implementation.
12. Describe your role in the project team for personal development and professional growth.

Scale and criteria for assessing answers to questions and the level of mastery of disciplinary parts of competencies acquired through participation in an oral survey/interview

Rating scale	Evaluation criteria
High level - "Excellent"/"passed"	The student actively participates in the discussion, deeply and meaningfully reveals the answer to each question, without making mistakes, thoroughly substantiates his point of view. The answer and theses are detailed and exhaustive.
Advanced level - "Good"/"passed"	The student participates in the discussion to a moderate degree of activity, reveals the conceptual aspects of the questions, but the answer is not detailed and exhaustive.
Threshold level - "Satisfactorily"/ "passed"	The student participates in the discussion with an average level of activity, generally reveals the conceptual aspects of the questions, but makes a number of inaccuracies and fragmentarily reveals the content of the questions.
The threshold level is not achieved - "Unsatisfactory"/ "failed"	The student does not know the answers to the questions posed.

7.3.2. Interim assessment

The midterm assessment includes:**three stages**. **First**midterm assessment: discussion of practical implementation of the acquired knowledge within the formed project subgroups. Presentation of the completed work in the form of a presentation (report) by each subgroup. The assessment of the certification consists of a point assessment by the project curator (within 20 points) and the subject coordinator (within 10 points).

Secondmidterm assessment: supplement to the presentation of the first midterm assessment and presentation of the completed work in the form of a presentation by each subgroup. The assessment score consists of a point score from the project curator (within 30 points) and the subject coordinator (within 10 points).

The thirdmidterm assessment: presentation of the report presentation (video clip) at the final conference (the assessment is given by the expert committee within 30 points).

Based on the results**three stages**It is determined whether the student received a "pass", "fail" or, if absent from the credit procedure, "failed to appear". The minimum overall grade for receiving a "pass" is 60 points. The maximum possible overall grade is 100 points.

1.