Special Topics in International Management: Managing Projects in Virtual Teams

Winter Term 2021

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Course Learning Framework and Objectives

New ways of working, e-internships, flexible schedules and home offices became more relevant due to the COVID-19 pandemic in the global world. Small and medium businesses, corporations, governments and educational institutions around the world had to embrace the virtual work due to the epidemiological situation. This re-invention of the operations makes practical project management skills in the virtual teams more relevant and required at the global employment market.

The main objectives of the course are:

- introduce students to the key trends related to the operational aspects of project management in global virtual teams (GVTs)
- explore challenges and drivers of the virtual teamwork (human and technical)
- delineate modern available tools for streamlining project work in the online environment
- practice project management in a virtual environment in the format of the small virtual teams via simulation laboratory
- reflect on the key competencies needed for successful virtual teamwork

The course is designed within the following learning framework: knowledge, attitudes, skills, tools. Teaching is implemented within discovery-based learning methodology, with the focus on the practical small teamwork project rooted in the competency-development approach.

Course Structure

Students will cover the basic history of virtual team management, review the current COVID-19 related trends in virtual communication, reflect on the attitudes of responsibility, hone the skills of collaborative virtual work, digital leadership, technical and human literacy in the online environment, apply practical tools for successful project management in virtual teams.

The course will start with the theoretical knowledge about virtual team management trends, will explore key frameworks about how to organize workflow within the virtual team, communicate in the virtual environment, set/track the goals and tasks. The next part is the simulation of the virtual

assignment within the team – case study laboratory. Small teams will work on the selected case studies, applying the theoretical framework and tools. Mini teams will practice synchronous and asynchronous communication methods for project implementation to resolve the case, present results virtually via video and reflect about the implementation process and teamwork as a part of the overall simulation assessment method.

The course includes live sessions with professor, individual work, collaborative virtual work, collaborative presentations in the virtual setting, individual virtual presentation. The teaching language is English.

Attendance is expected for the entirety of all class sessions. Students who do not attend 80% of the total class time will automatically receive a negative grade. If students have scheduling conflicts, they must notify the lecturer at least 24 hours in advance. Absences that are not communicated with lecturers before the start of the session will not be excused. Consequently, any missed graded component in the respective session will result in a negative grade.

Requirements and Grading

The assessment of this course based on the following activities within the 3 weeks:

#	Level	Assignment	Percentage
1.	Individual and Peer learning	Analytical Forum Blog Assignment (W1)	10%
2.	Group	Group Project Case Study Assignment (W3)	50%
3.	Individual	Reflection Assignment (W3)	10%
4.	Individual	Test (W3)	20%
5.	Individual and Peer learning	Participation (W1-3)	10%
		Total Maximum	100%

The final grade will be calculated according to the following formula: 0-59.5 (5); 60-69.5 (4); 70-79.5 (3); 80-89.5 (2); 90-100 (1).

Planned Dates and Times

Planned Dates and Times: January 2022

	January	Live sessions
	Week 1:	Wed 12.01. 13.45-17.00 Fri 14.01. 8.30-11.45
	Week 2:	Wed 19.01. 13.45-17.00 Fri 21.01. 13.45-17.00
	Week 3	Wed 26.01. 13.45-17.00 Fri 28.01. 8.30-11.45 (Exam Time Window)

Please check KUSSS for final times and rooms

Discipline Rules

 As an academic institution, the Department of International Management does not tolerate any form of academic dishonesty. Identified plagiarism cases will result in a failing grade for the assignment or exam. For details see our code of conduct at www.jku.at/iim.

Moodle support

Study information will be synchronous (live lectures-webinars) in Zoom and asynchronous via Moodle platform. On the platform you will find 1) Micro-learning explainers/videos to help direct you with your learning 2) assignments with detailed instructions 3) Reading materials and slides for the live sessions.

- Students are expected to review materials for each session in advance.
- Students are expected to actively engage and contribute equally to the team project.
- Points and grades will be posted in Moodle as well.
- Assignments should also be submitted via Moodle.

Contact In case of changes to the schedule or other important correspondence concerning the course, emails will be sent out via the KUSSS-system. Therefore, please ensure that your email address in the KUSSS-System is one that you are checking on a regular basis. For questions or problems please contact: office_iim@jku.at