Managing Projects in Global Virtual Teams

(PM in GVT)

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Course Learning Framework and Objectives

Remote and hybrid work, new ways of team collaborations, e-internships, flexible work/study schedules, AI applications, and home offices became more relevant in the global work world. Small and medium businesses, corporations, governments, and educational institutions around the world had to embrace virtual and hybrid work scenarios. This re-invention of the operations makes practical project management (PM) skills in global virtual teams (GVT) more relevant and required in the global employment market. Virtual project management skills are essential for the future work competencies in any field.

The main objectives of the course are:

- review key new trends related to the operational aspects of project management in global virtual teams (IPMI; Google PM framework);
- explore challenges and drivers of virtual intercultural teamwork, tackle conflict management in the international virtual setup;
- delineate and apply modern available formats (sync/async) tools for streamlining collaborative project work in the hybrid and online environments (spreadsheets, whiteboards, apps);
- practice project management in a virtual environment in the format of small virtual teams via a simulation laboratory, including online meeting facilitation;
- practice leadership, co-leadership and followership in the virtual teams;
- Apply AI for streamlining project management operations
- reflect on the simulation, connect the experience to the discussed PM theories, and spotlight key competencies needed for successful virtual and hybrid teamwork.

The course is designed within the learning framework aligned with Google PM certification: knowledge, attitudes, skills, and tools. Hybrid teaching is implemented within a discovery-based learning methodology (flipped classroom, total immersion experience), with a focus on the

practical small teamwork project rooted in the competency-development approach with elements of reflection.

Course Flow Structure

Students will cover the basic history of virtual team dynamics and management, review the recent New Work trends in hybrid and 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 using Google PM frameworks.

The course will start with theoretical knowledge about virtual team management trends, will explore key frameworks for organizing effective workflows within the virtual team, communicating in the virtual environment, setting/tracking the goals and tasks, and managing different types of conflict. 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, and reflect on the implementation process and teamwork as a part of the overall simulation assessment method.

The course includes live on-campus and online zoom sessions with professor, guest expert talks, individual work, micro-learning self-paced module (Google PM certificates), collaborative virtual teamwork, and collaborative presentations (synchronous and asynchronous) in the virtual setting. The teaching language is English.

Attendance and participation is expected for the entirety of all onsite and online class sessions. During online sessions students will work with PM tools online from tablets/PC, test tools, and produce scenarios. Students who do not attend 80% of the total class time (online and onsite) will automatically receive a negative grade. If students have scheduling conflicts, they must notify the lecturer at least 24 hours in advance via email to the professor. 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 is based on the following activities:

#	Level	Assignment	Percentage
1.	Individual	Self-Study Reflection Assignment (Google Certification Foundations)	20%
2.	Group	Facilitation of online presentations in the virtual environment	10%
3.	Group	Group Project Case Study Assignment	40%
4.	Individual	Test – Exam (in Moodle)	10%
5.	Individual	Agile Project Management (Google Agile Certification)	20%
		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). <u>All assignments must be completed to finish the course successfully.</u>

Planned Dates and Times

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 turn on the cameras during zoom sessions (during team work)
- Students must log into the zoom sessions from tablets/PCs for the activities (PM tools applications)
- Students are expected to actively engage and contribute equally to the team project. **Differentiated team scores will be implemented.**
- 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