



Eterna School of Management Rome

Professional Course in Project Management— Programme Syllabus

Duration: 3 Months / Language: English / Location: Rome, Italy

Delivery: Synchronous On-Site or Asynchronous Online

1. Programme Overview

The **Professional Course in Project Management** is a comprehensive programme designed to equip aspiring and early-to-mid career professionals with the knowledge, methodologies, and practical skills required to successfully plan, execute, monitor, and deliver projects across diverse industries and organizational contexts. Over the course of the programme, participants develop a solid understanding of internationally recognized project management principles, tools, and best practices, while strengthening their capabilities in project planning, scheduling, budgeting, risk management, stakeholder engagement, quality assurance, and resource optimization.

By combining theoretical foundations with real-world applications, case studies, and collaborative learning experiences, the Professional Course in Project Management prepares graduates to lead projects effectively, contribute to organizational performance, and support innovation and continuous improvement in an increasingly competitive and rapidly evolving global business landscape.

The programme is offered in two distinct tracks and students must choose one at the time of enrolment. Track switching may be permitted upon evaluation by the Academic Board.

- **On-Site Track (Synchronous):** Face-to-face instruction delivered at the Eterna School of Management – Rome Campus.

- **Online Track (Asynchronous):** Full programme delivery via the School's Learning Management System, including pre-recorded lectures, interactive content, digital case studies, and online tutoring. Students on this track follow the same curriculum and assessment schedule as on-site students.

2. Admission Requirements

Requirement	Detail
Academic Qualification	Bachelor's degree (any discipline) or equivalent Level 6 qualification
Work Experience	Recommended minimum 2 years of professional experience
English Proficiency	CEFR B2 level or equivalent
Recognition of Prior Learning	Applicants without a degree may apply via RPL based on extensive professional experience, subject to evaluation by the Academic Board. RPL may also be applied in other cases deemed appropriate by the Academic Board.

3. Title Awarded

Professional Course in Project Management (for internal purposes, in Italian language records it could be reported as *Diploma/Certificato del Corso in Project Management*)

- Issued by: Eterna School of Management Rome
- Level: Learning Outcomes aligned to EQF Level 7
- Duration: 3 months, if on site – Flexible (max 6 months from enrolment), if online
- Estimated Total Learning Hours: 1,500 hours (including Learning Hours, Supervised Hours, Assessment Hours, and Self Study Hours)
- The program is a professional education qualification and does not constitute an Italian "*Laurea magistrale*" degree, nor an Italian "*Master Universitario*" degree.

4. Programme Aims

The Professional Course in Project Management aims to:

- Develop participants' ability to plan, execute, monitor, and successfully deliver projects by applying internationally recognised project management principles, methodologies, and best practices.
- Build competencies in project planning, scheduling, budgeting, risk management, quality assurance, stakeholder engagement, and resource allocation to ensure effective project performance.
- Strengthen leadership, communication, negotiation, and team management skills required to coordinate multidisciplinary teams and manage projects in complex organisational environments.
- Foster critical thinking, problem-solving, and decision-making capabilities to address project challenges, manage uncertainty, and support organisational change and innovation.

5. Programme Outcomes

Upon successful completion of the programme, graduates will be able to:

- Apply recognised project management methodologies, frameworks, and best practices to plan, execute, monitor, and successfully deliver projects across diverse organisational contexts.
- Lead and coordinate multidisciplinary project teams, fostering collaboration, effective communication, and stakeholder engagement throughout the project lifecycle.
- Develop and manage project schedules, budgets, resources, and procurement activities to ensure projects are delivered within scope, time, cost, and quality constraints.

- Identify, assess, and mitigate project risks while implementing appropriate monitoring and control mechanisms to support informed decision-making.
- Apply problem-solving and critical thinking skills to address project challenges, adapt to changing requirements, and support organisational objectives.
- Evaluate ethical, legal, sustainability, and governance considerations in project planning and delivery, promoting responsible and professional project management practices.
- Conduct project evaluations using appropriate analytical tools and performance metrics, producing evidence-based recommendations for continuous improvement.

6. Typical Programme Structure

Modules	Months	Assessment
1. Project Management	1-3	Assignment-based

7. Hourly Breakdown

Learning Hours	Supervised Hours	Assessment Hours	Minimum Self-Study Hours	Programme Total Hours
60	15	5	50	130

8. Grading Scale

Grade	Percentage	Description
Distinction	90–100%	Outstanding work demonstrating mastery and critical insight
Merit	75–89%	Good work demonstrating solid understanding and application
Pass	60–74%	Satisfactory work meeting minimum programme standards
Fail	Below 60%	Does not meet minimum requirements

9. Example of Programme Calendar

Period	Activity
Month 1-3	Beginning of Term 1: Induction week; Module lectures and supervision
End of Month 3	Module Assessment; Graduation

10. Delivery Schedule and Attendance for On-Site Students

The taught component of the Professional Course in Project Management is designed to be delivered through a structured schedule of 25/30 hours per month of in-person lessons and training activities delivered under the supervision of lecturers, trainers or academic tutors. Self-study hours are additional and do not replace the required weekly attendance. Attendance is monitored and recorded on a daily basis. Students are required to attend a minimum of 80% of the scheduled lessons and supervised training activities for each module. Failure to meet the above requirement of in any module will result in the automatic failure of that module and may, where applicable, lead to any associated administrative, academic, immigration or legal consequences.

Absences due to illness may be considered as authorised upon submission, within five (5) working days, of an appropriate medical certificate issued by a qualified healthcare professional registered in Italy.

Requests for authorised absences for reasons other than illness shall be considered on a case-by-case basis and may be approved at the sole discretion of the Academic Board. Students are expected to notify the institution as soon as reasonably possible and provide any supporting documentation that may be requested.

The indicative schedule must also take into account public holidays, institutional closure days, scheduled academic breaks, examination periods, assessment windows and any other approved interruptions to the teaching calendar. Where such days or periods occur, the academic calendar may be adjusted accordingly to ensure that the required taught component and supervised training activities are properly delivered across the programme.

11. Delivery Schedule and Attendance for Online students

The taught component of the Professional Course in Project Management is designed to be delivered through a self-paced, asynchronous online format. The programme includes learning activities comprising recorded lectures, training materials, and interactive content, all accessible through the Learning Management System without a fixed schedule. Self-study hours are integrated within the learning activities and are essential for completing the programme requirements.

While the taught content is self-paced, students are encouraged to maintain regular engagement with their academic tutor during supervised sessions (e.g., monthly check-ins, module-specific guidance, and feedback discussions) conducted online.

The indicative programme timeline must also take into account public holidays, institutional closure days, scheduled academic breaks, examination periods, assessment windows, and any other approved interruptions. Where such days or periods occur, the academic calendar may

be adjusted accordingly to ensure that the required learning activities and supervised tutor sessions are properly completed across the programme.

12. Teaching & Learning Methods

On-Site Track (Synchronous)

- Classes held at the Eterna School of Management Rome Campus
- Maximum class size: 25-30 students
- Teaching methods: lectures, case study discussions, team workshops, role plays, guest speaker sessions, and real-life simulations
- Office hours with module tutors: weekly (on-campus or video)

Online Track (Asynchronous)

- Full curriculum delivered via the School's LMS platform
- Pre-recorded video lectures, organised in daily 3 hours of content
- Interactive content: quizzes, digital case studies, e-reading packs
- Virtual office hours with module tutors: available by appointment
- Students must have access to a stable internet connection and a device capable of video conferencing

13. Faculty Profile Requirements

Lecturers, Tutors, and Assessors should hold a minimum of:

- A Master's degree (EQF Level 7 or equivalent) or higher in a relevant discipline, together with demonstrable professional experience in the subject area; or

- At least three (3) years of relevant professional experience in the subject area, subject to evaluation and approval by the Academic Board.
- Possess appropriate teaching, training, mentoring, or assessment experience relevant to their role.
- Be able to communicate effectively in the language of instruction and assessment.
- Comply with the institution's quality assurance, academic integrity, and assessment policies.

14. Progression & Awards

To be awarded the **Professional Course in Project Management** (*Diploma/Certificato del Corso in Project Management*)

students must:

- Successfully pass the taught module (minimum grade: Pass, 60%)
- Have no outstanding academic integrity issues

15. Resit Policy

One free resit is permitted. The maximum grade achievable following a resit is a Pass.

Should a candidate fail to achieve a passing grade at this second attempt, they may choose to apply for an additional reassessment opportunity, subject to payment of the prescribed reassessment fee.

16. Originality of Work

All coursework, assignments, projects, examinations, dissertations, reports, presentations, and any other assessed work submitted for academic credit must represent the student's own original work and intellectual effort. Students are expected to maintain the highest standards of academic honesty, integrity, and ethical conduct throughout their studies. Any form of academic misconduct is considered a serious violation of the School's regulations.

Academic misconduct includes, but is not limited to:

- Plagiarism, including the use of another person's ideas, words, research, data, or creative work without proper acknowledgment or citation.
- Self-plagiarism, whereby previously submitted work is reused without prior authorization and appropriate disclosure.
- Collusion, including unauthorized collaboration with other students or third parties on individual assessments.
- Contract cheating, including the purchase, commissioning, or submission of work produced by another person or organization.
- Fabrication or falsification of data, research findings, references, documents, records, or academic evidence.
- Unauthorized use of notes, materials, devices, or assistance during examinations or assessments.
- Impersonation or any attempt to submit work on behalf of another student.
- Submission of content generated wholly or substantially by artificial intelligence (AI) tools, automated writing systems, or similar technologies as if it were the student's own original work.

To safeguard academic standards and ensure fairness, the School reserves the right to review all submitted work using plagiarism detection and academic integrity monitoring systems. Written assignments may be screened through plagiarism detection software, and the School may employ additional methods of verification, including oral examinations, interviews, draft

reviews, source checks, and other procedures deemed appropriate to confirm authorship and originality.

17. Academic Integrity and Disciplinary Procedures

Where academic misconduct is suspected, the matter will be investigated in accordance with the School's Academic Integrity and Disciplinary Procedures below. Students will be given an opportunity to respond to any allegations before a final determination is made by the Academic Board.

Where misconduct is proven, sanctions may include one or more of the following:

- A formal warning;
- Reduction of marks or failure of the assessment;
- A grade of zero (0) for the relevant assignment, examination, or module;
- Suspension from the programme for a specified period;
- Permanent dismissal from the programme or institution in cases of serious or repeated misconduct.

The School reserves the right to report serious cases of any type of misconduct to relevant professional, accreditation, regulatory, awarding, governmental, law enforcement, judicial, or other competent authorities and bodies where required by law, regulation, accreditation requirements, or where otherwise considered necessary by the Academic Board.

By enrolling in the programme, students acknowledge their responsibility to uphold the highest standards of integrity and ethical conduct and to comply with all applicable laws, regulations, policies, and academic requirements.

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This syllabus is subject to periodic review and update by the Academic Board.