



**"I confirm"**

Head of the Department: \_\_\_\_\_

Protocol No.

Date: 2024

### Syllabus

<b>General Information</b>	Department	Marketing and Management
	Faculty	School of Economics and Business
	Major code	
	Group Number	
	Degree level	<input type="checkbox"/> Bachelor <input type="checkbox"/> Master
	Study format	Full-Time
	Academic year/Semester	2024/Fall
	Year of study	2024-2025
	Academic semester	<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer
<b>Course Information</b>	Course name, code	Investment process management
	Credit count	6
	Study load (hours)	45
	Teaching methods	<input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Laboratory
	Language of instruction	<input type="checkbox"/> Azerbaijani <input type="checkbox"/> English <input type="checkbox"/> Russian
	Course type	<input type="checkbox"/> Mandatory <input type="checkbox"/> Elective
	Prerequisite course/code	
<b>Instructor Information</b>	Instructor's academic degree, academic title, honorary title, last name, first name, patronymic	Doctor of Philosophy, Associate Professor Mirzəyev Natiq Sərhad oğlu
	Instructor's email address	mirzoev.n@mail.ru
	Instructor's contact number	(+994) 50 664 69 60
	Office hours	
<b>Course Description</b>	The subject identifies the sources of investment and examines how investment management can be assessed and measured. It recommends and justifies methods and tools for improving management in various situations and in the context of the investment management framework. Many of these methods involve the application of financial instruments. Therefore, students will be given general information about the improvement and creation of an investment environment, methods of analyzing, assessing and managing investment risks, the formation and management of an	

	investment project, investment portfolio, methods of financing and lending investments, leasing, mortgage and venture financing of investments. At the same time, they will have the opportunity to learn how investment risks are assessed, how external factors affect their value, and how their use leads to operational and counterparty risks.
<b>Course Objectives</b>	The main goal of the subject "Investment Management" is to form a unified view of investment management, professional skills (competences) in the field of analysis, assessment and management of investment risks in students. It also includes the study of the basic theories, concepts and methodologies of investment management in order to form a basis for planning, analysis and optimization of the management situation of enterprises and organizations operating in the real sector of the economy. The subject program can be used by enterprises to make investment and financial decisions. As a result of the subject, you will be able to professionally manage investments using the required analytical knowledge.
<b>Learning Outcomes</b>	<p>The learning outcomes of the subject “Investment Management” may include the following:</p> <ol style="list-style-type: none"> <li>1. Fundamentals of Investment Management: Understanding the basic concepts of investment management and gaining a general understanding of investment activities.</li> <li>2. Management Strategies: Developing knowledge and skills in strategic planning of investment investments of enterprises and investment management.</li> <li>3. Project Preparation: Acquiring the ability to link theoretical knowledge related to the formation of an idea in the preparation of investment projects, its various phases and the application of various methods in its preparation with practical activities.</li> <li>4. Investment Financing Management: Learning and gaining in-depth knowledge about the relationship between the cost of investment, risk and return in investment and managing it.</li> <li>5. Mutual Investment Management: Understanding and implementing effective financing and lending relationship strategies to increase investor satisfaction.</li> <li>6. Sustainability: Understanding and applying the principles of sustainability in investment management.</li> <li>7. Crisis Management: Being prepared for possible crisis situations during investment and learning effective crisis management strategies.</li> <li>8. Innovation and Technology: The ability to acquire knowledge about and apply innovative methods in investment management.</li> </ol> <p>These learning outcomes aim to provide students with broad competencies in the field of investment management.</p>
<b>Course Requirements</b>	<p>The applications for students in the “Investment Management” course may be as follows:</p> <ol style="list-style-type: none"> <li>1. Participation: Students should be encouraged to actively participate in the course, ask questions, and participate in discussions. This can help students gain a deeper understanding of the topics.</li> <li>2. Group studies: Students may be assigned group projects or studies that will address real-world scenarios in the field of investment management. This can help them develop their collaboration, communication, and problem-solving skills.</li> </ol>

	<p>3. Field reviews and reporting: Students may be assigned to monitor current developments in the investment field and to analyze and report on these developments. This allows them to gain practical knowledge about investment management.</p> <p>4. Guest speakers and seminars: Guest experts in the field of investment and its management may be invited, or students may attend seminars organized in the sector. This gives students the opportunity to learn first-hand about current trends and practices in investment management.</p> <p>5. Field visits: Visits to relevant institutions and companies can give students the opportunity to see investment practices and interact with investors. This can help them connect theoretical knowledge with practice.</p> <p>These requirements can help students develop their investment management knowledge and skills more effectively by motivating them to participate more effectively in the course.</p>
<b>Academic Integrity</b>	<p><b>Academic integrity</b> - ensuring the originality of the work done, and sharing the ideas or findings of others by citing sources.</p> <p><b>Violations of academic integrity</b></p> <ol style="list-style-type: none"> <li>1. Plagiarism,</li> <li>2. Copying,</li> <li>3. Submitting all or part of a student's previous work, homework, or project in another class without citing the source,</li> <li>4. Citing non-existent sources or creating a fake database,</li> <li>5. Preparing course materials or assignments on behalf of other students,</li> <li>6. Demonstrating behavior to gain unfair advantage (providing a sick note when not really ill, making false excuses for an extension of time, or for other purposes),</li> <li>7. Taking an exam for someone else or having someone else take an exam for you.</li> </ol>
<b>Ethical Conduct</b>	<p>The ethical behavior of students participating in the “Investment Management” course aims to ensure success and respect in their educational process and future professional careers. Students must adhere to academic ethical standards by adhering to the principles of honesty and transparency in coursework and projects. They must attend classes on time, with a sense of responsibility, and take an active role in group work to ensure effective collaboration within the team. In addition, they must be sensitive to diversity and cultural sensitivity, and strive to understand different cultures and create a learning environment enriched by diversity. For professional development, they must increase their efforts to communicate with professionals in the sector and create effective networks, while improving their problem-solving and critical thinking skills. They must be aware of social media etiquette and professionalism, create a trustworthy image on online platforms, and maintain online etiquette. In terms of openness to change, innovation, and career development, students must monitor changes in the sector, be open to innovations, and regularly use relevant resources for career development. These ethical behaviors guide students to be successful and ethical both academically and professionally.</p>

<b>Primary Reading List</b>	<ol style="list-style-type: none"> <li>1. Atakishiyev M.C. et al. Mechanisms for improving the management of investment projects. Baku, 2008.</li> <li>2. Babayev I.A. Project management. Baku, 2020</li> <li>3. Tagiyev A.H., Amirov I.V. Innovation management. Baku. 2004.</li> <li>4. Guriy P.S. Investment and project management. Donetsk, 2019</li> <li>5. Gaiduk A.E. Management of innovative projects. Samara, 2023</li> </ol>	
<b>Supplementary Reading List</b>	<ol style="list-style-type: none"> <li>1. Aliyev G. Investment financing and lending. Baku, 2008</li> <li>2. Mammadov I.S. Investment activity in the Azerbaijani industry and its improvement. Baku 2005</li> <li>3. Isayev S.Z. Legal regulation of investment activity. Textbook. Baku. 2010.</li> <li>4. Bondaletova, N. F. Economics of investments Moscow, 2022. — 115 p.</li> <li>5. Nemchaninova M.A. Investments: textbook / M.A. Nemchaninova: DVGUPS, 2022</li> </ol>	
<b>Online Resources</b>	<ol style="list-style-type: none"> <li>1. [hospitalitynet.org](https://www.hospitalitynet.org)</li> <li>2. www.economy.gov.az</li> <li>3. www.president.az</li> <li>4. www.google.az</li> <li>5. www.nba.az</li> </ol>	
<b>Grading: 100-Point System</b>	<p>The final grade is the sum of the points given for the current assessment - seminars and colloquiums (0 - 30 points), independent work (0 - 10 points), attendance (0 - 10 points) and intermediate assessment - end-of-semester exams (0 - 50 points). If additional experimental and practical lessons are planned for the same subject, (0 - 10) points are allocated for the assessment of these lessons.</p> <p>Final grade = <i>current assessment</i> + <i>intermediate assessment</i></p>	
<b>Seminars and Colloquiums</b>	<p>Colloquiums are organized 3 times per semester according to the academic calendar. Each colloquium is evaluated with 0 - 10 points. The colloquium is mandatory. A student who does not participate in the colloquium is given 0 points.</p>	<b>0-30</b>
<b>Assignments</b>	<p><b>Writing guidelines required for assignments</b></p> <p>Font and size: Arial 12 pt</p> <p>Line spacing: 1.5</p> <p>Total length of work: minimum 3 pages</p> <p>Deadline for submission: 2 weeks before the end of the semester</p>	<b>0-10</b>
	<p><b>Topics of individual work:</b></p> <ol style="list-style-type: none"> <li>1. Theoretical foundations of investment support of the economy</li> <li>2. Forms of investment and investment classification of the industry</li> <li>3. Essence and elements of the investment climate</li> <li>4. State regulation of investment activity</li> <li>5. Methodology of substantiation of investment projects and the essence of investment projects</li> <li>6. Main sections of investment projects</li> <li>7. Rules for drawing up and approving project-estimate documents</li> <li>8. Methods of financing investment projects</li> <li>9. The essence of the conceptual and contractual phases of the project</li> <li>10. Main elements of the project and the goals of its implementation</li> <li>11. Financial resources borrowed and attracted by the enterprise</li> <li>12. Rules for using funds attracted from abroad and foreign issue shares</li> <li>13. Concept of risk in investment and assessment of the results of neutralization of project risks</li> <li>14. Concept of risk in investment and assessment of the results of neutralization of project risks valuation</li> </ol>	

	15. The role of money in the justification of investment projects 16. The essence of inflation, its causes and its impact on the valuation of investment projects 17. The main strategic objectives of investment activity 18. Investments in real estate 19. Financing of capital investments 20. Technical and technological innovations 21. Copyright, copyright certificate and patent 22. Application of new materials	
<b>Attendance</b>	1 point is deducted for every 10% of the hours allocated for teaching the subject during the semester. A student who misses more than 25% of the lessons in the subject will not be allowed to take the exam.	<b>0-10</b>
<b>Examination</b>		<b>0-50</b>

*Assessment of student knowledge based on the total accumulated semester points is conducted as follows:*

**Grading Scale:**

Points	Letter-Grade Assessment	Performance Level
100 – 91	A	“excellent”
90 – 81	B	“very good”
80 – 71	C	“good”
70 – 61	D	“sufficient”
60 – 51	E	“satisfactory”
Less than 51 points	F	“unsatisfactory”

Course Schedule and Thematic Plan					
N	Date	Subject Topics	Lecture Hours	Seminar Hours	Textbook/Assignments
1		The essence and forms of investment investment	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
2		The essence and forms of investment investment	2	2	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
3		Investment activity and investment policy	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004.

					2. Hayduk A.E. Management of innovative projects. Samara, 2023
4		Classification and objectives of investment projects	2	2	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
5		Methods of financing and lending of investment projects	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
6		Stages of preparation and implementation of an investment project	2	2	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
7		Internal and external financial resources in investment activity	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
8		The necessity of taking into account time, uncertainty and risk factors in assessing the efficiency of investment investments	2	2	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
9		Factors affecting the volume and structure of investment investments	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
10		Methods of assessing the efficiency of investment projects based on static and discounting of cash flows	2	2	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
11		Income-cost ratio in assessing the economic efficiency of investment projects analysis, cost-effectiveness methods and directions of their application	2		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023

<b>12</b>		Formulation of strategic goals of investment activity	<b>2</b>	<b>2</b>	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
<b>13</b>		Composition and structure of capital investment	<b>2</b>		1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
<b>14</b>		Management of investments in the innovation activity of the enterprise	<b>2</b>	<b>2</b>	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
<b>15</b>		Investment in intellectual property and its management	<b>2</b>	<b>1</b>	1. Taghiyev A.H., Amirov I.V. Innovation management. Baku. 2004. 2. Hayduk A.E. Management of innovative projects. Samara, 2023
		<b>Total:</b>	<b>30</b>	<b>15</b>	<b>45</b>

**Lecturer:**

**Doctor of Philosophy, Associate Professor Natiq Mirzəyev**