



## Principles of Diplomacy

### Syllabus

### ВОК 1.9

### PRD-211

Quarter/Year: Spring/2022

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Prerequisites: none

ECTS Credits: 6

US Credits: 3

### Course Description

This course aims to provide students with basic knowledge of diplomatic and consular law, as well as professional and personal skills and competencies necessary to effectively perform the functions of a specialist in international relations and business in various situations when working in international companies, science and education, including the use of knowledge gained in the performance of official duties abroad. In particular, we will try to address issues from thorough theoretical and practical knowledge for diplomatic and consular work, as well as to apply this knowledge in cooperation with international business; analysis the role of diplomatic relations in creating a positive internal and external image of Ukraine as a whole and at an individual enterprise

### Course Outcomes

PH1. Responsibly treat professional self-improvement, realizing the need for lifelong learning, show tolerance and readiness for innovative changes.

PH3. Use modern information and communication technologies, software packages for general and special purposes.

PH4. Systematize and streamline the information received on the processes and phenomena in the world economy; evaluate and explain the influence of endogenous and exogenous factors on them; formulate conclusions and develop recommendations, considering the peculiarities of the national and international environment.

PH5. Possess the skills of introspection (self-control), be understandable for representatives of other business cultures and professional groups of different levels (with specialists from other fields of knowledge / activities) on the basis of appreciating diversity, multiculturalism, tolerance and respect for them.

PH6. Plan, organize, motivate, evaluate and increase the effectiveness of teamwork, conduct research in a group under the leadership of a leader, taking into account today's requirements and features in a limited time.

PH7. Apply the acquired theoretical knowledge to solve practical problems and meaningfully interpret the results.

PH9. Understand and be able to apply, in accordance with other requirements of the educational program, modern theories and methods of solving specialized complex problems and practical problems in the field of international trade in goods and services, international capital flow, international monetary and financial relations, mobility of human resources, international technology transfer.

PH10. Identify and highlight the features of the functioning of the subjects of international relations and models of their economic development.

PH12. Carry out a comprehensive analysis of complex economic systems, compare and contrast their components, evaluate and justify evaluations of the effectiveness of their functioning.

PH13. Select and skillfully apply analytical tools for studying the state and development prospects of individual segments of the international markets for goods and services using modern knowledge about the methods, forms and tools for regulating international trade.

PH14. Understand and apply theories, principles, means and tools for the implementation of international monetary and financial and credit relations.

PH15. Determine the functional features, nature, level and degree of interconnections between subjects of international economic relations of different levels and establish communications between them.

PH16. Demonstrate knowledge about the state of research in international economic relations and the world economy in an interdisciplinary combination with political, legal, natural sciences.

PH17. Determine the reasons, types and nature of international conflicts and disputes, justify and apply economic, legal and diplomatic methods and means of their solution at the international level, defending the national interests of Ukraine.

PH18. Investigate economic phenomena and processes in the international sphere based on an understanding of categories, laws; highlighting and summarizing trends, patterns of functioning and development of the world economy, taking into account the cause-effect and space-time relationships.

PH20. Defend the national interests of Ukraine, taking into account the security component of international economic relations.

PH21. Understand and have the skills to maintain business protocol and business etiquette in the field of international economic relations, taking into account the peculiarities of intercultural communication at the professional and social levels, both state and foreign languages.

PH22. Apply appropriate methods, rules and principles of functioning of international economic relations for the development of foreign economic activity of Ukraine.

PH23. Recognize the need for lifelong learning in order to maintain a high level of professional competence.

PH24. Substantiate the choice and apply information and analytical tools, economic and statistical calculation methods, complex analysis techniques and methods of monitoring world markets.

PH25. Present the results of the research on the basis of which recommendations and measures for adaptation to changes in the international environment are developed.

## **Competencies**

3K 2. Ability to preserve and multiply moral, cultural, scientific values and achievements of society based on understanding the history and patterns of development of the subject area, its place in the general system of knowledge about nature and society and in the development of society, technology, use different types and forms of motor activities for active recreation and a healthy lifestyle.

3K7. Skills of using information and communication technologies.

3K 8. Ability to abstract thinking, analysis and synthesis.

3K 10. Ability to communicate with representatives of other professional groups at different levels (with experts from other fields of knowledge / types of economic activity).

CK 2. Ability to use basic categories and the latest theories, concepts, technologies and methods in the field of international economic relations, taking into account their basic forms, to apply theoretical knowledge on the functioning and development of international economic relations.

CK 10. Ability to justify the use of legal, economic and diplomatic methods (instruments) for resolving conflict situations at the international level.

**Internationality:** The international aspect of the discipline includes teaching on foreign books, using international cases and examples from different fact in international relations, teaching in English.

## **Communications**

For individual issues, students should contact the professor **ONLY** by given e-mail or by Moodle. In the Subject line they should put: UACUFirstNameLastName. E-mail messages will normally be answered within 24 hours.

Note! Only emails sent from the student's corporate email address will be answered.

## **Student Responsibilities**

### **Time Commitment**

The study of technical courses is cumulative (i.e., an understanding of earlier material is necessary to grasp concepts covered later). Past experience has shown a high correlation between procrastination and low grades. Students must be committed to completing tasks on time.

### **Technical Aspects**

The student is obliged to provide himself/herself with all the necessary technical equipment for the educational process (laptop or computer, webcam, headsets or headphones and microphone), as well as access to the Internet.

Only students signed-in with their own first and last name are allowed into video lectures in Zoom.

## Grading Policy

The course is based on mastery of course outcomes. Student grades for this course will be calculated based on performance.

Note: the minimal grade to pass a subject is 60%.

### Graduate Grading Guidelines

The assignment of a letter grade for a course is an indication of the student's overall success in achieving the learning outcomes for the course. The course letter grade may be viewed as a summary statement of the student's achievement in individual assessments (assignments & activities). These assessments are intended to identify for students their strengths as well as those areas in need of improvement. Student work is assessed according to the guidelines below.

#### Course-level Grading guidelines:

Grade	ECTS Grade	International Grade
90% - 100%	A	5 (Excellent)
83% - 89%	B	4 (Very Good)
75% - 82%	C	4 (Good)
70% - 74%	D	3 (Good)
60% - 69%	E	3 (Acceptable)
35% - 59%	FX	Not acceptable, possible repetition of course

#### Criteria for grading:

ECTS grade	Requirements for the student
A	The student demonstrated a comprehensive systemic and in-depth knowledge of program material; processed basic and additional literature; obtained a solid grasp of the conceptual apparatus, methods, techniques and tools provided by the program; found creative abilities in the presentation of the educational program material both on this issue and on related modules of the course and related courses, or the student had a current control of 90-100 points
B	The student demonstrated good knowledge of program material; processed the basic literature, mastered the conceptual apparatus, methods, techniques and tools provided by the program, but with some inaccuracies
C	
D	The student showed mediocre knowledge of the core program material; learned information mainly from a lecture course or just one textbook; mastered only certain methods, techniques and tools provided by the program
E	
FX	The student has significant gaps in knowledge of the main program material; fragmentary mastered the basic concepts, techniques and tools; significant mistakes are made when using them

Maximum total possible points – 500 points incl. (Midterm and Final exam are 60% of overall evaluation, where Midterm – 20% and Final – 40%)

- Test / Assignment / Project – 200 points (several times during the course)
- Midterm exam – 100 points
- Final exam – 200 points

### **Student Workload**

It is assumed that for each out of 17 class sessions a student spends about 10.5 academic hours of work. This includes 3.5 academic hours of lectures with the instructor and 7 academic hours of personal work. Personal work includes presentations, project preparation.

Please pay attention that 1 academic hour equals to 40 minutes.

### **Assignment Format**

- All work should be shown in time. If the student misses the deadline – the task is failed.
- Midterm covered topics from previous lectures (weeks 1-7). It included multiple choice questions and cases (essays) and took about 1.5 hours.
- The Final exam covered all course material and included multiple choice questions and cases (essays). It lasts for 1.5 hours. Admission to the Final exam is possible only if all the tasks of the curriculum are covered.
- After the Midterm and Final is graded a student has access to the grade only. Access to the attempt, corrects answers and information whether the answer is correct cannot be granted.

### **Academic dishonesty**

· Academic integrity is submitting one's own work and properly acknowledging the contributions of others. Forms of academic dishonesty include:

1. Plagiarism – submitting all or part of another's work as one's own in an academic exercise such as an examination, a computer program, or written assignment.
2. Cheating – using or attempting to use unauthorized materials on an examination or assignment, such as using unauthorized texts or notes or improperly obtaining (or attempting to obtain) copies of an examination or answers to an examination.
3. Facilitating Academic Dishonesty – helping another commit an act of dishonesty, such as substituting for an examination or completing an assignment for someone else.
4. Fabrication – altering or transmitting, without authorization, academic information or records.

Any violation of these rules constitutes academic dishonesty and is liable to result in a failing grade and disciplinary action. In case of any academic dishonesty a student is not allowed to continue or retake the assessment activity and for the Final the unsatisfactory grade (“0”) is assigned for the course total. Cases of the academic dishonesty are not considered by the Academic Council.

Midterm and Final are valid only if they are taken on-campus (room defined by the dean's office) and on UACU's computer/laptop or online on the student's computer/laptop using Zoom and other conditions defined by the dean's office to avoid the cases of academic dishonesty. Students who will not meet this requirement will be expelled from the course with grade "0".

In case of missed Midterm or Final exam (for a valid reason like sickness or an emergency) a request to repeat the exam is possible. Permit to repeat a midterm or final exam is done through a letter to the dean's office with request and approval of subject lecturer.

Submission or retaking of any assessment activities after deadlines are forbidden.

### **Submission & Return Policy**

Assignments must be submitted to the professor on or before the due date indicated in the Course Schedule. The assignments submitted after the due dates receive zero points.

\*\*\*\* NO MAKE –UP QUIZZES AND EXAMS \*\*\*\*

### **Schedule**

<b>Lecture #</b>	<b>Research Projects</b>	<b>Assignments Due</b>	<b>Points</b>
Lecture 1	<u>Concept of diplomacy and diplomatic work. Government agencies of foreign affairs</u>	Participation Team-work	5 5
Lecture 2	<u>Fundamentals of the formation of diplomatic relations in the world</u>	Quiz+Participation	5+5
Lecture 3	<u>Missions</u>	Quiz+Participation	5+5
Lecture 4	<u>Embassy and Consulates</u>	Quiz+Participation	5+5
Lecture 5	<u>International organization and conference</u>	Quiz+Participation	5+5
Lecture 6	<u>Special missions. Trade</u>	Quiz+Participation	5+5
Lecture 7	<u>Some types of diplomacy. National features of diplomacy</u>	Quiz+Participation	5+5
Lecture 8	<u>Midterm</u>		100
Lecture 9	<u>Diplomatic language and diplomatic documents</u>	Quiz+Participation	5+10
Lecture 10	<u>Personal correspondence and verbal notes in diplomatic practice</u>	Quiz+Participation	5+10
Lecture 11	<u>The concept and history of diplomatic protocol, ceremony and etiquette</u>	Quiz+Participation	5+10
Lecture 12	<u>Diplomatic visits and negotiations</u>	Quiz+Participation	5+10

Lecture 13	<u>Protocol and etiquette of diplomatic receptions</u>	Quiz+Participation	5+10
Lecture 14	<u>Adherence to the norms of diplomatic etiquette as a component of the image of a modern diplomat, businessman, politician</u>	Quiz+Participation	5+10
Lecture 15	<u>Specifics of business communication, ethics and norms of diplomatic protocol in foreign countries. International courtesy of states</u>	Quiz+Participation	5+10
Lecture 16	<u>Fundamentals of ethics of business relations</u>	Participation	10
		Project	20
Lecture 17	<u>Final</u>		200

## Recommended Materials

1. The Oxford Handbook of Modern Diplomacy Edited by Andrew F. Cooper, Jorge Heine, and Ramesh Thakur. Print Publication Date: Mar 2013 Subject: Political Science
2. Barston, R. P. (Ronald Peter) Modern diplomacy / R.P. Barston. – 4th ed.
3. Bjola Corneliu, Kornprobst Markus. Understanding International Diplomacy: Theory, Practice and Ethics. Routledge, 2013. – 257 p. – ISBN-10: 0415688213; ISBN-13: 978-0415688215.
4. Springer International Publishing; Palgrave Macmillan, 2019. – 279 p. – ISBN 978-3-319-95524-7, 978-3-319-95525-4

## Additional literature:

1. ABC of Diplomacy. Swiss Federal Department of Foreign Affairs (FDFA). - Bern, 2008
2. H.Kissinger. Diplomacy. – Simon and Schuster Paperbacks. – UNITED STATES–FOREIGN RELATIONS ADMINISTRATION. New York. – 1994.

*\* The above schedule and procedures are subject to change in the event of extenuating circumstances.*

Протокол засідання кафедр № 1 від 22.01.2022 року

Проректор з навчально-методичної роботи



Л.І.Кондратенко

Завідувач кафедри



Л.В.Жарова

Викладач



Н.М.Чаплинська