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**SYLLABUS**  
**PROGRAM OF PUBLIC MANAGEMENT AND POLICY IN ENGLISH**  
**(E-PMP)**

LEVEL OF EDUCATION: UNDERGRADUATE    TYPE OF EDUCATION: FULL-TIME

**1. GENERAL INFORMATION**

- *Course title (Vietnamese):*        ***Phân tích chính sách công***
- *Course title (English):*         ***Public Policy Analysis***
- *Course code:*                        ***EPMP1112***
- *Knowledge group:*                ***Professional Education***  
***(Major's knowledge)***
- *Credit:*                                 ***3***
- *Prerequisite courses:*         ***Microeconomics, Introduction to Public Policy***

**2. THE DEPARTMENT IN CHARGE: Social Management**

**3. DESCRIPTION**

This course provides basic concepts and principles of public policy analysis. The study approach involves theoretical presentations, case study analysis and discussion. Students can apply basic economic tools and ethical code of conduct to apply in a standard public policy analysis process. Students can also conduct real-world case studies in class.

**4. REFERENCES**

• **Required textbooks**

- David Weimer and Aidan Vining (2017). *Policy Analysis 6th Edition*.  
Routledge

• **Other references**

- William N. Dunn (2017). *Public Policy Analysis 6th Edition*. Routledge
- Handout from lecturer

**5. COURSE OBJECTIVES**

<b>Goal (Gx)</b>	<b>Description</b>	<b>PLO</b>	<b>Level</b>
<b>[1]</b>	<b>[2]</b>	<b>[3]</b>	<b>[4]</b>
G1	Have the knowledge on public policy analysis and cost - benefit analysis, be	KT4	3

(Knowledge)	able to apply the knowledge to analyze a specific public policy.		
G2 (Skill)	Have the skills to apply knowledge of policy analysis and CBA tools to analyze, evaluate and write a description and evaluation of a public policy in English.	KN3 KN5	3 3
G3 (Level of autonomy and responsibility)	Self-study for work to build up an ability to work for a lifetime. Have a sense of responsibility, cooperation, and autonomy at work; lifelong studying.	NLTC2	4

## 6. COURSE LEARNING OUTCOME:

Goal	CLO (CLOx.x)	Description	Level
[1]	[2]	[3]	[4]
G1 (Knowledge)	CLO1.1	Understand the basics of policy analysis and cost benefit analysis.	2
	CLO1.2	Be able to apply knowledge of policy analysis and CBA tool to analyze a specific public policy	3
G2 (Skill)	CLO2.1	Have skills in applying knowledge of policy analysis and CBA tools to analyze and evaluate a public policy in English	3
	CLO2.2	Have skills in writing a description and evaluation of a public policy in English.	3
G3 (Level of autonomy and responsibility)	CLO3.1	Self-study for work to build up an ability to work for a lifetime.	4
	CLO3.2	Have a sense of responsibility, cooperation, and autonomy at work;	4

## 7. COURSE ASSESSMENT

Form of evaluation	Content	Time	CLO	Evaluation criteria	Ratio (%)
[1]	[2]	[3]	[4]	[5]	[6]
Evaluate the learning process		From	CLO 1.1, CLO 2.1,	- Full class participation level.	10%

		week 1 to week 12	CLO 3.1, CLO 3.2	<ul style="list-style-type: none"> <li>- Level of lesson preparation at home</li> <li>- Level of participation in answering lecturers' questions (number of times and quality of answers)</li> <li>- Level of participation in questioning to the lesson given by lecturer (number of times and quality of answers)</li> </ul>	
Mid-term review	Individual test to examine topic knowledge from session 1 to session 6	Week 6	CLO 1.1, CLO 2.1, CLO 3.1 , CLO 3.2	<ul style="list-style-type: none"> <li>- The level of completion of the individual test (on time, the quality of the assignment is associated with the level of knowledge, skills. Level of autonomy and responsibility based on the course outcome standards)</li> </ul>	20%

Mid- term review		Weeks 11 & 12	CLO 1.1, CLO 1.2, CLO 2.1, CLO 3.1, CLO 3.2,	- The level of completion of group assignments and presentations (on time, the quality of the assignment is associated with the level of knowledge, skills. Level of autonomy and responsibility based on the course outcome standards)	20%
End-of-term evaluation	Final exam at the end of the course		CLO1.1, CLO1.2, CLO2.1, CLO2.2, CLO3.1; CLO3.2	The level of completion of the individual test at the end of the term (the quality of the exam is associated with the level of knowledge, skills. Level of autonomy and responsibility based on the course outcome standards)	50%

\* The module uses Turnitin software to assess academic integrity

## 8. TEACHING PLAN

Week/ Session	Contents	CLO	Activities	Assessment
[1]	[2]	[3]	[4]	[5]

1	<ul style="list-style-type: none"> <li>• Introduction: How to do policy analysis</li> <li>○ Individual versus Social Costs and Benefits</li> <li>○ Types of CBA Analyses and Their Purposes</li> <li>○ The Demand for CBA</li> <li>○ The Cost of Doing CBA</li> <li>○ Using CBA for Decision Making</li> <li>○ The Basic Steps of CBA: Coquihalla Highway Example</li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<p><b>Study at home:</b> Read materials at home in advance</p> <p><b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session</p>	Attendance (full class participation): 10% Presentation 1: 10% Individual assignment: 20%
2	<ul style="list-style-type: none"> <li>• Valuing benefits and costs</li> <li>○ Valuing Outcomes: Willingness to Pay (WTP)</li> <li>○ Valuing Inputs: Opportunity Costs</li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<p><b>Study at home:</b> Read materials at home in advance</p> <p><b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session</p>	
3	<ul style="list-style-type: none"> <li>• Valuing benefits and costs (Continued)</li> <li>○ Valuing Benefits and Costs in Efficient Secondary Markets</li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<p><b>Study at home:</b> Read materials at home in advance</p> <p><b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class</p>	

	<ul style="list-style-type: none"> <li>○ Valuing Benefits and Costs in Distorted Secondary Markets</li> <li>○ Indirect Effects of Infrastructure Projects</li> </ul>		discussion): 1 session	
4	<ul style="list-style-type: none"> <li>• Conceptual foundations of cost-benefit analysis,</li> <li>• Discounting</li> <li>○ Introduction</li> <li>○ Compounding and Discounting over Multiple Years</li> <li>○ Timing of Benefits and Costs</li> <li>○ Comparing Projects with Different Time Frames</li> <li>○ Inflation and Real Versus Nominal Dollars</li> <li>○ Types of discounting</li> </ul>	CLO1.1 CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session	
5	<ul style="list-style-type: none"> <li>• Predicting and monetizing impacts</li> <li>• Estimating benefits: Market demand function</li> <li>• Econometric Estimation with Many Observations</li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class	

			discussion): 1 session
6	<ul style="list-style-type: none"> <li>• Estimating benefits: <ul style="list-style-type: none"> <li>○ Experiments and quasi experiments;</li> <li>○ Estimating benefits: Indirect market methods</li> <li>○ CBAs of Welfare-to-Work Experiments</li> <li>○ Random Assignment Experiments in Health</li> <li>○ Market Analogy Method</li> <li>○ The Trade-off Method</li> <li>○ Intermediate Good Method</li> </ul> </li> </ul>	CLO 1.1, CLO 1.2, CLO 1.3, CLO 1.4, CLO 2.1, CLO 2.2, CLO 2.3, CLO 3.1	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session
7	<ul style="list-style-type: none"> <li>• Estimating benefits: Contingent valuation <ul style="list-style-type: none"> <li>○ Payment Vehicle</li> <li>○ Generic Survey Issues</li> </ul> </li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session
8	Estimating benefits: Shadow prices from secondary sources	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance

			<b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session	
9	<ul style="list-style-type: none"> <li>• Risk and uncertainty <ul style="list-style-type: none"> <li>○ Expected Value Analysis</li> <li>○ Sensitivity Analysis</li> <li>○ Information and Quasi-Option Value</li> <li>○ Option price and option value</li> </ul> </li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session	
10	<ul style="list-style-type: none"> <li>• Cost-effectiveness analysis <ul style="list-style-type: none"> <li>○ Cost-Effectiveness Ratios and Policy Choice</li> <li>○ Omitted Costs and Benefits</li> <li>○ Cost-Utility Analysis</li> <li>○ The Use of League Tables</li> </ul> </li> </ul>	CLO1.1, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 3 sessions Discussion: (Group discussion and class discussion): 1 session	
11	<ul style="list-style-type: none"> <li>• Social discount rate <ul style="list-style-type: none"> <li>○ The Shadow Price of Capital</li> <li>○ Using the Optimal Growth Rate</li> </ul> </li> </ul>	CLO1.1, CLO1.2, CLO2.1, CLO3.1; CLO3.2	<b>Study at home:</b> Read materials at home in advance <b>Teaching and learning in class</b> Lecture: 1 sessions	Presentation 20%



	<p>Approach to Discounting</p> <ul style="list-style-type: none"> <li>○ Intergenerational Discounting<sup>[1][2]</sup></li> <li>• Existence value</li> </ul>		<p>Presentation: 3 sessions</p>	
12	<ul style="list-style-type: none"> <li>• Distributional weights</li> <li>• Conclusion and discussion</li> </ul>	<p>CLO1.1, CLO1.2, CLO2.1, CLO2.2, CLO3.1; CLO3.2</p>	<p><b>Study at home:</b> Read materials at home in advance  <b>Teaching and learning in class</b>  Lecture: 1 sessions  Presentation: 3 sessions</p>	
	<p>Final exam</p>	<p>CLO1.1, CLO1.2, CLO2.1, CLO2.2, CLO3.1; CLO3.2</p>	<p><b>90 minutes exam</b></p>	<p>Multiple choice and essay questions 50%</p>

## 9. COURSE REQUIREMENT

### 9.1. Rules of class participation

- Students are responsible for attending all classes. In case of absence from school due to force majeure reasons, there must be sufficient and reasonable proofs.

- Students are responsible for actively researching documents, proactively preparing lessons before going to class according to the instructions and requests of lecturers.

- Students who miss more than 20% of the lessons of the subject will be considered as not complete the course and have to enroll again.

- Students who submit individual and group assignments late compared with the prescribed time of the instructors will receive a score of 0 for that assignment.

- About discussions between lecturer and students: Encourage students to engage in discussions, direct feedback with lecturer about the content of the module, teaching and learning methods, teaching materials and readings. The lecturer also encourages students to give feedback on the test format, method and content, and the assessment method of student learning results. Students can discuss with lecturers in class, during office hours or via email. The valuable student feedback contributes to improve the quality of teaching and learning method of the module.

## **9.2. Rules of classroom behavior**

- The course is conducted on the principle of respect for learners and teachers. All acts that interfere with the teaching and learning process are strictly prohibited.

- Students need to actively participate in lectures in class through discussions with teachers (answer and ask questions) and group discussions, presentations

- Students must go to school on time. Students who are late more than 10 minutes after class starts will not be able to attend the class.

- Absolutely not make noise, affect others in the learning process.

- Absolutely not eat, drink, chew gum, use devices such as phones, music players during class.

- Laptops and tablets are only used for the purpose of recording lectures, calculating for lectures, exercises, absolutely not used for other purposes.

*Hanoi, Date Month Year 20*

**DEAN OF FACULTY**

**(Signed)**

**PRINCIPAL**

**(Signed)**