

SYLLABUS OF THE COURSE

Ethics and business culture

Level of higher education: first (bachelor).

Speciality: – 051 Economics, 076 Entrepreneurship, trade and exchange activities, 241 Hotel and restaurant business.

Educational programm – Economics, Entrepreneurship and commercial activity, Entrepreneurship in hotel and restaurant business.

Discipline status – obligatory.

Lecturer – Nifatova Olena Myhailivna, professor of entrepreneurship and business department.

1. Course annotation:

Semester: 1.

Module volume: total number of hours – 90; of them: lectures – 12 hours, practical – 24 hours, individual work – 54 hours; number of ECTS credits – 3.

The purpose of the course – mastering the competencies of forming a system of basic knowledge of modern concepts of business culture, applied ethics and corporate social responsibility, acquiring skills of practical application of these concepts in the management of the company with the purpose to build effective and ethical interaction between business and society.

The results of discipline' studying:

to know: subject, specifics and history of business ethics; basic concepts of business ethics and methods of business communication; goals, objectives and main functions of the corporation, firm, organization; strategy of ethical behavior in the business world; national and religious features of work ethics;

be able: to diagnose, analyze and neutralize conflict situations between participants of economic relations;

to master the skills: in selection and use of psychological and pedagogical technologies in professional and other spheres of life;

be able to demonstrate: integration of economic interests of participants of economic relations on the basis of principles of mutual benefit and partnership.

Required training components (prerequisites, co-requisites, post-requisites): basics of entrepreneurship, economy of enterprise, commercial activity.

Course content: Topic 1. Features of the formation and use of business culture in entrepreneurship. Concepts and components of business culture. Topic 2. Professional ethics and its impact on business ethics. Topic 3. Basic concepts of business ethics. Topic 4. Corporate codes of business conduct. Topic 5. Ethical and social responsibility of the entrepreneur. Topic 6. Foreign experience in forming a business culture of entrepreneurial activity.

Forms of final control: exam (semester 1).

Tools for diagnosing studying success: questions for current control, tests, tasks, presentations, essays.

Language of studying: Ukrainian.

2. Assessment:

Distribution of points received by students

Current assessment and individual work						MC	Exam	Sum
T1	T2	T3	T4	T5	T6			
10	15	15	15	15	10	10	10	100

Distribution of points in discipline

Types of works assessed in points	T1	T2	T3	T4	T5	T6		Total
Speech at the practical lesson / Execution of home tasks	5	5	5	5	5	5		30
Presentations/essays/exercises	5	10	10	10	10	5		50
Module control	10							10
Exam	10							10
Total of discipline								100

Exam assessment criteria:

The exam is conducted in the form of testing and is evaluated from 0 to 10 points.

Total number of test questions is 20.

Each correct answer is worth в 0,5 балу.

Maximum score is 10 points.

Compliance with the scales for assessing the quality of learning material

Score on a national scale for exam, TP, CW / offset /	Score in points	Evaluation on the ECTS scale	Explanation
Perfectly/credited	90-100	A	Perfect (excellent performance with only a small number of mistakes)
Good/credited	82-89	B	Very good (above average with several mistakes)
	74-81	C	Good (in general correct execution with a number of significant mistakes)
Satisfactorily/credited	64-73	D	Satisfactorily (not bad, but with a significant number of mistakes)
	60-63	E	Enough (execution meets the minimum criteria)
Unsatisfactorily/not credited	35-59	FX	Unsatisfactorily (with the possibility of reassembly)
	0-34	F	Unsatisfactorily (with mandatory re-study of the discipline)

3. Course policy:

3.1. Mandatory observance of academic integrity by students, namely:

- independent execution of all types of work, tasks, forms of control provided by the work program of this discipline;
- links to sources of information in the case of the use of ideas, developments, statements, information;
- compliance with the law on copyright and related rights;
- providing reliable information about the results of their own educational activities, used research methods and sources of information.

3.2. To obtain a minimum positive grade in the discipline it is necessary to obtain a minimum number of points for each topic and modular control.

3.3. In case of untimely performance of works, the number of points scored is reduced by 30%.

3.4. Postponement of the deadline for submission of works:

- possible extension of the deadline for submission of works for valid reasons (hospital, academic mobility), the lecturer should be notified in advance;
- without valid reason – the number of scored points is reduced by 30%.

3.5. When plagiarism is detected, the student's work is returned back and a new task is issued.

3.6. In case student gets an insufficient quantity of points from the discipline, missed classes should be completed according to the individual schedule agreed with the lecturer.

3.7. The appeal of the assessment is as follows: a student makes a request to the lecturer, who reviews the available results of the student's educational activities to be assessed, and under objective conditions (detected technical errors) the scores may increase. If the student claims a higher score and considers the evaluation of the results of his educational activities by the lecturer biased, the department creates a commission of three scientific-pedagogical members, which offers the student to demonstrate the acquired knowledge, skills and abilities from this discipline in a certain form (oral or written). Scores may increase if the student confirms the level of knowledge declared by him.