

SYLLABUS OF THE COURSE

Information systems and technologies in economics and management

Level of higher education - the first (bachelor's).

Areas of knowledge: 05 Social and behavioural sciences, 07 Management and administration, 24 Service sector, 28 Public management and administration.

Specialties: 051 Economics, 071 Accounting and Taxation, 072 Finance, Banking and Insurance, 073 Management, 075 Marketing, 076 Entrepreneurship, Trade and Exchange Activities, 241 Hotel and Restaurant Business, 242 Tourism, 281 Public Administration.

Educational programs: Economics, International Economics, Accounting and Taxation, Finance, Banking and Insurance, Travel Business, Management, Marketing, Entrepreneurship and Business, Hotel and Restaurant Business, Tourism, Public Administration.

Discipline status - required.

Teacher: Ph.D., Assoc. Ponomarenko IV, Associate Professor of Marketing and Communication Design.

1. Course abstract

Module volume: total number of hours - 90, of which: lectures - 12 hours, laboratory / practical / seminar - 12 hours, independent student work - 66 hours; number of ECTS credits - 3.

Course purpose -formation of competencies: "ability to search, process and analyze information from various sources ", " ability to use modern information and communication technologies, general and special purpose software packages ", " ability to produce new ideas, think systematically, show creativity, flexibility, time management skills ", "Ability to ensure the appropriate level of development and use of management products, services or processes", "ability to use modern ICT in the preparation and implementation of management decisions", "ability to provide information and analytical support of management processes using modern information resources and technologies", "ability use the system of electronic document management ", " Ability to implement innovative technologies "

Learning outcomes of the discipline:

to know: rules and algorithms for data processing using various software tools; general principles of construction of modern information technologies and systems; current trends and tendencies in the field of office hardware and software; structure and purpose of modern information technology software; general concepts and principles of effective information retrieval; principles of work with the main services of the Internet and ways to use them in professional activities; general concepts and principles of effective information retrieval;

to be able: to build an information model of the subject area, to use ICT for data processing and organization of collective work on their creation and reuse; "Be able to use the system of electronic document management", to analyze information related to a particular subject area using modern office computer programs; determine rational methods and ways of using application software to solve problems in the specialty; "Be able to search and summarize information, draw conclusions and formulate recommendations within its competence", apply basic techniques of information and information-analytical work with the use of computer technology in professional activities;

to be able to demonstrate: "demonstrate a wide range of cognitive and intellectual skills in the formation, improvement and implementation of information support for public administration and administration", the ability to form economic and information targets; ability to use information technology to process economic information; ability to determine a possible set of economic and information operational levers of influence;

to have the skills: "have the skills to work with a computer, use information technology to implement accounting procedures using specialized information systems and computer technology", the use of various software in accordance with the specifics of the economic process; use the best

foreign and domestic experience in adapting information technology to economic needs at the micro and macro levels;

to decide for yourself: tasks in the economic sphere through the use of modern information technology.

Required training components (prerequisites) business Ukrainian language; higher and applied mathematics; economic informatics; economic theory.

Course content: Topic 1. Economic information as an object of computer processing. Topic 2. General characteristics of the information system of the enterprise. Topic 3. Organization of information support systems. Topic 4. Technology of creating information systems. Topic 5. Organization of automated information systems in management on the basis of modern computer technology. Topic 6. Organization of technological support of the automated information system. Topic 7. Expert systems in automated information systems.

Form of final control: credit (2 semesters).

Tools for diagnosing learning success: individual tasks, questions for current control, tasks, questions for final control.

Language of instruction: Ukrainian.

2. Evaluation

Distribution of points received by students

Ongoing assessment and independent work *							MK **	Examination	Sum
T1	T2	T3	T4	T5	T6	T7			
10	10	10	10	10	10	10	20	10	100

* - 50% of points are allocated for VTS (for each topic);

** - the number of modular / thematic / current controls and scores is determined by the teacher

Distribution of points in the discipline

Types of work evaluated in points	T1	T2	T3	T4	T5	T6	T7	Total
Speech at the seminar / performance and / or protection of laboratory work, etc.	10	10	10	10	10	10	10	70
Graphic works	-	-	-	-	-	-	-	-
Presentations / essays / exercises, etc.	-	-	-	-	-	-	-	-
Modular / current / thematic control	10			10				20
Examination	10							10
Total from the discipline								100

Compliance with the scales for assessing the quality of learning material

Score on the national scale for the exam, CP, CD / test	Score in points	Assessment on the ECTS scale	Explanation
Excellent / credited	90-100	AND	Perfectly (excellent performance with only a small number of errors)

Fine/ credited	82-89	IN	Very good (above average with multiple errors)
	74-81	WITH	Fine (in general correct execution with a certain number of significant errors)
Satisfactory / credited	64-73	D	Satisfactorily (not bad, but with a significant number of shortcomings)
	60-63	IS	Enough (performance meets minimum criteria)
Unsatisfactory / not credited	35-59	FX	Unsatisfactorily (with the possibility of re-assembly)
	0-34	F	Unsatisfactorily (with mandatory re-study of the discipline)

3. Course policy:

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

- independent performance of all types of works, tasks, forms of control provided working program of this discipline;
- links to sources of information in the case of the use of ideas, developments, statements, information;
- compliance with the legislation on copyright and related rights;
- providing reliable information about the results of their own educational (scientific, creative) activities, used research methods and sources of information.

3.2. To obtain a positive assessment of the discipline it is necessary to score a total of the minimum number of points (60) for individual tasks (exercises), current (thematic) and modular control.

3.3. In case of untimely performance of works points are reduced.

3.4. Postponement of delivery / re-submission:

- for good reasons, the work is evaluated without reducing the maximum score, provided that the teacher is notified in advance or through the head of the group (documentary) about the reason for the delay and the deadline for the transfer of work;
- without good reason - with a decrease in the maximum score for work performed.

3.5. When plagiarism is detected, the work is not credited, another individual task or another version of tests for current (thematic) and modular control is issued. The maximum score is reduced for a new job.

3.6. Missed classes necessarily need to be worked out according to an individual schedule agreed with the teacher.