

COURSE SYLLABUS

MANAGEMENT

Degree of higher education first (bachelor)

Specialty 073 Management, 051 «Economics», 071 «Accounting and Taxation», 072 «Finance, Banking and Insurance», 075 «Marketing»

Educational program Management

Course status – compulsory.

Instructor (s) Ph.D. Bugas N., associate Professor of Management and public administration.

1. Course description

Semester(s): 3

Scope: total number of hours – 180 including: lectures – 12 hours, practical – 24 hours, independent work – 144 hours; number of ECTS credits – 6.

Course objectives – mastering competencies/abilities The purpose of the course: mastering by higher education students a system of competencies to achieve the ability to apply in practical situations acquired knowledge to justify management decisions and the ability to ensure their competence, form new ideas (creativity), ability to create and organize effective communication in business and skills work in a team and establish interpersonal interaction in solving professional problems.

Learning outcomes of the course:

know: the main activities in the field of management in modern organizations; functions and methods of management, the essence of strategic and operational management, the principles of building an effective management system, the basics of practical organization of work of managers of modern domestic and foreign enterprises in various fields.

be able: organize practical management work in organizations, analyze the management system of the organization, apply various methods and tools of planning, organization, motivation and control of the enterprise, use according to the situation methods of management decisions and implement a set of actions for their implementation, develop technologies to make and implement management decisions, structure tasks according to the number and qualifications of performers, determine the order of work, calculate the term of their implementation, taking into account business and personal characteristics to select performers, distribute tasks, delegate powers;

have the skills: establish and conduct effective communication in the enterprise management system, choose and use leadership style situations based on appropriate types and forms of power and managerial influence, determine the impact of the chosen incentive system on staff efficiency and adjust it if necessary to ensure sufficient motivation, to establish effective communications in the management process;

solve independently: knowledge of management of the organization and its units through the implementation of management functions, choose and use modern management tools, the ability to establish social interaction in the team, cooperation, prevent and resolve conflicts, plan activities and manage time, analyze and structure organizational problems, to form reasonable decisions;

to solve independently: difficult tasks and problems concerning the organization of acceptance of administrative decisions.

Required educational components (prerequisites, co-requisites, post-requisites): history of economics and economic thought, macroeconomics, microeconomics, international economics, international economic activity, philosophy, political science and sociology, economic theory, marketing

Course content: Topic 1.

Forms of final control: exam (semester 1).

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

Language of instruction: Ukrainian, English.

2. Assessment

Ongoing assessment and independent work																MC	Exam	Total	
T1	T2	T3	T4	T5	T6	T7	T8	Presentations	T9	T10	T11	T12	T13	T14	T15				T16
4	4	5	4	4	5	4	5	10	4	5	4	5	4	5	4	4	10	10	100

Distribution of points in the course

Activities evaluated in points	T1	T2	T3	T4	T5	T6	T7	T8	T9	T10	T11	T12	T13	T14	T15	T16	Total	
Speech at the seminar	3	4	3	4	3	4	3	3	3	4	3	3	4	4	3	3	58	
presentation	5						5											10
Ongoing control (by topics)	6						6											12
Modular control													10			10		
Exam													10			10		
																	Total in the course	100

Exam evaluation criteria

Compliance with the scales for assessing the quality of learning material

Score on the national scale	Points	Assessment on the ECTS scale	Definition
excellent / passed	90-100	A	Excellent (outstanding performance without errors)
good / passed	82-89	B	Very good (above the average standard but with minor errors)
	74-81	C	Good (generally sound work with some errors)
satisfactory / passed	64-73	D	Satisfactory (fair but with significant shortcomings)
	60-63	E	Fair (performance meets the minimum criteria)
unsatisfactory / failed	35-59	FX	Fail (some more work required before the credit can be awarded)

	0-34	F	Fail (considerable further work is required)
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3. Course policy:

3.1 Mandatory observance of academic integrity by students, namely:

- independent performance 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 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 grade in the discipline it is necessary to obtain a minimum number of points for each completed practical task and two modular tests.

3.3 In case of untimely performance of works it is allowed to finish them within time, before passing of modular control on discipline.

3.4 Postponement of delivery / re-submission:

- allowed for good reasons (hospital, academic mobility, etc.) without reducing scores for each completed practical task and two modular controls;
- without good reason is evaluated by 1 point below for each completed practical task and two modular controls.

3.5 When plagiarism is detected, the student's completed practical tasks are not credited. He has the opportunity to retake them, but with a reduction of the score by 50% of the score for each completed practical task.

3.6 Missed practical classes and failed module tests are completed by the student within the semester in which the discipline is taught, by separate agreement with the teacher. Postponement of delivery of works occurs according to item 3.4 of a syllabus.

3.7 An appeal by a student of the final grade in the discipline is allowed. Its review is submitted for consideration to a specially created commission at the department consisting of the head and 2 teachers of the department.