



Syllabus of the course «Business ethics»

Specialty	<i>073 Management</i>
Study programme	<i>Business Administration</i>
Level of education	<i>First (bachelor)</i>
Discipline status	<i>Compulsory</i>
Teaching language	<i>English</i>
Course / semester	<i>1 course, 2 semester</i>
Number of credits ECTS	<i>4</i>
Distribution by types of trainings and hours of study	<i>Lectures – 24 hours</i>
	<i>Practical studies (seminars) – 24 hours</i>
	<i>Independent training – 72 hours.</i>
Form of final assessment	<i>Grading</i>
Department	<i>Management and Business Department, 703 (library block), +38 057 702 01 46, www.kmib-hneu.com</i>
Teachers	<i>Blyznyuk Tetyana Pavlivna, Doctor of sciences (Economics), Professor; Abdriichenko Zhanna Olehivna, PhD, Associate Professor</i>
Teacher's contacts	<i>blyznyuk.tetyana@gmail.com, zhanna.abdriichenko@hneu.net</i>
Days of the classes	<i>According to the schedule</i>
Consultations	<i>According to the schedule</i>
The purpose of the course	
is assimilation of language culture and language etiquette, business communication techniques, non-verbal means of communication and the image of a businessperson.	
Prerequisites for learning	
<i>Socio-economic history of Ukraine, Philosophy</i>	
Content of the course	
Content module 1. Business ethics as a science and a discipline	
Topic 1. Business ethics as a science and discipline: object, subject and task	
Topic 2. Language culture of business conversation	
Content module 2. Culture and ways of communication, the image of a businessman	
Topic 3. Culture and communication techniques as part of language etiquette	
Topic 4. Non-verbal power of image ways of communication	
Topic 5. Power of image	
Topic 6. Technology of business (commercial) negotiations	
Topic 7. Ethics of distance communication	
Material and technical support (software) of the discipline	
<i>Laptop, Power Point MS Office, Multimedia Projector</i>	
Course page on the Moodle platform (personal training system)	<i>Course description, Working plan, Syllabus, Lectures (presentations), Practical (methodical recommendations), Seminars (List of questions), Homeworks; Tests, Additional learning materials. https://pns.hneu.edu.ua/course/view.php?id=5440</i>
Assessment system of learning outcomes	
<i>The total score of the discipline consists of class attendance, current control, final control (the maximum amount is 100 points, the minimum amount that taking as a pass of discipline – 60 points).</i>	
<i>More detailed information on assessment is given in the technological card of the discipline.</i>	



Accumulation of rating points in the course	
Types of training	Max points
Lectures	12
Practical studies (seminars)	12
Competence-oriented tasks	30
Express Tests	6
Essay	15
Final Written Test	25
Max points	100
Discipline policies <i>Policy of academic integrity, Policy to perform tasks later than the deadline, Absenteeism policy</i>	
<i>More detailed information about competencies, learning outcomes, teaching methods, assessment forms, independent training is given in the Program of the course</i>	

Syllabus approved at the meeting of the Department Protocol № 13 dated 22.06.2021