



Syllabus of the course
«Introduction to the profession»

Specialty	<i>073 Management</i>
Study programme	<i>Business Administration</i>
Level of education	<i>First (bachelor)</i>
Discipline status	<i>Mandatory</i>
Teaching language	<i>English</i>
Course / semester	<i>1 course, 1 semester</i>
Number of credits ECTS	<i>3</i>
Distribution by types of trainings and hours of study	<i>Lectures – 6 hours</i>
	<i>Laboratory – 6 hours</i>
	<i>Practical studies (seminars) – 24 hours</i>
	<i>Independent training – 54 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 Informatics and computer technologies, 702-06-74 (4-38), room 405 (main block), http://www.kafikt.hneu.edu.ua/</i>
Teachers	<i>Lepeyko Tetyana Ivanivna, Doctor of sciences (Economics), Professor; Myronova Olga Mykolayivna, PhD, Associate Professor Gorokhovatskyi Oleksii, PhD, Associate Professor</i>
Teacher's contacts	lepeyko.tetyana@gmail.com olga.myronova@gmail.com oleksii.gorokhovatskyi@gmail.com
Days of the classes	<i>According to the schedule</i>
Consultations	<i>According to the schedule</i>
<p>The purpose of the discipline is acquainting students with the main tasks and content of training in the field of business administration through the acquisition of basic knowledge in the field of management and business, acquaintance with the basic concepts, principles and patterns of their development.</p>	
<p>Prerequisites for learning</p> <p style="text-align: center;">-</p>	
<p>Content of the course</p>	
<p>Content module 1. Fundamentals of the educational process in higher education</p> <p>Topic 1. University education in the context of creating a single European educational space Topic 2. University education in an international context Topic 3. Legal and organizational foundations of the organization of higher education in Ukraine. Topic 4. Organization of research work of students Topic 5. Academic integrity as a basis for quality higher education.</p>	
<p>Content module 2. Organization of the educational process for EP "Business Administration"</p> <p>Topic 4. Acquaintance with the curriculum of EP "Business Administration". Topic 5. The role and composition of the graduating department. Topic 6. The role and features of communication with the curators of academic groups.</p>	
<p>Content module 3. Basics of business administration</p> <p>Topic 7. Basic concepts and principles of modern business management Topic 8. A new paradigm of management</p>	
<p>Content module 4. Information support of the educational process in higher education</p> <p>Topic 9. University information system. Personal educational system of the university</p>	



Material and technical support (software) of the course	
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Course page on the Moodle platform (personal training system)	<i>Course description, Working plan, Syllabus, Lectures (presentations), Practical and laboratory studies (guidelines), Additional learning materials.</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 and laboratory studies	12
Homeworks	16
Express Tests	20
Research activities of students (writing and publishing scientific articles, participation in conferences)	10
Creative (individual) task	30
Max points	100
Discipline policies	
<i>Academic Integrity Policy - Every student must adhere to academic integrity. Class omission policy - working off missed classes according to the teacher's consultation schedule. The policy for the performance of tasks after the deadline - the evaluation of tasks with the end term is carried out on the principle of reducing the maximum score by 50% of the maximum possible for a particular type of educational work</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 Management and Business Department Protocol № 13 from
22.06.2021