



Syllabus of the course «Self-management»

Specialty	073 «Management»
Study Programme	Business Administration
Study cycle (Bachelor, Master, PhD)	the first (Bachelor) level of higher education
Course status	elective
Language	English
Term	third year fifth semester or third year sixth semester or fourth year seventh semester
ECTS credits	5
Workload	Lectures – 24 hours. Practical studies – 24 hours. Laboratory studies – 0 hours. Self-study – 102 hours.
Assessment system	Grading including Exam
Department	Department of Management and Business, auditorium 703 of the library building, phone: (057) 702-01-46 (2-96), website: https://www.kmib.hneu.edu.ua
Teaching staff	Vasylyk Serhiy Kostiantynovych, PhD (Economics), Associate professor, Maistrenko Olha Valentynivna, PhD (Economics), Associate professor, Pererva Ivanna Mykolaivna, PhD (Economics), Associate professor, Barkova Kateryna Oleksandrivna, PhD (Economics), Associate professor
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Course schedule	Lectures: according to the schedule Practical studies: according to the schedule
Consultations	At the Department of Management and Business, offline, according to the schedule, individual, PNS chat.

Learning objectives and skills:

is to master theoretical knowledge and practical skills in the personal development of the manager;
formation of individual characteristics and behavioral skills necessary for the future manager;
development of future managers' ability to organize personal work and work of subordinates

Structural and logical scheme of the course

Prerequisites	Postrequisites
-	-
-	-

Course content

- Topic 1. Methodological approaches to self-management.**
- Topic 2. Planning the personal work of a manager.**
- Topic 3. Organizing the activities of the manager.**
- Topic 4. Self-motivation and self-control of the manager.**



Topic 5. Formation of qualities of an effective manager

Topic 6. Development of managerial capacity

Teaching environment (software)

Multimedia projector, S. Kuznets PNS, Corporate Zoom system

Assessment system

Assessment of students' learning outcomes is carried out by the University according to the cumulative 100-point system.

Current control is carried out during lectures and practical (seminar) classes and aims to assess the level of students' readiness to perform particular tasks, and is assessed by the amount of scored points.

The maximum amount during the semester – 60 points; the minimum amount required is 35 points. Final control is carried out at the end of the semester in the form of an exam (the maximum amount is 40 points, the minimum amount required is 25 points).

Current control includes the following assessment methods: seminars in the form of a round table, assignments on topics, express surveys, written tests, essays.

More detailed information on assessment and grading system is given in the technological card of the course.

Course policies

Teaching of the academic discipline is based on the principles of academic integrity.

Violation of academic integrity includes academic plagiarism, fabrication, falsification, cheating, deception, bribery, and biased assessment.

Educational students may be brought to the following academic responsibility for breach of academic integrity: repeated assessment of the corresponding type of learning activity.

More detailed information about competencies, learning outcomes, teaching methods, assessment forms, self-study is given in the Course program.