



**Syllabus of the course  
«Business process management»**

<b>Specialty</b>	<i>D3 Management</i>
<b>Study programme</b>	<i>Business administration: Organisational transformations</i>
<b>Study cycle (Bachelor, Master, PhD)</b>	<i>Master (second)</i>
<b>Course status</b>	<i>Compulsory</i>
<b>Language</b>	<i>English</i>
<b>Term</b>	<i>1 course, 1 semester</i>
<b>ECTS credits</b>	<i>5</i>
<b>Workload</b>	<i>Lectures – 16 hours. Practical studies – 0 hours. Laboratory – 24 hours Independent training – 110 hours.</i>
<b>Assessment system</b>	<i>Exam</i>
<b>Department</b>	<i>Department of Management, Business and Administration room 210 of the main building phone: (057) 702 01 46 (add. 2-96) website: <a href="https://www.kmib.hneu.edu.ua">https://www.kmib.hneu.edu.ua</a></i>
<b>Teaching staff</b>	<i>Kotlyk Andrii Valeriiovych, PhD, Associate Professor,</i>
<b>Contacts</b>	<i><a href="mailto:kotlik_a@ukr.net">kotlik_a@ukr.net</a></i>
<b>Course schedule</b>	<i>Lectures: <a href="#">due to timetable</a> Practicals: <a href="#">due to timetable</a></i>
<b>Consultations</b>	<i>Department of Management, Business and Administration, 210 (main Building) – offline, according to the schedule of consultation; individual and in group; chat in PNS</i>
<b>The purpose of the discipline is to provide theoretical knowledge and to form applied skills of using the principles, techniques and tools of business process management.</b>	
<b>Prerequisites for learning</b> <i>Management of Organizations, Informatics, Marketing and Sales Management</i>	
<b>Content of the educational discipline</b>	
<b>Content module 1. Modeling and implementation of business processes</b>	
<b>Topic 1. The essence of the process approach to enterprise management</b>	
<b>Topic 2. Business process modeling</b>	
<b>Topic 3. Business process implementation</b>	
<b>Content module 2. Analysis and improvement of business processes</b>	
<b>Topic 4. Measurement and analysis of business processes</b>	
<b>Topic 5. Business process improvement</b>	
<b>Technical support and software for the discipline:</b> <i>Projector, Ramus Educational, ARIS Express, PNS, Zoom</i>	
<b>Assessment system</b> 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: assignments on a particular topic; testing; presentations, and essay writing.

***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.

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***