



**Syllabus of the course**  
« *Planning and organization of the activities of organizations* »

<b>Specialty</b>	<i>D.3 Management</i>
<b>Study Programme</b>	<i>D.3.030 Logistics</i>
<b>Study cycle (Bachelor, Master, PhD)</b>	<i>the first (Bachelor) level of higher education</i>
<b>Course status</b>	<i>mandatory</i>
<b>Language of Teaching, Learning and Assessment</b>	<i>English</i>
<b>Term</b>	<i>second year, forth semester</i>
<b>ECTS credits</b>	<i>6</i>
<b>Distribution of hours by forms of educational process and types of training classes</b>	<i>Lectures – 24 hours.</i>
	<i>Laboratory studies – 12 hours</i>
	<i>Practical studies (seminars) – 24 hour</i>
	<i>Self-study - 120 hours.</i>
<b>Semester Control Form</b>	<i>Grading including Exam</i>
<b>Department</b>	<i>Department of Management, Logistics and Innovation, auditorium 225 of the main educational building phone: (057) 702 02 65 website: <a href="http://www.eeml.hneu.edu.ua/">http://www.eeml.hneu.edu.ua/</a></i>
<b>Teaching staff</b>	<i>Viktoriia Volodymyrivna Tomakh, PHd in Economics, Associate professor</i>
<b>Contacts</b>	<i>viktoriia.tomakh@hneu.net</i>
<b>Course schedule</b>	<i>Lectures: according to the schedule</i>
	<i>Laboratory, practical studies: according to the schedule</i>
<b>Consultations</b>	<i>At the Department of Management, Logistics and Innovation, offline, according to the schedule, individual, PNS' chat.</i>

**Learning objectives and skills:**

*The purpose of teaching the educational discipline is to form theoretical knowledge and practical skills to ensure effective planning of enterprises and the formation of skills in developing an operational strategy, creating, using operating systems in the current conditions of market economy development as a basis for ensuring the achievement of the organization's mission and improving the quality level of the management process as a whole.*

**Structural and logical scheme of the course**

<b>Prerequisites</b>	<b>Postrequisites</b>
<i>Macro- and Microeconomics</i>	<i>Economic analysis of the activities of organizations</i>
<i>Probability Theory and Mathematical Statistics</i>	<i>Strategic Management</i>
<i>Teory of Enterprises</i>	<i>Marketing</i>
<i>Management</i>	

**Course content**

**Content module 1. Planning of the organization's activities**

**Topic 1. Planning and its importance in economics**

**Topic 2. Production Efficiency Planning**

**Topic 3. Development of a production program**

**Topic 4. Planning of labor and cost of production**

**Topic 5. Profit planning and business plan development**

**Content module 2. Organization of the organization's activities**

**Topic 6. The essence and tasks of organizing the organization's activities**

**Topic 7. Operations: Resources, Processes and Results**

**Topic 8. Organization and management of labor processes, labor rationing**

**Topic 9. Organization of quality control of services and products**



**Topic 10. Organization of production infrastructure of industrial and service enterprises**

**Topic 12. Management of the operating system design process**

**Teaching environment (software)**

*Multimedia projector, PES of the S. Kuznets KhNUE, ZOOM*

**Assessment system**

The university uses a 100-point cumulative assessment system for evaluating the learning outcomes of higher education learners.

Current control is carried out during lecture, practical and laboratory classes and is aimed at checking the level of preparedness of the higher education applicant to perform a specific job and is evaluated by the sum of points scored:

– for disciplines with a form of semester control examination (exam): the maximum amount is 60 points; the minimum amount that allows a student of higher education to pass an exam is 35 points.

The final control includes the semester control and certification of the student of higher education.

Semester control is conducted in the form of a semester exam (exam). The semester exam (exam) is taken during the exam session.

The maximum number of points that a student of higher education can receive during the examination (examination) is 40 points. The minimum amount for which the exam is considered passed is 25 points.

The final grade by academic discipline is determined by:

- for disciplines with a form of semester control exam (exam) - summation of points for current and final control.

During the teaching of the academic discipline, the following control measures are used:

Current control: test control on lecture topics, competence-oriented tasks, written control work, essay.

***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.

Education seekers 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***