



**Syllabus of the course**  
*«Introduction to the profession»*

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| <b>Specialty</b>   | <i>073 Management</i>   |
| <b>Study Programme</b>   | <i>Business Administration</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</b>  | <i>English</i>  |
| <b>Term</b>  | <i>first year, first semester</i>   |
| <b>ECTS credits</b>  | <i>3</i>  |
| <b>Workload</b>  | <i>Lectures – 8 hours</i><br><i>Laboratory studies – 4 hours</i><br><i>Practical studies (seminars) – 24 hours</i><br><i>Self-study – 54 hours.</i>   |
| <b>Assessment system</b>   | <i>Grading</i>  |
| <b>Department</b>  | <i>Management and Business department, room 703 (library block), +38 057 702 01 46 (add. 2-96), Web page: <a href="https://www.kmib.hneu.com">https://www.kmib.hneu.com</a></i><br><i>Informatics and computer technologies, 702-06-74 (4-38), room 405 (main block), Web page: <a href="http://www.kafikt.hneu.edu.ua/">http://www.kafikt.hneu.edu.ua/</a></i> |
| <b>Teaching staff</b>  | <i>Myronova Olga, PhD, Associate Professor</i><br><i>Gorokhovatskyi Oleksii, PhD, Associate Professor</i>   |
| <b>Contacts</b>  | <i>Myronova Olga: <a href="mailto:olga.myronova@hneu.net">olga.myronova@hneu.net</a></i><br><i>Gorokhovatskyi Oleksii: <a href="mailto:oleksii.gorokhovatskyi@gmail.com">oleksii.gorokhovatskyi@gmail.com</a></i>   |
| <b>Course schedule</b>   | <i>Lectures: згідно діючого розкладу занять</i><br><i>Practical: згідно діючого розкладу занять</i><br><i>Laboratory: згідно діючого розкладу занять</i>  |
| <b>Consultations</b>   | <i>At the Department of Management and Business, offline, according to the schedule, individual, PNS chat.</i>  |
| <b>The purpose of the course 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.</b> |   |
| <b>Prerequisites for learning</b><br>-   |   |
| <b>Course content</b>  |   |
| <b>Content module 1. Fundamentals of the educational process in higher education</b>   |   |
| <b>Topic 1. University education in the context of creating a single European educational space</b>  |   |
| <b>Topic 2. University education in an international context</b>   |   |
| <b>Topic 3. Legal and organizational foundations of the organization of higher education in Ukraine.</b>   |   |
| <b>Topic 4. Organization of students' research activity</b>  |   |
| <b>Topic 5. Academic integrity as a basis for quality of higher education.</b>   |   |
| <b>Content module 2. Organization of the educational process of Study Programme "Business Administration"</b>  |   |
| <b>Topic 6. Acquaintance with the curriculum of Study Programme "Business Administration".</b>   |   |
| <b>Topic 7. The role and composition of the graduating department.</b>   |   |
| <b>Topic 8. The role and features of communication with tutors of academic groups.</b>   |   |
| <b>Content module 3. Basics of business administration</b>   |   |



**Topic 9. Basic concepts and principles of modern business management**

**Topic 10. A new paradigm of management**

**Content module 4. Information support of the educational process in higher education**

**Topic 11. University information system. Personal educational system of the university**

**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, practical (seminar) and laboratory 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 – 100 points; the minimum amount required is 60 points.

Current control includes the following assessment methods: presentations, essay, creative task.

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

**Course policies**

Teaching of the course 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 Program of the course.***

Syllabus approved at the meeting of Department 03/04/2023, minutes №11.