

Approved by the decision of Academic Council
Minutes No. ____ of _____.
Council Head _____ A.V. Vasylyev
(signature)

EDUCATIONAL PROGRAM
SPECIALTY
073 “Management”

Degree	Bachelor
Branch of knowledge	07 “Management and Administration”
Specialty	073 “Management”
Specialization	-
Qualification	Bachelor of Management
Diploma type	single
Program volume	240 ECTS credits / 4 years
Higher educational institution	Sumy State University
Accrediting organization	Ministry of Education and Science of Ukraine
Accreditation period	Certificate of Ministry of Education and Science of Ukraine НД-ІІ №1972134. Valid up to 01.07.2019
Program level	The first level of higher education (Law of Ukraine on Higher Education), National Qualifications Framework – the 6 th level, QF-LLL – the 6 th level, FQ-EHEA – the first cycle

1. PROGRAM PURPOSE

Purpose of Educational Program	The program is developed according to the university mission; it is aimed at developing of profound knowledge of management and administration of enterprises, establishments, organizations and their subdivisions and forming of students' critical thinking and their ability to continue education. It is also aimed at wide access to job placement.
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2. PROGRAM DESCRIPTION

Subject area	<p>The object of studying is management of organizations and their subdivisions.</p> <p><i>Training goals:</i></p> <ul style="list-style-type: none"> - training of specialists able to solve practical problems and complex specialized tasks in the sphere of organizations and their subdivisions management on the basis of obtained competencies. <p><i>Theoretical content of the subject area:</i></p> <ul style="list-style-type: none"> - paradigms, laws, regularities, principles, historical prerequisites of management development; - concepts of system, situational, adaptive, anti-recessionary, innovative, project management, etc.; - functions, methods, technologies and managerial decisions. <p><i>Methods, methodology, technologies and tools:</i></p> <ul style="list-style-type: none"> - general scientific and specific research methods (computational and analytic, economic and statistic, expert assessment, factual, sociological, document, balance methods, etc.); - realization methods of management functions (marketing research methods; economic diagnostics methods; forecasting and planning methods; designing methods of organizational management structures; motivation methods; control methods; assessment methods of social, organizational and economic efficiency in management, etc.); - management methods (administrative, economic, social and psychological, technological); - tools of decision grounding of management solutions (economic analysis, simulation modelling, decision tree, etc.); - information technologies in management.
Main Focus of Program and Specialization	Carrying out the management activity. Formation of knowledge, habits and skills in management of commercial activity, administration of enterprises, establishments, organizations and their subdivisions.
Program Orientation	Education and professional program
Peculiarities	The program forms fundamental knowledge and professional

and Distinctions	skills in management taking into consideration the peculiarities of commercial activity and management of enterprises establishments and their subdivisions. The program provides such profilisations: commercial and administrative manager; manager of enterprises, establishments, organizations and their subdivisions. It is based on the requirements of National qualifications framework and complies with sectoral qualifications framework in management. The professional competencies of graduates are formed taking into consideration project-oriented, process-oriented and object-oriented functions of management. The program is taught in English.
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3. JOB PLACEMENT AND EDUCATION CONTINUATION

Professional Rights	Bachelor of management is trained to work at the enterprises, establishments and organizations of all branches and is able to take up positions in the spheres of operations management, sales and marketing, business process and human resource management, such as administrative work manager, logistics manager, human resource manager, supply manager, advertising manager, sales manager, public relations manager, international economy manager, strategic manager and specialist in economic issues.
Education Continuation (academic rights)	Opportunity to continue education according to the program of the second cycle <i>FQ-EHEA</i> , the 7 th level of the <i>EQF-LLL</i> and the 7 th level of National Qualifications Framework.

4. TEACHING AND ASSESSMENT

Approaches to Teaching and Studying	The teaching is carried out in the form of thematic interactive lectures, talk-in lecture with presentations, tutorials, seminars, practical classes, situational games, individual studying of the material of online course, writing of term papers and qualifying paper (bachelor paper). There is an access to additional studying materials, which are placed in the Institutional Repository of SSU, e-periodicals and e-catalogue of SSU Library which are included to the collection of organizational, learning materials of disciplines (Open Course Ware of SSU).
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Assessment Forms	Formative assessment –written comments and instructions of lecturer’s during the study process. Summative assessment – current assessment of student’s knowledge in the form of tests, term papers (projects) and public defense of qualifying paper (bachelor thesis).
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5. EXPECTED PROGRAM COMPETENCIES

Integral Competency	Ability for solving complex specialized tasks and practical problems in the sphere of management or during studying, which are characterized by complexity and uncertain terms, supposing application of management theories and methods.
General Competencies	<p>GC1. Ability for abstract thinking, analysis, synthesis and establishing interrelations between social and economic phenomena and processes.</p> <p>GC2. Ability for application of conceptual and basic knowledge, understanding of subject area and manager’s profession.</p> <p>GC3. Ability for carrying out professional oral and written communication in the official and foreign languages.</p> <p>GC4. Information and communication skills for searching, processing, analyzing and using of information taken from different sources.</p> <p>GC5. Ability for team work and interpersonal communication while solving professional tasks.</p> <p>GC6. Ability for studying and obtaining modern knowledge.</p> <p>GC7. Ability for adaptation, creativity, generating of ideas and actions in a new situation.</p> <p>GC8. Appreciation and respect for diversity and multiculturalism, ability to work in the international context.</p> <p>GC9. Ability to act on the basis of ethical principles, to be responsible and conscious.</p> <p>GC10. Ability to form information space and use information technologies in organization functioning.</p> <p>GC11. Ability to support favourable social-psychological climate, provide effective interaction in team and favourable conditions for studying and self-development of staff.</p> <p>GC12. Ability to act responsibly, have pro-active attitude and active civic stand, develop leader’s qualities.</p> <p>GC13. Ability for continuous education and self-development, individual work, usage of system approach for decision making and its implementation.</p>
Professional Competencies	<p>PC1. Ability to define and describe organization characteristics.</p> <p>PC2. Ability for results analyzing of organization functioning, comparing them with internal and external environment</p>

	<p>influence, defining development perspectives of organization.</p> <p>PC3. Skills to define organization functional area and connections between them.</p> <p>PC4. Ability to manage an organization and its subdivisions through the realization of management functions.</p> <p>PC5. Ability for choosing and using the modern management tools.</p> <p>PC6. Ability for time planning and management.</p> <p>PC7. Ability for assessment and providing the quality of fulfilled work.</p> <p>PC8. Ability for creation and organization of effective communications during the process of management.</p> <p>PC9. Ability to analyze and structure the organization problems and make grounded decisions.</p> <p>PC10. Understand law principles and apply them in professional activity.</p> <p>PC11. Understand psychology principles and apply them in professional activity.</p> <p>PC12. Ability to plan and organize the work of organization (subdivision) according to the established strategic benchmarks.</p> <p>PC13. Ability to understand economic basis of organization functioning, define needs and directions of rational use of organization resources.</p> <p>PC14. Ability to analyze and assess the results, economic potential and dynamics of organization development.</p> <p>PC15. Ability to ground management decisions, ability to provide their competence and carry out effective control over their performance.</p> <p>PC16. Ability to process external and internal information and form development strategy of enterprise on its basis.</p>
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6. PROGRAM RESULTS OF STUDYING

<p>Program Results of Studying</p>	<p>PR1. Demonstrate the knowledge of theories, methods and management functions, modern leadership concepts.</p> <p>PR2. Demonstrate the skills of problem identification and managerial decisions grounding.</p> <p>PR3. Describe the content of functional spheres of organization activity.</p> <p>PR4. Show the skills of searching, gathering and analyzing of information, estimating of indices for managerial decisions grounding</p> <p>PR5. Show the skills of organizational design.</p> <p>PR6. Apply management methods for providing effective organization activity.</p>
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	<p>PR7. Demonstrate the skills of interaction, leadership, team work.</p> <p>PR8. Show the skills of effective tools grounding of staff motivation.</p> <p>PR9. Explain, analyze and carry out communication in different spheres of organization activity.</p> <p>PR10. Evaluate law, social and economic consequences of organization functioning.</p> <p>PR11. Demonstrate the ability of literate oral and written communication in the official and foreign languages.</p> <p>PR12. Identify stress causes, adapt yourself and team for stress situation and find means to eliminate it.</p> <p>PR13. Demonstrate the ability to act socially responsibly and consciously on the basis of ethical principles (motives), respect for diversity and multiculturalism.</p> <p>PR14. Demonstrate the skills of individual work, flexible thinking and to be open to new knowledge, to be critical and self-critical.</p> <p>PR15. Carry out the research individually and/or in the group under the guidance of a leader.</p>
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7. PROGRAM ACCORDING TO TRAINING TYPES

No.	Type of Training	ECTS Credits
1	DISCIPLINES GENERAL TRAINING	60
1.1	Compulsory disciplines	50
1.1.1	Ukrainian	25
1.1.2	Philosophy	5
1.1.3	Higher Mathematics	5
1.1.4	Informatics	5
1.1.5	Probability Theory and Mathematical Statistics	5
1.1.6	Basics of System Theory and System Analysis	5
1.2	Elective disciplines	10
1.2.1	Political Science/Psychology/Sociology	5
1.2.2	Fundamentals of Roman Private Law / Apostille and Legalization Operating Systems/ Front-End and Back-End Programming of Web-Application	5
2	DISCIPLINES OF PROFESSIONAL TRAINING	150
2.1	Compulsory disciplines	100
2.1.1.1	Economic Theory	5
2.1.1.2	Microeconomics and Macroeconomics	5
2.1.1.3	Introduction to Management	5
2.1.1.4	Organization Theory	5
2.1.1.5	Management	5
2.1.1.6	Enterprise Management	5
2.1.1.7	Operations Management	5
2.1.1.8	Basics of Logistics	5

No.	Type of Training	ECTS Credits
2.1.1.9	Human Resource Management	5
2.1.1.10	Business and Statistics	5
2.1.1.11	Investment Management	5
2.1.1.12	Office Management	5
2.1.1.13	International Economic Law	5
2.1.1.14	Finance	5
2.1.1.15	Marketing	5
2.1.1.16	Strategic Management	5
2.1.1.17	Methods of Managerial Decision Making	5
2.1.1.18	Management of Enterprise Assets	5
2.1.1.19	Planning of Enterprise Activity	5
2.1.1.20	Management of Enterprise Economic Potential	5
2.2	Elective disciplines	50
	Elective Unit No1. “Commercial and Administrative Managers”	
2.2.1	Self-Management	5
2.2.2	Conflict and Change Management	5
2.2.3	Global Modern Economic Problems	5
2.2.4	Business Security	5
2.2.5	Psychology of Management	5
2.2.6	International Civil Procedure	5
2.2.7	Intellectual Property Law	5
2.2.8	IT-Business Organization	5
2.2.9	Artificial Intelligence in Business	5
2.2.10	Customs Law	5
	Elective Unit No. 2 “Managers of Enterprises, Establishments, Organizations and their Subdivisions”	
2.2.1	Basics of International Economics and International Economic Relations	5
2.2.2	Credit and Accounting Processes at Enterprise	5
2.2.3	Cross-Cultural Relations	5
2.2.4	Economic Forecasting	5
2.2.5	Basics of Project-Oriented Organizations Management	5
2.2.6	Contract Law	5
2.2.7	Competition and Antitrust Law	5
2.2.8	E-Business Solutions	5
2.2.9	Research Methods in Business Informatics	5
2.2.10	Legal Regulation of International Economic Activity	5
3	PRACTICAL TRAINING	15
3.1	Work Placement	10
3.2	Pre-graduation Internship	5
4	ASSESSMENT	15
4.1	Qualifying Paper (Bachelor Thesis)	15
	TOTAL	240

8. ASSESSMENT OF DEGREE-SEEKING STUDENT

Assessment forms of degree-seeking student	Assessment of Bachelor degree seeking students of 073 “Management” speciality is carried out in the form of public defense of qualifying paper (bachelor thesis).
Qualifying paper requirements (if available)	<p>Assessment is carried out by the examination board, which may include the representatives of employers and their associations. It is carried out openly and publicly.</p> <p>Procedure of plagiarism checking is determined by the university.</p> <p>Requirements and procedure of promulgation are defined by the university; qualifying paper must be published on the official site of the higher educational establishment or its subdivision.</p>

Director of Institute / Dean of Faculty /

Head of Centre

(name)

(signature)

(surname and initials)

Head of the Department of Special
(Professional) Training

(name)

(signature)

(surname and initials)

Head of Working and Project Group

(signature)

(surname and initials)

APPROVED:

Head of Organization and Methodological Department

(signature)

(surname and initials)

Explanatory note

DISCIPLINES AND ASSESSMENT AS TO TRAINING CYCLES OF BACHELORS OF 073 “MANAGEMENT” SPECIALITY

No.	Discipline	Academic hour	ECTS Credits	Control	Competencies code
1	2	3	4	5	6
1	DISCIPLINES OF GENERAL TRAINING				
1.1.1	Compulsory disciplines				
1.1.2	Ukrainian	750	25	Pass/fail exam	GC3
1.1.3	Philosophy	150	5	Pass/fail exam Залік	GC2, GC6, GC7, GC8, GC9, GC13
1.1.4	Higher Mathematics	150	5	Pass/fail exam	GC1, GC4
1.1.5	Informatics	150	5	Pass/fail exam	GC, GC4, GC10, PC14
1.1.6	Probability Theory and Mathematical Statistics	150	5	Pass/fail exam	GC1, GC4
1.1.7	Basics of System Theory and System Analysis	150	5	Pass/fail exam	GC1, GC2, GC4, GC5, GC7, GC10, PC16
1.2.1	Elective disciplines				
1.2.1	Political Science/Psychology/Sociology	150	5	Pass/fail exam	GC3, GC7, GC8, GC9, GC11, GC12, GC13
1.2.2	Fundamentals of Roman Private Law / Apostille and Legalization Operating Systems/ Front-End and Back-End Programming of Web-Application	150	5	Pass/fail exam	GC1, GC4, GC8, GC9, GC12
2	Compulsory disciplines				
2.1.1	Economic Theory	150	5	Pass/fail exam	PC9, PC13
2.1.1.2	Microeconomics and Macroeconomics	150	5	Pass/fail exam	PC13, PC13
2.1.1.3	Introduction to Management	150	5	Exam	PC2, PC5, PC3, PC9
2.1.1.4	Organization Theory	150	5	Exam	PC1, PC3, PC13
2.1.1.5	Management	150	5	Exam	PC7, PC1, PC3, PC4, PC5
2.1.1.6	Enterprise Management	150	5	Exam	PC9, PC12, PC13, PC14

2.1.1.7	Operations Management	150	5	Pass/fail exam	PC5, PC12
2.1.1.8	Basics of Logistics	150	5	Pass/fail exam	PC3
2.1.1.9	Human Resource Management	150	5	Exam	GC5, PC3, PC7, PC11
2.1.1.10	Business and Statistics	150	5	Pass/fail exam	GC4, PC15, PC16
2.1.1.11	Investment Management	150	5	Exam	PC4, PC14, PC15
2.1.1.12	Office-Management	150	5	Pass/fail exam	GC10, PC5, PC8
2.1.1.13	International Economic Law	150	5	Pass/fail exam	GC8, PC4, PC10, PC16
2.1.1.14	Finance	150	5	Pass/fail exam	PC13, PC14
2.1.1.15	Marketing	150	5	Pass/fail exam	GC7, PC13
2.1.1.16	Strategic Management	150	5	Exam	PC2, PC10, PC12 PC14, PC16
2.1.1.17	Methods of Managerial Decision Making	150	5	Pass/fail exam	GC10, PC1, PC2, PC5, PC7, PC9, PC13, PC15
2.1.1.18	Management of Enterprise Assets	150	5	Pass/fail exam	PC4, PC11, PC13, PC14
2.1.1.19	Planning of Enterprise Activity	150	5	Pass/fail exam	PC10, PC12
2.1.1.20	Management of Enterprise Economic Potential	150	5	Pass/fail exam	PC2, PC9, PC12, PC14
	Elective disciplines				
2.2	Elective unit No.1. “Commercial and Administrative Managers”				
2.2.1	Self-Management	150	5	Pass/fail exam	GC6, PC4, PC5, PC6
2.2.2	Conflict and Change Management	150	5	Pass/fail exam	PC9, PC11
2.2.3	Global Modern Economic Problems	150	5	Pass/fail exam	PC7, PC13
2.2.4	Business Security	150	5	Pass/fail exam	GC9, PC2, PC16

2.2.5	Psychology of Management	150	5	Pass/fail exam	GC11, PC10, PC12, PC13
2.2.6	International Civil Procedure	150	5	Pass/fail exam	GC8, PC10, PC15
2.2.7	Intellectual Property Law	150	5	Pass/fail exam	PC10, PC15
2.2.8	IT-Business Organization	150	5	Pass/fail exam	GC4, GC10, PC9, PC16
2.2.9	Artificial Intelligence in Business	150	5	Pass/fail exam	GC6, PC2, PC9, PC16
2.2.10	Customs Law	150	5	Pass/fail exam	PC4, PC10, PC15
	Elective unit No. 2 “Managers of Enterprises, Establishments, Organizations and their Subdivisions”				
2.2.1	Basics of International Economics and International Economic Relations	150	5	Pass/fail exam	GC8, PC13
2.2.2	Credit and Accounting Processes at Enterprise	150	5	Pass/fail exam	PC13, PC14
2.2.3	Cross-Cultural Relations	150	5	Pass/fail exam	GC9, PC8, PC11
2.2.4	Economic Forecasting	150	5	Pass/fail exam	PC7, PC9, PC14
2.2.5	Basics of Project-Oriented Organizations Management	150	5	Pass/fail exam	PC1, PC2, PC14
2.2.6	Contract Law	150	5	Pass/fail exam	PC10
2.2.7	Competition and Antitrust Law	150	5	Pass/fail exam	PC4, PC10
2.2.8	E-Business Solutions	150	5	Pass/fail exam	GC6, PC15, PC16
2.2.9	Research Methods in Business Informatics	150	5	Pass/fail	GC10, PC2, PC9, PC15, PC16

				exam	
2.2.10	Legal Regulation of International Economic Activity	150	5	Pass/fail exam	PC4, PC10, PC15