



COURSE SYLLABUS «MANAGEMENT»

Academic degree - Bachelor

Specialty: 073 "Management"

Academic programme "International Business Management"

Year of study 2, semester 3, 4

Form of education: full-time, part-time

Number of ECTS credits: 6

The language of teaching: English

Course lecturer

Vitalii Vakulenko, PhD in Economics, Associate Professor of the Department of Management named after Prof. J. S. Zavadskyi

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URL

Course page in eLearn

<https://elearn.nubip.edu.ua/enrol/index.php?id=245>

DESCRIPTION OF THE DISCIPLINE

The aim of the discipline is to form in future specialists (managers) modern managerial thinking and a system of specialised knowledge in the field of management, understanding of the conceptual foundations of systematic management of organisations; acquisition of skills to analyse the internal and external environment, making adequate management decisions.

Acquisition of competences:

Integrative competency (IC): the ability to solve complex specialized tasks and practical problems characterized by complexity and uncertainty of conditions, in the field of management or in the learning process, which involves the application of theories and methods of social and behavioural sciences.

General competences (GC):

GC 6. Ability to communicate in the state language both orally and in writing.

GC 8. Skills in the use of information and communication technologies.

Special (professional) competences (SK):

SK 1. Ability to identify and describe the characteristics of an organisation.

SK 2. Ability to analyse the results of the organisation's activities, compare them with the factors of influence of the external and internal environment.

SK 5. Ability to manage the organisation and its units through the implementation of management functions.

SK 9. Ability to work in a team and establish interpersonal interaction in solving professional problems.

SK 14. Understand the principles of psychology and use them in professional activities.

SK 15. Ability to form and demonstrate leadership qualities and behavioural skills.

Expected Learning Outcomes (ELO):

ELO 3. Demonstrate knowledge of theories, methods and functions of management, modern concepts of leadership.

ELO 5. Describe the content of the functional areas of the organisation.

ELO 8. Apply management methods to ensure the effectiveness of the organisation.

ELO 9. Demonstrate skills of interaction, leadership, teamwork.

2. Programme and structure of the discipline

Topics	Hours (lectures/lab oratory, practical, seminar)	Learning outcomes	Tasks	Assessm ent
3 semester				
Module 1. Management system of the organisation				
Topic 1. Introduction to management. Organisation as an object of management	2/2	Know the basic concepts and categories of management. Understand the principles and methods of management. Know the general and special functions of management; economic, organisational, administrative, social and psychological methods of management. Be able to distinguish and establish the relationship between general and special management functions. Understand the essence of scientific and classical theories (schools), as well as modern approaches to management. Be able to identify factors influencing the external and internal environment of the organisation. To use technologies for making and implementing management decisions in accordance with the situation. Develop effective communications in the management process	Preparation of reports and presentations for seminar classes. Performing practical tasks, independent work in elearn	15
Topic 2. The concept and essence of management	2/2			10
Topic 3. Development of management science. Laws, patterns and principles of management.	2/2			10
Topic 4. Functions and methods of management	2/2			10
Topic 5. Fundamentals of management decision-making theory	4/4			15
Topic 6. Information and communication in management	2/2			10
Test for module 1				30
Total for content module 1				100
Module 2. Management process in the organisation				
Topic 7. Planning in the organisation	4/4	Understand the essence of the planning function in management. Know the features of planning, principles and components of the planning process, planning methods. Know the types of plans according to their classification. Understand the essence of the organisation function in management. Know the types and characteristics of organisational structures. Be able to form an effective organisational structure for a particular enterprise. Understand the essence of the function of motivation in management and its practical value. Know the main motivational theories (content and	Preparation of reports and presentations for seminar classes. Performing practical tasks, independent work in elearn	20
Topic 8: Organisation as a management function	4/4			20
Theme 9: Motivation in management	4/4			15
Topic 10. Control as a management function	4/4			15

		process). Be able to evaluate the effectiveness of the application of motivation theories in the practical activities of enterprises. Understand the essence of the control function in management. Know the types of control, principles and methods of management control, features of the management control process.		
Test for module 2				30
Total for content module 2				100
4 semester				
Module 3. Ensuring the effective operation of the organisation				
Topic 11. Group management, leadership and management	4/4	Know the meaning of management and leadership. Understand the difference between the concepts of "management", "leadership", "power", "influence". Be able to describe the main types of leadership. Know the main forms of power, approaches to leadership, know the types of leaders. Understand the essence of the concepts of conflict and stress. Know the basic methods of conflict and stress management and be able to use them. Understand the concepts of ethics and responsibility in management, the role of social responsibility of management, cultural and ethical principles of management. Know the rules of business ethics. Understand the essence of the concept of organisational change. Know the types of organisational change, the causes of resistance to change and have the skills to prevent, eliminate, reduce the level of resistance to change. Understand the essence of efficiency in management. Know the basic approaches and concepts to determining and evaluating management effectiveness.	Preparation of reports and presentations for seminar classes. Performing practical tasks, independent work in elearn	20
Topic 12. Conflicts and stress as objects of management	3/3			10
Theme 13. Responsibility and ethics in management	2/2			10
Topic 14. Managing organisational change	2/2			10
Topic 15. Management effectiveness	4/4			20
Test for module 3				30
Total for content module 3				100
Total for academic work				70
Examination				30
Total for the course				100

ASSESSMENT POLICY

<i>Policy on deadlines and retakes:</i>	Work that is submitted late without a valid excuse will be awarded a lower grade. Resitting of modules will be permitted with the permission of the course tutors, provided there are valid reasons (e.g. sick leave).
<i>Policy on academic integrity:</i>	Cheating (copying text) during written tests and exams is prohibited. The use of mobile devices is allowed only with the permission of the teacher during online testing and preparation of practical tasks.
<i>Attendance policy:</i>	Attendance is compulsory. For objective reasons (e.g. illness, international internship), training can take place individually in a remote mode (online in agreement with the dean of the faculty and the course lecturer).

SCALE FOR ASSESSING THE KNOWLEDGE OF HIGHER EDUCATION STUDENTS

Rating of higher education applicants, points	National grade for exam results
90-100	<i>excellent</i>
74-89	<i>good</i>
60-73	<i>satisfactorily</i>
0-59	<i>unsatisfactory</i>

RECOMMENDED SOURCES OF INFORMATION

1. Балановська Т. І., Гоголя О. П., Кубіцький С. О., Михайліченко М. В., Троян А. В. Управління організацією: навчальний посібник. Київ: ФОП Ямчинський О.В., 2021. 464 с.
2. Білорус Т. В. Практикум з менеджменту: навчальний посібник. Київ: Київський національний університет імені Тараса Шевченка, 2020. 185 с.
3. Гоголя О.П., Харченко Г.А. Менеджмент діяльності підприємств на ринку товарів і послуг: навчальний посібник для підготовки фахівців спеціальності 073 «Менеджмент». Київ: «ЦП «Компринт», 2018. 410 с.
4. Гоголя О. П., Харченко Г. А. Практикум з менеджменту: навчальний посібник для здобувачів першого (бакалаврського) рівня вищої освіти спеціальностей 073 «Менеджмент» та 075 «Маркетинг». Київ: ЦП «Компринт», 2022. 428 с.
5. Горьовий В. П., Гоголя О. П., Харченко Г. А. Менеджмент і адміністрування. Практикум: навчальний посібник для підготовки фахівців спеціальності «Менеджмент». Київ: ЦП «Компринт», 2018. 305 с.
6. Лазоренко Т. В., Пермінова С. О. Основи менеджменту: конспект лекцій. Київ: КПІ ім. Ігоря Сікорського, 2021. 166 с.
7. Менеджмент: підручник / С. Ю. Бірюченко, К. О. Бужимська, І. В. Бурачек та ін.; під заг. ред. Т. П. Остапчук. Житомир: Вид-во «Рута», 2021. 856 с.
8. Страпчук С. І., Миколенко О. П., Попова І. А., Пустова В. В. Менеджмент: навчальний посібник для здобувачів вищої освіти. Львів: Видавництво «Новий Світ – 2000», 2020. 356 с.
9. Харченко Г.А., Гоголя О.П., Харченко В.В. Теорія організації: навчальний посібник. Київ: «ЦП «Компринт», 2020. 453 с.
10. Шкільняк М. М., Овсянюк-Бердадіна О. Ф., Крисько Ж. Л., Демків І. О. Менеджмент: навчальний посібник. Тернопіль: ЗУНУ, 2022. 258 с.