

3. Educational Programme

3.1. Profile of the Educational Program "Management" specialty 073 "Management"

Project team leader (guarantor of the educational programme)

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1 – General information	
Full name of the HEI and structural department	SUTE Faculty of Economics, Management and Psychology Department of Management
Academic Degree / Vocational education and training and title of the qualification in the original language	Associate Bachelor's Degree Subject area «Management»
The official name of educational programme	«Management»
Compliance with the higher education standard of the Ministry of education and science of Ukraine	Standard is absent
Diploma type and volume of the educational programme	Junior Bachelor diploma, single, 120 ECTS credits Term of study 1 year 10 months
Accreditation	Not accredited
Cycle\level	NFC of Ukraine - level 5, FQ - EHEA - short cycle, EQF - LLL - 5 level
Prerequisites	– Complete General Secondary Education; – conditions of admission and studying under the Programme are regulated by the Rules of Admission to SUTE.
Language(s) of Training	Ukrainian
Validity period of the educational programme	-
Internet address of the permanent placement of the description of the educational programme	https://knute.edu.ua

2 – Purpose of the Educational Programme	
Formation of a personality capable of successfully solving typical specialized tasks based on the acquired integral, general, and professional competencies, characterized by complexity and uncertainty of conditions in the field of management of organizations and their divisions.	
3 - Educational programme characteristics	
Subject area	<ul style="list-style-type: none"> – Object of study: management of organizations and their department. – Training goals: preparing of specialists who are able to solve practical problems and complex specialized tasks, characterized by complexity and uncertainty of conditions in the field of management of organizations and their departments, to form an effective management system in the organization and make effective decisions. – Theoretical content of the subject area: production processes using information technologies; planning and organization of production programme execution; management principles; modern management tools and technologies. – Methods, methodologies and technologies: general scientific and specific research methods (calculation and analytical, economic and statistical, expert assessment, sociological, documentary, etc.); methods of implementing management functions (methods of market research; methods of economic diagnostics; methods of forecasting and planning; methods of designing organizational management structures; methods of motivation; control methods; methods of evaluating of social, organizational and economic efficiency in management, etc.). Management methods (administrative, economic, socio-psychological, technological); technologies of justifying managerial decisions (economic analysis, simulation modeling, decision tree, etc.). Methods of information technologies and statistics in professional activity; methods of simulation training (cases, trainings, business and role-playing games); methods of problem-based and distance learning. – Tools and equipment: modern information and communication equipment, information systems and software products used in management.
Orientation of the educational programme	<p>Educational and professional.</p> <p>The structure of the programme involves mastering the basic knowledge of business process management, which take place in enterprises of different forms of ownership and different legal forms.</p>
The main focus of the educational programme and specialization	<p>Formation of professional competence in the ability to solve typical specialized tasks and practical problems in management.</p> <p>Key words: management, economy, personnel, organization, production.</p>

Peculiarities of the programme	Interdisciplinary and multidisciplinary training of management specialists.
4 – Eligibility of graduates for employment and further education	
Eligibility for employment	<p>Graduates are able to perform professional work in various line and functional units of organizations. According to the national classifier of professions DK 003:2010, a student of higher education degree “Junior Bachelor” in 073 "Management" can hold the following positions:</p> <p>3119 Labor technicians; production preparation technician; 3423 Personnel inspector; personnel organizer; labor hire specialist; 3415 Trade representative; commercial agent; trade agent; trader (business and advertising services); specialist in the organization of consumer services; 3419 Delivery organizer; sales organizer; trade inspector; 3431 Inspector for monitoring the execution of orders; 3435 Organizer of office work (types of economic activity); organizer of public events; 3436 Administrative assistant, assistant of the head of the enterprise (institution, organization); assistant manager of a small enterprise without management staff; assistant of the head of the production division; assistant of the head of another main division; 4131 Supply Agent; dispatcher for the release of finished products.</p>
Further education	Opportunity to study for obtaining the First (Bachelor) Cycle.
5 – Teaching and assessment	
Teaching and learning	Balanced combination of classroom and independent work based on problem-oriented approach using modern educational technologies and methods. A combination of lectures, practical classes with solving situational problems and the use of case methods, business games, internship, self-study, problem-oriented training that develops practical skills, abilities and forms creative thinking, preparation for the qualification exam and certification.
Assessment	Current and final control, written exams, defense of internship, passing the qualifying exam. Assessment is carried out in accordance with the «Regulations on the Assessment of Learning Outcomes of Students and Postgraduates at SUTE», "Regulations on the organisation of the educational process of students" at SUTE.
6 – Programme competencies	

Integral competence	Ability to solve typical specialized tasks and practical problems in the field of management or in the learning process, which requires the application of the provisions and methods of social and behavioral sciences, and may be characterized by a certain uncertainty of conditions; be responsible for the results of their activities; exercise control over other persons in identified situations.
General competencies	<ol style="list-style-type: none"> 1. The ability to realize their rights and responsibilities as a member of society, to realize the values of civil (democratic) society and the need for its sustainable development, the rule of law, human and civil rights and freedoms in Ukraine. 2. The ability to determine the achievements and identify the values of society based on an understanding of the place of the subject area in the general knowledge system, to use various types and forms of motor activity to lead a healthy lifestyle. 3. Ability to learn and apply the acquired knowledge and skills in practice. 4. Ability to carry out communication activities, to work in a group and a team. 5. Ability to perform professional activities in accordance with the profile of work, industry norms and rules. 6. Ability to communicate in the state language both orally and in writing. 7. Ability to communicate in a foreign language. 8. Skills in the use of information and communication technologies. 9. Ability to learn and master modern knowledge. 10. Ability to adapt and act in a new situation. 11. Appreciation and respect for diversity and multiculturalism. 12. Ability to act on the basis of ethical considerations (motives).
Special Competences	<ol style="list-style-type: none"> 1. Ability to analyze the macroeconomic results of the functioning and development of the national economy. 2. Ability to find and evaluate new market opportunities and to formulate a business idea. 3. Ability to identify and to describe the characteristics of the organization. 4. Ability to analyze the results of the organization's activities under the influence of various factors of the internal environment. 5. The ability to act socially, responsibly and consciously. 6. Ability to use modern management tools and technologies. 7. Ability to plan and organize the implementation of the production program. 8. Ability to work in a team and establish interpersonal interaction in solving professional tasks. 9. Ability to organize effective communications in the process of performing assigned tasks.

	<p>10. Understand the principles and norms of law and use them in professional activities.</p> <p>11. Understand the principles of management and use them in professional activities.</p> <p>12. Ability to understand existing production processes using information technologies.</p> <p>13. Understand the essence of the essence of material and technical support of production processes.</p> <p>14. Mastering the methods of collecting, processing, analyzing and systematizing of statistical information.</p> <p>15. Participate in the processes of making and implementing of management decisions.</p>
7 – Program learning outcomes	
	<p>1. Know your rights and responsibilities as a member of society, be aware of the values of civil society, the rule of law, human and civil rights and freedoms in Ukraine.</p> <p>2. Preserve moral, cultural, scientific values and increase the achievements of society, use different types and forms of physical activity to lead a healthy lifestyle.</p> <p>3. Demonstrate the knowledge of theories, methods and functions of management.</p> <p>4. Demonstrate skills to identify problems and justify management decisions.</p> <p>5. Apply management methods to ensure the effectiveness of the organization’s activities.</p> <p>6. Demonstrate skills of interaction and teamwork.</p> <p>7. Assess the legal, social and economic consequences of the organization functioning.</p> <p>8. Communicate orally and in writing in the state language.</p> <p>9. Know and understand the forms and methods of organization of production at the enterprise.</p> <p>10. Know and understand the methods of collecting, processing and storing information in the organization.</p> <p>11. Participate in the process of substantiation of management decisions.</p> <p>12. Know and understand the constituent elements of the documentation support of management processes.</p> <p>13. Participate in the organization of basic and auxiliary management processes.</p> <p>14. Communicate orally and in writing in state and foreign languages.</p> <p>15. Apply information technology and methods of statistical analysis in management processes.</p> <p>16. Be able to organize their own work to achieve the goals of the organization, to maintain organizational culture.</p>
8 – Resource support for programme implementation	
Staffing	Graduating and responsible for training of junior bachelors is the Department of Management SUTE. The head of the

	<p>department has the scientific degree of Doctor of Sciences and the academic title of Professor.</p> <p>96% of teachers who provide the process of training of junior bachelors for the educational programme "Management" have a scientific degree and/or academic title.</p> <p>Employment contracts have been concluded with all academic staff. The participation of foreign specialists and practitioners in the teaching of courses of the training cycle is possible.</p>
Material and technical support	<p>Provision of premises for training sessions and control activities - 4 m² per person. 60% of classrooms are equipped with multimedia equipment.</p> <p>There is a specialized computer class with modern hardware and software resources that provide quality training for junior bachelors in the educational programme. SUTE infrastructure: libraries, including reading room, food outlets, assembly hall, sports halls, stadium, medical center, dormitories.</p>
Information and educational and methodical support	<p>General scientific and special sources of information on personnel management, educational and methodical and monographic literature, information resources of the distance learning system and the Internet.</p> <p>There is access to databases of scientific periodicals in English of the relevant or related profile (shared use of databases by several educational institutions is allowed).</p> <p>There is an official website of SUTE, which contains basic information about its activities (structure, licenses and certificates of accreditation, educational / educational-scientific / publishing / certification (scientific staff) activities, educational and scientific structural units and their composition, list of educational courses, admission rules, contact information): https://knute.edu.ua.</p> <p>In the System of distance learning SUTE there are educational and methodical materials on educational courses of the curriculum: http://ldn.knute.edu.ua</p>
9 – Academic mobility	
National credit mobility	<p>It is provided by the legislation and is expedient when there is a necessity of studying (mastering) by students of fundamentally new courses, courses which are not taught in basic HEI. Regulations on the procedure for exercising the right to academic mobility of SUTE have been developed.</p> <p>Short-term training of students of all educational levels (except for bachelors of the first year of study) in pre-defined courses with obtaining loans at universities of the member countries of the Erasmus+ program with mandatory recognition of learning outcomes (credit transfer) in the period from 3 months (minimum) to 12 months (maximum).</p> <p>For internship/practice - from 2 to 12 months.</p>
International credit mobility	<p>The University has concluded agreements on cooperation between SUTE and higher education institutions (HEIs), within</p>

	the framework of which partner exchange and training of students is carried out. In addition, international academic mobility is carried out according to international programs and projects within the Erasmus+, in particular, with the following universities: Audencia Business School (Nantes, France), University of Grenoble Alpes (Grenoble, France), University of Economics and management (Szczecin, Poland) and others.
Training of foreign students	Conditions and features of the educational programme in the context of teaching foreign citizens: knowledge of the Ukrainian language at a level not lower than B1.

3.2. List of components of the educational programme and their logical sequence

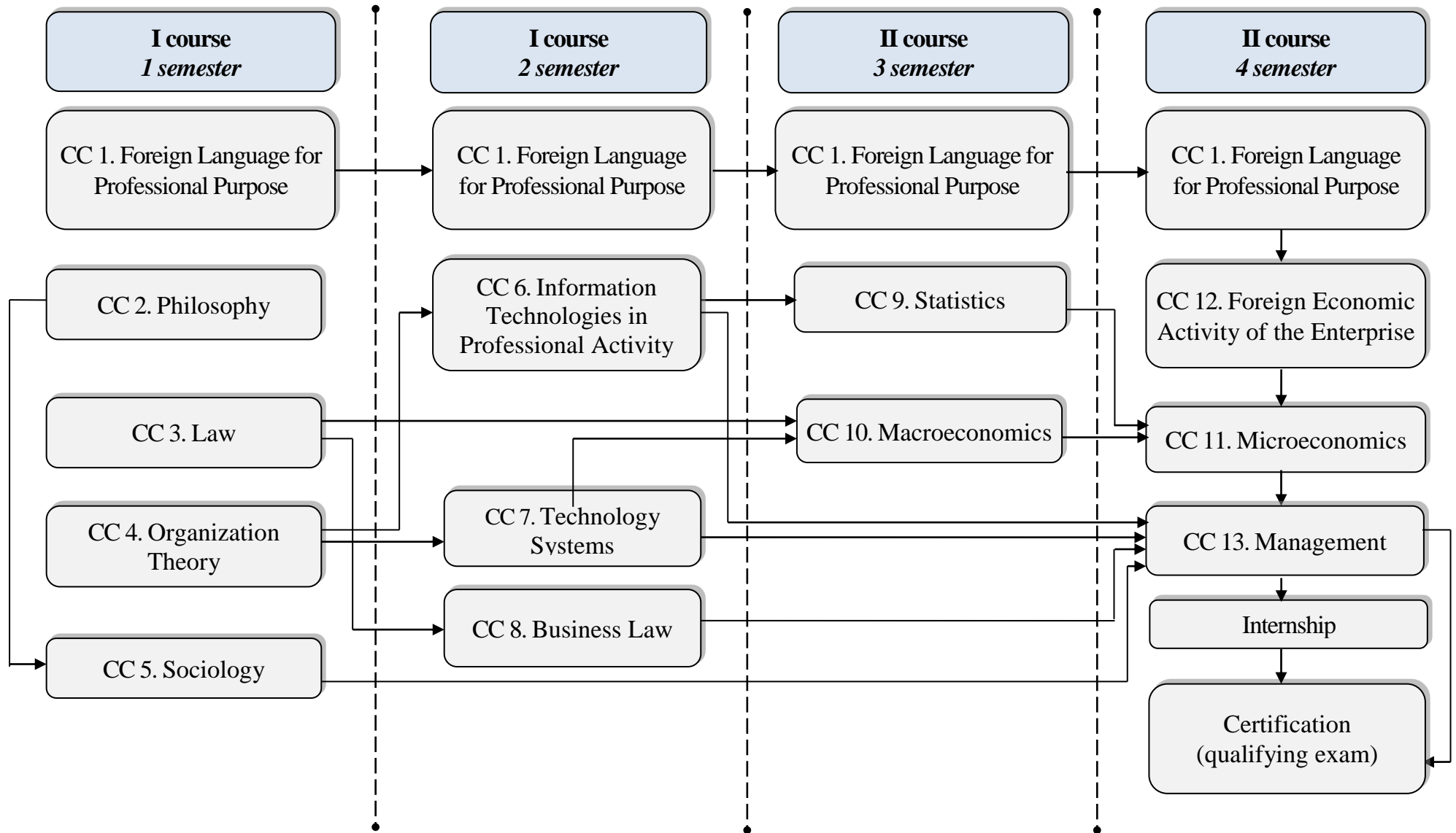
3.2.1. List of EP components*

Code of academic courses	Components of the educational programme (academic courses, course projects (works), internships, qualifying exam, final qualifying work)	Number of credits
<i>1</i>	<i>2</i>	<i>3</i>
Compulsory EP components		
CC 1	Foreign Language for Professional Purpose	21
CC 2	Philosophy	6
CC 3	Law	6
CC 4	Organization Theory	6
CC 5	Sociology	6
CC 6	Information Technologies in Professional Activity	6
CC 7	Technology Systems	6
CC 8	Business Law	6
CC 9	Statistics	6
CC 10	Macroeconomics	6
CC 11	Microeconomics	6
CC 12	Foreign Economic Activity of the Enterprise	6
CC 13	Management	5
The total amount of compulsory components:		86
Elective EP components		
EC 1	Life Safety	6
EC 2	State Regulation of Economy	6
EC 3	Diplomatic and Business Protocol and Etiquette	6
EC 4	Office Management	6
EC 5	Ecology	6
EC 6	Econometrics	6
EC 7	Ukraine Economy	6
EC 8	Economic Analysis	6
EC 9	Business Ethics	6
EC 10	Information Wars	6
EC 11	History of Economics and Economic Thought	6

EC 12	History of Ukraine	6
EC 13	History of Ukrainian Culture	6
EC 14	Cultural Heritage of Ukraine	6
EC 15	Logics	6
EC 16	National Interests in World Geopolitics and Geo-Economics	6
EC 17	Public Speaking	6
EC 18	The Basics of Cybersecurity	6
EC 19	Politology	6
EC 20	Religious Studies	6
EC 21	World Culture	6
EC 22	Social Leadership	6
EC 23	Labor Law	6
EC 24	Ukrainian Language (For Professional Purposes)	6
The total amount of elective components:		30
Internship		
Internship		3
Certification		
Certification (qualifying exam)		1
The total amount of the educational programme		120

* For all components of the educational programme, the form of final control is an exam

3.2.2. Structural and logical scheme of the educational programme



3.3. Form of certification of students

Certification of graduates is carried out in the form of a qualifying exam and ends with the issuance of a standard document on awarding them a junior bachelor's degree with a qualification: higher education degree junior bachelor's degree in "Management" educational and professional programme "Management". Certification is carried out openly and publicly.

3.4. Matrix of correspondence of programme competences to components of the educational programme

Components		Competencies																																											
		CC1	CC2	CC3	CC4	CC5	CC6	CC7	CC8	CC9	CC10	CC12	CC11	CC13	EC1	EC2	EC3	EC4	EC5	EC6	EC7	EC8	EC9	EC10	EC11	EC12	EC13	EC14	EC15	EC16	EC17	EC18	EC19	EC20	EC21	EC22	EC23	EC24							
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3.5. Matrix for providing curriculum learning outcomes with relevant components of the educational programme

Components Program- me learning outcomes	CC 1	CC 2	CC 3	CC 4	CC 5	CC 6	CC 7	CC 8	CC 9	CC 10	CC 12	CC 11	CC 13	EC 1	EC 2	EC 3	EC 4	EC 5	EC 6	EC 7	EC 8	EC 9	EC 10	EC 11	EC 12	EC 13	EC 14	EC 15	EC 16	EC 17	EC 18	EC 19	EC 20	EC 21	EC 22	EC 23	EC 24			
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