

# RESOURCES MANAGEMENT

## COURSE SYLLABUS

Code and name of specialty	073 – Management	Institute	Institute of Education and Science in Economics, Management and International Business
Program name	Management of Organizations and Administration / Business Administration	Department	Management and taxation
Type of program	Educational and Professional	Language of instruction	English / Ukrainian

## LECTURER

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PhD (Economics), Associate Professor of Management and Taxation Department (NTU “KhPI”) Authored and co-authored over 40 scientific publications. Courses: Basics of management, Tax administration and tax reporting, Management and tax accounting, Organizational behavior

## GENERAL DESCRIPTION OF THE COURSE

Summary	The course forms the knowledge and skills necessary for effective resource management, offers a methodological basis and tools for resource development of enterprises
Course objectives	<ul style="list-style-type: none"> <li>● to develop an understanding of the resources management as an on-going process that is applied to costing, control, and decision making;</li> <li>● to develop a working knowledge of how to effectively design a resources management system;</li> <li>● to understand and develop key skills involved in effective resources management</li> </ul>
Types of classes and control	Lectures, workshops, consultations. The course ends with a final exam
Term	6

Student workload (credits) / Type of course	4 / <b>Optional</b>	Lectures (hours)	16	Workshops (hours)	32	Self-study (hours)	102
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Program competences	<p>GC03. The ability to abstract thinking, analysis, synthesis.</p> <p>GC04. The ability to apply knowledge in practical situations.</p> <p>GC05. Knowledge and understanding the subject area and understanding the professional activity.</p> <p>GC09. The ability to learn and to master modern knowledge.</p> <p>GC10. The ability to conduct research at an appropriate level.</p>
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SC01. The ability to identify and to describe the characteristics of organizations.  
 SC04. The ability to determine the functional areas of the organization and the relationships between them.

Learning outcomes	Teaching and learning methods	Forms of assessment (continuous assessment CAS, final assessment FAS)
LO 01. To know the rights and duties 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.	Interactive lectures with presentations, discussions, workshops, case-based learning	Written assignment (CAS), practical assessment (CAS), online tests (CAS), exam (FAS)
LO 07. To show skills of organizational planning.	Interactive lectures with presentations, discussions, workshops, case-based learning, problem-based learning	Practical assessment (CAS), online tests (CAS), exam (FAS)
LO 09. To demonstrate skills of interaction, leadership, and teamwork.	Interactive lectures with presentations, discussions, workshops, project-based learning, teamwork	Written assignment (CAS), practical assessment (CAS), exam (FAS)
LO 15. To show the ability to act socially responsible and socially consciously on the basis of ethical reasons (motives), respect for a variety and interlevel of culture.	Interactive lectures with presentations, discussions, workshops, teamwork, case-based learning, research work	Written assignment (CAS), online tests (CAS), exam (FAS)
LO 16. To demonstrate skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.	Research work (fieldwork), workshops, case-based learning, individual and teamwork	Written assignment (CAS), practical assessment (CAS), exam (FAS)
PO1.2. Explain the general principles and patterns of integrated management of material, information, financial and other flows	Research work (fieldwork), workshops, project-based learning, individual and teamwork	Written assignment (CAS), exam (FAS)
SSC2.4 The ability to formulate the main tasks related to the implementation of risk management and insurance in business	Interactive lectures with presentations, discussions, workshops, case-based learning, problem-based learning	Written assignments (CAS), reporting on self-studying work (CAS), exam (FAS)

### ASSESSMENT AND GRADING

Range s of points corres pondi ng to grades	core (points) for all types of learning activities	ECTS grading scale	The national grading scale	Allocation of grade points
	90-100	A	excellent	
	82-89	B	good	
	74-81	C		
	64-73	D	satisfactory	
	60-63	E		
	35-59	FX	Unsatisfactory (with the exam retake option)	
	0-34	F	Unsatisfactory (with mandatory repetition of the course)	

**100% Final assessment** as a result of Final exam (40%) and Continuous assessment (60%).

**40% Final exam:** tests

**60% Continuous assessment:**

- 30% practical assessment (including problem sheets, reporting on self-studying work and case-studies);
- 10% individual assignment
- 20% term control (2 online tests)

**Course policy**

Students are expected to attend classes regularly, to get to class on time and stay for the duration of the class. In the case of absence, students will be required to submit all assignments to make up for the missed classes. Students are also expected to come to class having read all the required material and being ready to productively participate in the class discussions. Written assignments should be submitted before the specified deadlines.

**COURSE STRUCTURE AND CONTENT**

<b>Lecture 1</b>	Introduction to resources Management	<b>Workshop 1-2</b>	Case study “Biddy’s Bakery”	<b>S e l f - s t u d y</b>	Preparing for the case study “Biddy’s Bakery”, reading suggested literature, studying of coursework requirements
<b>Lecture 2</b>	Resources accounting	<b>Workshop 3-4</b>	Computation of cost of goods manufactured		Preparing balance sheets and income statements for manufacturing and service organizations.
<b>Lecture 3</b>	Product and service costing	<b>Workshop 5-6</b>	Computation of unit costs		Separating mixed costs into fixed and variable components
<b>Lecture 4</b>	Productivity: measurement and control	<b>Workshop 7-8</b>	Measuring changes in activity and process efficiency		Measuring partial and total productivity
<b>Lecture 5</b>	Budgeting for planning and control	<b>Workshop 9-10</b>	Preparing the operating budget		Generating forecasts for data with different patterns, such as level, trend, and seasonality and cycles
<b>Lecture 6</b>	Inventory management	<b>Workshop 11-12</b>	Identifying and exploiting constraints		Calculating economic order quantity
<b>Lecture 7</b>	Cost-volume-profit analysis	<b>Workshop 13-14</b>	Computation contribution margin ratio, margin of safety		Computation the break-even point in units, targeted income, targeted profit
<b>Lecture 8</b>	Activity resource usage model and tactical decision making	<b>Workshop 15-16</b>	Modeling tactical decision-making process		Tactical decision making

**RECOMMENDED READING**

<b>C o n t r i b u t i o n s o f Y</b>	1. Hansen D. R., Mowen M. M., Caldwell C.M., (2002) Cost Management: Accounting and Control, 5 Edition. – Thomson South-Western. – <a href="http://www.portcity.edu.bd/files/636444804364870777_CostManagementAccounting&amp;Control.pdf">http://www.portcity.edu.bd/files/636444804364870777_CostManagementAccounting&amp;Control.pdf</a>	<b>R e c o m m e n d e d</b>	1. Heagney J. (2012) Fundamentals of Project Management, 4 Edition . – American Management Association. – <a href="https://www.nesacenter.org/uploaded/conferences/SEC/2014/handouts/Rick_Detwiler/15_Detwiler_Resources.pdf">https://www.nesacenter.org/uploaded/conferences/SEC/2014/handouts/Rick_Detwiler/15_Detwiler_Resources.pdf</a>
	2. Kaplan, R (2010). Conceptual Foundations of the Balanced Scorecard. – Boston, Harvard Business School Press. – <a href="https://www.hbs.edu/ris/Publication%20Files/10-074_0bf3c151-f82b-4592-b885-cdde7f5d97a6.pdf">https://www.hbs.edu/ris/Publication%20Files/10-074_0bf3c151-f82b-4592-b885-cdde7f5d97a6.pdf</a>		2. Duane J. R., Sustainability And Infrastructure Resource Allocation. Journal of Business & Economics Research. September 2009; 7 (9): 71 –76. – <a href="https://core.ac.uk/download/pdf/268111587.pdf">https://core.ac.uk/download/pdf/268111587.pdf</a>
	3. Siegel, J. G., Shim, J. K. (2005). Budgeting basics and beyond. 2 Edition. – John Wiley & Sons, Inc. – <a href="http://www.r-5.org/files/books/ethology/enterprise/Jae_Shim_Joel_Siegel-Budgeting_Basics_and_Beyond-EN.pdf">http://www.r-5.org/files/books/ethology/enterprise/Jae_Shim_Joel_Siegel-Budgeting_Basics_and_Beyond-EN.pdf</a>		3. Wallace T. F. Kremzar M. H. (2001). ERP: Making It Happen: The Implementers' Guide to Success with Enterprise Resource Planning. –John Wiley & Sons, Inc. <a href="http://index-of.co.uk/IT/Wiley%20-%20Enterprise%20Resource%20Planning.pdf">http://index-of.co.uk/IT/Wiley%20-%20Enterprise%20Resource%20Planning.pdf</a>
	4. Управління ресурсами підприємства [Електронний ресурс] : монографія / за заг. ред. к.е.н., проф. Г. О. Швиданенко. – К. : КНЕУ, 2014. – 418 с.		4. Armstrong, M., (2009). Armstrong's Essential Human Resource Management Practice: A Guide to People Management, 11 Edition . – London; Philadelphia : Kogan Page. – <a href="http://www.mim.ac.mw/books/Armstrong's%20Handbook%20of%20Human%20Resource%20Management%20Practice%2011th%20edition.pdf">http://www.mim.ac.mw/books/Armstrong's%20Handbook%20of%20Human%20Resource%20Management%20Practice%2011th%20edition.pdf</a>
			5. Кобилкін Д. С. Управління взаємодією розподілу ресурсів при управлінні проектами впровадження та функціонування Систем екстреного виклику / Д. С. Кобилкін, Ю. П.

5. Управління ресурсами підприємства : навч. посіб. / С. Е. Кучіна, О. М. Кітченко, С. В. Чернобровкіна – Харків : НТУ «ХПІ», 2021. – 227 с.

Рак // Вісник Національного технічного університету "ХПІ". Серія : Стратегічне управління, управління портфелями, програмами та проектами. - 2016. - № 1. - С. 66-69

### **Academic integrity**

Students are expected to adhere to the Code of Ethics of Academic Relations and Integrity of NTU "KhPI".

The content of this syllabus is consistent with the Performance Management course program.