Syllabus
Course Program

INTRODUCTION TO SPECIALTY. INTRODUCTORY PRACTICE.

Lecturers and course developers

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Authored and co-authored over 60 scientific and methodological publications. Senior lecturer of courses "Strategic Change Management", "Self-Management", "Business Diagnostics"

More about the lecturer on the department's website
https://web.kpi.kharkov.ua/mto/about/staff/prokhorenko-2/

General information

Summary

The course is aimed at students getting a general idea of the higher education system and at studying the basic roles and requirements for managers related to their professional activities, leadership and communication. The emphasis is on critical thinking, teamwork and effective communication.

Course objectives and goals

To form a general idea of the higher education system in Ukraine and the world; to reveal the subject area of management and its functions, to enhance students' capacity for critical thinking, teamwork and communication.

Format of classes

Workshops, consultations, self-study. Final control in the form of a differentiated grading.

Competencies

GC04. The ability to apply knowledge in practical situations.
GC05. Knowledge and understanding of the subject area and understanding of the professional activity.
GC09. The ability to learn and to master modern knowledge.
GC11. The ability to adapt to a new situation and take an action.
GC12. The ability to generate new ideas (creativity).

GC15. The ability to act on the basis of ethical considerations (motives).

Learning outcomes

LO 03. To demonstrate knowledge of theories, methods and functions of management, modern concepts of leadership.
LO 05. To describe the content of the functional areas of an organization
LO 16. To demonstrate skills of independent work, flexible thinking, openness to new knowledge, to be critical and self-critical.

Student workload

The total volume of the course is 90 hours (3 ECTS credits): Workshops - 32 hours, self-study - 58 hours.

Course prerequisites

The course is initial and it requires knowledge at the level of secondary education

Features of the course, teaching and learning methods, and technologies

Presentations, discussions, workshops, case-based learning, individual and teamwork, research work, essay-writing. Study materials are available to students through OneDrive, Google-classroom.

Program of the course

Topics of the lectures

No lectures

Topics of the workshops

Topic 1. Higher education in the context of the Bologna process. University education: current requirements and challenges
Topic 2. Managerial roles and jobs. Business game "Design a system"
Topic 3. Emerging jobs in management Acquaintance with the materials of the foresight "Professions of the Future in Management".
Topic 4. Analytical skills and decision-making in Management. Teamwork "Ishikawa Diagram"
Topic 5. Key traits of modern manager: transformational leadership.
Managerial roles and leadership (team activities and discussions based on the film "JOBS")
Topic 6. Communication in management Online testing "Who are the managers" Writing a critical essay "Transparent communications as a key success factor in management"
Topic 7. Corporate social responsibility as a key trend in modern management
Topic 8. Oral presentation of the individual project "A manager who inspires me"

Topics of the laboratory classes

no laboratory classes.

Self-study

Writing a critical essay "The Impact of Globalization on a Modern University".
Online testing "Management as a specialty". Writing a critical essay "In management, it is not success that matters, but the significance of what you do"
Visiting a company and giving feedback about managerial roles
Acquaintance with the materials of the foresight "Professions of the Future in Management". Critical essay "A World without managers - reality or Fantastic?"
Watching the film "Jobs". Writing a critical essay "What is more important - think big or pay attention to details".
Final online test.

Course materials and recommended reading

1. Drucker P. F. Management. – Zondervan, 2008.
2. Krasnokutska N. Introduction to Specialty (Management) [Electronic resource] : lecture slides / N. Krasnokutska. – Kharkiv, 2018. – 68 p. – URI: http://repository.kpi.kharkov.ua/ handle/KhPI-Press/34883.
3. Management / M. H. Mescon; .M. Albert, F. Khedouri. – 1988.
4. Краснокутська Н.С. [та ін.] Менеджмент: навчальний посібник – Харків: Друкарня «Мадрид», 2019
5. Kinicki A., Williams B. Management: A Practical Introduction. – McGraw Hill Education, 2012. – 672 p.
6. Закон України «Про вищу освіту». – URL: http://zakon5.rada.gov.ua/laws/show/ru/1556-18
7. Стандарт вищої освіти для першого (бакалаврського) рівня зі спеціальності 073 "Менеджмент".
8. World university ranking Shanghai Jiao Tong University. – URL: http://www.arwu.org/.
9. European Student Bologna Surveys. URL: https://media.ehea.info/file/ESU/32/8/Bologna-With-Student-Eyes_2015_565328.pdf
10.. Giiles S. The Most Important Leadership Competencies, According to Leaders Around the World. – URL: https://hbr.org/2016/03/the-most-important-leadership-competencies-according-to-leaders-around-the-world
11. Top Degrees For Getting Hired In 2018. – URL: http://www.topbusines.com/

Assessment and grading

Criteria for assessment of student performance, and the final score structure

100% Final assessment as a result of final test (20%) and Continuous assessment (80%).
20% Final online test
80% Continuous assessment:
• 50% practical assessment (including problem sheets, reporting on individual work, and case-studies);
 • 30% term control (online quiz).

Grading scale

Total points	National	ECTS
90–100	Excellent	A
82–89	Good	B
75–81	Good	C
64–74	Satisfactory	D
60–63	Satisfactory	E
35–59	Unsatisfactory (requires additional learning)	FX
1–34	Unsatisfactory (requires repetition of the course)	F

Norms of academic integrity and course policy

The student must adhere to the Code of Ethics of Academic Relations and Integrity of NTU "KhPI": to demonstrate discipline, good manners, kindness, honesty, and responsibility. Conflict situations should be openly discussed in academic groups with a lecturer, and if it is impossible to resolve the conflict, they should be brought to the attention of the Institute's management.
Regulatory and legal documents related to the implementation of the principles of academic integrity at NTU "KhPI" are available on the website: http://blogs.kpi.kharkov.ua/v2/nv/akademichna-dobrochesnist/

Approval

Approved by	Date, signature	Head of the department Olena PROKHORENKO
	Date, signature	Guarantor of the educational program Olena LINKOVA