



Syllabus



ATTESTATION (Public defense of qualification thesis)

Specialty

073 – Management

Institute

Institute of Education and Science in Economics,
Management and International Business

Educational program

Business-administration (in English)

Department

Management (204)

Level of education

Master's level

Course type

Special (professional), Mandatory

Semester

3

Language of instruction

English

Developers

**Pavlo Brin**

Pavlo.Brin@khpi.edu.ua

PhD (Economics), Associate Professor, Professor of Management
Department (NTU "KhPI")

Authored and co-authored over 150 scientific publications. Courses:
Fundamentals of Management, Strategic Management, Management of
Organizations, Management (advanced)

More about the lecturer on the department's website

<https://web.kpi.kharkov.ua/mto/about/staff/brin-2/>

General information

Summary

Attestation of the higher education applicants studying within the educational and professional programme "Business administration (in English)" specialty 073 "Management" is carried out in the form of a public defense of the qualification work and ends with the issuance of a document of the established form on awarding them a master's degree with the qualification: master of management.

Qualification work involves solving a complex specialized task or a practical problem in the field of management of enterprises, which is characterized by the complexity and uncertainty of conditions and requirements, using the theories and methods of economic science. The qualification work must not contain plagiarism and falsification. Attestation is carried out openly and publicly. The qualification work is published in the repository of the institution of higher education.

Objectives of the educational component

The goal of the attestation is deepening and consolidating the competencies and learning outcomes acquired by the student during the programme as well as assessment the level of formation of graduates' competencies provided for by the national qualifications framework and Master's educational and professional program to the requirements of the Standard of Higher Education.

The objectives of writing the thesis are

- to put into practice theories and concepts learned within the master's degree program;
- to provide an opportunity to study a particular topic in depth;

- to develop the student's skills related to planning and managing a research project independently.

Format of the educational component

Independent work, Self-study, Consultations, Individual tasks. Final control is a public defense of the thesis.

Integral competence

The ability to solve complex tasks and problems in the field of management or in the learning process, which involves conducting research and/or implementing innovations and is characterized by the uncertainty of conditions and requirements

Learning outcomes

Program learning outcomes according to the educational program.

Student workload

The total volume of the course is 330 hours (11 ECTS credits), self-study is 330 hours.

Prerequisites for the educational component

For successful attestation, it is necessary to acquire competencies and programme learning outcomes from all previous components of the programme, as well as successful completion of pre-diploma practice.

Requirements and features of the educational component

The master's qualification work is an original completed study in the field of knowledge 073 "Management", which has elements of scientific creativity, theoretical and practical novelty, and involves the systematization, consolidation and development of theoretical and practical knowledge in the specialty, as well as their application in solving specific scientific and applied issues.

Completion of the qualification thesis requires mastering the methodology of scientific research and the availability of practical skills of scientific research work. The applicant have to demonstrate the ability to plan and conduct scientific research, in particular, to choose a problem and topic of research, to determine the object and subject of research, to process specialized scientific literature, to formulate research goals and objectives, to choose special methods of conducting research, to determine information needs and to collect factual data, to process, analyze and interpret the received data, to make theoretical generalizations and to develop practical recommendations, as well as to present research results.

A thesis should be prepared in accordance with the university's standards and requirements for a Master's thesis concerning its structure, contents, size and formatting

Assignment of the thesis supervisor

A master's thesis is the result of a research project independently conducted by the student under the supervision of a faculty member. Each master's student is assigned a qualified academic supervisor with whom s/he can discuss the research topic, research methodology and other aspects of the research project.

A student can expect 30 hours of supervision from the academic supervisor. These hours include all offline, if any, and online meetings with the supervisor, the supervisor's reading time of all drafts during the research project, the supervisor's time spent on correspondence with the student and providing written feedback.

Selection of research topic

The topics of master's theses should be related to the business administration field with a significant focus on management and fall within the research expertise of the faculty members of the Management Department.

Specifically, the topics of theses can be related to the following areas, but not limited to them: Strategic Management, Marketing Management, Production Management, Investment Management, Innovation Management, Human Resource Management; Purchasing and Supply Management, Logistics

Management, Business Information Management; Change Management, Corporate Social Responsibility, Organizational Culture.

The topic of the master's thesis should reflect the functional area of management to be studied and, desirably, narrower aspects that will be addressed in the thesis. In addition, a type of a company or industry can be specified. One of the main criteria for choosing a research topic is its academic and practical relevance to the field of management.

The topic should be formulated clearly, concisely and should lend itself to an unambiguous interpretation.

At the beginning of the last semester of the study in the corresponding program, a master's student together with the academic supervisor chooses the topic of the thesis and gets approval of the topic from the guarantor of the educational program. After that, the student writes a request for the official approval of the topic to the Head of the Management department.

The possible reasons for rejection of a topic and the revision request are:

- 1) the topic is not relevant;
- 2) the topic or its wording do not correspond to the "Management" specialty;
- 3) the topic does not correspond to the educational program.

After the topics of theses and the assignment of thesis supervisors are approved by the Head of the Management department, they are ultimately endorsed by the Rector's order. After the order is issued, the topic of the work cannot be changed.

Admission to defense of qualifying thesis

The master's student submits sections of the work to the supervisor in the terms determined by him/her to check the compliance of their content with the task. The thesis is submitted to the supervisor for final review within the time limits specified in the assignment for the thesis no later than two weeks before the defense.

After admission by the supervisor, the electronic version of the thesis is sent to an authorized member of the department for plagiarism checking. The plagiarism check is carried out according to the methodology approved by the university and prevents the admission of a work for defense if less than 75% of the author's text is present.

The manual is based on two standards developed at National technical university "Kharkiv polytechnic institute": CT3BO – XIII – 2.01-2021 CCOHII і CT3BO-XIII-3.01-2021 CCOHII (in Ukrainian). Compliance with the standards is checked by an authorized member of the department (norm controller).

After the admissions of the scientific supervisor and the norm controller, the head of the department makes a decision on the admission of the work for defense and puts a signature on the title page of the work. The thesis may not be accepted for defense for the following reasons:

- 1) absence of the signature of the scientific supervisor and/or norm controller;
- 2) negative result of the plagiarism check;
- 3) the topic of the thesis is not disclosed, or the content of the work does not correspond to the topic;
- 4) the object, subject or tasks of the thesis do not correspond to the subject area of the "Management" specialty

In case if the head of the department does not consider it possible to allow the thesis to be defended, this issue is considered at a meeting of the department with the participation of the scientific supervisor. The protocol of the department meeting is submitted to the director of the institute for approval, and then to the rector of the university for approval.

The qualification work, which is accepted by the department for defense, is submitted for external review. The reviewer provides a signed review and notes the relevance of the research topic, novelty, degree of substantiation of scientific (practical, organizational) provisions. The reviewer signs the title page of the explanatory note. A negative review is not a reason for not allowing the work to be defended.

The applicant submits the full electronic version of his thesis to the department no later than one day before the deadline set by the schedule of the educational process of NTU "KhPI" for further placement of the thesis in the electronic "Repository of qualifying graduation theses of higher education applicants at the National Technical University "Kharkiv Polytechnic Institute".

Defense of the thesis

The master's program requires that students defend their theses in front of the Examination Board. During the defense, the student presents and defends his/her work. The thesis defense is designed so that the Examination Board members can ask questions and make sure that students actually understand their field and focus area.

First, the student reports the main results obtained in the master's thesis using visual aids created with the help of MS PowerPoint or other presentation software. After that, the student answers questions of the Examination Board members. Then, the Examination Board Secretary reads out the thesis evaluation provided by an external reviewer. The student is given an opportunity to respond to the remarks regarding the shortcomings of the thesis listed in the external reviewer's evaluation.

After all students who were scheduled to defend their theses on that day finish their defenses, the members of the Examination Board leave for discussion and evaluation of the theses and the way they were presented and defended. After the evaluation is over, the Examination Board members return to the students and announce the grades.

Program of the educational component

According to the National technical university "Kharkiv polytechnic institute" standard CT3BO-XIII-2.01-2021, a master's thesis consists of the following elements: Title page; Descriptive abstract; Table of contents; List of abbreviations (if necessary); Introduction; Main body text; Conclusions; List of references; Appendices (if necessary).

The main body of the text consists of three chapters:

- 1) a review of theoretical and methodological issues related to the research topic;
- 2) an empirical study of the research object (case study);
- 3) the development of recommendations for managing/improving the research object and justification of their economic feasibility.

The chapters should be divided into sections (no more than three within each chapter). The content of chapters and sections depends on the topic of the master's thesis, its goal and tasks. A master's thesis is a comprehensive research project, all its chapters represent parts of a coherent whole, i.e. are interrelated and logically interconnected. Each of the three chapters should have a conclusion – one- or two- paragraph long summary of the most important points and/or results of the chapter.

The first chapter of the master's thesis provides a theoretical background of the study and outlines the methodological framework. In the first chapter, it is important to carefully define all key concepts that are related to the research problem in order to avoid any ambiguity in their interpretation. Sometimes it is useful to compare definitions of the key concepts given by different scholars, to systemize and critically assess them. After that, for each of the key concepts, the student can either choose one of the existing definitions, which best corresponds to the research purposes, or refine some definition or suggest own definition.

In the second chapter of the master's thesis the research questions are addressed using empirical qualitative and quantitative data for a particular company and industry.

Chapter 2 consists of three sections. In the first section, the student analyzes the industry in which the selected company operates. Specifically, the student should assess the current situation in the industry and identify the trends in the industry development. Depending on the topic of the thesis, students can analyze the dynamics and structure of production in the industry, total market size, the market shares of key players, the character of competition, the competitiveness factors, key success factors and the driving forces of the industry development, government regulation of the industry and so on. The student should provide statistical data for several recent years with references to the data sources.

The second section of Chapter 2 should contain basic information about the company selected for analysis, including information about the company's current activities, the history of the company development, the form of ownership, the number of employees, geographical presence, major performance indicators, etc. When giving a general description of the company, one should avoid copying text from the company website or the company charter.

In the third section of Chapter 2, the student should analyze those aspects of the company activities and performances that are related to the research topic. Depending on the topic, the student may decide to analyze the company's financial situation, organizational structure, marketing activities, innovation or investment activities, some aspects of human resource management, to assess the company competitiveness, to perform strategic analysis and so on.

The third chapter of the master's thesis contains the student's propositions and recommendations as to the improvements in management practices aimed at enhancing organizational performance, effectiveness and efficiency of the company working in the industry described in Chapter 2.

The propositions should be based on the results of the analysis performed, i.e. take into account the identified trends, opportunities and obstacles to the development of companies within the industry. These general recommendations can represent a list of areas or directions for improvement with corresponding justifications, new or refined business models, management methods, etc.

The feasibility and practicality of the recommendations for the company should be demonstrated. Thus, apart from developing general recommendations, the student should suggest a specific project (measures or activities) that can be implemented in the selected company. The description of the project (measures) should be as comprehensive as possible and address all relevant issues related to its implementation, i.e. a detailed implementation plan should be developed.

It is mandatory to provide a thorough justification of the propositions (to do a feasibility study). For this purpose, the student should estimate the costs of implementing the propositions. Then, depending on the character of the propositions, it might be necessary to make forecasts of the future sales, market share and other performance indicators, to provide financial feasibility assessment for investment projects, to calculate a break-even point for new products or types of activity, to forecast changes in the company or product competitiveness, to estimate other expected results, including possible social impact. The student should compare the estimated costs and projected results and make a conclusion whether the implementation of the recommendations would be justified.

Course materials and recommended reading

1. Методичні рекомендації з оформлення пояснювальної записки до дипломної роботи магістра (вимоги до структури, змісту і форматування) / укл. О.В. Прохоренко, О.М. Нащекіна, Н.М. Солопун, В.І. Ковшик, – Х.: НТУ «ХПІ», 2024. – 45 с. (англійською мовою: A MANUAL FOR MASTER'S THESIS PREPARATION (THE STRUCTURE AND FORMATTING REQUIREMENTS) for students pursuing a master's degree in "073 Management" within the educational and professional program «Business Administration», «Management of organizations and administration», «International Business» <https://repository.kpi.kharkov.ua/entities/publication/767912cf-e55f-4295-97c2-a6574a09faaf>

2. Методичні вказівки з підготовки та захисту дипломної роботи ступеня вищої освіти "магістр" [Електронний ресурс] : за спец. "Менеджмент" / уклад.: О. В. Прохоренко [та ін.] ; Нац. техн. ун-т "Харків. політехн. ін-т". – Електрон. текст. дані. – Харків, 2022. – 70 с. – URI: <http://repository.kpi.kharkov.ua/handle/KhPI-Press/59077>.

3. A manual for master's thesis preparation (the structure and formatting requirements) [Electronic resource] : for students pursuing a master's degree in "073 Management" within the educational and professional programs "Management of Organizations and Administration" and "Business Administration" / comp.: N. S. Krasnokutska [et al.] ; National Technical University "Kharkiv Polytechnic Institute". – Electronic text data. – Kharkiv, 2021. – 18 p. – URI: <http://repository.kpi.kharkov.ua/handle/KhPI-Press/53014>.

4. СТЗВО-ХПІ-3.01-2021. Текстові документи у сфері навчального процесу. Загальні вимоги до виконання <https://web.kpi.kharkov.ua/mto/wp-content/uploads/sites/200/2021/11/STZVO-KhPI-3.01-2021.pdf>

5. СТЗВО-ХПІ-2.01-2021. Дипломні проекти та дипломні роботи. Загальні вимоги до виконання URL: <https://blogs.kpi.kharkov.ua/v2/metodotdel/wp-content/uploads/sites/28/2022/12/STZVO-HPI-2.01-2021-SSONP.-Diplomni-proekti-ta-diplomni-roboti.-Zagalni-vimogi-do-vikonannya-zimnami.pdf>

Assessment and grading

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

The master's thesis is defended at an open meeting of the examination committee.

At a closed meeting, the examination board makes a decision on defense evaluation based on the following criteria:

1. Explanatory notes: (Logical and argumentative presentation of the material, The correctness of using statistical, mathematical and other methods, Possession of generalization skills Initiation and substantiation of approaches and directions for solving the investigated problem, Scientific value, Language, style and overall design of the work) - 60%
2. Defense (Report, Illustrative material, Completeness of the answer to the commission's questions) - 30%
3. Evaluation of the scientific supervisor, conclusion of the reviewer - 10%

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 ethics and integrity

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, 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



August 28, 2024

Head of the department
Olena PROKHORENKO

Guarantor of the educational
program



August 28, 2024

Pavlo BRIN