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**INTERNATIONAL EUROPEAN
UNIVERSITY**



**EUROPEAN SCHOOL
OF BUSINESS**

**Introduction to
the Management specialty**

2023



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Course Name				
		Introduction to the Management specialty		
Lecturer (s)				
		Yuliia Remyha, PhD in Economics, associate professor, professor at the Department of Management, Finance and Business Administration		
Lecturer's profile				
		https://business.ieu.edu.ua/pro-yemsh/struktura-kafedry-vykladachi/kafedry/kafedra-menedzhmentu#zzz-001		
Consultations				
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Discipline page				
		https://business.ieu.edu.ua/navchannia/orhanizatsiia-osvitnoho-protsesu/robochi-prohramy/bakalavrat		
Form of final control		test	def. test	exam
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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1 Brief discipline annotation

The Introduction to the Management specialty discipline is aimed at introducing the chosen profession and future specialty to first-year students; at showing the role and place of management at enterprises of different forms of ownership, types of management and organizational and legal status on specific examples; at explaining general issues of the state standard of higher education in Ukraine and the particularities of the organization of training specialists of this profession.

2 Background for studying discipline

Subject matter of the Introduction to the Management specialty academic discipline: the system and process of training specialists of the corresponding specialty. A significant place in the study of the Introduction to the Management specialty discipline is occupied by the acquaintance of freshmen with the qualification requirements for Management specialists, objectives and content of activities. It is a business card of the specialty.

3 Goal and objectives of the discipline

The goal of the discipline is to introduce the chosen profession and future specialty to first-year students; to show the role and place of management at enterprises of different forms of ownership, types of management and organizational and legal status on specific examples; to explain general issues of the state standard of higher education in Ukraine.

Key objectives of the discipline:

- to develop a conscientious attitude to the profession among future specialists;
- to determine the place of a management specialist in the functioning of enterprises in different economic areas;
- to introduce the professional requirements of a specialist, required practical skills and abilities;
- to inform students about the scope of their future professional activities, the list of positions that can be occupied by a management specialist;
- to give an overview of the content of the curriculum in the specialty, to show the structure, sequence and interrelation between statutory disciplines, professional areas and special disciplines developing a management specialist;
- to introduce the types, place, content and terms of practical training to provide comprehensive practical abilities and skills;
- to introduce the educational work at the institute and the specialized graduate department.

4 Learning outcomes

PLO 3. To show knowledge of theories, methods and functions of management, contemporary leadership concepts.

PLO 5. To describe the content of functional areas of organization operations.

PLO 16. To show skills in individual work, flexible thinking, openness to new knowledge; to be critical and self-critical.

PLO 17. To carry out research individually and/or in a group under leader's supervision.

5 ECTS credits

4 ECTS credits / 120 academic hours

Content sections and topics	Amount of hours											
	full-time mode of study						part-time mode of study					
	total	including					total	including				
		1	p	se m.	in d.	i. w.		1	p	se m.	in d.	i. w.
1	2	3	4	5	6	7	8	9	10	11	12	13
Content section 1. Management as an area of professional activity												
Topic 1. Introduction to the Management specialty: basic concepts and terms.	10	2	-	-	-	8		2	2	-	-	15
Topic 2. The concept of contemporary management.	14	2	2	2	-	8		-	-	-	-	15
Topic 3. Soft skills and Hard skills of a real manager.	14	2	2	2	-	8		-	-	-	-	15
Topic 4. Model of a modern manager.	16	2	2	4	-	8		-	-	-	-	15
Topic 5. Leadership and management.	16	2	2	4	-	8		-		2	-	15
Topic 6. Conceptual model of manager training based on the competence approach.	14	2	2	2	-	8		2	2	-	-	15
Topic 7. Entrepreneurship as a field of future professional activity.	14	2	2	2	-	8		-	-	-	-	10
Topic 8. Modern types of enterprises.	12	2	2	-	-	8		-	-		-	10
<i>Individual research task</i>	10	-	2	-	-	8		-	-	-	-	-
Total per content section 1	120	16	16	16	-	72		4	4	2	-	110
Total hours	120	16	16	16	-	72	120	4	4	2	-	110



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List of obligatory tasks

1. The concept of management and manager
2. What is the difference between managerial labor and other types of labor activities?
3. Give examples of each type of personnel of the management apparatus
4. Name the most important tasks of a manager at each level of management
5. What does it mean to share responsibility for the organization's performance?
6. Characterize the situation where a manager makes a managerial decision
7. The essence of the method of structural observation
8. What characterizes a set of certain behavioral rules?

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List of selective tasks

1. Determine manifestations of sectoral specification in the management of the independently selected enterprise
2. Develop the specifics of management of restaurant, retail, hospitality and tourism enterprises in the table.
3. Consider the examples of manager's activities in the table and classify them according to all the attributes, and determine which roles according to G. Mintzberg the given example illustrates:
 - a) Search for documents by author and title.
 - b) Search for documents by topic.

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Discipline features

Period of teaching	Semester	International disciplinary integration	Year of study	Courses: general training/ professional training/elective
1 semester	1st semester	available	1st year	Professional training

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Assessment system and requirements

As part of discipline teaching, one carries out current and final control of students' knowledge. The final credit grade is given according to the total rating of students.

According to the results of current control during a semester, students can obtain 100 points maximally, the minimum sum of points allowing students to pass the discipline is 60 points.

Correlation between national and ECTS grades and student rating:
<https://ie.u.edu.ua/docs/pol-mark-esb.pdf>

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Admission to final control

The minimum amount of points that should be obtained by students for current educational activities during a semester to be admitted to the final control is 36 points. The grade for the discipline is defined as a sum of the final points for current activities and the points for the final control and is expressed due to the multipoint scale. The grade for the discipline completing with the exam is determined as the sum of points for current learning activities (at least 36), points for individual independent work of students (no more than 6) and points for the exam (at least 24). The overall points of the discipline are 100. The total grade for the discipline is given according to the national and European scale.

<https://ie.u.edu.ua/docs/050.pdf>



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Recommended sources of information

Primary (basic) literature:

1. Management: study guide / N.S. Krasnokutska, O.M. Nashchekina, O.V. Zamula et al. – Kharkiv: Madrid Printing House, 2019. – 231 p.
- Management anatomy. Efficient way to run a company / Henry Mintzberg. – K.: Nash Format Publishing House, 2018. – 408 p.
3. Ask a Manager. Ask your supervisor how to deal with unsophisticated coworkers and bosses... / Alison Green. – K.: Vivat Publishing House, 2019. – 288 p.
4. The Making of a Manager: What to Do When Everyone Looks to You / Julie Zhuo. – K.: Book Chef Publishing House, 2020. – 352 p.

Additional literature:

1. Greenleaf R. The Servant as Leader / R. Greenleaf. — Indianapolis, IN: The Greenleaf Center for Servant Leadership, 2015. — 64 p.
2. Petrunia Y.Y., Petrunia Y.Y. Management. Workshop: study guide. Dnipro: University of Customs and Finance, 2019. 104 p.
3. Stakhiv O.H., Yavniuk O.I., Voloshchuk V.V. Fundamentals of management: study guide: edited by M.H. Boiko, Doctor of Economics, professor. Ivano-Frankivsk, Lileya NV, 2015. - 336 p.
4. Commercial Code of Ukraine // URL: <https://zakon.rada.gov.ua/laws/show/436-15#Text>
5. Fundamentals of management. Theory and practice: study guide / H.Y. Moshek, I.P. Mykolaichuk, Y.I. Palekha, Y.V. Pokanievych, A.S. Solomko, O.V. Kovalenko, N.V. Kovalenko, V.S. Tsipurynda, H.P. Syvanenko, O.I. Bielova; edited by Prof. Mosheko H.Y. – Kyiv: Lira-K Publishing House, 2017. - 528 p.
6. The perfect leader. Why it is impossible to become one / Itzhak Adizes. – K.: Nash Format Publishing House, 2018. - 288 p.
7. 45 manager's tattoos. Rules of the manager / Maksym Batyriev/ - K.: Fabula Publishing House, 2021. - 304 p.

Information resources:

1. Hartzell S. Four Functions of Management: Planning, Organizing, Leading & Controlling // URL: <http://study.com/academy/lesson/four-functions-of-management-planning-organizing-leading-controlling.html>.
2. Lauby S. Qualities In a Leadership Role Model // URL: <https://www.hrbartender.com/2013/leadership-and-management/6-qualities-in-a-leadership-role-model>.
3. Manager/Supervisor's Role In Change Management // URL: <https://www.prosci.com/change-management/thought-leadership-library/manager-change-management-role>.
4. The Manager's Handbook // URL: <https://themanagershandbook.com>.
5. The Management Handbook For UN Field Missions // URL: https://www.ipinst.org/wp-content/uploads/publications/management_handbook_linked.pdf.
6. Model of the Model Manager // URL: https://elartu.tntu.edu.ua/bitstream/123456789/12462/2/Conf_2015v2_Antoniv_Y-The_model_of_modern_manager_22-23.pdf

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Tips on successful study during the course

If you want to succeed in this discipline, you should:

- **define your goal**
- **draw up a precise schedule**
- **work hard**
- **be confident and conscious**
- **be creative and active.**



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Tips on successful study during the course

Thus, I wish you insistence, goal commitment and optimism. And you'll definitely succeed! See you at classes!



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