

I. PREAMBLE

TEMPORARY EDUCATIONAL PROFESSIONAL PROGRAM
FIRST LEVEL OF HIGHER EDUCATION "BACHELOR"

FIELD OF STUDY 07 MANAGEMENT AND ADMINISTRATION

SPECIALTY 073 MANAGEMENT

II. General characteristics

The level of higher education	The first (bachelor) level
The degree of higher education	Bachelor
Field of study	07 Management and administration
Specialty	073 Management
Restrictions on learning forms	There are no restrictions Full-time education Part-time / distance form of education
Educational qualification	Bachelor of Management in specialty "Management"
The qualification in the diploma	Educational qualification: Bachelor of Management in specialty "Management" (Education Program: International Management).
Description of the subject area	<p>The objects of study and / or activities: systems of management at the macro, meso and micro level</p> <p>Learning objectives: training of professionals, able to carry out professional management activities within the competencies acquired.</p> <p>The theoretical content of the subject area is based on the notions, categories, concepts, laws, principles of management, defining the trends and patterns of development of management systems.</p> <p>Bachelor of management has to master the system of humanitarian, economic, scientific, professional methods, techniques and technologies, which are necessary to ensure effective management activities.</p> <p>Tools and equipment include modern universal and</p>

	specialized information systems and software products, which are necessary to adopt and implement management decisions (computers, software packages and information and communication technology).
Academic and professional rights of graduates	Further extension of education in the second (master's) level of higher education is possible, as well as training and further postgraduate education.

III. The amount of ECTS credits needed to obtain the appropriate degree of higher education

The volume of Bachelor education program:

- On the basis of complete secondary education in terms of training 11 years is 240 ECTS credits,
- on the basis of complete secondary education in terms of training 12 years - 180-240 ECTS credits.

At least 50% of the educational program should aim at providing general and specific (professional) competencies in specialty, defined by the standards of higher education.

The amount of educational program to obtain a bachelor's degree from a junior Bachelor degree is determined by the university.

IV. The list of competencies of the graduate

Integral competence	The ability to solve complex specialized tasks and practical problems in the management or learning, which implies theories and methods of relevant science and are characterized by complexity and uncertainty of conditions.
General competence	<ol style="list-style-type: none"> 1. The ability to abstract thinking, analysis, synthesis and establishing linkages between social and economic phenomena and processes. 2. The ability for applying conceptual and basic knowledge and understanding of the subject area and profession of a manager. 3. The ability to carry out oral and written communication professional orientation by native and foreign languages. 4. Skills to use information and communication technologies for searching, processing, analyzing and using information from various sources. 5. The ability to work in a team and to establish

	<p>interpersonal interaction in solving professional problems.</p> <ol style="list-style-type: none"> 6. The ability to learn, acquire new knowledge, skills, including in the field which is different from professional. 7. The ability to adaptation, creativity, generating ideas and action in the new situation. 8. The ability to take into account the diversity and multiculturalism in professional activities, ability to work in an international environment. 9. The ability to operate on the basis of ethical considerations, socially responsible and consciously.
Special (professional, subject) competence	<ol style="list-style-type: none"> 1) the ability to ensure effective management of the organization through the implementation of management functions and processes; 2) the ability to build various types of organizational structures, which are appropriate to the environmental conditions, to develop measures to transform the organization and its constituents with taking into account the changes of the environment; 3) the ability to make and implement management decisions using modern information technologies; 4) the ability to manage logistics operations and manage operating activities; 5) the ability to manage staff on the principles of social partnership, participate in the selection, evaluation, hiring, development and dismissal of staff in accordance with labor legislation; 6) the ability to make decisions under uncertainty and manage risk; 7) the ability to develop a strategy of economic and innovative development; 8) the ability to analyze financial and economic activities of the company to improve its efficiency internationally; 9) the ability to carry out research on domestic and foreign market, their conditions, competitors, consumers, to manage brands. 10) the ability to use modern models of the organization development and mastering the methods of modeling business processes and reorganization in the international environment; 11) ability to carry out project analysis and management of an international project to ensure its effective implementation;

	<p>12) the ability to determine the form of the exit of the enterprise on a foreign market, to establish contacts with potential counterparty, to conclude foreign economic contracts in accordance with the existing legal framework, mastering of the skills to analyze and evaluate the effectiveness of foreign economic activity;</p> <p>13) the ability to use modern investment tools for management of the companies on the national and international markets.</p>
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V. Normative content of higher education graduates instruction in terms of learning outcomes

Knowledge (KN)	<ul style="list-style-type: none"> • Awareness of the main provisions of the theories and concepts of management, consistent understanding of its role and significance in business; • Economic fundamentals of the enterprise in the system of market relations, main performance indicators of the company, order of their formation and application; • Methods and tools of information search and processing, mathematical economic models and peculiarities of information technology application; • Global forces that shape international business, main characteristics of international business environment, legal framework of foreign trade, foreign economic activity principles, methods and tools of its analysis; • Basic categories of marketing, methodological aspects of marketing and its priorities in modern conditions; • Basic approaches, principles and personnel management with regard to cultural differences
Skills (SK)	<ul style="list-style-type: none"> • to apply the acquired theoretical knowledge to solve practical problems in management on the national and international markets; • to collect and analyze information, to calculate economic indicators, to justify management decisions based on essential analytical and methodological tools; • to identify management activity functional areas of the economic entity and their relationships, to calculate figures describing the impact of such activities; <ul style="list-style-type: none"> • ability to apply innovative approaches in administrative activity of the economic entity, to adapt flexibly to changes in the market environment; • ability to manage organizational structures of the economic entity and to execute administrative functions in cross-functional context
Communication (COM)	<ul style="list-style-type: none"> • to operate professional terminology, edit, and correct, to translate business-related texts in terms of professional and research activities;

	<ul style="list-style-type: none"> • to communicate in a foreign language (orally and in writing) with representatives of different countries; • to use digital information, communication technology and software necessary for modern management and practical application of management tools; • to explain information, ideas, problems and alternative management decisions to specialists and non-specialists in management; • to prepare various types of documents, properly select peculiar language
Autonomy and Responsibility (A&R)	<ul style="list-style-type: none"> • to demonstrate independent work skills, flexible thinking, openness to new knowledge, to be critical and self-demanding; • to demonstrate ability to act in a socially responsible and citizenship manner based on ethical considerations, respect for diversity and inter-culturalism; • to show ability to embrace responsibility for the performance, to identify skills of business and management initiatives; • to perform functional responsibilities in the group under the guidance of a leader, to motivate people to take creative solutions; • to manage complex projects and actions, to take responsibility for decision-making in unpredictable conditions; • to increase the level of personal training.

VI. Forms of higher education graduates assessment (attestation)

Forms of attestation of higher education graduates	<p>Final certification is based on the analysis of the academic excellence, evaluation of the quality of higher education graduates' solution of the tasks envisaged in the current Standard, and levels of competence specified in Section IV.</p> <p>Bachelor of Management Certification may take the form of public defense of qualification paper and / or qualifying exam (exams).</p>
Requirements for the qualifying paper	<p>Higher education institution should develop and approve the following:</p> <ul style="list-style-type: none"> • regulations on Attestation Board and its members; • theses plagiarism check procedure; • standards for unique texts of qualifying papers; • evaluation criteria; • schedule for thesis defense preparation. <p>Attestation is carried out by the Attestation Board, composed of business representatives and employers' associations.</p> <p>Attestation is carried out transparently and openly.</p>

	<p>The qualifying Bachelor paper is admitted to be defended at the Attestation Board provided the level of uniqueness (originality) complies with the standard approved by the university.</p> <p>Requirements for publication, public inspection of the contents of the theses, and academic plagiarism prevention are developed and approved in due course at the university.</p>
Requirements for attestation / comprehensive state qualifying exam (examinations)	<p>In the case the attestation takes place as an attestation / comprehensive state qualifying exam (examinations) institution of higher education shall develop and approve:</p> <ul style="list-style-type: none"> • regulations on Attestation Board and its members; • evaluation criteria; • list and the number of subjects to be included into the exam (exam), defined in the curriculum, specialization (if any), and the current legislation; • Program (Programs) for the exam (exams), which can comprise theoretical and practical issues, tests and cases.

VII. Requirements to internal system of higher education quality assurance

The principles and procedures for quality assurance	Defined and legitimized in relevant documents.
Monitoring and periodic amendment of education programs	Defined and legitimized in relevant documents.
Annual evaluation of higher education applicants, research and teaching and teaching staff of higher education	Regular publication of the assessment results on the official website of the university, on notice boards and in any other way.
Professional development of scientific and pedagogical, educational and scientific employees	<p>Takes place not less than one time over a period of five years.</p> <p>Training, training courses, thesis defense.</p>
Availability of resources appropriate to the educational process, including independent work of students for each educational program	Appropriate technical and material basis, personnel support, educational and methodological resources.
Availability of information systems for the efficient management of the educational process	Defined and legitimized in relevant documents of the Ministry of Education and universities.

Public access to the information on educational programs, higher education degrees and qualifications	Free web-site access to quantitative and qualitative information on the proposed educational programs, learning outcomes, qualifications, teaching procedures, teaching, learning process and assessment results, etc.
Prevention and detection of the academic plagiarism in scientific publication of academic staff and higher education applicants	Prevention and detection of the academic plagiarism via special software.