MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
KHMELNYTSKYI NATIONAL UNIVERSITY

APPROVED
by the Academic Council of
Khmelnytskyi National University
Protocol No. _17_ of _27_ _05_ , 20_21_
The head of the academic council

                                                    M. Skyba

EDUCATIONAL AND PROFESSIONAL PROGRAM
Kind of the educational program

«MANAGEMENT»
Name of the educational program

HIGHER EDUCATION LEVEL <u>THE FIRST (BACHELOR)</u>

SPECIALTY <u>073 «MANAGEMENT»</u>

FIELD OF KNOWLEDGE **<u>07 «MANAGEMENT AND ADMINISTRATION»</u>**

EDUCATIONAL QUALIFICATION <u>BACHELOR OF MANAGEMENT</u>

The educational program is put into operation
_01_   _09_   20_21_

Order No. _81_ of _29_ _06_ , 20_21_

Rector _____ S.Matiukh
              signature   name, surname

Khmelnytskyi 2021

THE PROGRAM MADE BY

Department of Management, Administration, Hotel and restaurant business

Protocol No. _8_ of _7_ _04_, 20_21_

Head of the department _____ M. Yokhna
                         signature   name, surname

THE PROJECT TEAM

Project team leader

_____ O. Savchenko, PhD in Economics,
Signature   Initials, surname, academic degree

Associate Professor
academic rank

Project team members:

_____ M. Yokhna, Doctor of Economic
Signature   Initials, surname, academic degree

Sciences, Professor
academic rank

_____ O.Ostapchuk, PhD in Economics,
Signature   Initials, surname, academic degree

Associate Professor
academic rank

_____ L.Krymchak, PhD in Economics,
signature   name, surname, scientific degree

Senior lecturer
academic rank

AGREED:

by the Academic Council of Economics and Management Faculty	**Educational and Methodical Department**
Protocol No. _7_ of _25.05_, 20_21_	Head of the department _____ L. Lyubokhynets signature name, surname
The head of the academic council _____ M. Bondarenko signature name, surname	**Educational Department**
	Head of the department _____ O. Samolyuk signature name, surname
	Department of Quality Assurance in Higher Education
	Head of the department _____ G. Krasilnikova signature name, surname

LETTER OF APPROVAL

Director of LLC "Gileya"
Name of organization (enterprise)

_____   Майдан П.
signature   name, surname

Director of ALC "Khmelnitskzalizobeton"
Name of organization (enterprise)

_____   Верланітов СВ
signature   name, surname

Chairman of the Student Council of the Faculty of Economics and Management

_____   _____
signature   name, surname

Profile of the educational program in the specialty
073 «Management»
Code and name of the specialty

1. General information	
Full name of higher education institution and structural department	Khmelnytskyi National University Faculty of Economics and Management Department of Management, Administration and Hotel and Restaurant Business
Degree of higher education	Bachelor
Name of educational qualification	Bachelor of Management
Official name of the educational program	Educational and Professional Program «Management»
Type of diploma and educational program type	Type of diploma – single Volume of 240 ECTS credits, term of study - 4 years
Availability of accreditation	Accreditation Commission of Ukraine, Ukraine, 2014, Certificate (Series, No. 2387629 from 4.12.2017) - until July 1, 2024
Cycle / level	NQF - 6 level; FQ-EHEA - the first cycle; EQF LLL - 6 Level
Prerequisites	Availability of complete secondary education
Language (s) teaching	Ukrainian, English
Term of the educational program	4 years
Internet Address of Permanent Placement of Educational Program	https://www.khnu.km.ua/root/page

2. The purpose of the educational program
Formation of personality of highly qualified specialists with new views and way of thinking, leadership skills, able to apply modern management technologies, solve practical problems and complex specialized tasks, characterized by integrity and uncertainty of conditions in the field of management of organizations and their departments.

3. Characteristics of the educational program	
Subject area	07 Management and Administration 073 Management
Orientation of the educational program	Educational and professional program
The main focus of the educational program and specialization	Special education in the field of management and administration in the specialty «Management». Key words: organization, management, administration, management functions, management system, management decisions, management methods, management technologies, personnel, management efficiency, management activities, communications.
Features of the program	Interdisciplinary and multidisciplinary training of management specialists. Considerable attention in the educational program is paid to the use of modern management technologies for the implementation of effective management of organizations (including enterprises of Khmelnytsky region). As a result of study, the students will receive universal management competencies in this program.

4. Suitability of graduates for employment and further training	
Suitability for employment	After successfully completing an educational-professional program, a bachelor's degree graduate is able to perform the professional work of a specialist at enterprises of various forms of ownership, production and non-

	production, State administration and in accordance with the National Classifier of Ukraine «Classifier of Profesions» (DC 003: 2010) to occupy the primary post by category: - deputy head of retail Enterprise, deputy director of the unit, head of warehouse - chief specialist or manager of structural and production units - selection, provision and use manager - manager of a cafe (bar, dining room), restaurant - manager in the hotel industry - manager for social and corporate responsibility - manager for supply, sales, public relations, administrative activities, logistics - regional development manager - manager of foreign economic activity - consultant on management, commercial activities and other economic affairs in the enterprise - specialist in the field of civil service, audit, accounting, labor and employment, marketing, business efficiency, rationalization of production and intellectual property - specialist in the organization and management of enterprises in various fields of business - specialist in business security management - office administrator, secretary of the head (organizations, enterprises, institutions
Further training	Ability to study according to the Second (Master's) level of higher education. Gaining additional qualifications in the postgraduate education system
5. Teaching and evaluation	
Teaching and training	Lectures. Workshops and practical classes in the group. Classes to solve problems. Laboratory classes. Practice. Online / electronic training. Individual work.
Evaluation	Types of control: current, thematic, periodic, modular, final, self-control, etc. Forms of control: oral and written questioning, test control, defense of practice, term papers, laboratory and individual works, reports at seminars, essays, tests, exams, final certification - qualifying work. Assessment of students' academic achievements is carried out on a four-point scale - («excellent», «good», «satisfactory», «unsatisfactory») and verbal - («passed», «not passed»).
6. Program competencies	
Integral competence	The ability to solve complex specialized tasks and practical problems that are characterized by the complexity and uncertainty of conditions in the field of management or in the process of training, which involves the use of theories and methods of social and behavioral sciences.
General competencies (GC)	GC 1. The ability to realize its rights and responsibilities as a member of society, to realize the values of civil (democratic) society and the need for its sustainable development, rule of law, human rights and freedoms and citizen in Ukraine. GC 2. Ability to save and increase moral, cultural, scientific values and increase the achievements of society based on understanding the history and patterns of development of the subject area, its place in the general system of knowledge about nature and society and in the development of society, techniques and technologies for active rest and a healthy lifestyle. GC 3. Ability to abstract thinking, analysis, synthesis.

	GC 4. Ability to apply knowledge in practical situations.
	GC 5. Knowledge and understanding of subject area and understanding of professional activity.
	GC 6. Ability to communicate in the state language both orally and in writing.
	GC 7. Ability to communicate in a foreign language.
	GC 8. Skills in the use of information and communication technologies.
	GC 9. Ability to learn and master modern knowledge.
	GC 10. Ability to make research at the appropriate level.
	GC 11. Ability to adapt and act in a new situation.
	GC 12. Ability to generate new ideas (creativity).
	GC 13. Value and respect for diversity and multiculturalism.
	GC 14. Ability to work in an international context.
	GC 15. Ability to act on the basis of ethical considerations (motives).
Special (professional, subject) competencies (PC)	PC 1. Ability to determine and describe the characteristics of the organization.
	PC 2. Ability to analyze the results of the organization activities, to compare them with the factors of external and internal environment.
	PC 3. Ability to determine the prospects for the development of the organization.
	PC 4. Ability to determine the functional areas of organization and relationships between them.
	PC 5. Ability to manage the organization and its subdivisions through the implementation of management functions.
	PC 6. Ability to act socially responsibly and consciously.
	PC 7. Ability to choose and use modern management tools.
	PC 8. Ability to plan the organization and manage time.
	PC 9. Ability to work in a team and establish interpersonal interaction in solving professional tasks.
	PC 10. Ability to evaluate the work, provide their quality and motivate the staff of the organization.
	PC 11. Ability to create and organize effective communications in the process of management.
	PC 12. Ability to analyze and structure the organizations problems, to form substantiated decisions.
	PC 13. Understand the principles and norms of law and use them in professional activity.
	PC 14. Understand the principles of psychology and use them in professional activity.
	PC 15. Ability to form and demonstrate leadership quality and behavioral skills.
	Special competencies defined by educational program:
	PC 16. Ability to form a system of indicators for assessing the efficiency of economic activity of organizations using modern management technologies.
	PC 17. Ability to interpersonal interaction, definition of means of influencing workers to create an optimal social and psychological climate in the team.
	PC 18. Ability to choose and use relevant models and methods for managing innovation and investment activities of the enterprise.

7. Program learning outcomes (PLO)

PLO 1. Know your rights and responsibilities as a member of society, to realize the values of civil society, the rule of law, human rights and freedoms and citizen in Ukraine.

PLO 2. To save moral, cultural, scientific values and increase the achievements of society, use

different types and forms of physical activity to be healthy.

PLO 3. Demonstrate the knowledge of theories, methods and functions of management, modern leadership concepts.

PLO 4. Demonstrate skills to identify problems and justify management decisions.

PLO 5. Describe the content of functional areas of organization.

PLO 6. To identify search skills, collecting and analyzing information, calculating indicators for substantiation of management decisions.

PLO 7. To identify organizational skills.

PLO 8. Apply management methods to ensure the effectiveness of the organization.

PLO 9. Demonstrate the skills of interaction, leadership, teamwork.

PLO 10. Have the skills to justify effective tools to motivate the organization's staff.

PLO 11. Demonstrate the skills of analyzing the situation and the implementation of communication in various areas of organization.

PLO 12. Evaluate the legal, social and economic consequences of the organization.

PLO 13. Communicate in oral and written forms by state and foreign languages.

PLO 14. Identify the reasons for stress, adapt yourself and team members to the stressful situation and find means to neutralize it.

PLO 15. Demonstrate the ability to act socially responsibly and socially consciously on the basis of ethical reasons (motives), respect for diversity and intercultural.

PLO 16. Demonstrate skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.

PLO 17. Make research individually or in a group under the guidance of the leader.

Learning results determined by educational program:

PLO 18. Demonstrate the ability to use modern management technologies to ensure the competitiveness of the organization.

PLO 19. Use professional argument for adding information, ideas, problems and methods for their solution to stakeholders of organizations.

PLO 20. Apply management models and methods to ensure effective organization of innovation and investment activities of the enterprise.

8. Resource support for program implementation	
Staffing	Members of the project group: four people: 1 doctor of sciences, professor; 3 candidates of sciences. All member at the main place of work and have qualifications in accordance with the specialty. The specialty group is 11 people: 6 (six) doctors and/or professors, 5 (five) candidates of sciences that corresponding to the specialty 073 "Management". All teachers have a level of scientific and professional activity, which is certified by performing at least four types and results of licensing requirements.
Logistical support	Logistical support allows you fully to provide an educational process throughout the training cycle for an educational-professional program. The state of the room are certified by sanitary and technical passports that meet the existing normative act.
Information and educational and methodical support	Availability: - of Ukrainian and foreign professional periodicals of the proper specialty profile in the library (including electronic form); - the official website of the KhNU, which contains the basic information on the organization of the educational process; - of modular environment for learning Moodle; - of electronic library of the university; - of the educational program, curriculum, working programs on all educational disciplines of the curriculum; - of programs for all types of practical training and final certification; - of methodological instructions for laboratory and practical works, coursework, qualification work.

9. Academic mobility	
National credit mobility	Based on bilateral agreements between KhNU and higher education institutions of Ukraine.
International credit mobility	University of Lodz (Poland) https://www.uni.lodz.pl/ Politechnika Lubelska (Poland) http://www.pollub.pl/ University of Silesia in Katowice (Poland) https://us.edu.pl/ UTP University of Science and Technology (Poland) https://www.utp.edu.pl/ Cuiavian University in Wroclawek (Poland) https://ksw.wloclawek.pl/ Kielce University of Technology (Poland) https://tu.kielce.pl/ University of Security in Poznan (Poland) https://www.wsb.net.pl/ Krakow Public Science Academy (Poland) https://krakow.san.edu.pl/ Adam Mickiewicz University in Poznan (Poland) https://amu.edu.pl/ Pedagogical University of Krakow (Krakow, Poland) https://www.up.krakow.pl/ Rzeszow University of Technology (Rzeszow, Poland) https://w.prz.edu.pl/ Vytautas Magnus University (Lithuania) https://zua.vdu.lt/
Training of foreign applicants for higher education	Training of foreign applicants for higher education is carried out in accordance with normative legal documents.

II. List of educational program component and their logical sequence
2.1. List of educational program component

Code CEP	Components of educational program (educational disciplines, course projects (works), practices, qualification work)	Number of credits	Form of final control	Semester
MANDATORY COMPONENTS OF THE EDUCATIONAL PROGRAM				
General training (MGT)				
MGT.01	Foreign Language	6	tests	1, 2
MGT.02	Microeconomics	4	exam	1
MGT.03	Macroeconomics	4	exam	2
MGT.04	Higher and applied mathematics	5	exam	1
MGT.05	Jurisprudence (including commercial law)	4	test	2
MGT.06	Philosophy (including logic, ethics, aesthetics)	4	exam	2
MGT.07	Theory of organization	4	exam	1
MGT.08	Culturology, thinking culture, ethics and aesthetics	4	exam	1
MGT.09	Information systems and technologies in management	4	exam	2
MGT.10	Physical Education	4	test	2
MGT. 11	Ukrainian language (as foreign)	12	test	2,4
Professional training (MPT)				
MPT.01	Management	5	exam	3
MPT.02	Communicative Management	5	exam	3
MPT.03	Operational management	5	exam	6
MPT.04	HR-Management	4	exam	4
MPT.05	Innovation management	5	exam	8
MPT.06	Strategic management	5	exam	7
MPT.07	Administrative Management	5	exam	8
MPT.08	Economics and Finances of the enterprise	5	exam	2
MPT.09	Accounting and reporting	4	exam	4
MPT.10	Marketing	5	exam	3
MPT.11	Logistics	5	exam	6
MPT.12	Management of foreign economic activity	5	exam	5
MPT.13	Investment Management	5	exam	7
MPT.14	Modern management technologies	5	exam	3
MPT.15	Analytical evaluation of enterprise activities	4	exam	5
MPT.15.1	Analytical evaluation of enterprise activities	1	CW	5
MPT.16	Anti-crisis management	5	exam	7
MPT.17	Controlling and managing costs	5	exam	6
MPT.18	Leadership and teamwork	5	exam	7
MPT.19	Customer Relationship Management System	5	test	7
MPT.20	Psychology of management	5	test	7

Code CEP	Components of educational program (educational disciplines, course projects (works), practices, qualification work)	Number of credits	Form of final control	Semester
MPT.21	Models and methods in substantiation of management decisions	5	test	8
MPT.22	Educational (computer) practice	4	test	1
MPT.23	Internship	3	test	6
MPT.24	Pre-diploma practice	5	test	8
MPT.25	Qualifying Work (Diploma Paper)	10	QW (DP)	8
	The total amount of mandatory components	180		
SELECTIVE COMPONENTS OF THE EDUCATIONAL PROGRAM *				
	Selective courses of the 3rd semester **	8	tests	3
	Selective courses of the 4rd semester **	20	tests	4
	Selective courses of the 5rd semester **	20	tests	5
	Selective courses of the 6rd semester **	12	tests	6
	The total amount of selective components	60		
	The total amount of educational program	240		

* the list of educational components is formed by applicants of higher education from the university catalog of free choice disciplines

** the number of tests depends on the number of selective courses in the semester within the established ECTS credits

2.2. Structural and logical scheme of the educational program

The structural and logical scheme of training determines the process of implementation of EP, that is a brief description of the logical sequence of studying the components of EP. The structural and logical scheme is presented in the form of a graph.

2.2. Structural and logical scheme of the educational program

1 semester

| MGT.01 | MGT.02 | MGT.04 | MGT.07 | MGT.08 | MPT.22 | MGT.10 |

2 semester

| MGT.01 | MGT.03 | MGT.05 | MGT.06 | MGT.09 | MPT.08 | MGT.10 |

3 semester

| | MPT.01 | MPT.02 | MPT.10 | | MPT.14 | MGT.10 |

4 semester

| | | MPT.04 | | MPT.09 | | MGT.10 |

5 semester

| | MPT.12 | | MPT.15 | | | |

6 semester

| | MPT.03 | MPT.11 | | MPT.17 | | MPT.23 |

7 semester

| | MPT.06 | MPT.13 | MPT.16 | MPT.18 | MPT.19 | MPT.20 |

8 semester

| | MPT.05 | MPT.07 | MPT.21 | MPT.24 | MPT.25 | |

III. Forms of certification of applicants of higher education

Forms of certification of applicants of higher education	Certification is carried out in the form of defense of qualification work (diploma paper)
Requirements for qualification work	The qualification work should provide a complex specialized task or practical problem in the field of management and business administration characterized by the integrity and uncertainty of conditions, with the use of theories and methods of economic science. There should not be academic plagiarism, falsification and copying. Qualifying work should be published on the official website of Khmelnytskyi National University

IV. Requirements for the existence of an internal quality assurance system of higher education

The system of internal quality assurance of educational activities and the quality of higher education (internal quality system) at the university meets the requirements of European standards and recommendations for quality assurance of higher education (ESG), 16 Article of the Law of Ukraine "On Higher Education" (as amended). The internal quality assurance system operates at the university at five organizational levels in accordance with the Regulations on the internal quality assurance system of educational activities and higher education at Khmelnytskyi National University, which is placed in the "Public information" (Access mode: http://khnu.km.ua/root/files/01/06/03/024.pdf).

The system of internal quality assurance involves the implementation of such procedures and measures:

1) definition of principles and procedures for ensuring the quality of higher education;

2) monitoring and periodic review of educational programs;

3) annual evaluation of higher education, scientific and pedagogical staff of the university and regular publication of the results of such evaluation on the official website of the university on information stands and in any other way;

4) providing advanced training of pedagogical, scientific and scientific-pedagogical staff;

5) ensuring the availability of necessary resources for the organization of the educational process, including independent work of students, for each educational program;

6) ensuring the availability of information systems for efficient management of the educational process;

7) ensuring publicity of information about educational programs, degrees of higher education and qualifications;

8) ensuring compliance with academic integrity by the employees of the University and applicants of higher education, including the creation and provision of an effective system of prevention and detection of academic plagiarism;

9) other procedures and events.

The internal quality assurance system at the request of the university is evaluated by the National Agency for Quality Assurance in Higher Education or its accredited independent institutions for evaluation and quality assurance of higher education for compliance with the requirements for quality assurance system approved by the National Agency for Quality Assurance in Higher Education.

V. Matrix of correspondence of program competences to components of the educational program

	MGT.01	MGT.02	MGT.03	MGT.04	MGT.05	MGT.06	MGT.07	MGT.08	MGT.09	MGT.10	MGT.11	MPT.01	MPT.02	MPT.03	MPT.04	MPT.05	MPT.06	MPT.07	MPT.08	MPT.09	MPT.10	MPT.11	MPT.12	MPT.13	MPT.14	MPT.15	MPT.16	MPT.17	MPT.18	MPT.19	MPT.20	MPT.21	MPT.22	MPT.23	MPT.24	MPT.25
	+	+	+	+	+	+	+	+	+	+		+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+
General competencies (GC)																																				
GC 1					+	+		+																												
GC 2		+	+			+	+			+		+													+											
GC 3				+					+			+	+	+	+	+	+	+	+					+	+	+		+	+	+	+		+	+	+	+
GC 4												+	+	+	+	+	+	+	+	+	+	+	+	+	+	+		+	+	+	+	+	+	+	+	+
GC 5												+	+	+	+	+	+	+								+	+		+		+			+	+	+
GC 6													+		+																		+	+	+	+
GC 7	+																																			
GC 8									+				+																	+				+	+	+
GC 9	+	+	+	+					+															+								+		+	+	+
GC 10		+	+	+					+														+		+							+		+	+	+
GC 11												+	+	+	+	+	+	+				+	+			+	+							+	+	+
GC 12												+					+	+					+	+					+							+
GC 13						+							+		+														+							
GC 14												+									+	+	+	+												
GC 15					+	+																							+		+					
Special (professional, subject) competencies (PC)																																				
PC 1							+		+			+	+	+	+	+	+	+	+		+	+	+	+		+	+	+	+	+		+		+	+	+
PC 2									+			+	+	+	+	+	+	+	+	+	+	+	+	+		+	+	+				+		+	+	+
PC 3												+		+	+	+	+			+	+	+	+	+		+	+	+		+				+	+	+
PC 4												+	+	+	+	+	+	+						+	+	+	+		+	+				+	+	+
PC 5												+	+	+	+	+	+	+								+	+		+					+	+	+
PC 6					+	+			+			+			+																+					
PC 7									+			+	+	+	+	+	+	+						+	+	+		+	+	+	+			+	+	+
PC 8												+	+	+	+	+	+	+	+		+	+	+	+	+				+					+	+	+
PC 9												+	+		+															+		+		+	+	
PC 10												+		+	+	+	+			+			+	+			+	+	+					+	+	
PC 11									+			+	+																	+				+	+	
PC 12									+			+	+	+	+	+	+	+	+	+	+	+	+	+		+	+	+		+		+		+	+	+
PC 13				+				+																										+	+	+
PC 14															+														+		+					
PC 15												+	+		+														+		+			+	+	
PC 16									+															+						+		+		+	+	+
PC 17									+				+																+	+	+					
PC 18																+								+								+		+	+	+

VI. Matrix for providing program learning results (PLR)

relevant components of the educational program

	MGT.01	MGT.02	MGT.03	MGT.04	MGT.05	MGT.06	MGT.07	MGT.08	MGT.09	MGT.10	MPT.01	MPT.02	MPT.03	MPT.04	MPT.05	MPT.06	MPT.07	MPT.08	MPT.09	MPT.10	MPT.11	MPT.12	MPT.13	MPT.14	MPT.15	MPT.16	MPT.17	MPT.18	MPT.19	MPT.20	MPT.21	MPT.22	MPT 23	MPT 24	MPT 25
PLR 1					+	+		+																											
PLR 2		+	+			+	+		+		+													+											
PLR 3											+	+	+	+	+	+	+			+	+	+	+	+		+	+	+	+	+	+				+
PLR4					+						+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+		+	+	+
PLR 5						+					+		+	+	+	+	+	+	+	+	+	+	+			+	+		+				+	+	+
PLR 6											+		+	+	+	+	+	+	+	+	+	+			+		+		+			+	+	+	+
PLR 7											+		+		+	+	+				+	+			+								+	+	+
PLR 8								+	+		+	+	+	+	+	+	+					+	+	+		+	+	+	+	+	+		+		+
PLR 9					+			+			+	+	+	+	+	+	+	+		+	+	+	+					+	+		+		+		
PLR10											+		+	+	+	+	+				+	+	+					+					+		+
PLR 11									+		+	+	+	+	+	+	+	+			+	+	+		+	+	+	+	+			+	+	+	+
PLR 12					+	+					+		+	+	+	+	+					+	+			+		+	+	+			+	+	+
PLR 13	+											+		+																		+	+	+	+
PLR 14														+														+		+					
PLR 15					+	+		+			+			+																	+				
PLR 16	+	+	+	+							+			+										+	+						+	+	+	+	+
PLR 17			+	+							+	+	+	+	+	+	+	+		+	+	+	+		+	+	+	+	+	+	+		+	+	+
PLR 18											+												+					+	+		+		+	+	+
PLR 19											+	+																+	+	+			+	+	
PLR 20															+								+								+		+	+	+

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3. Methodical recommendations for the development of educational programs for the training of specialists at different levels of higher education at Khmelnytskyi National University // ed. V.I. Бегняк, L.S. Lyubokhinets. - KhNU, 2018. - 31 p.

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