

NATIONAL AVIATION UNIVERSITY
Educational and Research Institute of the Humanities
Foreign Languages for Specific Purpose Department

AGREED

Acting Dean of the Transport
Technology Faculty

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" ____ " _____ 2017

APPROVED

Vice-Rector for Academic and
Educative Activity

_____ T. Ivanova
" ____ " _____ 2017



Quality Management System

COURSE TRAINING PROGRAM
on
Foreign Language

Field of study: 07 “Management and Administration”
Speciality: 073 “Management”
Specialization: “Logistics”

Year of Study – 1st Semesters – 1st, 2nd

Practicals – 68 Graded Test – 1st semester
Self-study – 52 Examination – 2nd semester
Total (hours/ECTS credits) – 120/4

Index ECB–6–073 /16–1.4

QMS NAU CTP 12.01.02-01-2017



The Course Training Program on "Foreign Language" is based on the Bachelor Extended Curriculum No CB–6–073 /16–1.4 for Speciality 073 “Management” and Specialization “Logistics”, Syllabus for this Subject CB – 6-073/16-1.4, approved by the Rector – _____ 2017 and relative reference documents.

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INTRODUCTION

The course training program is based on the course curriculum "Foreign Language" and the "Guidelines for the development and execution of course syllabus and training program", enacted by decree No 37 of 6.06.15.

The rating system assessment (RDF) is an integral part of working curriculum and involves determining the quality of a student performed all types of classroom and independent academic work and his level of acquired knowledge and skills evaluation in points by the results of this work in the current, module and semester control, with subsequent transfer by multi-scale assessment to assess the national scale and scale ECTS.

RDF provides for the use of modular of ratings (current, control, final) and the examination or a test, the final semester and the final rating.

2. COURSE CONTENT

2.1. Syllabus

SI/N	Topic	Academic Hours		
		Total	Practicals	Self- study
1	2	3	4	5
1 semester				
Module No 1 “Basics of Logistics. Career in Logistics. Logistics Organisations: Structure and Functions”				
1.1.	Basics of Logistics	3	2	1
1.2.	Logistics. Historical Excursus	4	2	2
1.3.	Logistics Definition	3	2	1
1.4.	Logistics Paradigm	4	2	2
1.5.	Career in Logistics	4	2	2
1.6.	Logistics Manager Career	3	2	1
1.7.	Logistics companies	4	2	2
1.8.	Ample Opportunities in the Field of Logistics	3	2	1
1.9.	Employment of Logistics Specialists	4	2	2
1.10.	Job Hunting, Writing and Using Resume	3	2	1
1.11.	Preparing for Job Interview	4	2	2
1.12.	Logistics Organizations	3	2	1
1.13.	Logistics Organization Model	4	2	2
1.14.	Structures of Logistics Organizations	3	2	1
1.15.	Functioning of Logistics Organizations	4	2	2
1.16.	Logistics Department Tasks	4	2	2
1.17.	Module test No 1	3	2	1



Total for module No 1		60	34	26
Total for the 1st semester		60	34	26
2 semester				
Module No 2 “International and Global Logistics, Terminal and Container Infrastructure”				
2.1.	International and Global Logistics	3	2	1
2.2.	Evolution of Logistics and Supply Chain Management	4	2	2
2.3.	Global Logistics	3	2	1
2.4.	Logistics Associations	4	2	2
2.5.	Terminal Operations and Container Infrastructure	4	2	2
2.6.	Container Infrastructure	4	2	2
2.7.	Container Terminal	3	2	1
2.8.	Types of Containers	4	2	2
2.9.	Logistics Systems	3	2	1
2.10.	The Purpose of Logistics System	4	2	2
2.11.	Logistics System Structure	3	2	1
2.12.	System Management	4	2	2
2.13.	Inventory Management	3	2	1
2.14.	Main Categories of Inventory	4	2	2
2.15.	Types of Inventory According to Their Function	3	2	1
2.16.	Inventory Management Objectives	4	2	2
2.17.	Module test No 2	3	2	1
Total for module No 2		60	34	26
Total for the 2nd semester		60	34	26
Total for the course		120	68	52

3. COURSE EDUCATIONAL MATERIALS

3.1. List of references

Basic references.

3.1.1. Акмалдінова О.М., Мазуренко З.Ю., Кучерява Л.В., Козелецька І.С., “Professional English. LOGISTICS”. Навчальний посібник. К.: НАУ, 2014.- 419 с.

3.1.2. Акмалдінова О.М., Будко Л.В., Старовойтова Л.І., Ткаченко С.І. High-Style Socio-Political Terminology. – К., 2005. – 230 с.

3.1.3. Акмалдінова О.М., Фатєєва С.П. English Grammar Practice. Навчальний посібник. – К., 2002. – 104 с.

Additional references.

3.2.1. О.М. Акмалдінова, Я.В. Абсалямова, Н.І. Балацька, З.Ю. Сидоренко, Т.О. Вакуленко Financial Activity. Навчальний посібник / . – К.: Вид-во Нац.авіац.ун-ту «НАУ-друк», 2010. – 156 с.



3.2.2. О.М. Акмалдінова, Я.В. Абсалямова, Н.І. Балацька, З.Ю. Сидоренко, Т.О. Вакуленко Fundamentals of Banking And Management. Навчальний посібник / . – К.: Вид-во Нац.авіац.ун-ту «НАУ-друк», 2009. – 148 с.

3.2.3. Акмалдінова О.М., Старовойтова Л.І. Business English for Aviation Managers. Навчальний посібник. – К., 2001. – 176 с.

3.2.4. Акмалдінова О.М., Старовойтова Л.І. Air Freight Worldwide Forwarding. Навчальний посібник. – К., 2000. – 183 с.

3.2.5. Журнальні статті з періодичних фахових видань.


3.2.6. Газетні статті з суспільно-політичної тематики.

3.2.7. Граматичні довідники з іноземної мови.

3.2.8. Словники за фахом.

3.2. List of course guidance materials

№ пор.	Name	Code topics for thematic plan	Number
1	2	3	4
1.	Slides, posters	1.3, 1.4, 2.1, 2.2, 2.5, 2.7, 2.9	7 .
2.	Guidelines for the practical classes	1.2, 1.5, 2.4, 2.8	2 copies and their electronic versions
3.	Manuals and computer tests	1.1-1.3, 2.1, 2.2	2 copies and their electronic versions

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4. RATING SYSTEM OF KNOWLEDGE AND SKILLS ASSESSMENT

4.1. Evaluation of certain types of work done by students of the points made in accordance with Table.4.1.

Table 4.1

1 st , 2 nd Semesters		
Module №1, 2		
Material for Study	Kind of Academic Activities	Max. Grade
Basic Material	Knowledge of Terminology	6
	Reading and Translation Skills	6
	Dialogical Speaking Skills	5
	Monological Speaking Skills	5
Material for Supplementary Reading	Reading and Translation Skills	6
	Dialogical Speaking Skills	5
	Monological Speaking Skills	5
Socio-Political Material	Knowledge of Terminology	6
	Reading and Translation Skills	6
	Dialogical Speaking Skills	5
	Monological Speaking Skills	5
	Carrying out and defending of the home assignment	8
Module Test		20
Total for module №1, 2		88
Semester Graded Test		12
Total Semester Grade		100

4.2. Completed types of training are credited to the student if he got for them a positive rating assessment (Table. 4.2).

Table 4.2

Correspondence between the Grades and the National Scale

Grades					
Knowledge of terminology	Reading and translation	Speaking skills	Monological speaking skills	Module Test	National Scale
6	6	5	5	18-20	Excellent
5	5	4	4	15-17	Good
4	4	3	3	12-14	Satisfactory
Under 4	Under 4	Under 3	Under 3	Under 12	Bad

4.3. The amount of ratings obtained for certain types of student academic work done is the current Module Grade, which is stored in the data testing.

4.4. Total current and control module of ratings summary of Module Grade (tbl.4.3) that in points and national scale information is stored in the control module.



Table 4.3.

Correspondence between the Total Module Grades and the National Scale

Module №1	Module №2	National Scale
79-88	79-88	Excellent
66-78	66-78	Good
53-65	53-65	Satisfactory
under 53	under 53	Bad

4.5. Total final module of ratings in points of final semester Module Grade, which is converted to an assessment on a national scale (Table. 4.4).

Table 4.4
Compliance final semester module Grade estimates on a national scale

Mark in points	Evaluation of national scale
79-88	Excellent
66-78	Good
53-65	Satisfactory
Less 53	Bad

Table 4.5
Compliance with record-Grade evaluation

Mark in points	Evaluation of national scale
12	Excellent
10	Good
8	Satisfactory
-	-

4.6. Total final semester module and record of ratings in scores of Total Semester Grade, which is converted to assess the national scale and scale ECTS (Table. 4.6)



Table 4.6

Compliance with Total Semester Grade
assessing national scale and scale ECTS

Total Semester Grades	National Scale	ECTS System	
		Grade	Explanation
90-100	Excellent	A	Excellent (excellent performance with insignificant shortcomings)
82 – 89	Good	B	Very Good (performance above the average standard with few mistakes)
75 – 81		C	Good (good performance altogether with a certain number of significant mistakes)
67 – 74	Satisfactory	D	Satisfactory (performance meets the average standards)
60 – 66		E	Sufficient (performance meets the minimal criteria)
35 – 59	Bad	FX	Bad (bad performance; a second testing is required)
1 – 34		F	Bad (very bad performance; a student shall retake the course)

4.7. Total Semester Grade, a national scale and scale ECTS entered in the test-examination information, training card and student academic records.

4.8. Total Semester Grade is entered into the record books and flash cards student, for example: 92 / refusal. / A, 87 / good / 79 / Good / C 68 / Sat. / D, 65 / Sat. / E etc. .

4.9. The final grade is the discipline that is taught for one semester is the final semester rating evaluation.

The above final grade of discipline entered in the Diploma Supplement.



(Ф 03.02 – 03)

АРКУШ ОБЛІКУ ЗМІН

№ зміни	№ листа (сторінки)				Підпис особи, яка внесла зміну	Дата внесення зміни	Дата введення зміни
	Зміненого	Заміненого	Нового	Анульованого			

(Ф 03.02 – 32)

УЗГОДЖЕННЯ ЗМІН

	Підпис	Ініціали, прізвище	Посада	Дата
Розробник				
Узгоджено				
Узгоджено				
Узгоджено				
Узгоджено				