

**NATIONAL AVIATION UNIVERSITY**  
Educational and Research Institute of Economics and Management  
Faculty of Management and Logistics  
Management of Foreign Economic Activity of Enterprises Department

AGREED  
Director of the ERIEM

APPROVED  
Vice-Rector for Academics

\_\_\_\_\_  
« \_\_\_\_ » \_\_\_\_\_ V. Matveev  
2016

\_\_\_\_\_  
« \_\_\_\_ » \_\_\_\_\_ T. Ivanova  
2016



Quality Management System  
**COURSE TRAINING PROGRAM**

on

**«Methodology and Organization of Scientific Researches»**

Area of knowledge: 07 «Management and administration»  
Major: 073 «Management»  
Specialty: Management of Foreign Economic Activity

Year of Study – 1

Semester – 1

Lectures - 17  
Practicals – 17  
Self-study – 86  
Total (hours/ECTS credits) – 120/4.0

Graded Test – 1

Index PM-073-a/16-1.2

**QMS NAU CTP 11.02.03-02-2016**



The Course Training Program on "Methodology and Organization of Scientific Researches" is developed on Master Extended Curriculum № PM-6-073-a/16 for Major 073 "Management" and the specialty «Management of Foreign Economic Activity»; Syllabus of this discipline with index PM-6-073-a/16-1.2, approved by the rector \_\_\_\_\_ 2016 and correspondent normative documents.

The Course Training Program has been developed by  
associate professor of  
the Management of Foreign Economic  
Activity of Enterprises Department

\_\_\_\_\_ O. Kyrylenko

associate professor of  
the Management of Foreign Economic  
Activity of Enterprises Department

\_\_\_\_\_ K. Razumova

The Course Training Program has been discussed and approved by the Department for major 073 «Management» and specialty «Management of Foreign Economic Activity» – Management of Foreign Economic Activity of Enterprises Department, Record № \_\_\_\_\_ of \_\_\_\_\_ 2016.

Head of the Department \_\_\_\_\_ V. Novak

The Course Training Program has been discussed and approved by the Scientific-Methodological-Editorial Board of the Educational and Research Institute of Economics and Management, Record № \_\_\_\_\_ of "\_\_\_\_\_" \_\_\_\_\_ 2016.

Head of the SMEB \_\_\_\_\_ O. Borysenko

Director of the Educational  
and Research Center  
of Advanced Technologies

\_\_\_\_\_ V. Kazak

Document level – 3b

The planned term between the revisions – 1 year

**Master (Registered) copy**



## CONTENTS

<b>1. Introduction</b>	4
.....	
<b>2. Subject</b>	6
<b>content</b> .....	
2.1. Training schedule of the subject.....	6
<b>3. Educational and methodical materials of the discipline</b> .....	7
3.1. List of references.....	8
3.2. A list of visual and other teaching and methodical materials, instructional materials to technical training means.....	
<b>4. Rating System of knowledge and skills assessment</b> .....	8



## 1. INTRODUCTION

Curriculum of the discipline is developed on the basis of the syllabus of the discipline "Basis of Scientific Researches" and "Guidelines for the development and execution of Syllabus and Currirulum of disciplines", promulgated by order dated 16.06.15 N37/поз

Grading system of assessment (GSA) is an integral part of the work course training program providing assessment the quality of all kinds of auditorium educational work and self-study performed by a student, as well as acquired knowledge and skills through grading assessment of results of this work in the current, modular and semester control with transfer of the grades by multi-grade scale to the national grading scale and ECTS scale.

GSA provides for the use of modular rating scores (current, control, outcome) as well as graded test or exam, the final semester and final rating scores.

## 2. SUBJECT CONTENT

### 2.1. Training schedule of the subject

№	Topic	Academic Hours			
		All	Lectures	Practicals	Self-study
1	2	3	4	5	6
<b>1 Semester</b>					
<b>Module №1 "Methodology and organization of scientific researches"</b>					
1.1	A science as system of knowledge and scientific activity	15	2	2	11
1.2	Methodological bases of scientific knowledge	15	2	2	11
1.3	Theoretical study methods	15	2	2	11
1.4	Empirical laws of scientific research	15	2	2	11
1.5	Scientific research information supply	14	2	2	10
1.6	The organization of economical researches	14	2	2	10
1.7	Scientific and pedagogical personals	14	2	2	10
1.8	Forms of scientific results mapping	15	2	2	10
1.9	Module Test № 1	3	-	1	2
<b>Total for the module №1</b>		<b>120</b>	<b>17</b>	<b>17</b>	<b>86</b>
<b>Total for the subject</b>		<b>120</b>	<b>17</b>	<b>17</b>	<b>86</b>



### 3. EDUCATIONAL AND METHODOLOGICAL MATERIALS OF THE DISCIPLINE

#### 3.1. List of references

##### Basic literature

- 3.1.1. Про науково-технічну інформацію: Закон України // [www.liga.kiev.ua](http://www.liga.kiev.ua)  
3.1.2. Про наукову і науково-технічну діяльність: Закон України // [www.liga.kiev.ua](http://www.liga.kiev.ua)  
3.1.3. Беккер Й. Менеджмент процессов: пер. с нем. / Й. Беккер, Л. Вилков, В. Таратухин, М. Кугелер, М. Роземанн. – М.: Эксмо, 2007. – 360 с.  
3.1.4. Єріна А.М. Методологія наукових досліджень: навч. посіб. / А.М. Єріна, В.Б. Захожай, Д.Л. Єрін. – К.: Центр навчальної літератури, 2004. – 212 с.  
3.1.5. Лудченко А.А. и др. Основы научных исследований: учеб. пособие / Под ред. А.А. Лудченко. – К.: Т-во «Знання», КОО, 2000. – 114 с.  
3.1.6. Мочерний С.В. Методологія економічного дослідження / С.В. Мочерний. – Л.: Світ, 2001. – 419 с.  
3.1.7. Романчиков В.І. Основы научных исследований: навч. посіб. / В.І. Романчиков. – К.: Центр учбової літератури, 2007. – 254 с.  
3.1.8. Стіченко Д.М. Методологія наукових досліджень: підручник / Д.М. Стіченко. – К.: Знання-Прес, 2005. – 300 с.  
3.1.9. Філіпенко А.С. Основы научных исследований. Конспект лекцій: посібник / А.С. Філіпенко. – К.: Академвидав, 2004. – 208 с.

##### Additional literature

- 3.1.10. Дитхелм Г. Управление проектами: пер. с нем.: В 2 т. / Г. Дитхелм; [науч. ред. А.М.Немчин, С.Н.Никешин] – СПб.: Изд. дом «Бизнес-пресса»: Корпорация Двадцатый трест, 2004. – 860 с.  
3.1.11. Доброзорова О.В. Організація праці менеджера: навч. посіб. / О.В. Доброзорова, І.В. Осадчук. – К.: Кондор, 2009. – 502с.  
3.1.12. Опп А.Д. Управление проектами: Рук. по ключевым процессам, моделям и методам. / А.Д. Опп; пер. с англ. О. В.Теплых; под науч. ред. Т. В.Герасимовой. – Д.: Баланс Бизнес Букс, 2006. – 216 с.  
3.1.13. Сурмін Ю.Г. Майстерня вченого: підручник / Ю.Г. Сурмін. – К.: Знання-Прес, 2006. – 280 с.  
3.1.14. Шейко В.М. Методика науково-дослідницької діяльності: підручник / В.М. Шейко, Н.М. Кушнарєнко. – К.: Знання-Прес, 2002. – 295 с.

#### 3.2. List of basic guidance materials for the subject

№	Name	Index of Topics where Guides are Used	Amount
1.	Slides, posters	1.2, 1.3, 1.5, 1.7, 1.8	5 copies
2.	Set of tests for module test	1.9	1 copy and e-version



#### 4. RATING SYSTEM OF KNOWLEDGE AND SKILLS ASSESSMENT

4.1. Grading of different kinds of academic activities performed by a student and obtained knowledge and skills are realized in values in line with Table 4.1.

Table 4.1

Grading of different kinds of academic activities performed by a student

1 Semester		Max Grade
Module №1		
Kind of Academic Activities		
Carrying out tasks during practicals (5 values * 9 classes)		45 (total)
Carrying out individual tasks (7 values * 3 classes)		21 (total)
<i>For carrying out module test №1, a student must receive not less than 37 values</i>		
Module Test №1		22
<b>Total for module №1</b>		<b>88</b>
<b>Semester Graded Test</b>		<b>12</b>
<b>Total 1 Semester Grade</b>		<b>100</b>

4.2. The completed curricular activity is accounted if the student received a positive mark according to the national scale given in the Table 4.2 below.

4.3. The grades a student has been given for the different kinds of academic work are summed up and the result constituting a Current Module Grade is entered into the Module Grade Register.

Table 4.2

Correspondence between the Grades and the National Scale

Grades			National Scale
Answers on practicals	Carrying out tests	Module Test	
5	7	20-22	Excellent
4	6	17-19	Good
3	4-5	13-16	Satisfactory
under 3	under 4	under 13	Bad

4.4. The Current Module Grade and the Module Test Grade together make up the Total Module Grade whose correspondence to the National Scale is shown in Table 4.3.

Table 4.3

Correspondence between the Total Module Grades and the National Scale

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



4.5. The Semester Module Grade is calculated as the sum of the Total Module Grades. The correspondence between Semester Module Grade values and the National Scale is given in Table 4.4

Table 4.4

Correspondence between the Semester  
Module Grades and the National Scale

Semester Grades	National Scale
79-88	Excellent
66-78	Good
53-65	Satisfactory
under 53	Bad

Table 4.5

Correspondence between the Graded  
Test Grades and the National Scale

Graded Test Grades	National Scale
12	Excellent
10	Good
8	Satisfactory
-	-

4.6. The Semester Module Grade and the Graded Test Grade together make up a Total Semester Grade whose correspondence to the National Scale and the ECTS System is shown in Table 4.6.

Table 4.6

Correspondence of the Total Semester Grades to the National Scale  
and the ECTS System

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

4.7. The Total Semester Grades, National Scale grades and ECTS System grades is entered into the Examination Register and into a student's record book.

4.8. The Total Semester Grade is entered into the Examination Register and into a student's record book in values, National Scale grades, and ECTS Scale grades, for example: **92/Ex/A, 87/Good/B, 79/Good/C, 68/Sat/D, 65/Sat/E**, etc.

4.9. The Total Grade is equaled the Total Semester Grade.

The Total Semester Grade is entered into the Diploma Supplement.







(Ф 03.02 – 04)

### АРКУШ РЕЄСТРАЦІЇ РЕВІЗІЇ

№ пор.	Прізвище ім'я по-батькові	Дата ревізії	Підпис	Висновок щодо адекватності

(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				