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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

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“ ___ ” _____ 2016

APPROVED

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Educative Activity

_____ T. Ivanova
“ ___ ” _____ 2016



Quality Management System
COURSE TRAINING PROGRAM

on

"Management of Foreign Economic Activity"
(according to ECTS)

Field of Study: 07 "Management and Administration"
Speciality: 073 "Management"
Specialization: "Management of Foreign Economic Activity"

Year of study – 1st

Semester – 1st, 2nd

Lectures – ...
Practicals – ...
Self-study – ...
Total (hours/ECTS credits) – ...

Graded Test – 1st semester
Examination – 2nd semester

Homeworks (2) – 1st semester
Term Paper – 2nd semester

Index ECM-6-073/16-2.1.1

QMS NAU CTP 11.02.03-02-2016

The Course Training Program is based on the “Management of Foreign Economic Activity” Syllabus with index H7-8.03060104/11-2.1.1, approved _____.2011; Master Extended Curriculum № PM-6-8.03060104-a/14 for Major 6.030601 “Management” by the specialty 8.03060104 “Management of Foreign Economic Activity”; “The Temporal Manual on organization of the educational training process on module principle (experiment)” and “The Temporal Manual on the Rating System of knowledge assessment” approved by the Rector of the University (order № 122/од of 15.06.2004, order №81/од of 12.04.2005).

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1.INTRODUCTION

Detailed course training program of the subject is a must for successful educational process according to the European Credit Transfer System. Teachers and students are to be familiarized with it.

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.

activity: ability to make effective management decisions in the sphere of foreign economic activity; ability to solve management problems in the chosen specialty; ability to solve management problems in the chosen specialty.

2. SUBJECT CONTENT

2.1. Training schedule of the subject

№	Topic	Academic Hours			
		All	Lectures	Practicals	Self-study
1	2	3	4	5	6
1st Semester					
The module № 1 "Theoretical approaches to the organization and planning of foreign economic activity"					
1.1	Theoretical principles of the FEA management	9	2	2	5
1.2	Planning of the FEA	9	2	2	5
1.3	Forecasting in the FEA area	9	2	2	5
1.4	Budget planning of the FEA	9	2	2	5
1.5	Features of business-planning of international investment projects	9	2	2	5
1.6	Organization of FEA	9	2	2	5
1.7	Organization of foreign industrial and economic activity of large and small enterprises	9	2	2	5
1.8	Human resource policy in the FEA	9	2	2	4
1.9	Module Test №1	3	1	-	2
Total for the module № 1		75	17	17	41
Total for 1st semester		75	17	17	41
The module № 2 "Managerial decisions in foreign economic activity"					
2nd Semester					

2.1	Personnel motivation in the FEA area	10	2 2	2	4
2.2	Ethics role in providing FEA	10	2 2	2	4
2.3	Control, diagnosing and regulation of the FEA	10	2 2	2	4
2.4	Regulation of the FEA. Forms and instruments of regulation of the FEA	10	2 2	2	4
2.5	Methods of management and managerial decisions in the FEA	10	2 2	2	4
2.6	Types of managerial decisions in the FEA and levels of their acceptance	10	2 2	2	4
2.7	Risks in decision-making in the FEA	10	2 2	2	4
2.8	Anti-crisis management of the FEA	10	2 2	2	4
2.9	Crises preventing instruments in the FEA	7	1	-	4
2.10	Module Test №2	3	1	-	2
Total for the module № 2		90	34	17	39
Module № 3 "Term Paper"					
3.1	Term Paper	30	-	-	30
Total for the module № 3		30	-	-	30
Total for 2nd semester		120	34	17	69
Total for the subject		195	51	34	110

2.2. Term Paper

Term Paper (TP) on the subject is performing in the tenth semester according to approved in established order methodological recommendations in order to deepen theoretical knowledge and skills, acquired by the student in a process of learning educational material of discipline in the area of management of the FEA of enterprises.

Performance of TP is an important stage in preparing Master Thesis by future specialist in management of the foreign economic activity.

Specific aim of TP contains in analyzing of the FEA of an active enterprise-subject of the FEA and developing suggestions on the refining and optimization of the FEA of this enterprise.

In order to attain a success in performing term paper student has to **know** general strategies in the area of the FEA, regulation stages of the FEA, general methods of management of the FEA, approaches to making managerial decisions in the area of the FEA, methods of assess and identification condition and parameters of the FEA, **be able** independently analyze FEA of the enterprise, independently calculate and analyze criteria of efficiency of the FEA of the enterprise, give recommendations for increasing efficiency of the FEA of the enterprise, individually take part in managerial decisions in the FEA.

Performance, designing and defending of TP are carried out by student в individually in accordance to methodological recommendations.

Time needed to perform TP is up to 30 hours of individual work.

3. BASIC CONCEPTS OF GUIDANCE ON THE SUBJECT

3.1. List of references

Basic literature

3.1.1. Гуріна Г.С. Основи зовнішньоекономічної діяльності: підручник / Г.С. Гуріна, М.Г. Луцький, Т.Л. Мостенська, В.О. Новак. – К.: Сузір'я, 2007. – 425 с.

3.1.2. Луцький М.Г. Менеджмент зовнішньоекономічної діяльності: навч. посіб. / М.Г. Луцький, В.М. Марченко, В.В. Давиденко, О.В. Кам'янецька. – К.: Сузір'я, 2007. – 484 с.

Additional literature

3.1.3. Дахно І.І. Зовнішньоекономічна діяльність: навч. посіб. / І.І. Дахно. – К.: Центр навчальної літератури, 2006. – 360 с.

3.1.4. Козак Ю.Г. Зовнішньоекономічна діяльність підприємств: навч. посіб. / Ю.Г. Козак. – К.: ЦУЛ, 2006. – 792 с.

3.1.5. Козик В.В. Зовнішньоекономічні операції та контракти: навч. посіб. / В.В. Козик, Л.А. Панкова. – К.: В.Д. «Професіонал», 2004. – 288 с.

3.1.6. Маховикова Г.А. Внешнеэкономическая деятельность / Г.А. Маховикова, Е.Е. Павлова. – М.: ЭКСМО-Пресс, 2009. – 320 с.

3.2. List of basic guidance materials for the subject

№	Name	Index of Topics where Guides are Used	Amount
1.	Slides, posters	1.1-1.8, 2.1-2.9	1 copy and electronic version
3.	Methodical recommendations for performing course work	3.1	1 copy and electronic version

4. RATING SYSTEM OF KNOWLEDGE AND SKILLS ASSESSMENT

4.1. Grading of different kinds of academic work performed by a student is done in accordance with Table 4.1.

Table 4.1

Grading of different kinds of academic activities performed by a student

Module №1		Max Grade
Kind of Academic Activities	Max Grade	
Carrying out tasks during practicals (4 values*8 classes)	32 (total)	
Carrying out individual tasks (11 values*2 classes)	22 (total)	
<i>For carrying out module test №1, a student must receive not less than 32 values</i>		
Module Test №1	34	
Total for module №1	88	
Semester Graded Test		12
Total 1st Semester Grade		100
2nd Semester		
Module №2		Max Grade
Kind of Academic Activities	Max Grade	
Carrying out tasks during practicals (4 values*9 classes)	36 (total)	
Carrying out individual tasks (11 values*2 classes)	22 (total)	
<i>For carrying out module test № 2, a student must receive not less than 23 values</i>		
Module Test №2	30	
Total for module №2	88	
Semester Examination		12
Total 2nd Semester Grade		100
2nd Semester		
Module № 3		Max Grade
Kind of Academic Activities		
Execution of Term Paper		60
Defence of Term Paper		40
Execution and Defence of Term Paper		100

4.2. The completed curricular activity is accounted if the student received a positive mark (Table 4.2).

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
Carrying out tasks during practicals	Carrying out individual tasks	Carrying out and defending Module work №1	Carrying out and defending Module work №2	
4	10-11	31-34	27-30	Excellent
3	9	26-30	23-26	Good
2,5	7-8	20-25	18-22	Satisfactory
under 2,5	under 7	under 20	under 18	Bad

4.4. The Current Module Grade and the Module Test Grade together make up a Total Module Grade (Table 4.3) which in points and National Scale is entered into the Module Grade Register.

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. The Total Module Grade for results of execution and defence of Term Paper which in points and National Scale is entered into the Module Grade Register.

4.6. 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
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Table 4.5

Correspondence between the Graded Test, Examination Grades and the National Scale

Semester Grades		National Scale
Graded	Examination	

		Test Grades	Grades	
79-88	Excellent	12	11-12	Excellent
66-78	Good	10	9-10	Good
53-65	Satisfactory	8	7-8	Satisfactory
under 53	Bad	–	under 7	Bad

4.7. 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.

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
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)

4.8. 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.

4.9. The Total Semester Grade is entered into a student's record book, for example: *92/Ex/A*, *87/Good/B*, *79/Good/C*, *68/Sat/D*, *65/Sat/E*, etc.

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

4.11. Final grade of discipline is defined as the arithmetic average grade of the final semester of ratings in points (this discipline - for the first and second semesters) with its subsequent transfer to assess the national scale and scale.

The Total Grade on the discipline is entered into for the Diploma Supplement.

(F 03.02 – 04)

REVISION REGISTRATION SHEET

#	Surname, name	Date of revision	Signature	Conclusion on the adequacy

(F 03.02 – 03)

CHANGES ACCOUNTING SHEET

#	# of sheet (page)				Signature of the person who made	Date of amendment	Date of putting the change
	Changed	Replaced	New	Cancelled			

(F 03.02 – 32)

RECONCILIATION OF CHANGES

	Signature	Initials and surname	Post	Date
Developer				
Agreed				
Agreed				
Agreed				