

National aviation university  
Faculty of transport management and logistics  
Management of foreign economic activity of enterprises department

# **EDUCATIONAL DISCIPLINE**

## **«ACADEMIC SKILLS OF PROFESSIONAL TRAINING»**

**KYRYLENKO OKSANA  
NOVAK VALENTYNA  
GURINA GANNA  
GRYGORAK MARIA**

# FORMATION OF GENERAL COMPETENCIES AS A RESULT OF STUDYING BY STUDENTS OF THE DISCIPLINE "ACADEMIC SKILLS OF PROFESSIONAL TRAINING"

- GC 1. Ability to abstract thinking, analysis, synthesis.
- GC 2. Ability to apply knowledge in practical situations.
- GC 3. Knowledge and understanding of the subject area and understanding of professional activity.
- GC 4. Ability to communicate in the state language both orally and in writing.
- GC 5. Ability to adapt and act in a new situation.
- GC 6. Adherence to ethical principles both in terms of professional honesty and in terms of understanding the possible impact of management achievements on the social sphere.
- GC 7. knowledge of the subject area and understanding of their professional activity.

# FORMATION OF PROFESSIONAL COMPETENCIES AS A RESULT OF STUDYING BY STUDENTS OF THE DISCIPLINE " ACADEMIC SKILLS OF PROFESSIONAL TRAINING "

- PC 1. The ability to analyze the results of the organization, to compare them with the factors of external and internal environment.
- PC 2. Knowledge of the structure and content of industry standards of higher education in the specialty "management";
- PC 3. Understanding of the conceptual model of manager training;
- PC 4. Possession of a system of general and professional competencies of managers taking into account the needs of the market;
- PC 5. Understanding the specifics of managers of different levels of management in aviation, manufacturing, service, trade, transport and other enterprises of various forms of ownership

# RESULTS OF EDUCATION

## **Knows:**

- state standards of higher education in Ukraine;
- organization of the educational process and methods of teaching at the university,
- profile of specialty and specializations,
- prospects for future professional activity;
- rights and responsibilities of students;
- requirements for the professional qualification level of employees.

## **Be able to:**

- freely navigate the issues of the course as an essential part of professional training;
- determine the place and role of management in the knowledge system, enterprise management structure and market economy.

## **Have practical skills:**

- formation of a conceptual model of a management specialist and his role in the management of an enterprise, organization, firm.

# TASKS OF THE DISCIPLINE "ACADEMIC SKILLS OF PROFESSIONAL TRAINING"

- acquaintance of students with the generalized characteristic of the expert (bachelor, master) in management from the point of view of requirements of modern manufacture;
- study of the legal framework for the preparation of bachelors and masters in management of FEA of enterprises, management of organizations and logistics;
- acquaintance of students with the structure of the higher educational institution, the organization of the educational process, as well as the organization of work, life and leisure of students;
- awareness of the role of air transport in the world transport system;
- acquaintance of students with the international economic activity of the enterprises of Ukraine and with features of the international cooperation in the field of civil aviation;
- formation of the personality of the future production manager;
- ensuring the professional skills of managers in the training of specialists in higher education;
- intensification of educational and cognitive activities of students in the system of higher education in management.

# REGULATORY FRAMEWORK FOR THE TRAINING OF BACHELORS IN MANAGEMENT

*Laws of Ukraine: “On Education”, “On Higher Education”,*

*Decrees of the President and Resolutions of the Cabinet of Ministers of Ukraine:*

- "On the Regulations on the National Institution (Institution) of Ukraine",
- "On licensing, certification and accreditation of educational institutions."

*Orders of Ministry of Science and Education:*

- № 191 “On academic leave and re-education in higher education institutions”
- № 245 “On approval of the Regulations on the procedure for transfer, expulsion and renewal of students of higher educational institutions”
- № 450 “On approval of time norms for planning and accounting of educational work”
- № 93 “On approval of the Regulations on the practice of students of higher educational institutions of Ukraine”
- **Regulations of NAU :**
- "Regulations on the organization of the educational process at the National Aviation University"
- "Regulations on the tender commission of the National Aviation University"
- "Regulations on the individual curriculum of a student of the National Aviation University"
- "Regulations on independent work of applicants for higher education"
- "Regulations on the organization and conduct of current and semester control"
- "Regulations on certification of graduates of the National Aviation University of educational and qualification levels (educational degrees) of bachelor, specialist, master"

# EDUCATIONAL DEGREES OF HIGHER EDUCATION

- **Educational degree of higher education-** is a characteristic of education on the basis of the level of formation specialist` qualities, which determine his ability to perform the relevant professional tasks or responsibilities of a certain qualification level.
- **EDUCATIONAL DEGREES : BACHELOR, MASTER, DOCTOR OF PHILOSOPHY**
- **OKX-** state normative document, which summarizes the content of education, ie reflects the goals of educational and professional training, determines the basic requirements for the specialist, his place in the structure of the economy.
- **EPP** – structural and logical scheme of specialist training, requirements for the level of educational and professional training, content and duration of training, forms of control and state certification.

# ACTIVE TEACHING METHODS

## Characteristics of different types of business games

<b>Types of business games</b>	<b>Fundamental actions of participants</b>	<b>Advantages</b>	<b>Disadvantages</b>
Elements of the business game (people, production, market, transport, etc.) are unstructured	Classification of information. In-depth analysis of all processes. Troubleshooting	Great opportunity to learn to analyze	The process of the business game must be constantly monitored, otherwise you can easily deviate from the main task
The elements of the business game are classified, the hierarchy of information is made, but the problem is not marked.	Diagnosis of the production situation. Analytical way of thinking. Troubleshooting	The analysis of the production situation is carried out quickly, more time is left to discuss the problem	Good professional training of business game participants is required
The problem is identified, analyzed. It is necessary to identify the difficulties that prevent its solution.	Synthesis. Search and discussion of solutions. Identify the difficulties that prevent solving the problem	Development of alternative ideas. Positive focus on making the best management decision	Any solution can be criticized, so you need flexibility in posing the problem
The business game provides many options, even completely opposite solutions are possible	Comparison and search for alternatives. Assessment of the advantages and disadvantages of the proposed solutions	Real participation of game participants in the process of preparation and implementation of management decisions	Business game participants can focus on one management decision without considering other options.
The problem has been identified. A single solution is proposed. It is necessary to develop a plan for implementing the solution	Analysis and critique of the proposed solution. Development of a solution implementation plan	Work with specialists, mastering complete information, detailing production processes	The appendices need to provide specific information on this issue. The situation can be artificially simplified because there is no alternative
The solution to the problem is known. Many detailed opinions are offered.	Determining the evolution and tactics of the decision-making process. Analysis of the effectiveness of different options	You can compare a wide range of alternatives based on the style of work of a particular leader	Not all participants understand what needs to be discussed. The maneuverability is very narrow



# THE ROLE OF THE GRADUATING DEPARTMENT IN THE TRAINING OF MANAGEMENT SPECIALISTS

## **PROFESSIONAL PURPOSE:**

- development and implementation of foreign economic strategy of enterprises of various forms of ownership;
- conclusion and implementation of international contracts;
- work in the departments of foreign economic relations of enterprises and firms of various forms of ownership; financial and credit institutions, investment funds, insurance companies, consulting firms;
- organization of international exhibitions, auctions and conferences, etc.

## **EMPLOYMENT :**

- Masters in Management can hold positions in domestic and foreign firms, institutions, joint ventures and their branches, both in Ukraine and abroad.
- They are potential leaders of enterprises and organizations operating in both domestic and foreign markets.
- The real field of employment of masters in management is also the tourism and insurance business and the banking sector.

## **PROFILE EDUCATIONAL DISCIPLINES: EPP «MANAGEMENT OF FOREIGN ECONOMIC ACTIVITY»:**

Business Process Management, Business Economics and Finance, Strategic Management, Investment and Innovation Management, International Business, Foreign Economic Activity of the Enterprise, E-Commerce, International Monetary and Credit Relations, Logistics, State and Regional Management, International Economic Relations, Export Management import, Management of economic activity of the enterprise, Fundamentals of business, Management of commercial activity, Corporate management, International economic integration, Management of associations of enterprises. Resource management, Management controlling, Logistics management, Organization and design of logistics systems, International investment activities, Customs regulation and others.

**PROFILE EDUCATIONAL DISCIPLINES:  
EPP «MANAGEMENT OF ORGANIZATION AND  
ADMINISTRATION»  
(ACCORDING TO THE TYPES OF ECONOMIC ACTIVITY):**

Information systems and technologies, Basis of logistics and management of supply chains, Economy and finances of enterprise, Marketing, Operation management, Law, Accounting and audit, Personnel management, Investment and innovation management, Strategic management, Organization of business, Managerial decision-making, Business process management, State and Regional administration, International business, Foreign economic activity of enterprise, E-commerce, Leadership psychology, Corporative management, Social responsibility, Quality management, Managerial controlling, Logistics management, Communicative management, Risk-management, Office management and etc.

## **PROFILE EDUCATIONAL DISCIPLINES: EPP "MANAGEMENT OF AIRLINES AND AIRPORTS**

Aviation security and quality management, Management of airline`s activity, Management of business processes, Organization of business, Planning and management of airport activity, Foreign economic activity of enterprise, Business – model of aviation branch, Management of sales and profit of the airline, Economy and finances of enterprise, Accounting and audit, Investment and innovation management, Leadership psychology, Management of commercial activity, Integrated marketing communication, Logistic management, The client service in airport, Management of ground services, Management of investment projects, etc.

# PROFESSION «MANAGER»: ESSENCE AND SPEHERE OF FUTURE PROFESSIONAL ACTIVITY

## MANAGEMENT –

**Is the art of administrating of collective for achieving the goal of enterprise activity**

### **Graduate of specialty «Management» owns:**

- theoretical knowledge, skills and practical abilities to bring your company to foreign markets,
- is able to establish contacts and interact with representatives of different countries,
- is well acquainted with the world economy, the intricacies of managing foreign economic activity,
- understands the national and psychological characteristics of different peoples, knows their business culture.
- is able to work in a team, make decisions and achieve optimal results,
- master new activities, be creative in tasks, work effectively on yourself.

### **Graduate is a modern effective manager:**

- It is a head, which vividly speaks foreign language and shows the professional skills of different specialists: administrator, economist, marketer, psychologist, lawyer, teacher, analyst, sociologist, etc.
- Is a leader, that owns art of preparation, acceptance and realization of optimal managerial decisions for supporting the achievement goals of enterprise, firm, concern, corporation, etc.

**THANK YOU FOR ATTENTION!**