

**Ministry of Education and Science of Ukraine
Dnipro University of Technology**

**MANAGEMENT FACULTY
DEPARTMENT OF APPLIED ECONOMICS, BUSINESS AND PUBLIC
ADMINISTRATION**

“APPROVED”

Head of Department

Carriages A.G. _____

“ ____ ” _____ 2018

WORK PROGRAM OF THE ACADEMIC DISCIPLINE

" Economics and Management "

Field of study.....	18 Production and Technology
Specialty.....	185 Oil and Gas Engineering and Technology
Academic degree.....	Bachelor
Academic program.....	Oil and Gas Engineering and Technology
Language of study.....	English

Prolonged: for 20 __ / 20__ academic year _____ (_____) " " ____ 20__.
(Signature, name, date)

for 20 __ / 20__ academic year _____ (_____) " " ____ 20__.
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Dnipro
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2018

Work program of the academic discipline “Economics and Management” for bachelor’s specialty 185 “Oil and Gas Engineering and Technology” / EG Carriages / NTU “Dnipro Polytechnic” Department of applied economics, business and public administration. - DA: NTU «DP» 2018 - 13 p.

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The work program regulates:

- key goals and objectives;
- the disciplinary learning outcomes generated through the transformation of the intended learning outcomes of the degree program;
- the content of the discipline formed according to the criterion “disciplinary learning outcomes”;
- the discipline program (thematic plan by different types of classes);
- distribution of the discipline workload by different types of classes;
- an algorithm for assessing the level of achievement of disciplinary learning outcomes (scales, tools, procedures and evaluation criteria);
- criteria and procedures for evaluating the academic achievements of applicants by discipline;
- the contents of the educational and methodological support of the discipline;

The work program is designed to implement a competency approach in planning an education process, delivery of the academic discipline, preparing students for control activities, controlling the implementation of educational activities, internal and external quality assurance in higher education, accreditation of degree programs within the specialty.

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1 DISCIPLINE OBJECTIVES

In the educational and professional programs of the Dnipro University of Technology specialty 185 “Oil and gas engineering and technology”, the distribution of program learning outcomes (NRN) for the organizational forms of the educational process is done. In particular, the following learning outcomes are attributed to the discipline F12 " Economics and Management":

SR9	Create items flowsheets and technical equipment of production, transportation and storage of oil and gas
SR12	Evaluate the efficiency of base oil technology and technical devices using feasibility criteria
SR13	Plan and organize the work of the structural unit of oil and gas company in accordance with the requirements of life safety, occupational safety and environmental protection

The objective of discipline - formation of candidates appropriate disciplinary competencies, which in turn affect the formation of professional competence of economic activity study of oil and gas enterprise with effective planning, organization and management.

The implementation of the objective requires transforming program learning outcomes into the disciplinary ones as well as an adequate selection of the contents of the discipline according to this criterion.

2 INTENDED DISCIPLINARY LEARNING OUTCOMES

Code NRN	Disciplinary learning outcomes (DRN)	
	DRN code	content
SR9	SR9-F12-1	The concept of the enterprise as a business entity and technological systems, industrial, institutional and economic subsystems. Industrial, economic and social activities of the company.
	SR9-F12-2	Technological and organizational structure of the oil and gas production company
SR12	SR12-F12-1	The essence and value of fixed assets of the company. Classification and structure of assets. Evaluation of fixed assets.
	SR12-F12-2	Depreciation and amortization of fixed assets.
	SR12-F12-3	Indicators of fixed assets. Ways of improving the efficiency of vehicles.
	SR12-F12-4	The economic nature and composition of the working capital production.
	SR12-F12-5	Circulation of working capital.
	SR12-F12-6	Normalization of working capital.
	SR12-F12-7	Utilization of working capital. Ways to improve the use of working capital.
	SR12-F12-8	Personnel and its classification.
	SR12-F12-9	The standardization work and the calculation of the number of personnel in the company.
	SR12-F12-10	Productivity and ways to improve it.
	SR12-F12-11	Concept and types of wages. Tariff system and its elements.
	SR12-F12-12	Form and pay system.
	SR12-F12-13	The concept of costs and production costs. Classification costs.

Code NRN	Disciplinary learning outcomes (DRN)	
	DRN code	content
SR13	SR12-F12-14	Estimated production.
	SR12-F12-15	Cost of products. Cost calculation.
	SR12-F12-16	Formation of turnover.
	SR12-F12-17	Profits of the company and its formation.
	SR12-F12-18	Profitability of production and
	SR12-F12-19	The essence of investment, investment spending and investment.
	SR12-F12-20	Classification of investments. Sources of financing investment.
	SR12-F12-21	Evaluating the effectiveness of investment.
	SR13-F12-1	The organization of production processes in space and time. Principles of production.
	SR13-F12-2	Preparation and forms of production.
	SR13-F12-3	Features of the organization of production processes in enterprises of oil and gas.
SR13-F12-4	The essence, main content and organization of work for the oil and gas industry.	
SR13-F12-5	Brigadier form of organization of labor and its features on the oil and gas industry companies.	
SR13-F12-6	Planning as a management function. The content, objectives and principles of planning and management.	
SR13-F12-7	Formation and use of production capacity transport and storage of gas, oil and petroleum products.	
SR13-F12-8	Content and application performance industrial enterprises.	
SR13-F12-9	Features planning staffing and payroll.	
SR13-F12-10	Characteristics of the planning of production costs.	
SR13-F12-11	Planning revenue and profitability.	

3 BASIC DISCIPLINES

Subjects	The acquired learning outcomes
Introduction to F1	maintain and increase moral, cultural, scientific achievements and values of society by understanding the history and patterns of development oil and GasIts place in the overall system knowledge about nature and society and the development of society, technology and technology
	communicate with other professional groups at different levels (with experts from other disciplines / economic activities)
	know the overall structure, relationships and functionality of individual elements of the system of Ukraine hydrocarbons

4 WORKLOAD DISTRIBUTION BY THE FORM OF EDUCATIONAL PROCESS ORGANIZATION AND TYPES OF CLASSES

Type of classes	Workload hours	Distribution by forms of education, hours					
		Full-time		Part-time		Distance	
		Classes (C)	Individual work (IW)	Classes (C)	Individual work (IW)	Classes (C)	Individual work (IW)
Lectures	80	26	54	-	-	8	72
Practical	40	13	27	-	-	4	36
Laboratory		-	-	-	-	-	-
Workshops		-	-	-	-	-	-

Total	120	39	81	-	-	12	108
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5 DISCIPLINE PROGRAM BY TYPES OF CLASSES

Ciphers DRN	Types and topics of training sessions	The volume of components, <i>hours</i>
	LECTURES	80
SR9-F12-1	1. Enterprise as an organizational form at production, transportation and storage of oil and gas. The concept of the enterprise as a business entity and systems Technology and industrial, institutional and economic subsystems. Industrial, economic and social activities of the company.	4
SR9-F12-2	Technological and organizational structure and production of oil and gas Company	
SR12-F12-1	2. The main means of production and efficiency of their use. The essence and value of fixed assets of the company. Classification and structure of assets. Evaluation of fixed assets.	10
SR12-F12-2	Depreciation and amortization of fixed assets.	
SR12-F12-3	Indicators of fixed assets. Ways of improving the efficiency of vehicles.	
SR12-F12-4	3. Current production means and improving their use. The economic nature and composition of the working capital of the company.	10
SR12-F12-5	Circulation of working capital.	
SR12-F12-6	Normalization of working capital.	
SR12-F12-7	Utilization of working capital. Ways to improve the use of working capital.	
SR12-F12-8	4. personnel. Personnel and its classification.	6
SR12-F12-9	The standardization work and planning strength in the enterprise.	
SR12-F12-10	Productivity and its planning.	
SR12-F12-11	5. Payment of the enterprise. Concept and types of wages. Tariff system and its elements.	6
SR12-F12-12	Form and pay system.	
SR12-F12-13	6. Production costs and production costs. The concept of costs and production costs. Classification costs.	7
SR12-F12-14	Estimated production.	
SR12-F12-15	Cost of products. Cost calculation.	
SR12-F12-16	7. Economic Performance and efficiency. Formation of turnover.	8
SR12-F12-17	Profits of the company and its formation.	
SR12-F12-18	Profitability of production and output.	
SR12-F12-19	8. Investment costs and their effectiveness. The essence of investment, investment spending and investment.	8
SR12-F12-20	Classification of investments. Sources of financing investment.	
SR12-F12-21	Evaluating the effectiveness of investment.	
SR13-F12-1	9. Fundamentals of the manufacturing process. The organization of production processes in space and time. Principles of production.	4

Ciphers DRN	Types and topics of training sessions	The volume of components, hours
SR13-F12-2	Preparation and forms of production.	
SR13-F12-3	Features of the organization of production processes in enterprises of oil and gas.	
SR13-F12-4	10. Organization of the workplace.	5
SR13-F12-5	The essence, main content and organization of work at the plant. Brigadier form of organization of labor and its features on the oil and gas industry companies.	
SR13-F12-6	11. Planning of production and sales.	6
SR13-F12-7	Planning as a management function. The content, objectives and principles of planning and management.	
SR13-F12-8	Formation and use of production capacity transport and storage of gas, oil and petroleum products. Content and application performance industrial enterprises.	
SR13-F12-9	12. Planning economic performance of oil and gas production.	6
SR13-F12-10	Features planning staffing and payroll.	
SR13-F12-11	Characteristics of the planning of production costs. Planning revenue and profitability.	
	PRACTICAL TRAINING	40
SR12-F12-1 SR12-F12-2 SR12-F12-3	1. The main means of production and efficiency of their use. Tasks and tests to determine the initial and residual value of the average annual value of fixed assets, depreciation and amortization of fixed assets indicators.	6
SR12-F12-4 SR12-F12-5 SR12-F12-6 SR12-F12-7	2. Current production means and improving their use. Tasks and tests to determine indicators of working capital, inventory, material consumption products.	6
SR12-F12-8 SR12-F12-9 SR12-F12-10 SR12-F12-11 SR12-F12-12 SR13-F12-9	3. Planning staff pay and productivity. Tasks and tests to determine the average number, productivity, labor output. Tasks and tests at the rate of wages by using different forms and systems of remuneration.	6
SR12-F12-13 SR12-F12-14 SR12-F12-15 SR13-F12-10	4. Production costs and production costs. Tasks and tests on the basis of production costs, production costs, cost structure, pricing for products The procedure for forming the elements of production costs of oil and gas companies.	6
SR12-F12-16 SR12-F12-17 SR12-F12-18 SR13-F12-11	5. Economic Performance and efficiency. Tasks and tests the rate of profit and profitability. Features of income and expenses for business transportation and storage of petroleum, petroleum products and gas.	6
SR12-F12-19 SR12-F12-20	6. Investment costs and their effectiveness. Evaluation of the economic efficiency of investments and investment projects on the example tasks and tests.	6

Ciphers DRN	Types and topics of training sessions	The volume of components, hours
SR12-F12-21		
SR13-F12-9 SR13-F12-10 SR13-F12-11	7. Planning of production and sales. Tests of planning as management functions. The content, objectives and principles of planning and management. Formation and use of production capacity transport and storage of gas, oil and petroleum products.	4
TOTAL		120

6 KNOWLEDGE PROGRESS TESTING

Certification of student achievement is accomplished through transparent procedures based on objective criteria in accordance with the University Regulations “On Evaluation of Higher Education Applicants' Learning Outcomes”.

The level of competencies achieved in relation to the expectations, identified during the control activities, reflects the real result of the student's study of the discipline.

6.1 GRADING SCALES

Assessment of academic achievement of students of the Dnipro University of Technology is carried out based on a rating (100-point) and institutional grading scales. The latter is necessary (in the official absence of a national scale) to convert (transfer) grades for mobile students.

The scales of assessment of learning outcomes of the NTUDP students

Rating	Institutional
90 ... 100	Excellent
74 ... 89	Good
60 ... 73	Satisfactory
0 ... 59	Failed

Discipline credits are scored if the student has a final grade of at least 60 points. A lower grade is considered to be an academic debt that is subject to liquidation in accordance with the Regulations on the Organization of the Educational Process of NTUDP.

6.2 DIAGNOSTIC TOOLS AND EVALUATION PROCEDURES

The content of diagnostic tools is aimed at controlling the level of knowledge, skills, communication, autonomy, and responsibility of the student according to the requirements of the National Qualifications Framework (NQF) up to the 7th qualification level during the demonstration of the learning outcomes regulated by the work program.

During the control activities, the student should perform tasks focused solely on the demonstration of disciplinary learning outcomes (Section 2).

Diagnostic tools provided to students at the control activities in the form of tasks for the intermediate and final knowledge progress testing are formed by specifying the initial data and a way of demonstrating disciplinary learning outcomes.

Diagnostic tools (control tasks) for the intermediate and final knowledge progress testing are approved by the appropriate department.

Type of diagnostic tools and procedures for evaluating the intermediate and final knowledge progress testing are given below.

Diagnostic and assessment procedures

INTERMEDIATE CONTROL			FINAL ASSESSMENT	
training sessions	diagnostic tools	procedures	diagnostic tools	procedures
lectures	control tasks for each topic	task during lectures	comprehensive reference work (CCW)	determining the average results of intermediate controls;
practical	control tasks for each topic	tasks during practical classes		CCW performance during the examination at the request of the student
	or individual task	tasks during independent work		

During the intermediate control, the lectures are evaluated by determining the quality of the performance of the control specific tasks. Practical classes are assessed by the quality of the control or individual task.

If the content of a particular type of teaching activity is subordinated to several descriptors, then the integral value of the assessment may be determined by the weighting coefficients set by the lecturer.

Provided that the level of results of the intermediate controls of all types of training at least 60 points, the final control can be carried out without the student's immediate participation by determining the weighted average value of the obtained grades.

Regardless of the results of the intermediate control, every student during the final knowledge progress testing has the right to perform the CDF, which contains tasks covering key disciplinary learning outcomes.

The number of specific tasks of the CDF should be consistent with the allotted time for completion. The number of CDF options should ensure that the task is individualized.

The value of the mark for the implementation of the CDF is determined by the average evaluation of the components (specific tasks) and is final.

The integral value of the CDF performance assessment can be determined by taking into account the weighting factors established by the department for each NLC descriptor.

6.3 EVALUATION CRITERIA

The actual student learning outcomes are identified and measured against what is expected during the control activities using criteria that describe the student's actions to demonstrate the achievement of the learning outcomes.

To evaluate the performance of the control tasks during the intermediate control of lectures and practicals the assimilation factor is used as a criterion, which automatically adapts the indicator to the rating scale:

$$O_i = 100 a / m,$$

where a - number of correct answers or significant operations performed according to the solution standard; m - the total number of questions or substantial operations of the standard.

Individual tasks and complex control works are expertly evaluated using criteria that characterize the ratio of competency requirements and evaluation indicators to a rating scale.

The content of the criteria is based on the competencies identified by the NLC for the Bachelor's level of higher education (given below).

General criteria for achieving learning outcomes 7th qualification for LDCs (BA)

Integral competence is the ability to solve complex problems and specialized practical problems in a particular area of professional activities or in a learning process that involves the use of certain theories and methods of the relevant scientific areas and characterized by complexity and conditions uncertainty.

descriptors NLC	Requirements for knowledge, communication, autonomy and responsibility	Indicator evaluation
Knowledge		
<ul style="list-style-type: none"> ◆ Conceptual knowledge acquired during the training and professional activities, including some knowledge of modern achievements; ◆ critical understanding of the main theories, principles, methods, and concepts in education and careers 	- A great - proper, reasonable, sensible. Measures the presence of: - conceptual knowledge; - a high degree of state ownership issues; - critical understanding of the main theories, principles, methods and concepts in education and careers	95-100
	A non-gross contains mistakes or errors	90-94
	The answer is correct but has some inaccuracies	85-89
	A correct some inaccuracies but has also proved insufficient	80-84
	The answer is correct but has some inaccuracies, not reasonable and meaningful	74-79
	A fragmentary	70-73
	A student shows a fuzzy idea of the object of study	65-69
	Knowledge minimally satisfactory	60-64
Knowledge unsatisfactory	<60	
Ability		
<ul style="list-style-type: none"> ◆ solving complex problems and unforeseen problems in specialized areas of 	- The answer describes the ability to: <ul style="list-style-type: none"> - identify the problem; - formulate hypotheses; - solve problems; 	95-100

descriptors NLC	Requirements for knowledge, communication, autonomy and responsibility	Indicator evaluation
professional and/or training, which involves the collection and interpretation of information (data), choice of methods and tools, the use of innovative approaches	<ul style="list-style-type: none"> - choose adequate methods and tools; - collect and interpret logical and understandable information; - use innovative approaches to solving the problem 	
	The answer describes the ability to apply knowledge in practice with no blunders	90-94
	The answer describes the ability to apply knowledge in practice but has some errors in the implementation of a requirement	85-89
	The answer describes the ability to apply knowledge in practice but has some errors in the implementation of the two requirements	80-84
	The answer describes the ability to apply knowledge in practice but has some errors in the implementation of the three requirements	74-79
	The answer describes the ability to apply knowledge in practice but has some errors in the implementation of the four requirements	70-73
	The answer describes the ability to apply knowledge in practice while performing tasks on the model	65-69
	A characterizes the ability to apply knowledge in performing tasks on the model, but with uncertainties	60-64
	The level of skills is poor	<60
Communication		
<ul style="list-style-type: none"> ◆ report to specialists and non-specialists of information, ideas, problems, solutions and their experience in the field of professional activity; ◆ the ability to form an effective communication strategy 	<ul style="list-style-type: none"> - Fluent problematic area. Clarity response (report). Language - correct; - - net; - - clear; - - accurate; - - logic; - - expressive; - - concise. Communication strategy: coherent and consistent development of thought; availability of own logical reasoning; relevant arguments and its compliance with the provisions defended; the correct structure of the response (report); correct answers to questions; appropriate equipment to answer questions; the ability to draw conclusions and formulate proposals	95-100
	Adequate ownership industry issues with minor faults. Sufficient clarity response (report) with minor faults. Appropriate communication strategy with minor faults	90-94
	Good knowledge of the problems of the industry. Good clarity response (report) and relevant communication strategy (total three requirements are not implemented)	85-89
	Good knowledge of the problems of the industry. Good clarity response (report) and relevant communication	80-84

descriptors NLC	Requirements for knowledge, communication, autonomy and responsibility	Indicator evaluation
	strategy (a total of four requirements is not implemented)	
	Good knowledge of the problems of the industry. Good clarity response (report) and relevant communication strategy (total not implemented the five requirements)	74-79
	Satisfactory ownership issues of the industry. Satisfactory clarity response (report) and relevant communication strategy (a total of seven requirements not implemented)	70-73
	Partial ownership issues of the industry. Satisfactory clarity response (report) and communication strategy of faults (total not implemented nine requirements)	65-69
	The fragmented ownership issues of the industry. Satisfactory clarity response (report) and communication strategy of faults (total not implemented 10 requirements)	60-64
	The level of poor communication	<60
Autonomy and responsibility		
<ul style="list-style-type: none"> ◆ management actions or complex projects, responsible for decision-making in unpredictable conditions; ◆ responsible for the professional development of individuals and/or groups ◆ the ability to continue study with a high degree of autonomy 	<ul style="list-style-type: none"> - Excellent individual ownership management competencies focused on: <ol style="list-style-type: none"> 1) management of complex projects, providing: <ul style="list-style-type: none"> - exploratory learning activities marked the ability to independently evaluate various life situations, events, facts, detect and defend a personal position; - the ability to work in a team; - control of their own actions; 2) responsibility for decision-making in unpredictable conditions, including: <ul style="list-style-type: none"> - justify their decisions the provisions of the regulatory framework of sectoral and national levels; - independence while performing tasks; - lead in discussing problems; - responsibility for the relationship; 3) responsible for the professional development of individuals and/or groups that includes: <ul style="list-style-type: none"> - use of vocational-oriented skills; - the use of evidence from independent and correct reasoning; - possession of all kinds of learning activities; 4) the ability to further study with a high degree of autonomy, which provides: <ul style="list-style-type: none"> - degree possession of fundamental knowledge; - independent evaluation judgments; - high level of formation of general educational skills; - search and analysis of information resources 	95-100
	Confident personality possession competency management (not implemented two requirements)	90-94
	Good knowledge management competencies personality (not implemented three requirements)	85-89
	Good knowledge management competencies personality (not implemented the four requirements)	80-84
	Good knowledge management competencies personality (not implemented six requirements)	74-79

descriptors NLC	Requirements for knowledge, communication, autonomy and responsibility	Indicator evaluation
	Satisfactory ownership of individual competence management (not implemented seven requirements)	70-73
	Satisfactory ownership of individual competence management (not implemented eight claims)	65-69
	The level of autonomy and responsibility fragmented	60-64
	The level of autonomy and responsibility poor	<60

7 TOOLS, EQUIPMENT, AND SOFTWARE

Technical training tools via multimedia software.

Distance learning platform Moodle.

8 RECOMMENDED SOURCES

1. V. Kuzmin Business enterprises: a tutorial. Ivano-Frankivsk. IFNTUOG. 2012. 197 p.
2. Business Economics: Training. guidances., workshop / JS Vytvytsky, U.YA. Vytvytsky, NA Havadzyn, RR Zelinsky, VP Petrenko. Ivano-Frankivsk: IFNTUOG. 2016. 306 p.
3. Gorpinich AV Explanatory Ukrainian-English dictionary of economic terms and terminological expressions: guidances argument. N-of Education and Science of Ukraine. Nat. Hearne. Univ. DA: NSU. 2016. 74 pp.
4. Planning and control of the enterprise: Workshop / BV Hrechanyky, Y. Bui, IV Melnychuk, MD Fedyshyn. Ivano-Frankivsk: IFNTUOG. 2016. 207 p.
5. Shapoval VA Gorpinich A. Economy Mining companies: teach. guidances. N-of Education and Science of Ukraine. Nat. Hearne. Univ. D.: NSU. 2017. 204 p.
6. Kravchuk RS Business enterprises: guidelines for the implementation of settlement operations. Ivano-Frankivsk: IFNTUOG. 2018. 47 pp.
7. V. Kuzmin Business Economics and Managerial Economics Guidance for himself. study subjects. Ivano-Frankivsk. IFNTUOG. 2018. 190 p.
8. Kuzmin, V. Business Economics and Managerial Economics, workshop. Ivano-Frankivsk. IFNTUOG. 2019. 51 pp.
9. Kulik TP Organization, planning and production management: Training. guidances. Ivano-Frankivsk. IFNTUOG. 2019. 232 p.
10. Perevozova IV, NA Dalyak Cost management in business, guidance for himself. and Dist. Explore. dysts. Ivano-Frankivsk: IFNTUOG. 2019. 32 pp.
11. F. I., Kravchuk RS Organization and planning of industrial and commercial activities: guidelines for the implementation of settlement operations. Ivano-Frankivsk: IFNTUOG. 2019. 33 pp.

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