

**INSTITUTE OF BUSINESS ADMINISTRATION**  
**DEGREE PROGRAMME**  
**FIELD OF STUDY: MANAGEMENT**  
**FIRST CYCLE- STUDIES**

UNIVERSITY-WIDE COURSES	FORM	ECTS	Full-time studies																							
			I YEAR								II YEAR								III YEAR							
			I sem.				II sem.				III sem.				IV sem.				V sem.				VI sem.			
			Lec.	Exer	Lab	ECTS	Lec.	Exe	Lab	ECTS	Lec.	Exer	Lab	ECTS	Lec.	Exer	Lab	ECTS	Lec.	Exer	Lab	ECTS	Lec.	Exe	Lab	ECTS
1 English	P/E	11			30	2			30	2			30	2			30	2			30	3				
2 University-wide*	P	2									30			2												
3 University-wide*	P	2																					30			2
4 Physical Education	P	1						30		1																
<b>Total</b>		<b>16</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>2</b>	<b>0</b>	<b>30</b>	<b>30</b>	<b>3</b>	<b>30</b>	<b>0</b>	<b>30</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>3</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>GENERAL COURSES</b>																										
1 Basic of Economics	E	5	30	30		5																				
2 Science of Organization	E	4	30	15		4																				
3 Statistics (descriptive)	E	7					30	45		7																
4 Computer Science Basics	E	6	30		30	6																				
5 Management Basic	E	6	30	30		6																				
6 Finance and Banking	E	5	30	30		5																				
7 Legal aspects of doing business	P	2						30		2																
8 Basics of tax law	P	2						30		2																
9 Economic Policy	P	2						30		2																
10 International economic cooperation	P	2						30		2																
11 Intellectual Property Protection	P	1												15				1								
12 Introduction to Marketing	E	6					30	30		6																
13 Business Ethics	E	2												30				2								
14 Basics of accounting	E	5									30	30		5												
<b>Total</b>		<b>55</b>	<b>150</b>	<b>105</b>	<b>30</b>	<b>26</b>	<b>180</b>	<b>75</b>	<b>0</b>	<b>21</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>5</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SPECIFIC COURSES</b>																										
1 Organizational Behaviour	P	2	30			2																				
2 Project Management Basic	E	4									15	30		4												
3 Marketing Research	P	2										30		2												
4 IT Management	P	2										30		2												
5 Human Resources Management	E	6					30	30		6																
6 Economic Analysis	E	5																30	30		5					
7 Business Plan	E	6																30	30		6					
8 Entrepreneurship	P	3														30		3								
9 Strategic Management	E	4									30	30		4												
10 Knowledge Management	E	2																				30				2
11 Finance Management in Organization	E	4									30	30		4												
12 Career management	P	2																		30		2				
13 Thematic Lecture I (range of topics new trends in management)*	P	2																30				2				
14 Thematic Lecture II (range of topics: the current economic problems)*	P	2																				30				2
<b>Total</b>		<b>46</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>6</b>	<b>75</b>	<b>150</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3</b>	<b>90</b>	<b>90</b>	<b>0</b>	<b>15</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>4</b>

SPECIALTY COURSES																						
<b>SPECIALTY: PROJECT MANAGEMENT</b>																						
1	Methods of Estimation Investment Projects	E	5																		45	5
2	Project Management Methodology	E	5																		5	
3	Project Risk Management	P	3												30						3	
4	Project Team Management	P	3																		30	3
5	Regional Policy of European Union	E	2																		30	2
6	Public Procurement	E	3												30							
7	Process Management	P	3																			30
8	European Union Project Management	E	4																			45
		<b>Total</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3</b>	<b>60</b>	<b>60</b>
<b>SPECIALTY : ACCOUNTING FOR MANAGEMENT</b>																						
1	Finance Accounting	E	6																		30	30
2	Financial Reporting	E	4																			45
3	Simplified forms of register - accounting	E	4																			45
4	Budget Accounting	E	4																			45
5	Principles of Public Finance	P	1												15						1	
6	Payroll Documentation	P	2												15						2	
7	Accounting Information Systems	P	4																			0
8	Business Tax	E	3												30							45
		<b>Total</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3</b>	<b>15</b>	<b>15</b>	<b>0</b>	<b>3</b>	<b>30</b>	<b>75</b>	<b>0</b>
<b>SPECIALTY : LOGISTICS MANAGEMENT</b>																						
1	Basics of Logistics	P	3												30							
2	Logistics Infrastructure	P	3																			
3	Introduction to Logistics Management and Supply Chain	E	4																			15
4	Distribution Logistics	E	4																			15
5	Production and Supply Logistics and Warehouse Management and Inventory	P	2																			20
6	IT Systems in Logistic	E	5																			30
7	Controlling in Logistic	E	4																			15
8	International Logistics	P	3																			25
		<b>Total</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>50</b>	<b>60</b>	<b>0</b>
<b>SPECIALTY: MANAGEMENT SMALL AND MEDIUM ENTERPRISES</b>																						
1	The Economics of Enterprises	E	6																			45
2	Leadership in Business	P	3																			30
3	Simplified Forms of Keeping and Accounting	E	4																			45
4	Management and Marketing Planning	E	4																			45
5	Sales Techniques	E	5																			30
7	E- bussiness	P	3																			30
8	Innovation Management and Technology Transfer	P	2												30							
9	Financing of Small and Medium Enterprises	P	1												15							
		<b>Total</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>15</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>90</b>	<b>0</b>
<b>PLACEMENT</b>																						
1	Placement (12 weeks - 5 days for 6 hours)	P	19																			360
		<b>Total</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>360</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DIPLOMA SEMINAR AND THESIS</b>																						
1	Diploma Seminar	P	6												30							30
2	Thesis		10																			
		<b>Total</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>
* elective (course)																						

<b>Total</b>
150
30
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<b>240</b>

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<b>300</b>
360
<b>360</b>
90
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<b>90</b>