

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD109A/22	Course title: Management
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: a) continuous assessment: solution of case studies from management 0 - 30 points, b) final evaluation: written test 0 - 70 points The number of points obtained for the interim and final evaluation is 100. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 60 out of 100 points from the subject for fulfilling the specified conditions. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is to acquire theoretical knowledge in the field of basic managerial functions and their practical application in the form of case studies. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - is able to identify the position of management in the management system of the organization and define the basic tasks of the manager at all levels of management, - is able to analyze the state of management practice in the organization and propose measures to optimize management activities, - develop a solution to a selected problem in the conditions of a specific organization in the form of - case study, - applies management methods in solving a selected managerial problem in the form of a case study, - apply the principles of a systems approach to planning, organizing, controlling and leading people, - assess the conditions of a particular organization and choose the appropriate leadership style and tools,	

- knows the essence of decision-making and the need for information management in managerial activities.						
Course contents: 1. Definition of the term management. History of management and developmental stages of management. Representatives of individual schools of management and their contribution to the development of management. 2. Planning as a managerial activity. 3. Organizing as a managerial activity. 4. People management and basic tools of people management. 5. Leading people by motivation. Leading people through communication. 6. Control as a managerial activity. 7. Characteristics of a manager and his characteristics. 8. The essence of decision making. Information in the work of a manager.						
Recommended or required literature: 1. DROPPA, M., MIKUŠ, P. 2010. Základy manažmentu. 2., rozšírené vydanie, 2010, Ružomberok: VERBUM, 259 s., ISBN 978-80-8084-622-0. 2. KOKAVCOVÁ, D. et. al. 2012. Manažment I. Bratislava: Iura Edition, 2012. 157 s. ISBN 978-80-8078-513-0. 22. 3. MAJTÁN, M. 2018. Manažment. Bratislava: Sprint 2, 2018. 408 s. ISBN 9788089710270. 4. Prednášky z predmetu Manažment. 5. REFLEXIE : Kompendium teórie a praxe podnikania. Podniková stratégia. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 3, ročník I., 2017. ISSN 2585-7428. 6. REFLEXIE: Kompendium teórie a praxe podnikania. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 4, ročník I., 2017. ISSN 2585-7428. 7. SEDLÁK M. 2012. Základy manažmentu, I. vydanie, Wolters Kluwer Bratislava, 2012. 330 str. ISBN 978-80-8078-455-3.						
Language of instruction: Slovak						
Notes:						
Course evaluation: Assessed students in total: 55						
A	B	C	D	E	FX	
14.55	29.09	9.09	10.91	20.0	16.36	
Name of lecturer(s): prof. Ing. Iveta Ubrežiová, CSc., PhDr. Jaroslava Bučková, PhD.						
Last modification: 29.06.2022						
Supervisor(s): People responsible for the delivery, development and quality of the study programme: PhDr. ThLic. Martin Taraj, PhD., prof. Ing. Iveta Ubrežiová, CSc.						