

Study plan

Name of study plan: B-EK-prez.forma od 11/12

Faculty/Institute/Others:

Department: Department of Economic Studies

Branch of study guaranteed by the department: Management and Economy of an Industrial Enterprise

Garantor of the study branch: doc. RNDr. Ing. Hana Scholleová, Ph.D.

Program of study: Economy and Management

Type of study: Bachelor full-time

Required credits: 180

Elective courses credits: 0

Sum of credits in the plan: 180

Note on the plan:

Name of the block: Compulsory courses

Minimal number of credits of the block: 146

The role of the block: Z

Code of the group: 1.S.BEK-P OD 10/11

Name of the group: 1.s.BEK-od 10/11 prezenční forma

Requirement credits in the group: In this group you have to gain 30 credits

Requirement courses in the group: In this group you have to complete at least 7 courses

Credits in the group: 30

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
04BJA1	English Language 1 Monika Hřebačková, Eva Císlarová Eva Císlarová (Gar.)	Z	4	0P+4C		z
51ITP	Information Technology and Computer Literacy	Z,ZK	4	0P+3C	Z	z
51M	Mathematics	Z,ZK	6	2P+2C	Z	z
51OP	General Psychology and Psychology of Personality	Z,ZK	6	3P+1C	Z	z
TV1	Physical Education	Z	0	0+2	Z	z
51TV1	Physical Education 1	Z	0	0P+2C		z
51UE	Introduction to Economics	Z,ZK	6	2P+2C	Z	z
51UV	Introduction to University Studies	Z	4	2P+1C	Z	z

Characteristics of the courses of this group of Study Plan: Code=1.S.BEK-P OD 10/11 Name=1.s.BEK-od 10/11 prezenční forma

04BJA1	English Language 1				Z	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.						
51ITP	Information Technology and Computer Literacy				Z,ZK	4
Students will learn how to adjust MS Excel user interface, to create, edit and format tables, enter basic as well as advanced formulas and functions (with economic and managerial applications); to understand and apply absolute / relative cell references, create and format charts. They will learn to work with databases in Excel and learn how to use the functions for searching, sorting data, using conditional formatting. Students will become familiar with multiple consolidation ranges, analyze external data source, as well as large spreadsheets or databases to create more complex types of graphs, create a PivotTable and graphs.						
51M	Mathematics				Z,ZK	6
Basics of linear algebra - vectors, matrices, linear equations. Basics of differential calculation - limits, continuity of functions, derivation, monotony, local and absolut extremes,convexity, graphs. Basics of integral calculus - indefinite integral, methods of integration, definit integral and applications. Numerical calculation of integrals.						
51OP	General Psychology and Psychology of Personality				Z,ZK	6
TV1	Physical Education				Z	0
51TV1	Physical Education 1				Z	0
51UE	Introduction to Economics				Z,ZK	6
The course is focused on the following subjects: basic economic relations and consequences. Economic aggregates and their consequences. Operating of the economics according to so called macroeconomic circle, various economic theories. Consumption behaviour in microeconomics. Theory of production. Different markets and competitions.						
51UV	Introduction to University Studies				Z	4
Content of the subject includes knowledge assisting students in quick and effective adaptation to conditions of university studies. Content of the subject:Part 1 - adaptation, Part 2. - ways of studying at universities, Part 3 - education and self-education.						

Code of the group: 2.S.BEK-P OD 10/11

Name of the group: 2.s.BEK-od 10/11 prezenční forma

Requirement credits in the group: In this group you have to gain 26 credits

Requirement courses in the group: In this group you have to complete at least 6 courses

Credits in the group: 26

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
04BJA2	English Language 2	Z	4	0P+4C		z
51PE	Business Economics	Z,ZK	6	2P+2C	L	z
51PP1	Law and Business 1	Z,ZK	4	2P+1C	L	z
51S	Sociology	Z,ZK	6	2P+2C	L	z
51TV2	Physical Education 2	Z	0	0P+2C		z
51ZPM	Basics of Business Management	Z,ZK	6	2P+2C	Z,L	z

Characteristics of the courses of this group of Study Plan: Code=2.S.BEK-P OD 10/11 Name=2.s.BEK-od 10/11 prezenční forma

04BJA2	English Language 2	Z	4	The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology&Communication Skills as well as grammar on the given language level. The course focuses on developing all four language skills at the given level, i.e. reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics in the students' respective professional and academic context, as well as on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and professional life.		
51PE	Business Economics	Z,ZK	6			
51PP1	Law and Business 1	Z,ZK	4	Subject of course Law and business includes the following: -labour law, its basis and role within the legal system -labour relations, international consequences -employment and its regulation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -health and safety		
51S	Sociology	Z,ZK	6	Content of the course is focused especially on the following topics:Sociology as a science, sociologic way of thinking including historic aspects, terminology. Sociology and management. Social roles management. The Czech society in 21st century. Sociologic research.		
51TV2	Physical Education 2	Z	0			
51ZPM	Basics of Business Management	Z,ZK	6			

Code of the group: 3.S.BEK-P OD 12/13

Name of the group: 3.s.BEK-od 12/13 prezenční forma

Requirement credits in the group: In this group you have to gain 26 credits

Requirement courses in the group: In this group you have to complete 6 courses

Credits in the group: 26

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51FG	Financial Literacy	KZ	4	2P+1C	Z	z
51PU	Business Accounting	KZ	4	2P+1C	Z	z
51PP2	Law and Business 2	Z,ZK	4	2P+1C	Z	z
51ZSV	Basics of Engineering Production	Z,ZK	4	2P+1C	Z	z
51RJ	Quality Management	KZ	4	2P+1C	L,Z	z
51LZ	Human Resources Management	Z,ZK	6	2P+2C	Z	z

Characteristics of the courses of this group of Study Plan: Code=3.S.BEK-P OD 12/13 Name=3.s.BEK-od 12/13 prezenční forma

51FG	Financial Literacy	KZ	4	Banking Financial agency Investment and financial markets Leasing Old-age pension insurance Insurance companies Management of personal and family budget		
51PU	Business Accounting	KZ	4	Content of the course is introduction to accounting. Double-entry bookkeeping and its principles, balance sheet account, profit and loss account,cash-flow. Sections in bookkeeping:long term investment, stock, costs, revenues, International accounting standards, accounting principles. Accounting system.		
51PP2	Law and Business 2	Z,ZK	4	Course content: -development of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), entrepreneur -business relations and legal requirements -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partnerships -companies with limited liability -joint stock companies -other companies -international and multinational companies		

51ZSV	Basics of Engineering Production	Z,ZK	4
Basic technologies of semifinished products production, special technologies of alloying, forming work, welding and thermal parting. Basic information on production, finishing and unconventional methods of machining work. Programming, CAD/CAM systems.			
51RJ	Quality Management	KZ	4
Content of the course: standards ISO 9000:2000. Application "Seven basic tools for quality control", basics of the theory of reliability, modern definition of reliability, stochastic characteristics of reliability. Statistical control of quality: statistical analyses of production process, statistical regulation and statistical inspection. Seven new tools for quality management.			
51LZ	Human Resources Management	Z,ZK	6
Students will develop basic knowledge on personal planning, personal marketing (searching and evaluating new personnel, including methodology and forms of recruitment), assessment of work performance and remuneration, outplacement and forming labour force.			

Code of the group: 4.S.BEK-P OD 12/13

Name of the group: 4.s.BEK-od 12/13 prezenční forma

Requirement credits in the group: In this group you have to gain 20 credits

Requirement courses in the group: In this group you have to complete 4 courses

Credits in the group: 20

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51FP	Business Financing	Z,ZK	6	2P+2C	Z,L	z
51L	Logistics	KZ	4	2P+1C	L	z
51PPO	Work and Organizational Psychology	Z,ZK	6	2P+2C	L	z
51VIS	Enterprise Information Systems	Z,ZK	4	2P+1C	L,Z	z

Characteristics of the courses of this group of Study Plan: Code=4.S.BEK-P OD 12/13 Name=4.s.BEK-od 12/13 prezenční forma

51FP	Business Financing	Z,ZK	6
Students will get familiar with the problematics of financial management of the business, analysis and interpretation of financial information, external and internal financial sources, balancing financial sources and applications, working capital management, investment evaluation, basics of financial mathematics and financial planning.			
51L	Logistics	KZ	4
This programme covers many facets of logistics and supply chain management to create significant competitive advantages. The graduates can find their career in the field of controlling the production planning and scheduling process; making effective use of the enterprise resources planning (ERP) system, while anticipating its impact on the manufacturing process and on inventories; planning and forecasting while translating internal and external customer demands; and managing the supply chain while evaluating it and making effective use of relevant tools, principles and concepts. In this specialization students will learn to meet these challenges by getting to grips with key issues in supply chain design. This involves pinpointing the best location for production facilities and distribution centres, and identifying the resources they need. They will learn how to structure operations management in production, warehousing, transport and distribution, and purchasing. The key is to give customers the standard of service they want and to ensure process reliability. Production and logistic management is about understanding the impact of customized logistical designs on overall performance. Students will apply advanced software tools for enterprise resource planning and integer linear programming problems, capacity analysis of production systems, distribution planning and vehicle routing.			
51PPO	Work and Organizational Psychology	Z,ZK	6
Course Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among people and their relationship to work behaviour, work analysis, monitoring of the effectiveness. Psychological basis for staff selection, employees evaluation, analysis and modification of work behaviour, work motivation, psychological aspects of personnel training, work under pressure. Basic terminology.			
51VIS	Enterprise Information Systems	Z,ZK	4
The aim of the course is to teach students how to analyze the value processes within the company in its various departments and between departments. Aspect bodies represent departmental budgets and internal accounting, performance aspect preliminary and final costing. Organization's internal accounting, internal accounting continuity to financial accounting. The issue of internal performance and valuation of stocks. Aspects of classification costs. Used costing methods and techniques. The concept of full and variable costing. Integrating enterprise information systems in terms of cost - budgeting, preliminary costing, accounting, resulting calculation. Conversion relationships between a generic costing breakdown of costs, organizational and product control aspect. The set of indicators of production in the company and internal sphere.			

Code of the group: 5.S.BEK-P OD 13/14

Name of the group: 5.s.BEK-od 13/14 prezenční forma

Requirement credits in the group: In this group you have to gain 30 credits

Requirement courses in the group: In this group you have to complete 6 courses

Credits in the group: 30

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51MK	Marketing	Z,ZK	6	2P+2C	Z	z
51PT	Advanced Technologies	Z	4	2P+1C	Z	z
51PBP	Project of Bachelor Thesis	Z	6	1P+2C	Z	z
51PS	Production Systems Design	KZ	4	2P+1C	Z	z
51PR	Project Management	Z,ZK	6	2P+2C	Z	z

51DTB	Online Information Retrieval and the Work with Electronic Information Resources	KZ	4	1P+2C	Z	z
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Characteristics of the courses of this group of Study Plan: Code=5.S.BEK-P OD 13/14 Name=5.s.BEK-od 13/14 prezenční forma

51MK	Marketing	Z,ZK	6
The Marketing course makes the students familiar with some basic concepts, such as marketing and business strategies, market segmentation, marketing research, marketing mix and the application thereof, product policy, new product, product life cycle, pricing policy, pricing strategy, pricing methods and factors, distribution policy, types of intermediate distribution links, marketing distribution systems, marketing communications and new trends in marketing.			
51PT	Advanced Technologies	Z	4
Content of the course: progressive trends in the technology of machining and analysis of their impact on the machining process result. Optimization processes from the costs and productivity points of view. Progressive trends in the production of semi-finished products with the assistance of modern foundry, forming and welding technologies.			
51PBP	Project of Bachelor Thesis	Z	6
Projekt of bachelor's degree paper will particularly include paper topic, topic specialization, explanation, further concretization; theoretic basis - survey of literature; paper structure; research problem formulation and design, literature and sources analyses; paper goal (structure of the goals and their applicability); hypothesis formulation (main hypothesis, partial hypotheses); empiric survey; sample research (e.g. respondents and their analyses); time table of each work periods; plan and consultations with tutor etc.			
51PS	Production Systems Design	KZ	4
Content of course: modern methods of modern production system design, that leads to increasing productivity and effectivity of different organization configurations. Projects will be also focused on failure free production flow, from material purchase, to contented customer. Course integrate knowledge of appropriate managerial, economic and technical course with current requirements of business practice.			
51PR	Project Management	Z,ZK	6
The basics of the project management-based approach to complex corporate processes, including analysis of initial preconditions for a successful project, integration of basic structural, technological, managerial and economic knowledge, all this based on network analysis. The course deals with the stages of project planning, implementation and evaluation, including responses to unplanned requirements and project risks. Field examples and analysis of field case studies.			
51DTB	Online Information Retrieval and the Work with Electronic Information Resources	KZ	4
This course is focused on knowledge and skills required for the work with course and scientific literature, for information searching in relevant and valuable scientific information resources, for acquiring desired information and literature, for applying newly acquired knowledge in practice during the work on bachelor thesis, and for acquiring the principles of citation ethics and citation practice incl. citing and creating reference lists.			

Code of the group: 6.S.BEK-P OD 12/13

Name of the group: 6.s.BEK-od 12/13-prezenční forma

Requirement credits in the group: In this group you have to gain 14 credits

Requirement courses in the group: In this group you have to complete 2 courses

Credits in the group: 14

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51G	Globalization	Z,ZK	6	2P+2C	L	z
51TBP	Bachelor Thesis	Z	8	0+8	L	z

Characteristics of the courses of this group of Study Plan: Code=6.S.BEK-P OD 12/13 Name=6.s.BEK-od 12/13-prezenční forma

51G	Globalization	Z,ZK	6
The overall aim is to explain globalization as an economic phenomenon and to bring the environment in which the world economy develops. Demonstrate the effects of globalization on integration processes, economic environment and personal liberty.			
51TBP	Bachelor Thesis	Z	8
Realization of the project of Bachelor's degree paper conditions concretization, particularly: paper topic, explanation and application; theoretical basis, analyses of theoretical sources; paper structure; formulation of research problem incl. literature analysis; final goals; hypothesis formulation; empirical part(e.g. survey, test, sociometry etc.); research sample (e.g. respondents); timetable of each part realization; plan a consultations with the tutor; final version, including required enclosures (the Universities Act, Internal Czech Technical University Regulations); Bachelor's paper submitment and defence. Presentation preparation			

Name of the block: Compulsory elective courses

Minimal number of credits of the block: 24

The role of the block: PV

Code of the group: PVP-B-EK OD 12/13

Name of the group: PVP-B-EK prezenční forma od 12/13

Requirement credits in the group: In this group you have to gain 24 credits

Requirement courses in the group: In this group you have to complete at least 6 courses

Credits in the group: 24

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) <i>Tutors, authors and guarantors (gar.)</i>	Completion	Credits	Scope	Semester	Role
51XDM	Grant Management	KZ	4	2P+0C		PV
51XE1ES	Economic Statistics	KZ	4	2P+1C	2	PV
51XE2ES	Economic Statistics	KZ	4	2P+1C	4	PV
51XEM	Etiquette for Managers	KZ	4	2P+0C		PV
51XHT	Technology Assessment	KZ	4	2P+1C	L	PV
51XEIP	Intercultural Psychology	KZ	4	2P+1C		PV
51XKD	Communication Skills	KZ	4	1P+2C	L	PV
51XNM	Material Science	KZ	4	2P+1C	L	PV
51XEJN	German Language	KZ	4	0P+3C	L	PV
51XEPP	Computer Presentations	KZ	4	0P+3C	L	PV
51XPD	Presentation Skills	KZ	4	0P+3C	L	PV
51XPIS	Project of Information System	KZ	4	1P+2C	L	PV
51XEPT	Industrial Technologies	KZ	4	2P+1C		PV
51XSE	Social Aspects of Energetics	KZ	4	2P+1C	L	PV
51XESRA	Statistical Analysis and Decision-making	KZ	4	2P+1C		PV
51XSI	Systems Engineering and Information Systems	KZ	4	1P+2C		PV
51XTS	Rhetoric	KZ	4	1P+2C	L	PV
51XEZS	Healthy Life Style	KZ	4	2P+1C		PV
51XZS	Healthy Lifestyle	KZ	4	2P+1C	L	PV
51XED	Introduction to Tax System for Economists	KZ	4	2P+1C	L	PV
51XEBOZP	Health, Safety and Fire Prevention Principles	KZ	4	2P+1C		PV
51XEJS	Spanish Language	KZ	4	0P+3C		PV

Characteristics of the courses of this group of Study Plan: Code=PVP-B-EK OD 12/13 Name=PVP-B-EK prezenční forma od 12/13

51XDM	Grant Management	KZ	4
51XE1ES	Economic Statistics	KZ	4
The subject of Economic Statistics is oriented on measurement of economic events at microeconomic and macroeconomic level. This course will provide students with a solid foundation of descriptive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality.			
51XE2ES	Economic Statistics	KZ	4
The subject of ?Economic Statistics? is oriented on measurement of economic events at microeconomic and macroeconomic level. This course will provide students with a solid foundation of descriptive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality.			
51XEM	Etiquette for Managers	KZ	4
Introduction to all forms of social intercourse, correct resolution of social situations and rules of manners in different situations, which can manager face during business meetings, presentations or events.			
51XHT	Technology Assessment	KZ	4
Technology Assessment is a complex, multidisciplinary, transdisciplinary and interdisciplinary field on the frontier of philosophy and sociology of technology and has close relation to economics and prognostication. TA is a scientific, interactive and communicative process which aims to contribute to forming public and political opinion on social aspects of technology and science development.			
51XEIP	Intercultural Psychology	KZ	4
51XKD	Communication Skills	KZ	4
Students get acquainted with the principles of communicative and presentation skills, analyse the obtained skills and competencies, receive and provide feedback using self-evaluation so that they improve their abilities to communicate and perform high quality presentations.			
51XNM	Material Science	KZ	4
History and present state of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, deformation, recrystallization and fracture of materials, structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrous metals.			
51XEJN	German Language	KZ	4
51XEPP	Computer Presentations	KZ	4
Students will learn basics of presentation structuring, basic aspects influencing successful presentation. Students should learn how to present information and results of their work, which form to use taking into account the audience. Students should adapt the form of their presentation to expectations, level of understanding and experience of the audience. Students will learn to apply modern didactic techniques in their presentations.			
51XPD	Presentation Skills	KZ	4
Students will learn how people act and interact, develop rules of verbal and nonverbal communication, including most common mistakes. In addition, students will develop their own presentation skills. Students will present their skills using videot techniques and get feedback, "peer-review".			
51XPIS	Project of Information System	KZ	4
Fundamental terms, information systems architecture, basic types of software applications for information system of enterprise, information system lifecycle, approaches to information system development, management information systems, web audit, business process modeling using BPMN, UML and others, information system modeling - UML and data modeling using ER diagrams			
51XEPT	Industrial Technologies	KZ	4

51XSE	Social Aspects of Energetics	KZ	4
The main topic of the course is the presentation of information from a variety of ideological streams in the context of global energy problems of mankind. The aim is to show the complex nature of the problems and to facilitate orientation of students in them. Students will learn about the engineering and economic approaches to the assessment of stocks of primary energy sources, the issue of energy security, for example in connection with the oil crises, with views of socially relevant groups of opinion on the direction of energy policy, the current policy implemented in the EU and the Czech Republic. The course also includes definitions and aspects of sustainable development, the importance of energy to the national economy and the debate on global climate change.			
51XESRA	Statistical Analysis and Decision-making	KZ	4
Student will be introduced into using of statistical methods by describing onedimensional and twodimensional populations (with regression and correlation analysis). Student will be introduced into the probability theory, including basic distributions and statistical estimate and tests. The subject can be applied in the following fields: models of linear programming, inventory, queuing, network, simulation.			
51XSI	Systems Engineering and Information Systems	KZ	4
Design of primary system database, database implementation using SQL, data retrieval from transaction systems and data processing, OLAP measures and dimensions design and implementation for decision making purposes and results reporting using pivot charts and tables.			
51XTS	Rhetoric	KZ	4
Rhetoric provides an insight into rhetorical skills, voice & breath management, understandable articulation/pronunciation, speech speed and phrasing. The curriculum includes verbal communication practise based on pre-prepared and impromptu presentations, methods of developing rhetorical skills, target audience identification, preparation and types of speeches and language creativity. The course lays the foundations for effective communication training that is then followed up in Social Psychology-related courses.			
51XEZS	Healthy Life Style	KZ	4
51XZS	Healthy Lifestyle	KZ	4
Health, legislation, factors influencing health, way of living, civilization illnesses, healthy nutrition, work and relaxation, physical and mental activities.			
51XED	Introduction to Tax System for Economists	KZ	4
51XEBOZP	Health, Safety and Fire Prevention Principles	KZ	4
Basic legislation on OSH. EU, Czech Labour Code. Implementing regulations of the Labour Code. Duties of the employer. The rights and obligations of the employee. Risk prevention. Training of staff. Occupational accidents. Report of the accident. Documentation to ensure the health and safety. Labour Inspection, KHS, Environmental Engineering. Fire protection. The law on the protection of public health. Occupational Hygiene. Personal protective equipment. Safety signs and signals. Technical equipment.			
51XEJS	Spanish Language	KZ	4

Name of the block: Jazyky

Minimal number of credits of the block: 10

The role of the block: J

Code of the group: 3.S.BEK-JAZ.OD 12/13

Name of the group: 3.s.BEK-cizí jazyk od 12/13

Requirement credits in the group: In this group you have to gain 4 credits

Requirement courses in the group: In this group you have to complete at least 1 course (at most 2)

Credits in the group: 4

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) <i>Tutors, authors and guarantors (gar.)</i>	Completion	Credits	Scope	Semester	Role
04BJA3	English Language 3 <i>Monika Hřebačková, Eva Císlarová Eva Císlarová Eva Císlarová (Gar.)</i>	Z	4	0P+4C		J
04BJA3-1	English Language 3-1	Z	2	0P+2C		J
04BJN3-1	German Language 3-1	Z	2	0P+2C		J
04BJS3-1	Spanish Language 3-1	Z	2	0P+2C		J

Characteristics of the courses of this group of Study Plan: Code=3.S.BEK-JAZ.OD 12/13 Name=3.s.BEK-cizí jazyk od 12/13

04BJA3	English Language 3	Z	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students?professional life.			
04BJA3-1	English Language 3-1	Z	2
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students?professional life.			
04BJN3-1	German Language 3-1	Z	2
The course is suitable for bachelor students. The course develops all language competencies in the German language at level A2-B1 according to the CEFR: speaking, reading, listening and writing. In the course, students foster their knowledge of grammar and vocabulary for everyday situations. The course focuses on communicative skills. It is suitable for pre-intermediate students.			
04BJS3-1	Spanish Language 3-1	Z	2
The course is suitable for bachelor students. The course develops all language skills in the Spanish language on the level A1 according to the CEFR: speaking, reading, listening and writing. Students will familiarise themselves with the basics of Spanish grammar and lexis for everyday situations. The course focuses on communicative skills. It is suitable for beginners/ false beginners..			

Code of the group: 4.S.BEK-JAZ.OD12/13

Name of the group: 4.s.BEK-cizí jazyk od 12/13

Requirement credits in the group: In this group you have to gain 6 credits

Requirement courses in the group: In this group you have to complete at least 1 course (at most 2)

Credits in the group: 6

Note on the group:

Code	Name of the course / Name of the group of courses (in case of groups of courses the list of codes of their members) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
04BJA4	English Language 4	Z,ZK	6	0P+4C		J
04BJA4-1	English Language 4-1	Z,ZK	4	0P+2C		J
04BJN4-1	German Language 4-1	Z	2	0P+2C		J
04BJS4-1	Spanish Language 4-1	Z	2	0P+2C		J

Characteristics of the courses of this group of Study Plan: Code=4.S.BEK-JAZ.OD12/13 Name=4.s.BEK-cizi jazyk od 12/13

04BJA4	English Language 4	Z,ZK	6	The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.		
04BJA4-1	English Language 4-1	Z,ZK	4	The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.		
04BJN4-1	German Language 4-1	Z	2			
04BJS4-1	Spanish Language 4-1	Z	2			

List of courses of this pass:

Code	Name of the course	Completion	Credits
04BJA1	English Language 1	Z	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.			
04BJA2	English Language 2	Z	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology&Communication Skills as well as grammar on the given language level. The course focuses on developing all four language skills at the given level, i.e. reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics in the students' respective professional and academic context, as well as on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and professional life.			
04BJA3	English Language 3	Z	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.			
04BJA3-1	English Language 3-1	Z	2
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.			
04BJA4	English Language 4	Z,ZK	6
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.			
04BJA4-1	English Language 4-1	Z,ZK	4
The course is suitable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammar. The course focuses on developing language skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening and improving grammar. All interconnected language skills are submitted to the goal of developing the required level needed for students'professional life.			
04BJN3-1	German Language 3-1	Z	2
The course is suitable for bachelor students. The course develops all language competencies in the German language at level A2-B1 according to the CEFR: speaking, reading, listening and writing. In the course, students foster their knowledge of grammar and vocabulary for everyday situations. The course focuses on communicative skills. It is suitable for pre-intermediate students.			
04BJN4-1	German Language 4-1	Z	2
04BJS3-1	Spanish Language 3-1	Z	2
The course is suitable for bachelor students. The course develops all language skills in the Spanish language on the level A1 according to the CEFR: speaking, reading, listening and writing. Students will familiarise themselves with the basics of Spanish grammar and lexis for everyday situations. The course focuses on communicative skills. It is suitable for beginners/false beginners..			
04BJS4-1	Spanish Language 4-1	Z	2

51DTB	Online Information Retrieval and the Work with Electronic Information Resources	KZ	4
This course is focused on knowledge and skills required for the work with course and scientific literature, for information searching in relevant and valuable scientific information resources, for acquiring desired information and literature, for applying newly acquired knowledge in practice during the work on bachelor thesis, and for acquiring the principles of citation ethics and citation practice incl. citing and creating reference lists.			
51FG	Financial Literacy	KZ	4
Banking Financial agency Investment and financial markets Leasing Old-age pension insurance Insurance companies Management of personal and family budget			
51FP	Business Financing	Z,ZK	6
Students will get familiar with the problematics o financial management of the business, analysis and interpretation of financial information, external and internal financial sources, balancing financial sources and applications, working capital management, investment evaluation, basics of financial mathematics and financial planning.			
51G	Globalization	Z,ZK	6
The overall aim is to explain globalization as an economic phenomenon and to bring the environment in which the world economy develops. Demonstrate the effects of globalization on integration processes, economic environment and personal liberty.			
51ITP	Information Technology and Computer Literacy	Z,ZK	4
Students will learn how to adjust MS Excel user interface, to create, edit and format tables, enter basic as well as advanced formulas and functions (with economic and managerial applications); to understand and apply absolute / relative cell references, create and format charts. They will learn to work with databases in Excel and learn how to use the functions for searching, sorting data, using conditional formatting. Students will become familiar with multiple consolidation ranges, analyze external data source, as well as large spreadsheets or databases to create more complex types of graphs, create a PivotTable and graphs.			
51L	Logistics	KZ	4
This programme covers many facets of logistics and supply chain management to create significant competitive advantages. The graduates can find their career in the field of controlling the production planning and scheduling process; making effective use of the enterprise resources planning (ERP) system, while anticipating its impact on the manufacturing process and on inventories; planning and forecasting while translating internal and external customer demands; and managing the supply chain while evaluating it and making effective use of relevant tools, principles and concepts. In this specialization students will learn to meet these challenges by getting to grips with key issues in supply chain design. This involves pinpointing the best location for production facilities and distribution centres, and identifying the resources they need. They will learn how to structure operations management in production, warehousing, transport and distribution, and purchasing. The key is to give customers the standard of service they want and to ensure process reliability. Production and logistic management is about understanding the impact of customized logistical designs on overall performance. Students will apply advanced software tools for enterprise resource planning and integer linear programming problems, capacity analysis of production systems, distribution planning and vehicle routing.			
51LZ	Human Resources Management	Z,ZK	6
Students will develop basic knowledge on personal planning, personal marketing (searching and evaluating new personnel, including methodology and forms of recruitment), assesment of work performance and remuneration, outplacementu and forming labour force.			
51M	Mathematics	Z,ZK	6
Basics of linear algebra - vectors, matrices, linear equations. Basics of differential calculation - limits, continuity of functions, derivation, monotony, local and absolut extremes,convexity, graphs. Basics of integral calculus - indefinite integral, methods of integration, definit integral and applications. Numerical calculation of integrals.			
51MK	Marketing	Z,ZK	6
The Marketing course makes the students familiar with some basic concepts, such as marketing and business strategies, market segmentation, marketing research, marketing mix and the application thereof, product policy, new product, product life cycle, pricing policy, pricing strategy, pricing methods and factors, distribution policy, types of intermediate distribution links, marketing distribution systems, marketing communications and new trends in marketing.			
51OP	General Psychology and Psychology of Personality	Z,ZK	6
51BPB	Project of Bachelor Thesis	Z	6
Projekt of bachelor's degree paper will particularly include paper topic, topis specialization, explanation, further concretization; theoretic basis - survey of literature; paper structure; research problem formulation and design, literature and sources analyses; paper goalse (structure of the goals and their applicability);hypothesis formulation (main hypothesis, partial hypotheses); empiric survey; sample research (e.g. respondents and their analyses); time table of each work periods; plan and consultations with tutor etc.			
51PE	Business Economics	Z,ZK	6
51PP1	Law and Business 1	Z,ZK	4
Subject of course Law and business includes the following: -labour law, its basis and role within the legal system -labour relations, international consequences -employment and its regulation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -health and safety			
51PP2	Law and Business 2	Z,ZK	4
Course content: -development of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), entrepreneur -business relations and legal requirements -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partnerships -companies with limited liability -joint stock companies -other companies -international and multinational companies			
51PPO	Work and Organizational Psychology	Z,ZK	6
Course Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among people and their relationship to work behaviour, work analysis, monitoring of the effectiveness. Psychological basis for staff selection,employees evaluation, analysis and modification of work behaviour, work motivationí, psychological aspects of personnel training, work under pressure. Basic terminology.			
51PR	Project Management	Z,ZK	6
The basics of the project management-based approach to complex corporate processes, including analysis of initial preconditions for a successful project, integration of basic structural, technological, managerial and economic knowledge, all this based on network analysis. The course deals with the stages of project planning, implementation and evaluation, including responses to unplanned requirements and project risks. Field examples and analysis of field case studies.			
51PS	Production Systems Design	KZ	4
Content of course: modern methods of modern production system design, that leads to increasing productivity and effectivity of different organization configurations. Projects will be also focused on failure free production flow, from material purchase, to contented customer. Course integrate knowledge of appropriate managerial, economic and technical course with current requirements of business practice.			
51PT	Advanced Technologies	Z	4
Content of the course: progressive trends in the technology of machining and analysis of their impact on the machining process result. Optimization proceses from the costs and productivity points of view. Progressive trends in the production of semi-finished products with the assistance of modern foundry, forming and welding technologies.			
51PU	Business Accounting	KZ	4
Content of the course is introduction to accounting. Double-entry bookkeeping and its principles, balance sheet account, profit and loss account,cash-flow. Sections in bookkeeping:long term investment, stock, costs, revenues, International accounting standards, accounting principles. Accounting system.			
51RJ	Quality Management	KZ	4
Content of the course: standards ISO 9000:2000. Application "Seven basic tools for quality control", basics of the theory of reliability, modern definition of realibility, stochastic characteristics of reliability Statistic control of quality: statistical analyses of production process, statistic regulation and statistical inspection. Seven new tools for quality management.			

51S	Sociology	Z,ZK	6
Content of the course is focused especially on the following topics:Sociology as a science, sociologic way of thinking including historic aspects, terminology. Sociology and management. Social roles management. The Czech society in 21st century. Sociologic research.			
51TBP	Bachelor Thesis	Z	8
Realization of the project of Bachelor's degree paper conditions concretization, particularly: paper topic, explanation and application; teoretical basis, analyses of teoretical sources; paper structure; formulation of research problem incl. literature analysis; final goals; hypothesis formulation); empirical part(e.g. survey, test, sociometry etc.); research sample (e.g. respondents); timetable of each part realization; plan a consultations with the tutor; final version, including required enclosures (the Universities Act, Internal Czech Technical University Regulations); Bachelor's paper submitment and defence. Presentation preparation			
51TV1	Physical Education 1	Z	0
51TV2	Physical Education 2	Z	0
51UE	Introduction to Economics	Z,ZK	6
The course is focused on the following subjects: basic economic relations and consequences. Economic aggregates and their consequences. Operating of the economics according to so called macroeconomic circle, various economic theories. Consumption behaviour in microeconomics. Theory of production. Different markets and competitions.			
51UV	Introduction to University Studies	Z	4
Content of the subject includes knowledge assisting students in quick and effective adaptation to conditions of university studies. Content of the subject:Part 1 - adaptation, Part 2. - ways of studying at universities, Part 3 - education and self-education.			
51VIS	Enterprise Information Systems	Z,ZK	4
The aim of the course is to teach students how to analyze the value processes within the company in its various departments and between departments. Aspect bodies represent departmental budgets and internal accounting, performance aspect preliminary and final costing. Organization's internal accounting, internal accounting continuity to financial accounting. The issue of internal performance and valuation of stocks. Aspects of classification costs. Used costing methods and techniques. The concept of full and variable costing. Integrating enterprise information systems in terms of cost - budgeting, preliminary costing, accounting, resulting calculation. Conversion relationships between a generic costing breakdown of costs, organizational and product control aspect. The set of indicators of production in the company and internal sphere.			
51XDM	Grant Management	KZ	4
51XE1ES	Economic Statistics	KZ	4
The subject of Economic Statistics is oriented on measurement of economic events at microeconomic and macroeconomic level. This course will provide students with a solid foundation of descriptive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality.			
51XE2ES	Economic Statistics	KZ	4
The subject of ?Economic Statistics? is oriented on measurement of economic events at microeconomic and macroeconomic level. This course will provide students with a solid foundation of descriptive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality.			
51XEBOZP	Health, Safety and Fire Prevention Principles	KZ	4
Basic legislation on OSH. EU, Czech Labour Code. Implementing regulations of the Labour Code. Duties of the employer. The rights and obligations of the employee. Risk prevention.Training of staff. Occupational accidents. Report of the accident. Documentation to ensure the health and safety. Labour Inspection, KHS, Environmental Engineering. Fire protection. The law on the protection of public health. Occupational Hygiene. Personal protective equipment. Safety signs and signals. Technical equipment.			
51XED	Introduction to Tax System for Economists	KZ	4
51XEIP	Intercultural Psychology	KZ	4
51XEJN	German Language	KZ	4
51XEJS	Spanish Language	KZ	4
51XEM	Etiquette for Managers	KZ	4
Introduction to all forms of social intercourse, correct resolution of social situations and rules of manners in different situations, which can manager face during business meetings, presentations or events.			
51XEPP	Computer Presentations	KZ	4
Students will learn basics of presentation structuring, basic aspects influencing successful presentation. Students should learn how to present information and results of their work, which form to use taking into account the audience. Students should adapt the form of their presentation to expectations, level of understanding and experience of the audience. Students will learn to apply modern didactic techniques in their presentations.			
51XEPT	Industrial Technologies	KZ	4
51XESRA	Statistical Analysis and Decision-making	KZ	4
Student will be introduced into using of statistical methods by describing onedimensional and twodimensional populations (with regression and correlation analysis). Student will be introduced into the probability theory, including basic distributions and statistical estimate and tests. The subject can be applied in the following fields: models of linear programming, inventory, queuing, network, simulation.			
51XEZS	Healthy Life Style	KZ	4
51XHT	Technology Assessment	KZ	4
Technology Assessment is a complex, multidisciplinary, transdisciplinary and interdisciplinary field on the frontier of philosophy and sociology of technology and has close relation to economics and prognostication. TA is a scientific, interactive and communicative process which aims to contribute to forming public and political opinion on social aspects of technology and science development.			
51XKD	Communication Skills	KZ	4
Students get acquainted with the principles of communicative and presentation skills, analyse the obtained skills and competencies, receive and provide feedback using self-evaluation so that they improve their abilities to communicate and perform high quality presentations.			
51XNM	Material Science	KZ	4
History and present state of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, deformation, recrystallization and fracture of materials, structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrous metals.			
51XPD	Presentation Skills	KZ	4
Students will learn how people act and interact, develop rules of verbal and nonverbal communication, including most common mistakes. In addition, students will develop their own presentation skills. Students will present their skills using videot techniques and get feedback, "peer-review".			
51XPIS	Project of Information System	KZ	4
Fundamental terms, information systems architecture, basic types of software applications for information system of enterprise, information system lifecycle, approaches to information system development, management information systems, web audit, business process modeling using BPMN, UML and others, information system modeling - UML and data modeling using ER diagrams			
51XSE	Social Aspects of Energetics	KZ	4
The main topic of the course is the presentation of information from a variety of ideological streams in the context of global energy problems of mankind. The aim is to show the complex nature of the problems and to facilitate orientation of students in them. Students will learn about the engineering and economic approaches to the assessment of stocks of primary			

energy sources, the issue of energy security, for example in connection with the oil crises, with views of socially relevant groups of opinion on the direction of energy policy, the current policy implemented in the EU and the Czech Republic. The course also includes definitions and aspects of sustainable development, the importance of energy to the national economy and the debate on global climate change.

51XSI	Systems Engineering and Information Systems	KZ	4
Design of primary system database, database implementation using SQL, data retrieval from transaction systems and data processing, OLAP measures and dimensions design and implementation for decision making purposes and results reporting using pivot charts and tables.			
51XTS	Rhetoric	KZ	4
Rhetoric provides an insight into rhetorical skills, voice & breath management, understandable articulation/pronunciation, speech speed and phrasing. The curriculum includes verbal communication practise based on pre-prepared and impromptu presentations, methods of developing rhetorical skills, target audience identification, preparation and types of speeches and language creativity. The course lays the foundations for effective communication training that is then followed up in Social Psychology-related courses.			
51XZS	Healthy Lifestyle	KZ	4
Health, legislation, factors influencing health, way of living, civilization illnesses, healthy nutrition, work and relaxation, physical and mental activities.			
51ZPM	Basics of Business Management	Z,ZK	6
51ZSV	Basics of Engineering Production	Z,ZK	4
Basic technologies of semifinished products production, special technologies of alloying, forming work, welding and thermal parting. Basic information on production, finishing and unconventional methods of machining work. Programming, CAD/CAM systems.			
TV1	Physical Education	Z	0

For updated information see <http://bilakniha.cvut.cz/en/FF.html>

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