Study plan

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

Faculty/Institute/Others:

Department:

Branch of study guaranteed by the department: Welcome page

Garantor of the study branch:

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.BPM-P OD 11/12

Name of the group: 1.s.BPM-od 11/12 prezen ní 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 7 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
04BJA1	English Language 1	Z	4	0P+4C		Z
51OP	General Psychology and Psychology of Personality	Z,ZK	6	3P+1C	Z	Z
51R	Rhetoric and Communication Skills	Z,ZK	4	2P+2C		Z
51RLZ	Human Resources Management	Z,ZK	4	2P+1C	Z	Z
51TV1	Physical Education 1	Z	0	0P+2C		Z
51UEK	Introduction to Economics	Z,ZK	4	2P+2C		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.BPM-P OD 11/12 Name=1.s.BPM-od 11/12 prezen ní forma

04BJA1 Ei	nglish Language 1	Z		4			
The course is suitable for s	tudents of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grami	mar. The course	ocuses	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 sk	kills are submitted to the goal of developing the required level needed for students professional life						

510P	General Psychology and Psychology of Personality	Z,ZK	6
51R	Rhetoric and Communication Skills	Z,ZK	4
51RLZ	Human Resources Management	Z,ZK	4

Human Resources Management (HRM), personal management in organisation from the point of view of future managers. Contemporary challenges in HRM, the history of HRM, basic problems of labour market, recruitment and selections, job analysis information, process of adaptation of new employees in organisation, professional carriers, knowledge of principles of HRM for future managers, job motivation and stimulation of employees.

51TV1	Physical Education 1	Z	0		
51UEK	Introduction to Economics	Z,ZK	4		
The source is focused on the following subjects, basic consenie relations and consequences. Focused and their consequences. Operating of the consequences					

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 macroekonomic 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 in	ncludes knowledge assisting students in quick and effective adaptation to conditions of university studies. Content of the sub-	ect:Part 1 - adapt	ation. Part 2

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: 1.S.BPM-VP 11/12

Name of the group: 1.s.BPM-výb r.p.od 11/12 prez.

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

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) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51UM	Introduction to Mathematics	Z,ZK	4	2P+2C		Z
51ZSO	Health, Safety and Fire Prevention Principles	Z,ZK	4	2P+2C		Z

Characteristics of the courses of this group of Study Plan: Code=1.S.BPM-VP 11/12 Name=1.s.BPM-výb r.p .od 11/12 prez.

51UM	Introduction to Mathematics	Z,ZK	4
51ZSO	Health, Safety and Fire Prevention Principles	Z,ZK	4

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

Name of the group: 2.s.BPM-od 10/11 prezen ní 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
51PP1	Law and Business 1	Z,ZK	4	2P+1C	L	Z
51SOP	Social Psychology	Z,ZK	6	2P+2C		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.BPM-P OD 10/11 Name=2.s.BPM-od 10/11 prezen ní forma

04BJA2	English Language 2	Z	4			
The course is suitable for students of bachelor managerial studies. The course focuses on developing all four language skills at the given level, i.e. reading, writing, speaking and						
listening, on understan	ding and orientation in a wide-range of topics in the students' respective professional and acedemic context, as well as on strer	ngthening and imp	proving grammar.			
All interconnected lang	uage skills are submitted to the goal of developing the required level needed for students' academic and professional life.					
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 cons	sequences -emplo	yment and its			
regulation -termination	of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -health and safe	ety				
51SOP	Social Psychology	Z,ZK	6			
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.BPM-P OD 12/13

Name of the group: 3.s.BPM-od 12/13 prezen ní 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
51FGRA	Financial Literacy	KZ	4	2P+1C		Z
51ITPGR	Information Technology and Computer Literacy	Z,ZK	4	1P+2C		Z
51PM	HR Management	Z,ZK	4	2P+2C	3	Z
51PV	Corporate Education	Z,ZK	4	2P+1C	Z	Z
51PP2	Law and Business 2	Z,ZK	4	2P+1C	Z	Z

51SRL	Strategic Human Resource Management and Development	Z,ZK	6	3P+1C		Z
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Characteristics of the courses of this group of Study Plan: Code=3.S.BPM-P OD 12/13 Name=3.s.BPM-od 12/13 prezen ní forma

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51FGRA	Financial Literacy	KZ	4
51ITPGR	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.

51PM HR Management Z,ZK 4

As part of corporate management, HR Management is focused on staff management, particularly in terms of recruiting, developing, utilising and organising people and interlinking their work, as well as exploring the results of their work, their professional skills and work-related behaviour, their attitude to the work they do, to their company and their colleagues, personal satisfaction they get out of their work and various aspects of personal and social development.

51PV Corporate Education Z,ZK 4

The course covers basic approaches to corporate education, and deals with connection of corporate training and education of employees with other types of education and human resource functions, and with current approaches to the development of individuals, teams and enterprises.

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), enterpreneur -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

51SRL Strategic Human Resource Management and Development

Strategic HR Management and HR Development analyses some key processes of strategic HR management; in particular, the focus is on optimum management of HR education and development and subsequent synthesis aimed at establishing a "learning organisation" based on mutual teaching, updating of knowledge, creative development and use of such

Z,ZK

knowledge for effective targeted innovations for enhancing the value added of the respective product and increase the company's competitiveness.

Code of the group: 4.S.BPM-P OD12/13

Name of the group: 4.s.BPM-od 12/13 prezen ní 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
51VC	Appraisal and Performance Management and Controlling	KZ	4	2P+1C	Z,L	Z
51NTP	New Trends in HR Management	Z,ZK	6	3P+1C	Z,L	Z
51PIS	Human Resource Information Systems	Z	4	2P+1C	L	Z
51PPO	Work and Organizational Psychology	Z,ZK	6	2P+2C	L	Z

Characteristics of the courses of this group of Study Plan: Code=4.S.BPM-P OD12/13 Name=4.s.BPM-od 12/13 prezen ní forma

51VC Appraisal and Performance Management and Controlling	KZ	4	ı
Concept and approach to performance management. Concept of performance. Principles and process of performance management. Forms, criteria and	methods of emp	loyee evaluation.	ı
Links to other HR functions. Implementation appraisal interview. Concepts and approaches to strategic human resource management. Application of A	ssessment Cente	er / Development	ı
Center. Application of 360-degree feedback. Concept of Balanced Scorecard / HR Scorecard. HR controlling / HR audit.			ı

51NTP	New Trends in HR Management	Z,ZK	6
The course deals with t	he theoretical foundations and practical use of trends in personnel management.		
51PIS	Human Resource Information Systems	Z	4
The course enables stu	dents to acquire knowledge on principles, practices and technologies for processing of personnel data and personnel record	s, required by em	ployers to fulfill
the obligations arising f	rom legislation and to ensure human resource management in the organization.		

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, emploees evaluation, analysis and modification of work behaviour, work

motivationí, psychological aspects of personnel training, work under pressure. Basic terminology.

Code of the group: 5.S.BPM-P OD 12/13

Name of the group: 5.s.BPM-od 12/13 prezen ní 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
51DHS	Mental Health and Stress	Z	4	2P+1C	Z	Z
51LRT	Leadership and Talent Management	Z,ZK	4	2P+1C	Z	Z
51MK	Marketing	Z,ZK	6	2P+2C	Z	Z
51PBP	Project of Bachelor Thesis	Z	6	1P+2C	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

Characteristics of the courses of this group of Study Plan: Code=5.S.BPM-P OD 12/13 Name=5.s.BPM-od 12/13 prezen ní forma

51DHS	Mental Health and Stress	Z	4
51LRT	Leadership and Talent Management	Z,ZK	4

Leadership and Talent Management provides an insight into the specifics of staff leadership with differentiated use of soft and hard management tools. Comparative analysis of methods for managing key competences of managers and leaders; leadership as a tool for identification of staff's competences and talents, targeted management thereof and facilitation, a tool that supports teamwork, mutual trust and responsibility for achieving desirable results, with focus on potential development and staff motivation, energization and synergetic effects. Characteristics of a leader as the vision and mission carrier and a strategist pursuing the accomplishment of the organisation's key goals.

51MK Marketing

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.

51PBP Project of Bachelor Thesis Z 6

Projekt of bachelor's degree paper will particularly include paper topic, topis specialization, explanation, further concretization; teoretic 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.

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.BPM-P OD 12/13

Name of the group: 6.s.BPM-od 12/13-prezen ní 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.BPM-P OD 12/13 Name=6.s.BPM-od 12/13-prezen ní forma

51G Globalization

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; teoretical 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. Prezentation 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-PM OD 12/13

Name of the group: PVP-B-PM prezen ní 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 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) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
51XBCCAJ	Business Correspondence and Communication	KZ	4	0P+2C		PV
51XDBM	Design and Brand Management	KZ	4	2P+0C		PV
51XPDM	Grant Management	KZ	4	2P+0C		PV
51XPNES	Economics Statistics	Z,ZK	4	2P+1C		PV
51XPES	Economic Statistics	KZ	4	2P+1C		PV
51XP2ES	Economic Statistics	KZ	4	2P+1C		PV
51XP1ES	Economic Statistics	KZ	4	2P+1C		PV
51XES	Economic Statistics	KZ	4	2P+1C	L	PV
51XPHT	Technology Assessment	KZ	4	2P+1C		PV
51XPIP	Intercultural Psychology	KZ	4	2P+1C		PV
51XIP	Intercultural Psychology	KZ	4	2P+1C	L	PV
51XPKM	Knowledge Management	KZ	4	2P+1C		PV
51XKMAJ	Knowledge Managemen in English Language	KZ	4	2P+0C		PV
51XPLG	Logistics	KZ	4	2P+1C		PV
51XMKV	Quality Management for Human Resources Managers	KZ	4	2P+1C		PV
51XP2MNP	Managerial Tools and Calculations	KZ	4	2P+1C		PV
51XP3MNP	Managerial Tools and Calculations	KZ	4	2P+1C		PV
51XNM	Material Science	KZ	4	2P+1C	L	PV
51XPJN	German Language	KZ	4	0P+3C		PV
51XNEAJ	Networking in English	KZ	4	0P+2C		PV
51XEPP	Computer Presentations	KZ	4	0P+3C	L	PV
51XPPP	Computer Presentations	KZ	4	0P+3C		PV
51XPU	Accounting	KZ	4	2P+1C		PV
51XPPD	Presentation Skills	KZ	4	0P+3C		PV
51XPD	Presentation Skills	KZ	4	0P+3C	L	PV
51XPPMLG	Operational Management and Logistics	KZ	4	2P+1C		PV
51XPPT	Industrial Technologies	KZ	4	2P+1C		PV
51XPSMP	HR Statistical Techniques	KZ	4	2P+1C		PV
51XPNSMP	HR Statistical Techniques	Z,ZK	4	2P+1C		PV
51XP2SMR	Statistical Methods for Decision Making	KZ	4	2P+1C		PV
51XSMR	Statistical Methods for Decision Making	KZ	4	2P+1C		PV
51XP1SMR	Statistical Methods for Decision Making	KZ	4	2P+1C		PV
51XPJS	Spanish Language	KZ	4	0P+3C		PV
51XMOE	The beginning formation the primary structures of international trade as part of the genesis of EU	KZ	4	2P+0C		PV
51XZVK	Basics of Visual Communication	KZ	4	2P+0C		PV
51XPZSO	Health, Safety and Fire Prevention Principles	KZ	4	2P+1C		PV
51XP2ZSO	Health, Safety and Fire Prevention Principles	KZ	4	2P+1C		PV
51XP3ZSO	Health, Safety and Fire Prevention Principles	KZ	4	2P+1C		PV
51XZSO	Health, Safety and Fire Prevention Principles	KZ	4	2P+1C		PV
51XPZS	Healthy Lifestyle	KZ	4	2P+1C		PV

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

	<u> </u>						
51XBCCAJ	Business Correspondence and Communication	KZ	4				
The aim of the course to help students write better emails in English as emails are the most common form of written communication. It is aimed at intermediate or upper-intermedia							
level, and consists of se	level, and consists of sessions of language practice covering a wide range of business topics. It includes exercises on email style, but also practices more conventional language areas,						
such as fixed expressio	such as fixed expressions, sentence structures, linking words, prepositions, verb tenses, and punctuation etc. It will help students to write effective emails, express themselves clearly,						
and their writing will be	and their writing will be easier to understand.						
51XDBM	Design and Brand Management	K7	4				

	Grant Management	KZ	4
51XPNES	Economics Statistics	Z,ZK	4
51XPES	Economic Statistics	KZ	4
•	omic Statistics? is oriented on measurement of economic events at microeconomic and macroeconomic level. This course wi	•	with a solid
51XP2ES	ive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality. Economic Statistics	KZ	4
	ECONOMIC Statistics omic Statistics? is oriented on measurement of economic events at microeconomic and macroeconomic level. This course wi	1	1
•	tive statistics; is one need on measurement of economic events at microeconomic and macroeconomic level. This course with the seasonality, indexes analysis, time series analysis and measurement of the seasonality.	•	With a Solia
51XP1ES	Economic Statistics	KZ	4
	omic Statistics? is oriented on measurement of economic events at microeconomic and macroeconomic level. This course wi	1	with a solid
foundation of descrip	tive statistics, regression and correlation analysis, indexes analysis, time series analysis and measurement of the seasonality	-	
51XES	Economic Statistics	KZ	4
	use tools of descriptive statistics, tools of regressive and corelation analyses, index analyses, time series analyses and other		
51XPHT	Technology Assessment	KZ	4
51XPIP	Intercultural Psychology	KZ	4
51XIP	Intercultural Psychology	KZ	4
	aracteristics International dimension in management Cultural differences in management - trade, human resources Hoefsted tural management Charakteristics of selected national cultures and their comparison	model of national of	cultures Etique
51XPKM	Knowledge Management	KZ	4
	rent deals with the management knowledge and skills in the enterprise with the aim of increasing the competitiveness of orga	1	4
51XKMAJ	Knowledge Managemen in English Language	KZ	4
51XPLG	Logistics	KZ	4
-	rs many facets of logistics and supply chain management to create significant competitive advantages. The graduates can find	1	
	ng and scheduling process; making effective use of the enterprise resources planning (ERP) system, while anticipating its imp		
and on inventories; p	anning and forecasting while translating internal and external customer demands; and managing the supply chain while evalu	uating it and making	g effective use of
elevant tools, princip	les and concepts. In this specialization students will learn to meet these challenges by getting to grips with key issues in supp	oly chain design. Th	is involves
pinpointing the best I	ocation for production facilities and distribution centres, and identifying the resources they need. They will learn how to structu	re operations mana	agement in
	ing, transport and distribution, and purchasing. The key is to give customers the standard of service they want and to ensure	-	
	is about understanding the impact of customized logistical designs on overall performance. Students will apply advanced soft	ware tools for enter	rprise resource
	linear programming problems, capacity analysis of production systems, distribution planning and vehicle routing.	1/7	
51XMKV	Quality Management for Human Resources Managers	KZ	4
	to ensure quality management - the history, theory and practice, principles and terminology. Simple statistical and analytical of international standard ISO 9001 (the current version) quality management systems. Types of audits in systems managen		
	anies. Preparation, implementation and evaluation of internal audit management systems. Presentation of examples of establis		
	Quality Award) for quality assessment.	onou quanty manag	jornom dydiom
51XP2MNP	Managerial Tools and Calculations	KZ	4
51XP3MNP	Managerial Tools and Calculations	KZ	4
51XNM	Material Science	KZ	4
JIMINI			
History and present s		I .	
	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, do structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferro	eformation, recrysta	
fracture of materials,	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, do structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrometers.	eformation, recrysta ous metals.	
fracture of materials, 51XPJN	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, do structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrous German Language	eformation, recrysta ous metals.	allization and
fracture of materials, 51XPJN 51XNEAJ	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, do structure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrometers.	eformation, recrysta ous metals. KZ KZ	allization and 4
fracture of materials, 51XPJN 51XNEAJ Focusing on the prac	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, destructure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrous German Language Networking in English	erormation, recrystations metals. KZ KZ rategies of effective	allization and 4 4 and appropria
fracture of materials, 51XPJN 51XNEAJ Focusing on the practic business communical extension and develor	tate of materials engineering, overview of technical materials, internal structure of metals, crystal lattices and their defects, destructure and properties of materials and their testing, iron-carbon phase diagram, overview of steels, cast irons and nonferrous German Language Networking in English ical communicative needs of the students, the aim of the course is to acquire and systematically develop language skills and station, interaction and behaviour in typical networking situations (creation and management of a network of business contacts we present of business opportunities) through language analysis, role-plays and practice situations, vocabulary and grammar development of business opportunities)	eformation, recrystations metals. KZ KZ rategies of effective with people who mig	4 4 and appropria
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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.BPM-JAZ.OD 12/13 Name of the group: 3.s.BPM-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) Tutors, authors and guarantors (gar.)	Completion	Credits	Scope	Semester	Role
04BJA3	English Language 3	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.BPM-JAZ.OD 12/13 Name=3.s.BPM-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 gran	nmar. The course	focuses on
developing language	skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening ar	nd improving gram	nmar. All
interconnected langua	age 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 gran	nmar. The course	focuses on
developing language	skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening ar	nd improving gram	nmar. All
interconnected langua	age 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, r	eading, listening
and writing. In the cou	rse, students foster their knowledge of grammar and vocabulary for everyday situations. The course focuses on communicative skil	ls. 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	t: speaking, readir	ng, listening and
writing. Students will t	amiliarise themselves with the basics of Spanish grammar and lexis for everyday situations. The course focuses on communica	ative skills. The co	urse is designed

Code of the group: 4.S.BPM-JAZ.OD 12/13 Name of the group: 4.s.BPM-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:

EXCLUSIVELY for beginners/ false beginners.

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.BPM-JAZ.OD 12/13 Name=4.s.BPM-cizí jazyk od 12/13

U4DJA4	English Language 4	_ ∠,∠n	0	
The course is suitable f	or students of bachelor managerial studies. The course focuses on developing all four language skills at the given level, i.e. re	eading, writing, s	peaking and	
listening, on understand	ling and orientation in a wide-range of topics in the students' respective professional and acedemic context, as well as on strer	ngthening and im	proving gram	mar.

All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and professional life.

04BJA4-1 | English Language 4-1 | Z,ZK | 4 | The course is suitable for students of bachelor managerial studies. 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 accedemic 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.

04BJN4-1	German Language 4-1	Z	2
04BJS4-1	Spanish Language 4-1	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. The course is designed EXCLUSIVELY for beginners/ false beginners.

List of courses of this pass:

Code	Name of the course	Completion	Credits
04BJA1	English Language 1	Z	4
The course is su	itable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as grammatic for students of bachelor managerial studies.	mar. The course for	cuses on
developing lang	guage skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening a		mar. 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
	table for students of bachelor managerial studies. The course focuses on developing all four language skills at the given level, i.e. rea		- 1
_ ·	tanding and orientation in a wide-range of topics in the students' respective professional and acedemic context, as well as on strength	•	g grammar.
	All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and profe		
04BJA3	English Language 3	Z	4
	itable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as gram		
developing lang	guage skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening a		mar. All
	interconnected language skills are submitted to the goal of developing the required level needed for students' professional li		
04BJA3-1	English Language 3-1	_ Z	2
	itable for students of bachelor managerial studies. Seminars cover Business Terminology and Communication Skills as well as gram		
developing lang	guage skills - reading, writing, speaking and listening, on understanding and orientation in a wide-range of topics, on strengthening a		mar. All
0.45.14.4	interconnected language skills are submitted to the goal of developing the required level needed for students' professional li		
_04BJA4	English Language 4	Z,ZK	6
	itable for students of bachelor managerial studies. The course focuses on developing all four language skills at the given level, i.e. rea tanding and orientation in a wide-range of topics in the students' respective professional and acedemic context, as well as on strength		٠ ١
J 0,	landing and orientation in a wide-range of topics in the students respective professional and acedemic context, as well as on strength All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and profe		g grammar.
04BJA4-1	English Language 4-1	Z.ZK	4
	table for students of bachelor managerial studies. The course focuses on developing all four language skills at the given level, i.e. rea	, ,	· ·
	tanding and orientation in a wide-range of topics in the students' respective professional and acedemic context, as well as on strength	0	· 1
_ ·	All interconnected language skills are submitted to the goal of developing the required level needed for students' academic and profe	•	g grammar.
04BJN3-1	German Language 3-1	Z	2
	ole for bachelor students. The course develops all language competencies in the German language at level A2-B1 according to the CEF	_	
	ourse, students foster their knowledge of grammar and vocabulary for everyday situations. The course focuses on communicative skills. It		0.
,	students.	,	
04BJN4-1	German Language 4-1	Z	2
04BJS3-1	Spanish Language 3-1	Z	2
The course is suita	ble for bachelor students. The course develops all language skills in the Spanish language on the level A1 according to the CEFR: sp	eaking, reading, lis	stening and
writing. Students wi	Il familiarise themselves with the basics of Spanish grammar and lexis for everyday situations. The course focuses on communicative	skills. The course	is designed
	EXCLUSIVELY for beginners/ false beginners.		
04BJS4-1	Spanish Language 4-1	Z	2
The course is suita	ble for bachelor students. The course develops all language skills in the Spanish language on the level A1 according to the CEFR: sp	eaking, reading, lis	stening and
writing. Students wi	Il familiarise themselves with the basics of Spanish grammar and lexis for everyday situations. The course focuses on communicative	skills. The course	is designed
	EXCLUSIVELY for beginners/ false beginners.		

Mental Health and Stress

51DHS

51DTB	Online Information Retrieval and the Work with Electronic Information Resources	KZ	4
This course is for	cused on knowledge and skills required for the work with course and scientific literature, for information searching in relevant and va	1	1
resources, for acq	uiring desired information and literature, for applying newly acquired knowledge in practice during the work on bachelor thesis, and	for acquiring the p	orinciples of
	citation ethics and citation practice incl. citing and creating reference lists.		
51FGRA	Financial Literacy	KZ	4
51G	Globalization	Z,ZK	6
The Overall allins t	 explain globalization as an economic phenomenon and to bring the environment in which the world economy develops. Demonstr on integration processes, economic environment and personal liberty. 	ate the effects of (giobalization
51ITPGR	Information Technology and Computer Literacy	Z,ZK	4
	how to adjust MS Excel user interface, to create, edit and format tables, enter basic as well as advanced formulas and functions (w		1
	derstand and apply absolute / relative cell references, create and format charts. They will learn to work with databases in Excel and		
for searching, sortin	ig data, using conditional formatting. Students will become familiar with multiple consolidation ranges, analyze external data source,	, as well as large s	spreadsheets
51LRT	or databases to create more complex types of graphs, create a PivotTable and graphs. Leadership and Talent Management	Z,ZK	4
-	ent Management provides an insight into the specifics of staff leadership with differentiated use of soft and hard management tools. Co		1
· ·	ompetences of managers and leaders; leadership as a tool for identification of staff's competences and talents, targeted management	-	
that supports team	work, mutual trust and responsibility for achieving desirable results, with focus on potential development and staff motivation, energ		getic effects.
	Characteristics of a leader as the vision and mission carrier and a strategist pursuing the accomplishment of the organisation's ki	 	
51MK	Marketing	Z,ZK	6
-	irse makes the students familiar with some basic concepts, such as marketing and business strategies, market segmentation, mark hereof, product policy, new product, product life cycle, pricing policy, pricing strategy, pricing methods and factors, distribution policy, ty	-	_
	links, marketing distribution systems, marketing communications and new trends in marketing.	, -	
51NTP	New Trends in HR Management	Z,ZK	6
<u> </u>	The course deals with the theoretical foundations and practical use of trends in personnel management.		<u>'</u>
51OP	General Psychology and Psychology of Personality	Z,ZK	6
51PBP	Project of Bachelor Thesis	Z	6
	r's degree paper will particularly include paper topic, topis specialization, explanation, further concretization; teoretic basis - survey		
· ·	ormulation and design, literature and sources analyses; paper goalse (structure of the goals and their appicability);hypothesis formu neses); empiric survey; sample research (e.g. respondents and their analyses); time table of each work periods; plan and consultatic		nesis, partia
51PIS	Human Resource Information Systems	7	4
	s students to acquire knowledge on principles, practices and technologies for processing of personnel data and personnel records,	required by emplo	
	the obligations arising from legislation and to ensure human resource management in the organization.		
51PM	HR Management	Z,ZK	4
	management, HR Management is focused on staff management, particularly in terms of recruiting, developing, utilising and organis		-
work, as well as exp	loring the results of their work, their professional skills and work-related behaviour, their attitude to the work they do, to their company satisfaction they get out of their work and various aspects of personal and social development.	and their colleagu	ues, persona
51PP1	Law and Business 1	Z.ZK	4
	Law and business includes the following: -labour law, its basis and role within the legal system -labour relations, international conse		
Subject of course I	Law and business includes the following. Tabbar law, he basic and role warm the logar system labour relations, international conce	quences -employr	ment and its
regu	lation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -he	ealth and safety	ment and its
regu 51PP2	lation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -he Law and Business 2	ealth and safety Z,ZK	4
regu 51PP2 Course content: -de	lation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -he Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), en	ealth and safety Z,ZK nterpreneur -busin	4 ness relations
regu 51PP2 Course content: -de	lation -termination of employment -working hours, vacancy -wage, salary, -discretion and duties of the employer and employees -he Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), ents -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner.	ealth and safety Z,ZK nterpreneur -busin	4 ness relations
regu 51PP2 Course content: -de and legal requireme	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), etc. ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies	ealth and safety Z,ZK nterpreneur -businerships -companie	4 ness relations s with limited
51PP2 Course content: -de'and legal requireme 51PPO Course Psychology	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), et ints -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies Work and Organizational Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among	ealth and safety Z,ZK Interpreneur -busin erships -companie Z,ZK g people and their	4 ness relations is with limited 6 relationship
51PP2 Course content: -de'and legal requireme 51PPO Course Psychology	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), et al. ents -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies Work and Organizational Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among it, work analysis, monitoring of the effectiveness. Psychological basis for staff selection, emploees evaluation, analysis and modificat	ealth and safety Z,ZK Interpreneur -busin erships -companie Z,ZK g people and their	4 ness relations s with limited 6 relationship
Tegu 51PP2 Course content: -de' and legal requireme 51PPO Course Psychology to work behaviou	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), et and some of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies Work and Organizational Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among it, work analysis, monitoring of the effectiveness. Psychological basis for staff selection, emploees evaluation, analysis and modificat motivationí, psychological aspects of personnel training, work under pressure. Basic terminology.	ealth and safety Z,ZK Interpreneur -busin erships -companie Z,ZK g people and their tion of work behav	4 ness relations s with limited 6 relationship viour, work
regu 51PP2 Course content: -de' and legal requireme 51PPO Course Psychology to work behaviou	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), et and surface of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies Work and Organizational Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among re, work analysis, monitoring of the effectiveness. Psychological basis for staff selection, emploees evaluation, analysis and modificate motivations, psychological aspects of personnel training, work under pressure. Basic terminology. Project Management	ealth and safety Z,ZK Interpreneur -busin erships -companie Z,ZK g people and their tion of work behav	4 ness relations ss with limited 6 relationship viour, work 6
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The basics of the pro	Law and Business 2 velopment of the commercial law, its relation to the civil law -system of the commercial law -business (not based on the Trade law), entres -ensurance of business commitment -different contracts in accordance with the Commercial Code -business companies: -partner liability -joint stock companies -other companies -international and multinational companies Work and Organizational Psychology of work and organization contains the following: theory, research and practices in psychology of work, individual differences among ir, work analysis, monitoring of the effectiveness. Psychological basis for staff selection, emploees evaluation, analysis and modificate motivations, psychological aspects of personnel training, work under pressure. Basic terminology. Project Management oject management-based approach to complex corporate processes, including analysis of initial preconditions for a successful project	alth and safety Z,ZK Interpreneur -busin erships -companie Z,ZK g people and their tion of work behav Z,ZK t, integration of base	4 ness relations is with limited 6 relationship viour, work 6 sic structural
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respondents); time	Regulations); Bachelor's paper submitment and defence. Prezentation preparation		
51TV1	Physical Education 1	Z	0
51TV2	Physical Education 2	Z	0
51UEK	Introduction to Economics	Z,ZK	4
	used on the following subjects: basic economic relations and consequences. Economic aggregates and their consequences. Operating		
to so calle	d macroekonomic circle, various economic theories. Consumption behaviour in microeconomics. Theory of production. Different mark	ets and competiti	ons.
51UM	Introduction to Mathematics	Z,ZK	4
51UV	Introduction to University Studies	Z	4
	bject includes knowledge assisting students in quick and effective adaptation to conditions of university studies. Content of the subject	 t:Part 1 - adaptati	on, Part 2
	ways of studying at universities, Part 3 - education and self-education.		
51VC	Appraisal and Performance Management and Controlling	KZ	4
	ach to performance management. Concept of performance. Principles and process of performance management. Forms, criteria and me		e evaluati
	unctions. Implementation appraisal interview. Concepts and approaches to strategic human resource management. Application of Asse		
	Center. Application of 360-degree feedback. Concept of Balanced Scorecard / HR Scorecard. HR controlling / HR audit.		
51XBCCAJ	Business Correspondence and Communication	KZ	4
he aim of the cou	rise to help students write better emails in English as emails are the most common form of written communication. It is aimed at interi	mediate or upper-	intermedi
evel, and consists	of sessions of language practice covering a wide range of business topics. It includes exercises on email style, but also practices more	conventional lang	guage are
uch as fixed expre	essions, sentence structures, linking words, prepositions, verb tenses, and punctuation etc. It will help students to write effective email	s, express thems	elves clea
	and their writing will be easier to understand.		
51XDBM	Design and Brand Management	KZ	4
51XEPP	Computer Presentations	KZ	4
-	n basics of presentation structuring, basic aspects influencing successful presentation. Students should learn how to present information.		f their wor
	se taking into account the audience. Students should adapt the form of their presentation to expectations, level of understanding and		
	Students will learn to apply modern didactic techniques in their presentations.		
51XES	Economic Statistics	KZ	4
Students w	rill learn to use tools of descriptive statistics, tools of regressive and corelation analyses, index analyses,time series analyses and other		ools.
51XIP	Intercultural Psychology	KZ	4
Main world culture	e characteristics International dimension in management Cultural differences in management - trade, human resources Hoefsted moc	lel of national cult	tures Etiq
	and etiquet in intercultural management Charakteristics of selected national cultures and their comparison		
51XKMAJ	Knowledge Managemen in English Language	KZ	4
0 17 11 11 11	i anomougo managomen in Englion Early aago		
uality. Requiremen	Quality Management for Human Resources Managers each to ensure quality management - the history, theory and practice, principles and terminology. Simple statistical and analytical to ents of international standard ISO 9001 (the current version) quality management systems. Types of audits in systems management, empanies. Preparation, implementation and evaluation of internal audit management system. Presentation of examples of established	KZ ols managing and collaboration with	4 d improvi
A systemic appro uality. Requirement and consulting cor	pach to ensure quality management - the history , theory and practice , principles and terminology . Simple statistical and analytical to ints of international standard ISO 9001 (the current version) quality management systems . Types of audits in systems management , mpanies. Preparation, implementation and evaluation of internal audit management system . Presentation of examples of established . EFQM (European Quality Award) for quality assessment.	KZ ols managing and collaboration with quality managem	d improving certification system
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51XPJN	German Language	KZ	4
51XPJS	Spanish Language	KZ	4
51XPKM	Knowledge Management	KZ	4
Knowle	edge Management deals with the management knowledge and skills in the enterprise with the aim of increasing the competitiveness	of organizations.	
51XPLG	Logistics	KZ	4
	vers many facets of logistics and supply chain management to create significant competitive advantages. The graduates can find their		
1 '	nning and scheduling process; making effective use of the enterprise resources planning (ERP) system, while anticipating its impact		
	planning and forecasting while translating internal and external customer demands; and managing the supply chain while evaluating		
	rinciples and concepts. In this specialization students will learn to meet these challenges by getting to grips with key issues in supply	•	
1	est location for production facilities and distribution centres, and identifying the resources they need. They will learn how to structure ousing, transport and distribution, and purchasing. The key is to give customers the standard of service they want and to ensure proc		
T	ent is about understanding the impact of customized logistical designs on overall performance. Students will apply advanced software	-	
logistic manageme	planning and integer linear programming problems, capacity analysis of production systems, distribution planning and vehicle ro		10300100
51XPNES	Economics Statistics	Z,ZK	4
51XPNSMP	HR Statistical Techniques	Z,ZK	4
	atistical methods in HR management at Masaryk Institute of Advanced Studies will aim to train you to solve real-world statistical probler		a particular
	imputationally-intensive methods and their use in the analysis of data. Topics include basic statistical principles; graphic presentation; or		•
tendency, dispersion	n, and location; inferential statistics and hypothesis testing; analysis and inference of linear correlation coefficient, slope of regressio	n line, design od e	xperiments,
response surface	methodology, robust design, random effects model, and statistics quality control methods. Students will apply statistical concepts to	real world situation	s. Current
	technology will be utilized in examining statistical information.		
51XPPD	Presentation Skills	KZ	4
51XPPMLG	Operational Management and Logistics	KZ	4
Problem areas inclu	ude: Entrepreneurial characteristics of production system. operations competitiveness, productivity and strategy, Japanese methods o	f improving produc	
			-
"	al systems designing, the significance of logistical planning, production planning and budgeting process, reasons for preparing the m	nanufacturing busir	ness plan,
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