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## Course Description

|  |                                  |
|--|----------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                  |
| <b>Faculty:</b> The Faculty of Economics   |                                  |
| <b>Code:</b> E_1_Ucto1   | <b>Course name:</b> Accounting 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |                                  |
| <b>Number of credits:</b> 5  |                                  |
| <b>Recommended semester/trimester:</b> 5.  |                                  |
| <b>Level:</b> I.   |                                  |
| <b>Prerequisites:</b>  |                                  |
| <b>Course completion conditions:</b><br>Final evaluation:<br>- written test: 100 points<br>Final evaluation:<br>- written test: 100%<br>To successfully complete the subject, the student must obtain at least 65% of the points from the final test.<br>Correction deadline:<br>- written test from the semester curriculum (the student must obtain at least 65%).   |                                  |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. is able to apply knowledge in securing and supporting financial management processes,</li> <li>2. is able to understand the essential context of knowledge in the field of accounting and related topics, understands the conceptual basis of financial accounting and preparation of financial statements,</li> <li>3. applies relevant assumptions and principles of balancing, valuing and reporting of individual items from assets, equity and liabilities in specific transactions and events of the company,</li> <li>4. assesses the significance and informative value of reported items, is able to competently work with accounting information and analyse it,</li> <li>5. evaluates the mutual linkages and interconnections between individual items of assets and sources of their financing,</li> <li>6. and is able to create relevant documents for the closure of accounts according to the accounting standards of the Slovak Republic.</li> </ol> |                                  |
| <b>Brief outline of the course:</b><br>Conceptual framework of financial accounting. Legal regulation of accounting in the Slovak Republic. Testing of application of generally accepted accounting assumptions and principles. The process of keeping financial accounts in a company and other institution. Balancing, valuation and reporting of non-current assets. Balancing, valuation, reporting of current assets. Balancing, valuation and reporting of receivables and liabilities.  |                                  |
| <b>Recommended literature:</b>   |                                  |

1. Farkaš, R. 2020. Účtovná závierka obchodných spoločností. Prvé vydanie. Bratislava: Wolters Kluwer SR s.r.o. 1 223 s. ISBN 978-80-571-0247-2.
2. Ištók, M., Stašová, J. 2020. Účtovníctvo. Zbierka príkladov. Banská Bystrica: Ekonomická fakulta UMB. ISBN 978-80-557-1789-0.
3. Krištofik, P., Saxunová, D., Šuranová, Z. 2011. Finančné účtovníctvo a riadenie s aplikáciou IFRS. Druhé vydanie. Bratislava: IURA Edition. 803 s. ISBN 978-80-8078-396-9.
4. Máziková, K., Mateášová, M., Ondrušová, L. 2016. Účtovníctvo podnikateľských subjektov 1. Bratislava: Wolters Kluwer, s. r. o. 292 s. ISBN 978-80-8168-405-0.
5. Opatrenie MF SR č. MF/15464/2013-74 v znení všetkých neskorších predpisov (Účtovná závierka) [Decree of the Finance Ministry of the Slovak Republic No. 23377/2014-74 of 3 December 2014 as amended (in force since 1.1.2022)].
6. Opatrenie MF SR č. 23054/2002-92 v znení všetkých neskorších predpisov (Postupy účtovania platné od 1.1.2022) [Decree of the Finance Ministry of the Slovak Republic No. 23054/2002-92 of 16 December 2002 as amended (in force since 1.1.2022)].
7. Zákon č. 222/2004 Z. z. o dani z pridanej hodnoty v znení neskorších predpisov [Act No. 222/2004 Coll. on value added tax as amended].
8. Zákon č. 431/2002 Z. z. o účtovníctve v znení neskorších predpisov [Act No. 431/2002 Coll. on Accounting as amended]
9. Zákon č. 595/2003 Z. z. o dani z príjmov v znení neskorších predpisov [Act No. 595/2003 Coll. Income Tax Act as amended].

**Language of instruction:**

Slovak, English

**Notes: student time load:**

150 hours, out of which:

- combined study: 52 hours (2/2)
- self-study: 70 hours
- collecting of information: 28 hours

**Course assessment**

The final number of assessed students: 49

| A    | B   | C     | D     | E     | FX(0) | FX(1) |
|------|-----|-------|-------|-------|-------|-------|
| 2.04 | 0.0 | 22.45 | 18.37 | 32.65 | 8.16  | 16.33 |

**Instructor:** Ing. Jana Stašová, PhD., Ing. Michal Ištók, PhD.

**Last changed:** 06.09.2023

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|   |                                  |
|---|----------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                  |
| <b>Faculty:</b> The Faculty of Economics  |                                  |
| <b>Code:</b> E_1_Ucto2  | <b>Course name:</b> Accounting 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                                  |
| <b>Number of credits:</b> 5   |                                  |
| <b>Recommended semester/trimester:</b> 6.   |                                  |
| <b>Level:</b> I.  |                                  |
| <b>Prerequisites:</b>   |                                  |
| <b>Course completion conditions:</b><br>Final evaluation:<br>- written test: 100 points<br>Final evaluation:<br>- written test: 100%<br>To successfully complete the subject, the student must obtain at least 65% of the points from the final test.<br>Correction deadline:<br>- written test from the semester curriculum (the student must obtain at least 65%).  |                                  |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. can apply knowledge in daily management activities and decision-making tasks in various types of enterprises and institutions,</li> <li>2. is able to manage, balance and interpret specific accounting transactions related to the company's financial statements, to prepare, analyse and interpret the company's financial statements compiled in accordance with the Slovak accounting standards in the system of double-entry and single-entry accounting, is able to understand the basics of internationalization of accounting in the context of international accounting and EU accounting,</li> <li>3. applies permanent changes resulting from amendments of accounting legislation in order to ensure the reliability of the presented information,</li> <li>4. assesses and analyses individual accounting problems and ensures their effective resolution in accordance with accounting and ethical principles and standards,</li> <li>5. evaluates common relationships between the assets and the sources of their coverage kept in the balance sheet, the links between costs and revenues in the profit and loss statement and interprets achieved results,</li> <li>6. prepares the financial statements of the company and on the basis of them interprets the achieved financial results.</li> </ol> |                                  |
| <b>Brief outline of the course:</b><br>Balancing, valuation and reporting of equity. Reporting and interpretation of costs, revenues, profit or loss. Balancing and reporting of specific events and transactions within the company's financial statements. Structure and content of the company's financial statements. Distribution of earnings in   |                                  |

the enterprise. Single-entry accounting system. Accounting system of the Slovak Republic versus internationalization of accounting.

**Recommended literature:**

1. Farkaš, R. 2020. Účtovná závierka obchodných spoločností. Prvé vydanie. Bratislava: Wolters Kluwer SR s. r. o. 1 223 s. ISBN 978-80-571-0247-2.
2. Huňady, J., Ištók, M. 2022. Daňový systém. Banská Bystrica: Belianum, Ekonomická fakulta UMB. 197 s. ISBN 978-80-5571725-8.
3. Ištók, M., Stašová, J. 2020. Účtovníctvo. Zbierka príkladov. Banská Bystrica: Ekonomická fakulta UMB. ISBN 978-80-557-1789-0.
4. Krištofik, P., Saxunová, D., Šuranová, Z. 2011. Finančné účtovníctvo a riadenie s aplikáciou IFRS. Druhé vydanie. Bratislava: IURA Edition. 803 s. ISBN 978-80-8078-396-9.
5. Máziková, K., Mateášová, M., Ondrušová, L. 2016. Účtovníctvo podnikateľských subjektov 1. Bratislava: Wolters Kluwer, s. r. o. 292 s. ISBN 978-80-8168-405-0.
6. Decree of the Finance Ministry of the Slovak Republic No. 23054/2002-92 of 16 December 2002 laying down details of the accounting procedures and the framework for the chart of accounts for entrepreneurs maintaining accounts under the system of double entry bookkeeping as amended (in force since 1.1.2022).
7. Decree of the Finance Ministry of the Slovak Republic No. 23377/2014-74 of 3 December 2014 laying down details of the structure, description and content of items of individual financial statements to be published by entrepreneurs by maintaining accounts under the system of double entry bookkeeping as amended.
8. Act No. 222/2004 Coll. on value added tax as amended.
9. Act No. 431/2002 Coll. on Accounting as amended.
10. Act No. 595/2003 Coll. Income Tax Act as amended.
11. WILEY, 2019. Interpretation and Application of IFRS Standards. New York: Willey & Sons. 988 s. ISBN 978-1-119-57735-5.

**Language of instruction:**

Slovak, English

**Notes:student time load:**

150 hours, out of which

- combined study: 52 hours (2/2)

- self-study: 70 hours

- updating of information, working with legislation: 20 hours

- preparation and filling of forms: 8 hours

**Course assessment**

The final number of assessed students: 28

| A   | B   | C    | D     | E     | FX(0) | FX(1) |
|-----|-----|------|-------|-------|-------|-------|
| 0.0 | 0.0 | 3.57 | 10.71 | 60.71 | 21.43 | 3.57  |

**Instructor:** Ing. Jana Stašová, PhD., Ing. Michal Ištók, PhD.

**Last changed:** 06.09.2023

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|  |   |
|--|---|
| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_SkBP  | <b>Course name:</b> Bachelor Thesis Seminar |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 5., 7.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Final assessment: submitting a part of the bachelor thesis, containing the cover page, objective of the thesis, outline of the first chapter, the first 10 pages of the 1st chapter and list of references.<br>The number of points to be earned for continuous and final assessment is 100 on the grading scale. Credits are assigned to the student who has obtained a minimum of 65 out of 100 points for fulfilling the requirements of the course assessment.  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. make a plan of work on the bachelor thesis</li> <li>2. master the rules for writing a bachelor thesis regarding the content and the form</li> <li>3. master the practical skills of writing selected parts of the bachelor thesis</li> <li>4. apply scientific methods in the work on the bachelor thesis</li> <li>5. carry out his/her own empirical research (preparation, collection, data processing)</li> <li>6. work with literature</li> <li>7. use the acquired knowledge about the content and form of the bachelor thesis defence within the preparation for the state exam</li> <li>8. work out individual parts of the bachelor thesis</li> </ol>  |   |
| <b>Brief outline of the course:</b><br>Characteristics of the bachelor thesis, its structure, primary and secondary data resources. Stages in the preparation of the bachelor thesis. Defining the objective of the bachelor thesis, the principles of correct formulation of the objective and their application in students' bachelor theses. Formal design of the bachelor thesis. Work with specific subject-area text, means of expression, use of terminology, formulation of sentences. Ethical principles of writing the bachelor thesis, making references and paraphrasing. Making a list of references. Characteristics of individual parts of the bachelor thesis with a focus on the introduction and conclusion of the thesis and their content. Method of researching economic phenomena, phases of sociological research, sampling, data collection techniques, their advantages and disadvantages, collection and processing of data, interpretation of results, formulation of conclusions, and/or recommendations. Presentation of the bachelor thesis within the state exam, recommended content and form of presentation. |   |
| <b>Recommended literature:</b>   |   |

1. Smernica č. 9/2021 o záverečných, rigorózných a habilitačných prácach na Univerzite Mateja Bela v Banskej Bystrici.
2. S-02-21 Úprava písomných vysokoškolských prác, záverečných prác a habilitačných prác na Ekonomickej fakulte Univerzity Mateja Bela v Banskej Bystrici.
3. Remr, J., Hendl, J. 2017. Metody výzkumu a evaluace. Praha: Portál, 2017, ISBN: 978-80-262-1192-1.
4. STN ISO 690:2012. Informácie a dokumentácia. Návod na tvorbu bibliografických odkazov na informačné pramene a ich citovanie.
5. Zákon č. 185/2015 Z. z. Autorský zákon v znení neskorších predpisov.
6. Zákon č. 211/2000 Z. z. o slobodnom prístupe k informáciám a o zmene a doplnení niektorých zákonov (zákon o slobode informácií) v znení neskorších predpisov.
7. Zákon č. 131/2002 Z. z. o vysokých školách a o zmene a doplnení niektorých zákonov v znení neskorších predpisov.
8. KATUŠČÁK, D. 2007. Ako písať záverečné a kvalifikačné práce. Nitra : Enigma, 2007. ISBN 8089132454.
9. WALKER, I. 2012. Výzkumné metody a statistika (Research Methods and Statistics). Praha : Grada Publishing, 2012. ISBN 978-80-247-3920-5.
10. Odborná literatúra podľa zvolenej témy bakalárskej práce.

**Language of instruction:**

Slovak

**Notes:student time load:**

Student time load: 120 hours, including:

Combined study (L, S, C): 8

Data collection: 24

Self-study: 44

Preparation for seminar project: 44

**Course assessment**

The final number of assessed students: 40

| abs  | n    |
|------|------|
| 80.0 | 20.0 |

**Instructor:** doc. Ing. Janka Táborecká, PhD., Ing. Jana Hroncová Vicianová, PhD., Ing. Vladimíra Klementová, PhD.

**Last changed:** 01.03.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.



## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> DE_BPso  | <b>Course name:</b> Bachelor Thesis with Defence |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b><br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b><br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 10  |  |
| <b>Recommended semester/trimester:</b> 5., 6., 7., 8..  |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Writing and submitting a bachelor thesis within the specified time.<br><b>b) final assessment:</b><br>Bachelor thesis defence in front of the state exam board.   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the theoretical knowledge acquired during the study in the treatment of the bachelor thesis theme</li> <li>2. formulate the aim of research, identify the problem and possible ways of its solution</li> <li>3. apply a logical structure and the latest knowledge acquired during the study in the process of solution of a particular problem from business practice, analyze primary or secondary data</li> <li>4. assess the state-of-the-art of the examined issue at home and abroad, formulate his/her own view of the examined topic and make arguments</li> <li>5. evaluate the research results and analyses of the collected data used in the thesis</li> <li>6. prepare a presentation to defend the bachelor thesis and advocate his/her own opinions</li> </ol> |  |
| <b>Brief outline of the course:</b><br>Application of the knowledge from the bachelor seminar in the bachelor thesis final version, to be written in compliance with the current directive, in the required extent and within the specified time. Demonstration of the knowledge, skills and abilities acquired during the study in the proposed solutions to the formulated problems. Defence of the bachelor thesis in front of the state exam board.   |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. Smernica č. 9/2021 o záverečných, rigorózných a habilitačných prácach na Univerzite Mateja Bela v Banskej Bystrici.</li> <li>2. S-02-21 Úprava písomných vysokoškolských prác, záverečných prác a habilitačných prác na Ekonomickej fakulte Univerzity Mateja Bela v Banskej Bystrici.</li> <li>3. STN ISO 690:2012. Informácie a dokumentácia. Návod na tvorbu bibliografických odkazov na informačné pramene a ich citovanie.</li> <li>4. Zákon č. 185/2015 Z. z. Autorský zákon v znení neskorších predpisov.</li> <li>5. Zákon č. 211/2000 Z. z. o slobodnom prístupe k informáciám a o zmene a doplnení niektorých zákonov (zákon o slobode informácií) v znení neskorších predpisov.</li> </ol>  |  |

|   |       |       |       |     |       |       |
|---|-------|-------|-------|-----|-------|-------|
| 6. Zákon č. 131/2002 Z. z. o vysokých školách a o zmene a doplnení niektorých zákonov v znení neskorších predpisov.<br>7. KATUŠČÁK, D. 2007. Ako písať záverečné a kvalifikačné práce. Nitra : Enigma, 2007. ISBN 8089132454.<br>8. Odborná literatúra podľa zvolenej témy bakalárskej práce. |       |       |       |     |       |       |
| <b>Language of instruction:</b><br>Slovak   |       |       |       |     |       |       |
| <b>Notes:student time load:</b><br>student time load: 300 hours, including:<br>- Combined study (L, S, C): 100<br>- Data collection: 75<br>- Analysis of data: 75<br>- Synthesis of data: 40<br>- Preparation of the presentationoand bachelor thesis defence: 10                             |       |       |       |     |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 75   |       |       |       |     |       |       |
| A   | B     | C     | D     | E   | FX(0) | FX(1) |
| 30.67   | 26.67 | 18.67 | 14.67 | 8.0 | 0.0   | 1.33  |
| <b>Instructor:</b>  |       |       |       |     |       |       |
| <b>Last changed:</b> 17.02.2022   |       |       |       |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD.   |       |       |       |     |       |       |

## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_EP1-e  | <b>Course name:</b> Business Economics 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 7   |  |
| <b>Recommended semester/trimester:</b> 1.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Written test 0 - 100 points<br>The condition for graduation of amandatory term are the same as for proper term.  |  |
| <b>Learning objectives:</b><br>After completion of the course, the student: <ol style="list-style-type: none"> <li>1. uses the acquired knowledge in economic assessment of processes in different types of enterprises, namely those at lower levels of management,</li> <li>2. can bring together the knowledge related to different economic tools,</li> <li>3. applies the acquired knowledge in a specific type of a corporate subject (an individual or a legal entity),</li> <li>4. assesses the state of corporate assets, level of costs, revenues, and their development,</li> <li>5. makes cost and price calculations as a basis for creating revenues and the profit/loss of the enterprise,</li> <li>6. evaluates the economic situation of an enterprise on basis of development of costs, revenues, and profit/loss of management, according to individual areas of business activities of the enterprise.</li> </ol>   |  |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Characteristics of an enterprise, its objectives, and functions.</li> <li>2. Characteristics of business environment. Legal forms of enterprises. Life cycle of an enterprise.</li> <li>3. Long-term assets of an enterprise. Characteristic and classification.</li> <li>4. Amortization and utilization of long-term assets.</li> <li>5. Short-term assets of an enterprise. Characteristic, classification and evaluation of current assets.</li> <li>6. Basics, classification, and structure of costs.</li> <li>7. Costs from managerial perspective. Factors influencing the costs.</li> <li>8. Characteristics of selected types of basic cost calculations.</li> <li>9. Application of basic calculation methods.</li> <li>10. Basics and types of prices and their structure. Business approaches to pricing. Cost and profit-oriented pricing in production, trade activities, and services.</li> <li>11. Foreign prices in relation to business partners from the EU countries and the third world countries. Demand-oriented pricing (price tests and types of prices). Supply-oriented pricing.</li> </ol> |  |

|  |      |       |       |       |       |       |
|--|------|-------|-------|-------|-------|-------|
| 12. Basics and structure of business revenues. Business production. Factors influencing business revenues.<br>13. Profit or loss as the result of business operation.  |      |       |       |       |       |       |
| <b>Recommended literature:</b><br>1. MARKOVÁ, V. a kol. 2015. Ekonomika podniku 1. Banská Bystrica: Univerzita Mateja Bela# Ekonomická fakulta, 2015, ISBN 978-80-557-0985-7.<br>2. MAJDÚCHOVÁ, H. a kol. 2020. Podnikové hospodárstvo. Bratislava: Wolters Kluwer, 2020. ISBN 978-80-5710-271-7.<br>3. MAJDÚCHOVÁ, H., RYBÁROVÁ, D. 2019. Podnikové hospodárstvo pre manažérov. Bratislava: Wolters Kluwer, 2019. ISBN 978-80-5710-035-5.<br>4. KAŠPAROVÁ, K., KUNZ, V. 2013. Modern přístupy ke společenské odpovědnosti firem a CSR reportování. Praha: Grada, 2013. ISBN 978-80-247-4480-3.<br>5. MAJDÚCHOVÁ, H. 2018. Podnikové hospodárstvo, praktické príklady a kontrolné testy. Bratislava: Wolters Kluwer, 2018. ISBN 978-80-8168-804-1.<br>6. MARTINOVIČOVÁ, D., KONEČNÝ, M., VAVŘINA, J. 2019. Úvod do podnikové ekonomiky. Praha: Grada Publishing, 2019. ISBN 978-80-271-2034-5.<br>7. PAPULA, J. a kol. 2016. Podnikanie a podnikateľské myslenie I. Kto a prečo podniká. Bratislava: Wolters Kluwer, 2016. ISBN 978-80-7478-994-6.<br>8. PAPULA, J. a kol. 2016. Podnikanie a podnikateľské myslenie II. Ako smerovať a viesť podnik k udržateľnému úspechu. Bratislava: Wolters Kluwer, 2016. ISBN 978-80-7478-994-6.<br>9. POPESKO, B., PAPADAKI, Š. 2016. Moderní metody řízení nákladů. Praha: Grada Publishing, 2016. ISBN 978-80-247-5773-5.<br>10. TAUŠL PROCHÁZKOVÁ, P., JELÍNKOVÁ, E. 2018. Podniková ekonomika – klíčové oblasti. Praha: Grada Publishing, 2018. ISBN 978-80-271-0689-9.<br>11. Odborná časopisecká literatúra.<br>12. Príslušné právne normy (zákony, vyhlášky, nariadenia Vlády SR).<br>13. KLEMENT, L., KLEMENTOVÁ, V. 2020. Business Economics 1. Banská Bystrica: Belianum, 2020. ISBN 978-80-557-1788-3. |      |       |       |       |       |       |
| <b>Language of instruction:</b><br>Slovak  |      |       |       |       |       |       |
| <b>Notes: student time load:</b><br>210 hours, thereof:<br>combined study (lectures/seminars) 16 hours<br>self-study: 110 hours<br>collection of current data: 26 hours<br>presentation of cost calculation and prices,<br>projection of revenues and results of enterprise: 58 hours  |      |       |       |       |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 103   |      |       |       |       |       |       |
| A  | B    | C     | D     | E     | FX(0) | FX(1) |
| 0.97   | 7.77 | 18.45 | 18.45 | 32.04 | 19.42 | 2.91  |
| <b>Instructor:</b> doc. Ing. Miroslava Vinczeová, PhD., Ing. Jana Hroncová Vicianová, PhD., Ing. Petra Gundová, PhD.   |      |       |       |       |       |       |
| <b>Last changed:</b> 02.03.2022  |      |       |       |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábovecká, PhD.  |      |       |       |       |       |       |

## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_EP2  | <b>Course name:</b> Business Economics 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 7   |  |
| <b>Recommended semester/trimester:</b> 2.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Written test: 0 - 100 points<br>The condition for graduation of amandatory term are the same as for proper term.   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student: <ol style="list-style-type: none"> <li>1.Understands investing process in its comlexity and structure,</li> <li>2.Knows basic classification of real investments and methods of their effectiveness evaluation,</li> <li>3.Knows the context of supply management and methods of inventories quantification,</li> <li>4.Understand the content of organisation, principles and forms of remuneration, including common standards and laws,</li> <li>5.Can distinguish main features between production and service providing, - understands the specifics of domestic and foreing trade.</li> <li>6.can bring together the knowledge related to investment, supply, personnel, production, and sales activities and their economic aspects,</li> <li>7.assesses suitability of investments and supply activities, as well as suitability of choosing the right number of employees in an enterprise to ensure proper operation,</li> <li>8.evaluates the influence of individual activities to economic situation of an enterprise and can suggest possibilities of rationalization of business activities.</li> <li>9.applies analytical and critical thinking in assessing the effectiveness of business activities of enterprise,</li> </ol> |  |
| <b>Brief outline of the course:</b>   |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. MAJDÚCHOVÁ, H. a kol. 2020. Podnikové hospodárstvo. Bratislava: Wolters Kluwer, 2020. ISBN 978-80-5710-271-7.</li> <li>2. MARKOVÁ, V. a kol. 2015. Ekonomika podniku 2. Banská Bystrica: Belianum, 2015. ISBN 978-80-557-0986-4.</li> <li>3. MAJDÚCHOVÁ, H. 2018. Podnikové hospodárstvo, praktické príklady a kontrolné testy. Bratislava: Wolters Kluwer, 2018, ISBN 978-80-8168-804-1.</li> <li>4. MAJDÚCHOVÁ, H., RYBÁROVÁ, D. 2019. Podnikové hospodárstvo pre manažérov. Bratislava: Wolters Kluwer, 2019. ISBN 978-80-5710-035-5.</li> </ol>  |  |

5. MARKOVÁ, V. 2005. Investičný rozvoj v malých a stredných podnikoch. Banská Bystrica: Univerzita Mateja Bela# Ekonomická fakulta, 2005, ISBN 80-8083-071-1.
6. MARTINOVIČOVÁ, D., KONEČNÝ, M., VAVŘINA, J. 2019. Úvod do podnikové ekonomiky. Praha: Grada Publishing, 2019. ISBN 978-80-271-2034-5.
7. MATLOVIČOVÁ, I. 2019. Mzdy profesionálne. Bratislava: Wolters Kluwer, 2019, ISBN 978-80-8168-041-0.
8. TAUŠL PROCHÁZKOVÁ, P., JELÍNKOVÁ, E. 2018. Podniková ekonomika – kľúčové oblasti. Praha: Grada Publishing, 2018. ISBN 978-80-271-0689-9.
9. TOMEK, G., VÁVROVÁ, V. 2014. Integrované řízení výroby. Od operativního řízení výroby k dodavatelskému řetězci. Praha: Grada Publishing, 2014. ISBN 978-80-247-4486-5.

**Language of instruction:**

Slovak

**Notes: student time load:**

210 hours, thereof:

combined study (lectures/seminars) 16 hours

self-study: 110 hours

collection of current data: 26 hours

Cash flow projection, presentation of investment

effectiveness evaluation, analysis of wage structure

and wage costs 58 hours

**Course assessment**

The final number of assessed students: 64

| A   | B    | C     | D     | E     | FX(0) | FX(1) |
|-----|------|-------|-------|-------|-------|-------|
| 0.0 | 3.13 | 15.63 | 18.75 | 26.56 | 25.0  | 10.94 |

**Instructor:** doc. Ing. Miroslava Vinczeová, PhD., Ing. Ladislav Klement, PhD., Ing. Vladimíra Klementová, PhD.

**Last changed:** 03.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

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|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_KaR   | <b>Course name:</b> Calculations and Budgeting |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 4., 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>written test (0 - 100 points) from all topics.<br>Student must obtain at least 65 points from the final test to successfully complete the course. In a case of failing the exam, student takes a resit written test (0 - 100 points) including all topics. To successfully complete the course, the student must obtain at least 65 points from the resit test.   |  |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. understands the role of calculations and budgets in managerial decision-making process,</li> <li>2. can select and use appropriate method for specific cost or price calculation,</li> <li>3. can assess and design calculation system in enterprise,</li> <li>4. applies appropriate budgeting methods for selected budgets in enterprise,</li> <li>5. can analyse the budget system in enterprise,</li> <li>6. understands the mutual relations between calculations and budgets,</li> <li>7. uses gained information as a basis for invoicing.</li> </ol>   |  |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Calculation and budget as a tool for managing of in-plant units.</li> <li>2. Definition and classification of calculations. Types of calculation units.</li> <li>3. Specifics of cost calculations according to the type of business. Cost and price calculations and calculation system of enterprise.</li> <li>4. Application of simple division costing and equivalent units costing method.</li> <li>5. Application of overhead rate costing and calculation in associated production process.</li> <li>6. Application of ABC method, phase, and level costing.</li> <li>7. Application of standard costs method in enterprise.</li> <li>8. Definition of budget and budgeting in enterprise.</li> <li>9. Classification of budgets. Methods of budgeting.</li> <li>10. Characteristic and procedure of budgeting of sales and supplies.</li> <li>11. Characteristic and procedure of budgeting of operational costs and profit.</li> <li>12. Characteristic and procedure of budgeting of cash flow.</li> <li>13. Relations between cost calculations and budgets in enterprise.</li> </ol> |  |
| <b>Recommended literature:</b>   |  |

1. POPESKO, B., PAPADAKI, Š. 2016. Moderní metody řízení nákladů. Praha : GRADA PUBLISHING, a. s. 2016. ISBN 978-80-247-5773-5.
2. POTKÁNY, M., KRAJČÍROVÁ, L. 2015. Kalkulácie a rozpočty: vysokoškolská učebnica. TU Zvolen : Zvolen. ISBN 9788022828017.
3. TÓTH, M., ŠAGATOVÁ, S., ŠTETKA, P. 2021. Nákladový controlling. Zbierka príkladov. Bratislava : Woters Kluver, 2021. ISBN 9788057103950.
4. JANKALOVÁ, M. 2014. Kalkulácie v podniku. EDIS. ISBN 9788055409016.
5. PONIŠČIAKOVÁ, O. 2010. Náklady a kalkulácie v manažérskom účtovníctve. Bratislava : Iura Edition, 2010. ISBN 978-80-8078-360-0.

**Language of instruction:**

Slovak

**Notes:student time load:**

120 hours, thereof:

Combined study (seminars): 8 hours

Self-study, preparation for tests: 82 hours

Preparation, calculations and solving of case studies: 30 hours

**Course assessment**

The final number of assessed students: 8

| A   | B    | C   | D    | E    | FX(0) | FX(1) |
|-----|------|-----|------|------|-------|-------|
| 0.0 | 25.0 | 0.0 | 25.0 | 50.0 | 0.0   | 0.0   |

**Instructor:** doc. Ing. Miroslava Vinczeová, PhD., Ing. Ladislav Klement, PhD., Ing. Vladimíra Klementová, PhD.

**Last changed:** 03.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.



## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_PSzM  | <b>Course name:</b> Case Studies in Management |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 4., 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>preliminary activities: 0 - 40 points<br><b>b) final assessment:</b><br>Final case study 0 - 60 points.<br>Students who failed to reach 65 % from both evaluations will correct final case study within resit exam.  |  |
| <b>Learning objectives:</b><br>After completing the course, it is expected that the student:<br>He/she can identify and analyze the internal and external environment of the selected organization. He/she creatively uses and applies theoretical knowledge acquired in the subjects Management 1 and Human Resources Management in solving problem situations in organizations. Appropriately argues and works with secondary as well as primary information sources. He/she thinks in context, comprehensively analyzes the criteria of several alternatives, and creatively applies decision-making methods. Critically evaluates and reflects the impact of selected solutions on the activities of the organization, employees, and other stakeholders.  |  |
| <b>Brief outline of the course:</b><br>1. Introduction to the subject - secondary and primary sources of information, the method of case study, its structure and content<br>2. Identification of the problem, problem – solving process, reasoning and formulation of conclusions<br>3. Business planning system focusing on business strategy and business policies<br>4. Business planning system focusing on personnel strategy.<br>5. Control and controlling system with a focus on performance<br>6. Control and controlling system focused on assessment and remuneration of employees.<br>7. Managerial decision – making process based on data, facts and information<br>8. Organizational changes in the context of the principles of centralization, decentralization,<br>9. Organizational changes in the context of the principles of specialization, diversification, coordination.<br>10. Leadership focused on performance and organizational success<br>11. Motivation of employees with emphasis on tools and programs for employee evaluation. |  |

12. Leadership and motivation of employees with emphasis on tools and programs continuing education, and development.
13. Reflection, self-reflection and feedback in assessment and evaluation.

**Recommended literature:**

1. SMEREK, L., ĎURIAN, J. . 2021. Manažment ľudských zdrojov. Banská Bystrica: EF UMB.
2. KOKAVCOVÁ, D. a kol. 2012. Manažment I. Ako plánovať, organizovať a rozhodovať, historické a moderné aspekty manažmentu, Bratislava: Iura Edition, 2012. 160 s. ISBN 978-80-8078-513-0.
3. SEKOVÁ, M. a kol. 2013. Manažment II.. Ľudia v organizácii a organizačná kultúra. Bratislava: Iura Edition, 2013. 172 s. ISBN 978-80-8078-511-6.
4. THEODOULIDES, L. 2020. Rozvoj kritického myslenia koučovacím prístupom vo vysokoškolskom prostredí. Banská Bystrica: Belianum. e-kniha. <https://doi.org/10.24040/2020.9788055717920>
5. PURG, D., BRAČEK-LALIČ, A., POPE, J.A. 2018. Business and Society. Making Management Education Relevant for the 21st Century. Cham: Springer, 2018. ISBN 978-3-319-78854-8.
6. THEODOULIDES, L. 2018. Reflective leadership: a process-relational approach to enhance organizational change. Banská Bystrica: Belianum, 2020. 113 s. <https://doi.org/10.24040/2020.9788055717920>
7. Odporúčané videá HS Talks Publishing, dostupné cez UK UMB: The Business & Management Collection,; Managing Organizations Series: The Art and Practice of First Level Management Series: Making Decisions Series: Managing and Leading People.

**Language of instruction:**

Slovak

**Notes:student time load:**

120 hours combined form  
Lecture, Seminar, Consultation: 8  
self-study: 58  
active preparation for seminars: 30  
collection of data: 24

**Course assessment**

The final number of assessed students: 2

| A   | B    | C    | D   | E   | FX(0) | FX(1) |
|-----|------|------|-----|-----|-------|-------|
| 0.0 | 50.0 | 50.0 | 0.0 | 0.0 | 0.0   | 0.0   |

**Instructor:** doc. Ing. Martina Minárová, PhD., Ing. Jozef Ďurian, PhD., Ing. Lenka Theodoulides, PhD., MBA

**Last changed:** 01.03.2022

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_PG   | <b>Course name:</b> Computer Graphics for Economists |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 3   |  |
| <b>Recommended semester/trimester:</b> 2., 4., 6.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>Final assessment is based on tasks, test, and final project.<br><b>a) continuous assessment:</b><br>tasks 0-40, test: 0-20<br><b>b) final assessment:</b><br>project: 0-40  |  |
| <b>Learning objectives:</b><br>After successful completion of the course, the student can: <ol style="list-style-type: none"> <li>1. apply design principles to evaluate, modify or create business graphics like logo, poster, brochure, newsletter, social media graphics or other</li> <li>2. compare various graphics file formats according to their practical usage in business</li> <li>3. use various graphics application for creation &amp; modification of both vector &amp; bitmap graphics</li> <li>4. create graphics that can be used in business practice</li> </ol>  |  |
| <b>Brief outline of the course:</b><br>Basic design principles. Software tools for computer graphics. Graphics fileformats. Vector graphics editors: Inkscape, CorelDRAW, ... Object creation and manipulation, text editing, color models, layers and styles. Import and export between various graphic fileformats. Software tools for bitmap manipulation. Computer usage in creation of classic and electronic publications, on-line publishing.  |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. LACO, P., ŠAMÍK, I. 2010. Počítačová grafika pre ekonómov. Banská Bystrica: EF UMB, 2010. ISBN 978-80-557-0026-7.</li> <li>2. WILLIAMS, R. 2008. The Non-Designer's Design Book. Berkeley : Peachpit Press, 3rd edition, 2008. ISBN 978-0321534040.</li> <li>3. WILLIAMS, R. 2002. Grafická úprava pod vedením profesionálů. Praha : Mobil Media, 2002. ISBN 80-86593-32-0.</li> <li>4. Grafické štandardy internetu definované konzorciom World Wide Web: <a href="http://www.w3c.org">www.w3c.org</a>.</li> <li>5. On line tutoriály a dokumentácia k Inkscape: <a href="https://inkscape.org/en/learn/">https://inkscape.org/en/learn/</a></li> <li>6. On line tutoriály a dokumentácia k programom CorelDraw Suite: <a href="http://learn.corel.com/">http://learn.corel.com/</a></li> </ol> |  |
| <b>Language of instruction:</b>   |  |

|  |       |       |      |      |       |       |
|--|-------|-------|------|------|-------|-------|
| slovak   |       |       |      |      |       |       |
| <b>Notes:student time load:</b><br>90 hours<br>combined study: S: 26<br>self-study: 64 |       |       |      |      |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 22                  |       |       |      |      |       |       |
| A  | B     | C     | D    | E    | FX(0) | FX(1) |
| 27.27  | 27.27 | 22.73 | 9.09 | 4.55 | 0.0   | 9.09  |
| <b>Instructor:</b> Ing. Peter Laco, PhD.   |       |       |      |      |       |       |
| <b>Last changed:</b> 22.03.2023  |       |       |      |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.                                    |       |       |      |      |       |       |

## Course Description

|   |                                      |
|---|--------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                      |
| <b>Faculty:</b> The Faculty of Economics  |                                      |
| <b>Code:</b> E_1_PA   | <b>Course name:</b> Corporate Agenda |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |                                      |
| <b>Number of credits:</b> 4   |                                      |
| <b>Recommended semester/trimester:</b> 1., 3.   |                                      |
| <b>Level:</b> I.  |                                      |
| <b>Prerequisites:</b>   |                                      |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Partial tasks focused on selected topics from the course – max. 50 points (3-4 students as members of one team, tasks will be presented and elaborated during semester)<br><b>b) final assessment:</b><br>Test with open questions and practical tasks – max. 50 points<br>Final evaluation is set by sum of points obtained from partial tasks and test. Student is entitled to write a correction test, these points will be added to the points obtained from partial tasks.   |                                      |
| <b>Learning objectives:</b><br>1. knows how to apply current legislative framework in corporate agenda within compulsory documents and forms,<br>2. is able to establish company through fulfilment of basic formal and legal obligations,<br>3. can conclude employment relationship with potential employee, recognize obligatory essentials in wage agenda and in termination of employment relationship,<br>4. knows how to calculate the income tax obligation and fulfil form of tax return based on current legislation,<br>5. is able to communicate with particular institutions – tax office, health insurance company, Social Insurance Agency etc., and knows how to evaluate suitability of creation and utilization of company information system.  |                                      |
| <b>Brief outline of the course:</b><br>1. Business environment, evaluation of quality of business environment, bureaucracy in entrepreneurship. E-government.<br>2. Establishment of natural person – individual entrepreneur. Trade authorization, notification form for natural person and legal person.<br>3. Establishment and incorporation of legal person - company. Deed of Incorporation and Memorandum of Association as basic documents for setting up a business.<br>4. Setting up a limited liability company. Application for the registration of limited liability company into Business Register.<br>5. Internal company documents. Personal agenda and protection of personal data.<br>6. Formal documents relating to the conclusion and termination of employment relationship.<br>7. Employment contract. Wage agenda. Company payroll. |                                      |

|   |       |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|-------|
| 8. Fulfilment of notification obligations – health insurance company, Social Insurance Agency, Tax Office.<br>9. Agreements on work performed outside employment relationship.<br>10. Tax and tax policy, tax system, communication of company with tax authorities.<br>11. Income Tax. Content of tax return.<br>12. Enterprise and control bodies. Tax control. Trade inspection.<br>13. Termination of the business entity.  |       |       |       |       |       |       |
| <b>Recommended literature:</b><br>Zákon č. 455/1991 Zb. o živnostenskom podnikaní (živnostenský zákon)<br>Zákon č. 513/1991 Zb. Obchodný zákonník<br>Zákon č. 311/2001 Z. z. Zákonník práce<br>Zákon č. 18/2018 Z. z. o ochrane osobných údajov a o zmene a doplnení niektorých zákonov<br>Zákon č. 595/2003 Z. z. o dani z príjmov<br>Hodnotenie kvality podnikania prostredníctvom indexov dostupné na stránkach:<br><a href="http://www.doingbusiness.org">www.doingbusiness.org</a> , <a href="http://www.tcddata360.worldbank.org">www.tcddata360.worldbank.org</a> , <a href="http://www.alianciapas.sk">www.alianciapas.sk</a> |       |       |       |       |       |       |
| <b>Language of instruction:</b><br>Slovak   |       |       |       |       |       |       |
| <b>Notes:student time load:</b><br>120 hours, out of which:<br>combined study: 8<br>self-study: 52<br>update of legislation: 25<br>preparation and filling in forms and documents: 35   |       |       |       |       |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 54   |       |       |       |       |       |       |
| A   | B     | C     | D     | E     | FX(0) | FX(1) |
| 5.56  | 18.52 | 35.19 | 11.11 | 14.81 | 11.11 | 3.7   |
| <b>Instructor:</b> Ing. Lenka Hvolková, PhD.  |       |       |       |       |       |       |
| <b>Last changed:</b> 03.03.2022   |       |       |       |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD.   |       |       |       |       |       |       |

## Course Description

|   |                                       |
|---|---------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                       |
| <b>Faculty:</b> The Faculty of Economics  |                                       |
| <b>Code:</b> E_1_PoFi   | <b>Course name:</b> Corporate Finance |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                                       |
| <b>Number of credits:</b> 6   |                                       |
| <b>Recommended semester/trimester:</b> 4.   |                                       |
| <b>Level:</b> I.  |                                       |
| <b>Prerequisites:</b>   |                                       |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Written exam: 60 points<br><b>b) final assessment:</b><br>Oral exam: 40 points<br>RESIT EXAM: student may choose which part of evaluation (written, oral) to take again.<br>Number of points earned for continuous and final evaluation to correspond to 100% on the grading scale. Passing grades are received for students who have obtained over 65% in the final assessment.  |                                       |
| <b>Learning objectives:</b><br>After completion of the course, the student:<br>1 on the basis of the lessons learned, can search from various sources, analyse and process information relating to the acquisition of financial resources and their efficient allocation in business;<br>2 is able to identify the advantages and disadvantages of different sources of financing specifically for business needs;<br>3 is able to apply theoretical knowledge in practical situations with specific rulings on the choice of appropriate sources of funding;<br>4 will gain the ability to critically evaluate and compare alternative investments of capital to individual components of long-term and current assets;<br>5 evaluates the financing options available and as a result is able to select the most effective alternative in a particular situation in the company and make decisions with adequate presentation and justification;<br>6 creates depreciation plans, amortisation schedules, processes the analysis of financing options for specific business needs using the concept of time value of money and the final proposal for funding, produces the cost-benefit analysis and risk analysis of investment projects and the allocation of resources to current assets. |                                       |
| <b>Brief outline of the course:</b><br>1. Subject of Corporate Finance. Financial objectives of the company. The cycle of assets and sources of finance. Types of sources of finance.   |                                       |

2. Financial statements as a source of information for business financial management. Financial management and its key terminology.
3. External equity sources of finance. Contributions and share financing.
4. Internal equity sources of finance. Self-financing of a business.
5. Debt sources of finance. Financing a business by loans. Classification of loans.
6. Long-term debt sources of finance. Long-term bank loans. Other long-term debt sources of finance.
7. Short-term debt sources of finance. Short-term bank loans. Other short-term debt sources of finance.
9. Other alternative forms of financing a business.
10. Capital structure of a business and its link to the assets structure.
11. Allocation of capital to tangible and intangible fixed assets.
12. Allocation of capital to long-term financial assets.
13. Allocation of capital to current assets.

#### **Recommended literature:**

1. VINCZEOVÁ, M. 2015. Podnikové financie. Banská Bystrica : Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici Belianum, 2015. ISBN 978-80-557-0987-1.
2. VLACHYNSKÝ, K. a kol. 2009. Podnikové financie. Bratislava : Iura Edition, 2009. ISBN 978-80-8078-258-0.
3. FETISOVOVÁ, E. a kol. 2009. Podnikové financie – praktické aplikácie a zbierka príkladov. Bratislava : Iura Edition, 2009. ISBN 978-80-8078-259-7.
4. VINCZEOVÁ, M. 2018. Možnosti financovania malých a stredných podnikov z cudzích zdrojov. Banská Bystrica : Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici, 2018. ISBN 978-80-557-1418-9.
5. VINCZEOVÁ, M., KRIŠTOFÍK, P. 2013. Corporate Finance. Banská Bystrica : Univerzita Mateja Bela, 2013. 978-80-557-0490-6.
6. BREALEY, R., MYERS, S., ALLEN, F. 2020. Principles of Corporate Finance. 13th ed. New York : McGrawHill, 2020. ISBN 9781260013900.
7. Obchodný zákonník, Zákon o dani z príjmov, Zákon o účtovníctve, Zákon o bankách, Zákon o dlhopisoch.
8. Ekonomické a finančné spravodajstvo – napr. Hospodárske noviny, Trend, Profit, Poradca

#### **Language of instruction:**

Slovak, English

#### **Notes:student time load:**

180 hours, of that:

Combined study: 16 hours

Self-study: 116 hours

Updating of information, work with legislation: 20 hours

Exercises and case studies solution: 28 hours

#### **Course assessment**

The final number of assessed students: 46

| A    | B    | C     | D    | E     | FX(0) | FX(1) |
|------|------|-------|------|-------|-------|-------|
| 4.35 | 4.35 | 19.57 | 2.17 | 54.35 | 15.22 | 0.0   |

**Instructor:** doc. Ing. Miroslava Vinczeová, PhD., Ing. Jana Hroncová Vicianová, PhD.

**Last changed:** 01.03.2022



**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_FEAP1  | <b>Course name:</b> Corporate Financial and Economic Analysis 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 6   |   |
| <b>Recommended semester/trimester:</b> 5.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Final written test consisting of two parts – theoretical and practical: 0 - 100 points<br>Students with overall score of less than 65 % should take resit test.  |   |
| <b>Learning objectives:</b><br>The student <ol style="list-style-type: none"> <li>1. with the use of the acquired knowledge is able to explain the content of the financial-economic analysis of the company (the FEAP), to clarify the importance and the use of FEAP in the process of business management, and to master the methodological apparatus applicable in FEAP,</li> <li>2. is able to assess the general financial situation of the company, to apply the content, process and methods of financial analysis to solve specific tasks in the company and explain the use of the results of the analysis in the process of business management,</li> <li>3. is able to make an analysis of total and partial quantitative results of the company, apply the basic mathematical-statistical methods and economic-mathematical models within the analysis, and to clarify the use of the results of the analysis in business practice,</li> <li>4. is able to make an analysis of the basic production factors of a company, to handle the content, process and methods of a production factors analysis of as well as interpret the obtained results in an economic outlook,</li> <li>5. is competent to assess the position of a company in the market, apply the content, process and methods of the analysis of the company position in the market to address particular tasks, and explain the use of the results of the analysis within the process of business management.</li> <li>6. works with financial statements, understands interconnections between them and business activity, assets, debt and equity,</li> <li>7. critically evaluates current situation and economically interpretes the results,</li> <li>8. understands the implications and solve potential financial problems.</li> </ol> |   |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. The content, objectives and procedures of the financial analysis.</li> <li>2. Methods of quantification of the determining factors impact on the total results of an enterprise.</li> <li>3. Tools and methods used in the financial analysis of a company.</li> <li>4. Analysis of the overall financial results. Ex-post financial analysis and ex-ante financial analysis. The methodology of the ex-post financial analysis.</li> </ol>   |   |

5. Analysis of liquidity, activity, debt, profitability.
6. Analysis of market value.
7. Analysis of quantitative results of an enterprise. Analysis of production volumes and revenues from sales of own products and services.
8. Analysis of profit or loss and cash flow in the company.
9. Analysis of partial results of an enterprise.
10. Analysis of the core production business factors. Analysis of current and non-current assets.
11. Analysis of labour forces.
12. Analysis of the position of an enterprise in the market.
13. The use of the financial analysis results in the decision-making process and business management.

**Recommended literature:**

1. Lesáková, Ľ., Elexa, Ľ., Gundová, P. 2015. Finančno-ekonomická analýza podniku 1, Banská Bystrica: Ekonomická fakulta UMB, 142 s. ISBN 978-80-557-0982-6.
2. Elexa, Ľ., Gundová, P. 2019. Zbierka príkladov z finančno-ekonomickej analýzy podniku. Banská Bystrica: Ekonomická fakulta UMB, 140 s. ISBN 978-80-557-1538-4.
3. Zalai, K. a kol. 2016. Finančno-ekonomická analýza podniku. Bratislava: Sprint2, s.r.o., 482 s. ISBN 978-80-89710-225.
4. Kotulič, K., Király, P., Rajčániová, M. 2018. Finančná analýza podniku. Bratislava: Wolters Kluwer, s.r.o., 232 s. ISBN 978-80-8168-888-1.
5. Sedláček, J. 2016. Finančná analýza podniku. 2. vydanie. Brno: Computer Press. ISBN 978-80-251-3386-6.

**Language of instruction:**

Slovak

**Notes: student time load:**

student time load: 180 hours, including:

- Combined study (L, S, C): 16
- Self-study: 86 hours
- Solution of practical examples: 48 hours
- Visit in selected enterprise and solution of a particular task: 30 hours

**Course assessment**

The final number of assessed students: 36

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 2.78 | 13.89 | 36.11 | 27.78 | 19.44 | 0.0   | 0.0   |

**Instructor:** doc. Ing. Ľuboš Elexa, PhD., Ing. Petra Gundová, PhD.

**Last changed:** 03.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |                                      |
|---|--------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                      |
| <b>Faculty:</b> The Faculty of Economics  |                                      |
| <b>Code:</b> E_1_DatS   | <b>Course name:</b> Database Systems |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |                                      |
| <b>Number of credits:</b> 4   |                                      |
| <b>Recommended semester/trimester:</b> 2., 4.   |                                      |
| <b>Level:</b> I.  |                                      |
| <b>Prerequisites:</b>   |                                      |
| <b>Course completion conditions:</b><br>Continuous assessment<br>seminar work - design of relational database in office database program - 20 points<br>test from the practical part - relational database modification and data analysis in the office database program - 40 points<br>Final assessment<br>test from the practical part - data analysis in a relational database system - 40 points<br>Conditions for passing the subject in the resit term are the same as in the regular term. During the resit term, the student can repeatedly perform any number of partial tests.  |                                      |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the acquired knowledge and skills of work with database systems for analysis of the data from the economic databases,</li> <li>2. apply the results of business analyses in the decision-making process,</li> <li>3. function as a linking element between the institution management and professionals – database specialists (in practice),</li> <li>4. assess suitability of deployment of a certain information system and its main part - database system - within a particular institution,</li> <li>5. create a partial database solution for a small and medium enterprise, organization or financial institution.</li> </ol> |                                      |
| <b>Brief outline of the course:</b><br>Concept of database systems, architecture of the database management systems (DBMS). Relational database models, description of the most common relation DBMSs, database normalization. SQL language, database administration and security.<br>Database program MS Access - basic objects and their properties. Design of own database application depending on the field of study.<br>Database system SQL Server - data analysis from the training corporate databases with the SQL queries. Conversion – the option of data transfer into the other programs and vice versa.   |                                      |
| <b>Recommended literature:</b>  |                                      |

1. VIRTUÁLNA UNIVERZITA MATEJA BELA 2021. Databázové systémy (zbierky a riešenia úloh, tutoriály a videonávody). Banská Bystrica: Univerzita Mateja Bela v Banskej Bystrici. Dostupné na internete: <https://lms.umb.sk>.
2. WILSON, K. 2020. Using Access 2019: The Step-by-step Guide to Using Microsoft Access 2019. Elluminet Press, 2020. ISBN-13: 978-1913151157.
3. LAURENČÍK, M. 2018. SQL Podrobný průvodce uživatele. Grada, Praha, 2018. ISBN 978-80-271-2154-0.
4. LACKO, L. 2015: 1001 tipů a triků pro SQL. Computer Press, Brno, 2015. ISBN 978-80-251-3773-4.
5. PARKER, D. 2020. SQL Programming. New Begin Ltd, 2020. ISBN: 1801128030.
6. ALEXANDER, M., KUSLEIKA, R. 2015. Access 2016 Bible. Wiley, 2015. ISBN: 978-1-119-08654-3.
7. DEBARROS, A. 2018. Practical SQL. No Starch Press, 2018. ISBN: 1593278276.

**Language of instruction:**

slovak, english

**Notes:student time load:**

120 hours, of which:

Combined study (L, S, K): 8

Individual exercises: 80

Preparation of seminar work: 32

**Course assessment**

The final number of assessed students: 22

| A     | B    | C     | D    | E   | FX(0) | FX(1) |
|-------|------|-------|------|-----|-------|-------|
| 54.55 | 9.09 | 27.27 | 4.55 | 0.0 | 4.55  | 0.0   |

**Instructor:** Ing. Jolana Gubalová, PhD., Ing. Igor Kollár, PhD.

**Last changed:** 15.12.2021

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                                     |
|--|-------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                     |
| <b>Faculty:</b> The Faculty of Economics   |                                     |
| <b>Code:</b> E_1_HP  | <b>Course name:</b> Economic Policy |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |                                     |
| <b>Number of credits:</b> 3  |                                     |
| <b>Recommended semester/trimester:</b> 4., 6.  |                                     |
| <b>Level:</b> I.   |                                     |
| <b>Prerequisites:</b>  |                                     |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>final test - the student will take a final test within the scope of the syllabus and may obtain a maximum of 100 points   |                                     |
| <b>Learning objectives:</b><br>The student: <ol style="list-style-type: none"> <li>1. acquires the theoretical background of the current economic policy,</li> <li>2. analyses and critically evaluates the application of tools and achieving the goals of economic policy,</li> <li>3. applies knowledge of basic Macroeconomics in the broader economic and political context,</li> <li>4. assesses the role of the state in the economy,</li> <li>5. creates his/her own views on the economic and political life and can discuss current socio-economic problems,</li> <li>6. makes economic and political decisions and bear responsibility for them.</li> </ol>   |                                     |
| <b>Brief outline of the course:</b><br>Theory of economic policy and its evaluation. Economic-political conceptions. Goals and tools of economic policy. Process of economic-political decision making. Monetary policy. Fiscal policy. Foreign trade policy. Competition policy. Social policy. Environmental policy. Transformation process and economic policy. Integration and globalization influence on economic policy.   |                                     |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. URAMOVÁ, M. a kol. 2003. Hospodárska politika. Banská Bystrica: EF UMB, 2003.</li> <li>2. KLIKOVÁ, CH., KOTLÁN, I. a kol. 2019. Hospodárska a sociálna politika. 5. vyd. Ostrava: Vysoká škola sociálne správni, 2019.</li> <li>3. LUKÁČIK, J. a kol. 2013. Hospodárska politika. Teória a prax. BRATISLAVA : Sprint 2 s.r.o. 2013.</li> <li>4. BALDWIN, R., WYPLOSZ, Ch. 2008. Ekonomika evropské integrace. Praha : Grada Publishing, 2008.</li> <li>5. ŽÁK, M. Hospodárska politika. Praha : VŠEM, 2007, 210 s.</li> <li>6. VINCÚR, P. a kol. 2005. Teória a prax hospodárskej politiky. Bratislava: Sprint, 2005.</li> <li>7. SLANÝ, A. a kol. 2003. Makroekonomická analýza a hospodárska politika. Praha : C. H. Beck, 2003. ISBN 80-7179-738-3.</li> </ol> |                                     |

8. Časopisecká literatúra: TREND, Hospodárske noviny, Ekonomický časopis, Politická ekonómie a i.

**Language of instruction:**

Slovak

**Notes:student time load:**

120 hours

Combined form (L, C): 8

Self-study: 112

**Course assessment**

The final number of assessed students: 15

| A     | B     | C     | D     | E    | FX(0) | FX(1) |
|-------|-------|-------|-------|------|-------|-------|
| 26.67 | 26.67 | 13.33 | 13.33 | 20.0 | 0.0   | 0.0   |

**Instructor:** Ing. Barbora Mazúrová, PhD., Ing. Ján Kollár, PhD.

**Last changed:** 14.06.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_PaE-P  | <b>Course name:</b> Entrepreneurship in Digital Era |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 5   |   |
| <b>Recommended semester/trimester:</b> 5.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Partial tasks: 30 points<br>Test: 40 points<br><b>b) final assessment:</b><br>Project: 30 points<br>Final evaluation is set by sum of points obtained from partial tasks, test and project. Student is entitled to write a correction test and modify project according to the requirements of teachers.  |   |
| <b>Learning objectives:</b><br>Student:<br>is able to identify and relevantly evaluate opportunities for entrepreneurship and transform them into the business idea,<br>can elaborate the project of business idea in recommended structure for the purpose of complex evaluation of reality and applicability of business idea on the market,<br>is able to create website for company on-line presentation or ordering products and services, crowdfunding etc. and is able to evaluate particular websites on the base of their usability (simple navigation, load time, basic principles of design etc.),<br>can evaluate currently used information technologies (webhosting, offer of suitable domains, web design, development of web applications) and is able to understand their importance, compare their value for specific company or project together with their costs,<br>will practise the ability to creatively process information, interpret and present it through the project of business idea and creation of webpagej,<br>f) builds own enterpreneurial ability. |   |
| <b>Brief outline of the course:</b><br>Discovering business opportunities and approaches to their creation. Origin and sources of business opportunities, evaluation and utilization of business opportunities. Organizational and strategic context of entrepreneurship. Model of business process, creation of business model and business plan. Content and structure of business plan. Market analysis and company analysis, business environment – megatrends, macro environment and micro environment. Internal environment of company. Acquisition of key sources for entrepreneurship – financial sources, human resources, other sources. Marketing communication and sales. Business risk.  |   |



Internet and its services, basic concepts, characteristics of currently used technologies, their importance, and costs. The use of internet services in business. Catalogue and fulltext data search. Web sites development. Basics of design and usability (clear navigation). Principles of web graphics creation. Basics of HTML, CSS, CMS, SEO and others. Registration and publication of created websites at web servers. Administration and update of the corporate websites. Publishing on the internet, webhosting, domains, price demands and conditions.

**Recommended literature:**

- LACO, P. 2018. Hodnotenie podnikových internetových stránok. Belianum - vydavateľstvo UMB, 124 s. ISBN 978-80-557-1524-7
- KOLLÁR, I., LACO, P. 2017. Podnikové internetové aplikácie. Belianum - vydavateľstvo UMB, 100 s. ISBN 978-80-557-1183-6.
- Štandardy internetu publikované na oficiálnych stránkach World Wide Web Consortium: [www.w3c.org](http://www.w3c.org).
- Oficiálne on-line tutoriály: [www.w3schools.com](http://www.w3schools.com).
- HUČKA, M., FRANEK, J., ČVANČAROVÁ, Z. 2021. Základy podnikání a podnikatelský proces. Praha: Grada Publishing, 2021, 200 s. ISBN 978-80-271-3041-2.
- SRPOVÁ, J. a kol. 2020. Začínáme podnikat. Praha: Grada Publishing, 2020, 264 s. ISBN 978-80-271-2253-0.
- ŠAFROVÁ DRÁŠILOVÁ, A. 2019. Základy úspěšného podnikání. Praha: Grada Publishing, 2019, 248 s. ISBN 978-80-271-2182-3.
- SVOBODOVÁ, I., ANDERA, M. 2017. Od nápadu k podnikatelskému plánu. Praha: Grada Publishing, 2017, 232 s. ISBN 978-80-271-0407-9.
- BARROW, C., BARROW, P., BROWN, R. 2018. The Business Plan Workbook. London: Kogan Page, 2018, 376 s. ISBN 978-0-7494-8179-7.
- ALMEIDA, F., SANTOS, J. D. 2018. The Business Plan Reference Manual for IT Businesses. Gistrup: River Publishers. 2018, 240 s. ISBN 978-87-7022-039-2.
- FINCH, B. 2019. How to write a business plan – win backing and support for your ideas and ventures. London: Kogan Page, 2019, 192 s. ISBN 978-1-78966-002-9.
- PETERSON, K. 2020. Feasibility Study and Business Plan: Learn How to Present a Completed Feasibility Study. 2020, 122 s. ISBN 979-8-64537-587-4.
- DUNCAN, K., MAITLAND, I., HARVEY, CH. 2018. The Ultimate Startup Book: Find Your Big Idea; Write Your Business Plan; Master Sales and Marketing (Teach Yourself). 2018, 445 s. ISBN 978-1-52933-072-4.
- CHAFFEY, D., EDMUNDSON-BIRD, D., HEMPHILL, T. 2019. Digital Business and E-Commerce Management. London: Pearson Academic, 2019, 640 s. ISBN 978-1-29219-333-5.

**Language of instruction:**

Slovak

**Notes: student time load:**

150 hours, from those:  
combined studium: 16  
self-study: 66  
solving of partial tasks: 30  
project preparation: 38

|   |       |       |      |       |       |       |
|---|-------|-------|------|-------|-------|-------|
| <b>Course assessment</b>  |       |       |      |       |       |       |
| The final number of assessed students: 45   |       |       |      |       |       |       |
| A   | B     | C     | D    | E     | FX(0) | FX(1) |
| 4.44  | 28.89 | 33.33 | 8.89 | 11.11 | 8.89  | 4.44  |
| <b>Instructor:</b> doc. Ing. Ľuboš Elexa, PhD., Ing. Peter Laco, PhD., Ing. Petra Gundová, PhD. |       |       |      |       |       |       |
| <b>Last changed:</b> 08.09.2023   |       |       |      |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD.   |       |       |      |       |       |       |

## Course Description

|  |  |
|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_EMvP  | <b>Course name:</b> Environmental Management in Business |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 2., 4.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>The number of points obtained for the continuous and final evaluation is 100. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained from the course at least 65 out of 100 points.<br><b>a) continuous assessment:</b><br>semester paper: 0-50 score<br><b>b) final assessment:</b><br>written exam: 0-50 score  |  |
| <b>Learning objectives:</b><br>Student <ol style="list-style-type: none"> <li>1. apply theoretical knowledge and practical skills in integrating the environmental aspect into the company's management processes,</li> <li>2. is able to communicate information and professional solutions of environmental management in a multidisciplinary team,</li> <li>3. applies theoretical knowledge in the processing of professional documents for decision-making at corporate level,</li> <li>4. assess the feasibility of the proposed environmental solutions at company level in the context of existing legislation;</li> <li>5. assess the environmental aspect of the company's management and activities,</li> <li>6. create analytical work aimed at solving a specific problem in the context of the application of environmental management.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>Definition of environmental problems. The concept of sustainability. Sustainable product. Economic aspects of the environment. Environmental policy of the company. Micro- and macroeconomic impacts on the company's environmental policy. Environmental policy instruments. Selected environmental management tools at the company level: 1. Product oriented; 2. process oriented. Eco-innovation. Financing the environmental projects.   |  |
| <b>Recommended literature:</b><br>1. BARROW, Ch., J. 2002. Environmental Management: Principle and Practice. London : Routledge. 2002. ISBN 0-415-18560-2  |  |

2. CARRILLO-HERMOSILLA, J., DEL RIO GONZÁLEZ, P., KONNOLÄ, T. 2009. Eco-Innovation. When Sustainability and Competitiveness Shake Hands. Chippenham; Eastbourne : Palgrave Macmillan. 2009. ISBN 978-0-230-20206-1
3. ŠVIHLOVÁ, D, 2011. Environmentálny aspekt spoločenskej zodpovednosti podnikov v Európskej únii. [CD/ROM] In : Zborník príspevkov z medzinárodnej vedeckej konferencie. Banská Bystrica : Ekonomická fakulta UMB. ISBN 978-80-557-0268-1
4. VEBER, J. Environmentální management. 2002. Praha : Oeconomica. ISBN 80-245-0336-0.
5. Scientific journals: Environmental management, Springer, ISSN 1432-1009. Journal of Environemntal management, Elsevier, ISSN 0301-4797.

**Language of instruction:**

Slovak, English

**Notes:student time load:**

120 hours, out of which:

Combined study (Lectures, Seminars, Consultations): 8

Self-study: 82

Information updating, work with legislation: 30

**Course assessment**

The final number of assessed students: 39

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 2.56 | 15.38 | 38.46 | 23.08 | 15.38 | 5.13  | 0.0   |

**Instructor:** doc. Ing. Stanislav Kološta, PhD., Ing. Filip Flaška, PhD.

**Last changed:** 27.02.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                             |
|--|-----------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                             |
| <b>Faculty:</b> The Faculty of Economics   |                             |
| <b>Code:</b> E_1_Fin   | <b>Course name:</b> Finance |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 39s<br><b>Method of study:</b> combined  |                             |
| <b>Number of credits:</b> 5  |                             |
| <b>Recommended semester/trimester:</b> 3.  |                             |
| <b>Level:</b> I.   |                             |
| <b>Prerequisites:</b>  |                             |
| <b>Course completion conditions:</b><br>a) continuous assessment - completion of the written assignment and in-class active participation: 30 points;<br>b) final assessment - written test 70 points  |                             |
| <b>Learning objectives:</b><br>The student <ol style="list-style-type: none"> <li>1. will use the acquired theoretical knowledge to research the issues and resolve practical problems in the fields of banking, insurance, public finance, corporate finance and international finance;</li> <li>2. is able to assess independently the development of individual components of finances and their macro and micro-economic impacts on the economy;</li> <li>3. will apply the comparative and critical analysis to evaluate the mutual relations in the financial system with understanding the basic categorical apparatus;</li> <li>4. will assess the basic development trends in finance on the basis of calculation s of selected financial indicators;</li> <li>5. will evaluate and interpret the theoretical approaches and empirical results of the studies of selected areas of finance;</li> <li>6. will create the basis to solve selected problems of current issues of banking, insurance, public finance, corporate finance and international finance.</li> </ol> |                             |
| <b>Brief outline of the course:</b><br>The role of finance in the economy. Objective and subjective aspects of finance. Financial system, fiscal policy and financial control. Cash and cash operations. Time value of money. Cash balance and its disruption. Inflation. Interest rate and interests. The nature, functions and classification of finance.<br>Financial market. Importance, function, classification, entities and money market instruments. Market shares and bonds. Institutional aspects of the financial market. Stock exchange and stock exchange transactions.<br>Public finances. System of public budgets and fiscal federalism. State budget. Theory and policy of public revenue and public expenditure. Budget deficit and public debt. Fiscal policy and its instruments.<br>Banking. The central bank of the state, its functions. Monetary policy and monetary policy   |                             |

instruments. Banking regulation. Commercial bank businesses. The balance of the bank, active, passive and neutral banking operations.

Insurance. Social insurance in the social security system. Commercial insurance. Insurance risks and insurance products. Institutional aspects of insurance and reinsurance.

Corporate finance. Asset and capital structure of the company. Financial sources of an enterprise. Financial planning of a business. Investment and investment portfolio of a company. The basis of investment projects evaluation. International finance. International flow of capital. Balance of payments. International monetary systems. Exchange rates and their calculation. Foreign exchange reserves. International monetary cooperation. International financial institutions.

**Recommended literature:**

1. BUTLER, K. C. 2000. Multinational finance. Cincinnati: South-Western College Publishing. 696 p. ISBN 978-140-5181-18-1.
2. EUN, S. CH., RESNICK, B. G., SABHERWAL, S. 2012. International finance. New York: McGraw-Hill. 576 p. ISBN 978-007-1316-97-2.
3. FABOZZI, F. J., DRAKE, P. P. 2010. Basics of Finance: An Introduction to Financial Markets, Business Finance, and Portfolio Management. Hoboken : John Wiley & Sons. 672 p. ISBN 978-047-0609-71-2.
4. GRUBER, J. 2011. Public finance and public policy. New York : Worth Publishers. 600 p. ISBN 978-142-9219-49-5.
5. IRONS, R. 2020. The fundamental principles of finance. New York : Routledge. 224 p. ISBN 978-113-8477-52-0.
6. KHAN, A. 2019. Fundamentals of public budgeting and finance. Cham: Palgrave Macmillan. 461 p. ISBN 978-303-0192-25-9.
7. MELVIN, M. 2004. International money & finance. Boston: Pearson Addison-Wesley. 344 p. ISBN 978-012-8041-06-2.
8. SMART, S. B., MEGGINSON, W. L., GITMAN, L. 2004. Corporate finance. Mason: Thomson South-Western.

**Language of instruction:**

Slovak, English

**Notes:student time load:**

150 hours

Combined study (P, S, K): 12 h.

Self-study: 98 h.

Project: 40 h.

**Course assessment**

The final number of assessed students: 70

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 1.43 | 11.43 | 21.43 | 25.71 | 25.71 | 10.0  | 4.29  |

**Instructor:** prof. Ing. Peter Pisár, PhD., Ing. Ivan Sedliačik, PhD., Ing. Katarína Izáková, PhD.

**Last changed:** 17.08.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_FM1  | <b>Course name:</b> Financial Mathematics 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 1., 3., 5.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>Regular term:<br>Written test on the whole issue - 100 points.<br>The grade in the regular term is determined on the basis of the number of points from this term.<br>Correction term:<br>Written test on the whole issue - 100 points.<br>The grade in the corrective term is determined on the basis of the number of points from this term.<br>At the request of the examiner, the student is obliged to pass an oral examination in order to verify the used procedures in a written test. On the basis of the oral examination, the examiner decides on the allocation of points for the relevant test. If the oral examination is refused, the student will be awarded an FX grade.<br>When performing written tests and oral examination by the distance method, it is necessary to register the student for the relevant event in the MS Teams calendar and turn on the camera and microphone on his communication device. Any description, recording or performance of tests, use of illicit aids as well as means of communication, or other impairment of the objectivity of the assessment will be considered as non-compliance with the conditions for passing the course. |   |
| <b>Learning objectives:</b><br>Student <ol style="list-style-type: none"> <li>1. can use the acquired knowledge and skills in deciding on more efficient allocation of financial resources;</li> <li>2. is able to calculate the present and future value of cash flows from interest and rent options number and process redemption plans;</li> <li>3. applies the acquired knowledge to real examples from business and banking practice;</li> <li>4. assess the advantage or disadvantage of offered banking products;</li> <li>5. can evaluate alternative investment projects by selected criteria;</li> <li>6. is able to develop a recommendation for a more prudent management of the entrusted financial resources.</li> </ol>   |   |
| <b>Brief outline of the course:</b><br>Interest – Definitions and Notations. Simple Interest, Compound Interest, Continuous Compounding. Accumulated and Discounted Values for Fractional Interest Periods. Nominal,  |   |

effective and real interest rates. Simple Discount. Compound Discount. Equations of Financial Value. Fischer Equation. Annuity – Definitions and Notations. Measures for Evaluating an Investment. Net Present Value. Internal Rate of Return. Ordinary Annuities. Annuities Due. General Annuities. Other Annuities. Amortization and Sinking Funds. Equal Payments. Non-equal Payments. Repay a Loan by One-time payment. Annual Percentage Rate (APR).

**Recommended literature:**

1. VIRTUÁLNA UNIVERZITA MATEJA BELA 2021. Finančná matematika 1 (podklady k cvičeniam, riešené úlohy, video-cvičenia a video-návody na riešenie úloh). Banská Bystrica: Univerzita Mateja Bela v Banskej Bystrici. Dostupné na internete: <https://lms.umb.sk>.
2. Úradníček, V. 2021. Kapitoly z finančnej matematiky. Banská Bystrica : Belianum, 2021 (v tlači).
3. Šoba, O., Širůček, M. 2017. Finanční matematika v praxi. 2. akt. a roz. vyd. Praha : Grada, 2017. 336 s. ISBN 978-80-271-0250.
4. BUCHANANN, R. J. 2012. An Undergraduate Introduction to Financial Mathematics. New Jersey: World Scientific Publishing. ISBN 978-981-4407-44-1. (Available on <https://www.worldscientific.com/doi/epdf/10.1142/8495>).

**Language of instruction:**

Slovak

**Notes:student time load:**

120 hours

Combined study (Lectures, Seminars, Consultations): 8 hours

Self-study: 112 hours

**Course assessment**

The final number of assessed students: 38

| A     | B    | C   | D    | E     | FX(0) | FX(1) |
|-------|------|-----|------|-------|-------|-------|
| 13.16 | 7.89 | 0.0 | 5.26 | 36.84 | 31.58 | 5.26  |

**Instructor:** Mgr. Petra Medved'ová, PhD.

**Last changed:** 04.02.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.



## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.AJ1  | <b>Course name:</b> Foreign Language I – Business English 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 1.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment:<br>final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. provide basic information about the university and the student's study<br>2. describe the organization of economics<br>3. explain the hierarchy of relationships in a company and the functions of a manager<br>4. distinguish between motivation factors in the work of a manager<br>5. introduce a company and its activities and departments in the form of a presentation<br>6. be aware of the importance of cultural specifics for work in an international environment   |   |
| <b>Brief outline of the course:</b><br>Study at university – Matej Bel University and its faculties, Faculty of Economics and its study programs. The organization of economics. Taking notes from a lecture and summarizing the content from notes. Structuring a paragraph. Structure and organization of a company /public authority. The basics of management, functions of a manager. Presentation and communication skills in the work of a manager – presentation of a selected company /institution. Forms of motivation and motivators in the work with subordinates. Personal responsibility in a team. Culture specifics in the management of an international company. Division of countries into culture units. Giving advice to business people coming to Slovakia. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge: CUP. ISBN 9780521743419.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Reading: Garnet Publishing. ISBN 9781859644485.<br>3. MASCULL, B. 2004. Business Vocabulary in Use – Advanced. Cambridge: CUP. ISBN 0521540704.  |   |

4. ZELENKOVÁ, A. 2011. Presentation Skills in English. Banská Bystrica: UMB. ISBN 9788055701776.

**Language of instruction:**

English

**Notes: student time load:**

120 hours

Consultations: 8

Self-study: 72

Written assignments: 40

**Course assessment**

The final number of assessed students: 95

| A     | B     | C     | D    | E     | FX(0) | FX(1) |
|-------|-------|-------|------|-------|-------|-------|
| 21.05 | 22.11 | 21.05 | 8.42 | 11.58 | 14.74 | 1.05  |

**Instructor:** Mgr. Dagmar Škvareninová, PhD.

**Last changed:** 04.02.2022

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.AJ2  | <b>Course name:</b> Foreign Language I – Business English 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 2.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment:<br>final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. describe the recruitment process<br>2. write a professional CV and a letter of application<br>3. assess the quality of a job applicant<br>4. present his/her own skills and abilities at a job interview<br>5. give arguments in a discussion about job related issues<br>6. explain new trends in employment   |   |
| <b>Brief outline of the course:</b><br>Human resources management. The process of recruitment in a company. Applying for a job. Analyzing job ads. Writing a CV and a Cover letter. Preparation for a job interview. Developing communication skills for a job interview. Asking questions correctly and effectively. Efficiency and employment. Labor relations. Developing teamwork – listening to others, being assertive. Developing self-reflection. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge: CUP. ISBN 9780521743419.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Reading: Garnet Publishing. ISBN 9781859644485.<br>3. MASCULL, B. 2004. Business Vocabulary in Use – Advanced. Cambridge: CUP. ISBN 0521540704.  |   |
| <b>Language of instruction:</b><br>English  |   |

**Notes:student time load:**

120 hours

Consultations: 8

Self-study: 72

Written assignments: 40

**Course assessment**

The final number of assessed students: 61

| A     | B     | C     | D     | E   | FX(0) | FX(1) |
|-------|-------|-------|-------|-----|-------|-------|
| 22.95 | 24.59 | 24.59 | 19.67 | 8.2 | 0.0   | 0.0   |

**Instructor:** doc. PhDr. Dana Benčíková, PhD., M.A. David Cole, PhD., Mgr. Petra Strnádoá, PhD., Mgr. Dagmar Škvareninová, PhD., PaedDr. Marta Valihorová, PhD.

**Last changed:** 04.02.2022**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |   |
|--|---|
| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_I.AJ3   | <b>Course name:</b> Foreign Language I – Business English 3 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 3.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment:<br>final exam in all language skills 0-40 points   |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. use the specific terminology in the context of the given issues<br>2. understand figures in economic news in the media; interpret charts and graphs<br>3. analyze financial statements of a company<br>4. compare different financial products<br>5. explain the tax system in Slovakia<br>6. discuss the role of the state in the economy   |   |
| <b>Brief outline of the course:</b><br>Banking, types of banks and banking services. Providing loans. Negotiating a loan. The role of the central bank. Securities, bonds and stocks, stock exchange. Forms of investment. Solving a mini case study in investment. Accounting and statements in accounting, creative accounting. Reading and writing big numbers, decimal numbers, fractions. Basic mathematical operations. Interpreting graphs illustrating development trends. Social and economic policy of the government. System of taxes, direct and indirect taxes, tax evasion. Discussion – contrasting ideas, expressing cause and effect. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge : CUP, 2010.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Garnet Publishing, 2012.<br>3. MASCULL, B. 2002. Business Vocabulary in Use - Intermediate. Cambridge : CUP, 2002.   |   |
| <b>Language of instruction:</b><br>English   |   |

**Notes:student time load:**

120 hours

Consultations: 8

Self-study: 72

Written assignments: 40

**Course assessment**

The final number of assessed students: 58

| A     | B     | C     | D     | E     | FX(0) | FX(1) |
|-------|-------|-------|-------|-------|-------|-------|
| 20.69 | 29.31 | 18.97 | 20.69 | 10.34 | 0.0   | 0.0   |

**Instructor:** M.A. David Cole, PhD.**Last changed:** 04.02.2022**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.AJ4  | <b>Course name:</b> Foreign Language I – Business English 4 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 4.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment:<br>final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. use the specific terminology in quality management and marketing<br>2. explain key concepts and reformulate their definitions<br>3. express his/her opinion on the ethics of advertising in media<br>4. make a proposal and a presentation of a marketing strategy of a chosen company<br>5. apply different means of expression in the creating of an advertising text<br>6. discuss the advantages and disadvantages of companies clustering in an area |   |
| <b>Brief outline of the course:</b><br>Quality of products. Approaches to quality. Products and brands. Solving quality problems. Linking ideas with linking words. Marketing, marketing mix. Paraphrasing. Summarizing. Marketing strategy. Different types of advertising and promotion. Complaining – Letter of complaint. Developing presentation skills – designing slides, using body language and signposting. The share of a company in the market and competition in the market. Alliances of companies and cooperation in the market. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge: CUP. ISBN 9780521743419.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Reading: Garnet Publishing. ISBN 9781859644485.<br>3. MASCULL, B. 2004. Business Vocabulary in Use – Advanced. Cambridge: CUP. ISBN 0521540704.<br>4. ZELENKOVÁ, A. 2011. Presentation Skills in English. Banská Bystrica: UMB. ISBN   |   |

|   |       |       |       |      |       |       |
|---|-------|-------|-------|------|-------|-------|
| 9788055701776.  |       |       |       |      |       |       |
| <b>Language of instruction:</b><br>English  |       |       |       |      |       |       |
| <b>Notes:student time load:</b><br>120 hours<br>Consultations: 8<br>Self-study: 72<br>Written assignments: 40   |       |       |       |      |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 43   |       |       |       |      |       |       |
| A   | B     | C     | D     | E    | FX(0) | FX(1) |
| 30.23   | 23.26 | 23.26 | 16.28 | 6.98 | 0.0   | 0.0   |
| <b>Instructor:</b> doc. PhDr. Dana Benčíková, PhD., M.A. David Cole, PhD., Mgr. Petra Strnáďová, PhD., Mgr. Dagmar Škvareninová, PhD., PaedDr. Marta Valihorová, PhD. |       |       |       |      |       |       |
| <b>Last changed:</b> 04.02.2022   |       |       |       |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |       |      |       |       |



## Course Description

|  |   |
|--|---|
| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_I.AJ5   | <b>Course name:</b> Foreign Language I – Business English 5 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 5.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 point<br>b) final assessment:<br>final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. summarize the major points of a text<br>2. discuss the position of a company and the factors affecting its position<br>3. present ideas to start up a new business<br>4. make arguments in raising the capital for business<br>5. explain the ways of applying social responsibility of a business in practice<br>6. express an opinion on the relationship of economic development and the environment  |   |
| <b>Brief outline of the course:</b><br>Setting up a business, legal forms of business, business plan, position of a business in the market. Comparing and contrasting. Possibilities and forms of funding a start-up. Venture capital. Social responsibility of a business. Expressing opinion with argumentation. The relationship of a business to different stakeholders – employees, suppliers, customers, shareholders, local communities, public institutions and non-government organizations. Reporting – structuring a report. The economy and ecology. Global warming and the concept of sustainability. Problem solving – environmental problems. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge: CUP. ISBN 9780521743419.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Reading: Garnet Publishing. ISBN 9781859644485.<br>3. MASCULL, B. 2004. Business Vocabulary in Use – Advanced. Cambridge: CUP. ISBN 0521540704.   |   |

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|---|-------|-------|-------|------|-------|-------|
| <b>Language of instruction:</b><br>English  |       |       |       |      |       |       |
| <b>Notes:student time load:</b><br>120 hours<br>Consultations: 8<br>Self-study: 72<br>Written assignments: 40 |       |       |       |      |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 39   |       |       |       |      |       |       |
| A   | B     | C     | D     | E    | FX(0) | FX(1) |
| 25.64   | 33.33 | 25.64 | 10.26 | 2.56 | 2.56  | 0.0   |
| <b>Instructor:</b> PaedDr. Marta Valihorová, PhD.   |       |       |       |      |       |       |
| <b>Last changed:</b> 04.02.2022   |       |       |       |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |       |      |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_I.AJ6   | <b>Course name:</b> Foreign Language I – Business English 6 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 6.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment:<br>final exam in all language skills 0-40 points   |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1. describe current global trends<br>2. paraphrase and quote ideas of other writers /authors<br>3. use different sources of data for a specific purpose<br>4. discuss global issues and their major causes and consequences<br>5. present their opinion and support it with arguments<br>6. make forecasts of trends in development of society            |   |
| <b>Brief outline of the course:</b><br>The business cycle. Fiscal and monetary policy. Globalization and economic change. Defending one's own opinions and attitudes with arguments. Distinguishing between facts and opinions. International trade – free trade, fair trade. Labor markets – demographic factors, migration. Referring to sources – quoting and paraphrasing. Forecasting trends in development of society from statistics. |   |
| <b>Recommended literature:</b><br>1. MACKENZIE, I. 2010. English for Business Studies. 3rd Edition. Cambridge: CUP. ISBN 9780521743419.<br>2. ROBERTS, M. 2012. English for Economics in Higher Education Studies. Reading: Garnet Publishing. ISBN 9781859644485.<br>3. MASCULL, B. 2004. Business Vocabulary in Use – Advanced. Cambridge: CUP. ISBN 0521540704.   |   |
| <b>Language of instruction:</b><br>English   |   |

**Notes:student time load:**

120 hours

Consultations: 8

Self-study: 72

Written assignments: 40

**Course assessment**

The final number of assessed students: 0

| A   | B   | C   | D   | E   | FX(0) | FX(1) |
|-----|-----|-----|-----|-----|-------|-------|
| 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |

**Instructor:** doc. PhDr. Dana Benčíková, PhD., M.A. David Cole, PhD., Mgr. Petra Strnádoá, PhD., Mgr. Dagmar Škvareninová, PhD., PaedDr. Marta Valihorová, PhD.

**Last changed:** 07.02.2022**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_I.NJ1  | <b>Course name:</b> Foreign Language I – Business German 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 4   |  |
| <b>Recommended semester/trimester:</b> 1.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. provide basic information about the university and the student's study</li> <li>2. describe the organization of economics</li> <li>3. explain the hierarchy of relationships in a company and the functions of a manager</li> <li>4. distinguish between motivation factors in the work of a manager</li> <li>5. introduce a company and its activities and departments in the form of a presentation</li> <li>6. be aware of the importance of cultural specifics for work in an international environment.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>Study at university – Matej Bel University and its faculties, Faculty of Economics and its study programs. The organization of economics. Taking notes from a lecture and summarizing the content from notes. Structuring a paragraph. Structure and organization of a company /public authority. The basics of management, functions of a manager. Presentation and communication skills in the work of a manager – presentation of a selected company /institution. Forms of motivation and motivators in the work with subordinates. Culture specifics in the management of an international company.   |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. GUENAT, G. et al. 2010. Deutsch für das Berufsleben B1. Stuttgart : Klett Verlag, 2010</li> <li>2. DEMČIŠÁK, J. 2015. Fachsprache: Unternehmen. Hamburg : tredition GmbH, 2015.</li> <li>3. SANDER, I. et al. 2012. Mittelpunkt neu. Lehrbuch. Stuttgart : Klett Verlag 2012.</li> <li>4. SANDER, I. et al. 2012. Mittelpunkt neu. Arbeitsbuch. Stuttgart : Klett Verlag 2012.</li> </ol>  |  |
| <b>Language of instruction:</b><br>German   |  |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8   |  |

|   |       |     |     |       |       |       |
|---|-------|-----|-----|-------|-------|-------|
| Self-study: 72                                      |       |     |     |       |       |       |
| Written assignments: 40                             |       |     |     |       |       |       |
| <b>Course assessment</b>                            |       |     |     |       |       |       |
| The final number of assessed students: 9            |       |     |     |       |       |       |
| A   | B     | C   | D   | E     | FX(0) | FX(1) |
| 33.33   | 22.22 | 0.0 | 0.0 | 11.11 | 33.33 | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |       |     |     |       |       |       |
| <b>Last changed:</b> 07.02.2022                     |       |     |     |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |       |     |     |       |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_I.NJ2   | <b>Course name:</b> Foreign Language I – Business German 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 2.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. describe the recruitment process</li> <li>2. write a professional CV and a letter of application</li> <li>3. assess the quality of a job applicant</li> <li>4. present his/her own skills and abilities at a job interview</li> <li>5. give arguments in a discussion about job related issues</li> <li>6. explain new trends in employment.</li> </ol>                        |  |
| <b>Brief outline of the course:</b><br>Human resources management. The process of recruitment in a company. Applying for a job. Analyzing job ads. Writing a CV and a Cover letter. Preparation for a job interview. Developing communication skills for a job interview. Asking questions correctly and effectively. Efficiency and employment. Labor relations. Developing teamwork – listening to others, being assertive.  |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. BECKER, M. 2002. Spielregeln, Arbeitsbuch zur mündlichen und schriftlichen Geschäftskorrespondenz auf Deutsch. München : Buchverlag Gräffelfing, 2002.</li> <li>2. EISMANN, V. 2006. Erfolgreich in Besprechungen. Berlin : Cornelsen, 2006.</li> <li>3. GUENAT, G. et al. 2014. Berufspraxis Deutsch B1. Stuttgart : Klett, 2014.</li> <li>4. MÜLLER, A. et al. 2013. Im Beruf. Ismaning : Max Hueber Verlag, 2013.</li> </ol> |  |
| <b>Language of instruction:</b><br>German  |  |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72  |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| Written assignments: 40                             |     |     |     |     |       |       |
| <b>Course assessment</b>                            |     |     |     |     |       |       |
| The final number of assessed students: 4            |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 100.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022                     |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD. |     |     |     |     |       |       |



## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_I.NJ3   | <b>Course name:</b> Foreign Language I – Business German 3 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 3.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the specific terminology in the context of the given issues</li> <li>2. understand figures in economic news in the media; interpret charts and graphs</li> <li>3. analyze financial statements of a company</li> <li>4. compare different financial products</li> <li>5. explain the tax system in Slovakia</li> <li>6. discuss the role of the state in the economy.</li> </ol>   |  |
| <b>Brief outline of the course:</b><br>Banking, types of banks and banking services. Providing loans. Negotiating a loan. The role of the central bank. Securities, bonds and stocks, stock exchange. Forms of investment. Solving a mini case study in investment. Accounting and statements in accounting, creative accounting. Reading and writing big numbers, decimal numbers, fractions. Basic mathematical operations. Interpreting graphs illustrating development trends. Social and economic policy of the government. System of taxes, direct and indirect taxes, tax evasion. Discussion – contrasting ideas, expressing cause and effect. |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. BABĚRÁDOVÁ, H. 2006. Fachsprache Deutsch – Finanzen. Kommunikation rund ums Geld. Stuttgart : Klett Verlag, 2006.</li> <li>2. HÖPPNEROVÁ, V. 2010. Wirtschaftsdeutsch aktuell. Praha : Ekopress, 2010.</li> <li>1. BUSCHA, A. et al. 2007. Geschäftskommunikation. Verhandlungssprache. Ismaning : Max Hueber Verlag.</li> </ol>  |  |
| <b>Language of instruction:</b><br>German  |  |
| <b>Notes:student time load:</b>  |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| 120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40 |     |     |     |     |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 4  |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 100.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.   |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022   |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |     |     |     |     |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_I.NJ4  | <b>Course name:</b> Foreign Language I – Business German 4 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 4   |  |
| <b>Recommended semester/trimester:</b> 4.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the specific terminology in quality management and marketing</li> <li>2. explain key concepts and reformulate their definitions</li> <li>3. express his/her opinion on the ethics of advertising in media</li> <li>4. make a proposal and a presentation of a marketing strategy of a chosen company</li> <li>5. apply different means of expression in the creating of an advertising text</li> <li>6. discuss the advantages and disadvantages of companies clustering in an area.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>Quality of products. Approaches to quality. Products and brands. Solving quality problems. Linking ideas with linking words. Marketing, marketing mix. Paraphrasing. Summarizing. Marketing strategy. Different types of advertising and promotion. Complaining – Letter of complaint. Developing presentation skills – designing slides, using body language and signposting. The share of a company in the market and competition in the market.   |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. BRAUNERT, J, SCHLENKER, W. 2010. Unternehmen Deutsch. Aufbaukurs Lehrbuch. Stuttgart : Klett, 2010.</li> <li>2. BRAUNERT, J, SCHLENKER, W. 2010. Unternehmen Deutsch. Aufbaukurs Arbeitsbuch. Stuttgart : Klett, 2010.</li> <li>3. ONDRČKOVÁ, E., LIŠKOVÁ, D. 2007. Wirtschaftsdeutsch im Unternehmen. Bratislava : Sprint, vfra, 2007.</li> <li>4. HÖPPNEROVÁ, V. 2002. Wirtschaftsdeutsch für Fortgeschrittene. Praha : Ekopress, 2002.</li> </ol>   |  |
| <b>Language of instruction:</b><br>German   |  |
| <b>Notes:student time load:</b>   |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| 120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40 |     |     |     |     |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 3  |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 100.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.   |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022   |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |     |     |     |     |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_I.NJ5   | <b>Course name:</b> Foreign Language I – Business German 5 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 5.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. summarize the major points of a text</li> <li>2. discuss the position of a company and the factors affecting its position</li> <li>3. present ideas to start up a new business</li> <li>4. make arguments in raising the capital for business</li> <li>5. explain the ways of applying social responsibility of a business in practice</li> <li>6. express an opinion on the relationship of economic development and the environment.</li> </ol>  |  |
| <b>Brief outline of the course:</b><br>Setting up a business, legal forms of business, business plan, position of a business in the market. Comparing and contrasting. Possibilities and forms of funding a start-up. Venture capital. Social responsibility of a business. Expressing opinion with argumentation. The relationship of a business to different stakeholders – employees, suppliers, customers, shareholders, local communities, public institutions and non-government organizations. Reporting – structuring a report. The economy and ecology. Global warming and the concept of sustainability. Problem solving – environmental problems. |  |
| <b>Recommended literature:</b><br>1. BECKER, N., BRAUNERT, J. 2010. Dialog Beruf. 2. Auflage. München : Max Hueber Verlag, 2010.<br>2. DEMČIŠÁK, J. 2015. Fachsprache: Unternehmen. Hamburg : tredition GmbH, 2015.  |  |
| <b>Language of instruction:</b><br>German  |  |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8  |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| Self-study: 72                                      |     |     |     |     |       |       |
| Written assignments: 40                             |     |     |     |     |       |       |
| <b>Course assessment</b>                            |     |     |     |     |       |       |
| The final number of assessed students: 2            |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 100.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022                     |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |     |     |     |     |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_I.NJ6  | <b>Course name:</b> Foreign Language I – Business German 6 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 4   |  |
| <b>Recommended semester/trimester:</b> 6.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. describe current global trends</li> <li>2. paraphrase and quote ideas of other writers /authors</li> <li>3. use different sources of data for a specific purpose</li> <li>4. discuss global issues and their major causes and consequences</li> <li>5. present their opinion and support it with arguments</li> <li>6. make forecasts of trends in development of society.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>The business cycle. Fiscal and monetary policy. Globalization and economic change. Defending one's own opinions and attitudes with arguments. Distinguishing between facts and opinions. International trade – free trade, fair trade. Labor markets – demographic factors, migration. Referring to sources – quoting and paraphrasing. Forecasting trends in development of society from statistics.  |  |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. BECKER, N., BRAUNERT, J. 2010. Dialog Beruf. 2. Auflage. München : Max Hueber Verlag, 2010.</li> <li>2. DEMČIŠÁK, J. 2015. Fachsprache: Unternehmen. Hamburg : tredition GmbH, 2015.</li> </ol>  |  |
| <b>Language of instruction:</b><br>German   |  |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40  |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| <b>Course assessment</b>                            |     |     |     |     |       |       |
| The final number of assessed students: 0            |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 0.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022                     |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |     |     |     |     |       |       |



## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.RJ1  | <b>Course name:</b> Foreign Language I – Business Russian 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 1.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. provide basic information about the university and the student's study</li> <li>2. describe the organization of economics</li> <li>3. explain the hierarchy of relationships in a company and the functions of a manager</li> <li>4. distinguish between motivation factors in the work of a manager</li> <li>5. introduce a company and its activities and departments in the form of a presentation</li> <li>6. be aware of the importance of cultural specifics for work in an international environment.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>Study at university – Matej Bel University and its faculties, Faculty of Economics and its study programs. The organization of economics. Taking notes from a lecture and summarizing the content from notes. Structuring a paragraph. Structure and organization of a company /public authority. The basics of management, functions of a manager. Presentation and communication skills in the work of a manager – presentation of a selected company /institution. Forms of motivation and motivators in the work with subordinates.  |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KREŠÁKOVÁ, V. 2021. Ruština pre ekonómov. 2021. Banská Bystrica : Belianum. 2021.</li> <li>2. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> <li>3. BELYNTSEVA, O./JANEK, A. Učebnice současné ruštiny. CPRESS. 2009.</li> </ol>  |   |
| <b>Language of instruction:</b><br>Russian  |   |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72   |   |

|   |      |     |     |      |       |       |
|---|------|-----|-----|------|-------|-------|
| Written assignments: 40                             |      |     |     |      |       |       |
| <b>Course assessment</b>                            |      |     |     |      |       |       |
| The final number of assessed students: 4            |      |     |     |      |       |       |
| A   | B    | C   | D   | E    | FX(0) | FX(1) |
| 0.0   | 25.0 | 0.0 | 0.0 | 75.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |      |     |     |      |       |       |
| <b>Last changed:</b> 07.02.2022                     |      |     |     |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD. |      |     |     |      |       |       |

## Course Description

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|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.RJ2  | <b>Course name:</b> Foreign Language I – Business Russian 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 2.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. describe the recruitment process</li> <li>2. write a professional CV and a letter of application</li> <li>3. assess the quality of a job applicant</li> <li>4. present his/her own skills and abilities at a job interview</li> <li>5. give arguments in a discussion about job related issues</li> <li>6. explain new trends in employment.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>Human resources management. The process of recruitment in a company. Applying for a job. Analyzing job ads. Writing a CV and a Cover letter. Preparation for a job interview. Developing communication skills for a job interview. Asking questions correctly and effectively. Efficiency and employment. Labor relations. Developing teamwork – listening to others, being assertive.   |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KREŠÁKOVÁ, V. 2021. Ruština pre ekonómov. 2021. Banská Bystrica : Belianum. 2021.</li> <li>2. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> <li>3. BELYNTSEVA, O./JANEK, A. Učebnice současné ruštiny. CPRESS. 2009.</li> </ol>  |   |
| <b>Language of instruction:</b><br>Russian  |   |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40  |   |

|   |       |     |     |       |       |       |
|---|-------|-----|-----|-------|-------|-------|
| <b>Course assessment</b>                            |       |     |     |       |       |       |
| The final number of assessed students: 3            |       |     |     |       |       |       |
| A   | B     | C   | D   | E     | FX(0) | FX(1) |
| 0.0   | 33.33 | 0.0 | 0.0 | 66.67 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |       |     |     |       |       |       |
| <b>Last changed:</b> 07.02.2022                     |       |     |     |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |       |     |     |       |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_I.RJ3   | <b>Course name:</b> Foreign Language I – Business Russian 3 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 3.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points   |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the specific terminology in the context of the given issues</li> <li>2. understand figures in economic news in the media; interpret charts and graphs</li> <li>3. analyze financial statements of a company</li> <li>4. compare different financial products</li> <li>5. explain the tax system in Slovakia</li> <li>6. discuss the role of the state in the economy.</li> </ol>   |   |
| <b>Brief outline of the course:</b><br>Banking, types of banks and banking services. Providing loans. Negotiating a loan. The role of the central bank. Securities, bonds and stocks, stock exchange. Forms of investment. Solving a mini case study in investment. Accounting and statements in accounting, creative accounting. Reading and writing big numbers, decimal numbers, fractions. Basic mathematical operations. Interpreting graphs illustrating development trends. Social and economic policy of the government. System of taxes, direct and indirect taxes, tax evasion. Discussion – contrasting ideas, expressing cause and effect. |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KOZLOVA, T. a kol. 2004. Dogovorilis obchodujeme, podnikáme a komunikujeme v ruštine. Plzeň : Fraus, 2004.</li> <li>2. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> </ol>  |   |
| <b>Language of instruction:</b><br>Russian   |   |
| <b>Notes: student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8   |   |

|   |     |       |     |       |       |       |
|---|-----|-------|-----|-------|-------|-------|
| Self-study: 72                                      |     |       |     |       |       |       |
| Written assignments: 40                             |     |       |     |       |       |       |
| <b>Course assessment</b>                            |     |       |     |       |       |       |
| The final number of assessed students: 3            |     |       |     |       |       |       |
| A   | B   | C     | D   | E     | FX(0) | FX(1) |
| 0.0   | 0.0 | 33.33 | 0.0 | 66.67 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |     |       |     |       |       |       |
| <b>Last changed:</b> 07.02.2022                     |     |       |     |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |     |       |     |       |       |       |

## Course Description

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|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.RJ4  | <b>Course name:</b> Foreign Language I – Business Russian 4 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 4.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. use the specific terminology in quality management and marketing</li> <li>2. explain key concepts and reformulate their definitions</li> <li>3. express his/her opinion on the ethics of advertising in media</li> <li>4. make a proposal and a presentation of a marketing strategy of a chosen company</li> <li>5. apply different means of expression in the creating of an advertising text</li> <li>6. discuss the advantages and disadvantages of companies clustering in an area.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>Marketing, marketing mix. Online – Marketing. Branding. Quality of products. Approaches to quality. Marketing strategy. Different types of advertising and promotion. Complaining – Letter of complaint. Paraphrasing. Summarizing. Developing presentation skills – designing slides, using body language and signposting. The share of a company in the market and competition in the market.  |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KREŠÁKOVÁ, V. 2021. Ruština pre ekonómov. 2021. Banská Bystrica : Belianum. 2021.</li> <li>2. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> <li>3. BELYNTSEVA, O./JANEK, A. Učebnice současné ruštiny. CPRESS. 2009.</li> </ol>  |   |
| <b>Language of instruction:</b><br>Russian  |   |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40  |   |

|   |       |       |     |     |       |       |
|---|-------|-------|-----|-----|-------|-------|
| <b>Course assessment</b>                            |       |       |     |     |       |       |
| The final number of assessed students: 3            |       |       |     |     |       |       |
| A   | B     | C     | D   | E   | FX(0) | FX(1) |
| 0.0   | 33.33 | 66.67 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |       |       |     |     |       |       |
| <b>Last changed:</b> 07.02.2022                     |       |       |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |       |       |     |     |       |       |



## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_I.RJ5   | <b>Course name:</b> Foreign Language I – Business Russian 5 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 4  |   |
| <b>Recommended semester/trimester:</b> 5.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points   |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. summarize the major points of a text</li> <li>2. discuss the position of a company and the factors affecting its position</li> <li>3. present ideas to start up a new business</li> <li>4. make arguments in raising the capital for business</li> <li>5. explain the ways of applying social responsibility of a business in practice</li> <li>6. express an opinion on the relationship of economic development and the environment.</li> </ol>  |   |
| <b>Brief outline of the course:</b><br>Setting up a business, legal forms of business, business plan, position of a business in the market. Possibilities and forms of funding a start-up. Social responsibility of a business. The relationship of a business to different stakeholders – employees, suppliers, customers, shareholders, local communities, public institutions and non-government organizations. The economy and ecology. The concept of sustainability. Expressing opinion with argumentation. Comparing and contrasting. Problem solving – environmental problems. Reporting – structuring a report. |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> <li>2. ЛЕБЕДЕВ, Б.К./ПЕТУХОВА, Е.Х. 2002. Деловая поездка в Россию. Санкт-Петербург, Златоуст, 2002.</li> <li>3. BELYNTSEVA, O./JANEK, A. Učebnice současné ruštiny. CPRESS. 2009</li> <li>4. materials from the current Russian press and the Internet.</li> </ol>   |   |
| <b>Language of instruction:</b><br>Russian   |   |
| <b>Notes:student time load:</b><br>120 hours   |   |

|  |       |     |     |     |       |       |
|--|-------|-----|-----|-----|-------|-------|
| Combined study (lectures, seminars, consultations): 8<br>Self-study: 72<br>Written assignments: 40 |       |     |     |     |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 1                               |       |     |     |     |       |       |
| A  | B     | C   | D   | E   | FX(0) | FX(1) |
| 0.0  | 100.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.  |       |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022  |       |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.  |       |     |     |     |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_I.RJ6  | <b>Course name:</b> Foreign Language I – Business Russian 6 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 6.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) continuous assessment: short tests/quizzes 0-20 points<br>writing tasks 0-20 points<br>speaking tasks 0-20 points<br>b) final assessment: final exam in all language skills 0-40 points  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. describe current global trends</li> <li>2. paraphrase and quote ideas of other writers /authors</li> <li>3. use different sources of data for a specific purpose</li> <li>4. discuss global issues and their major causes and consequences</li> <li>5. present their opinion and support it with arguments</li> <li>6. make forecasts of trends in development of society.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>The business cycle. Fiscal and monetary policy. Globalization and economic change. Defending one's own opinions and attitudes with arguments. Distinguishing between facts and opinions. International trade – free trade, fair trade. Labor markets – demographic factors, migration. Referring to sources – quoting and paraphrasing. Forecasting trends in development of society from statistics.  |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. MROVĚCOVÁ, L. 2007. Obchodní ruština. Brno : Computer Press, a.s., 2007.</li> <li>2. ЛЕБЕДЕВ, Б.К./ПЕТУХОВА, Е.Х. 2002. Деловая поездка в Россию. Санкт-Петербург, Златоуст, 2002.</li> <li>3. BELYNTSEVA, O./JANEK, A. Učebnice současné ruštiny. CPRESS. 2009</li> <li>4. materials from the current Russian press and the Internet.</li> </ol>  |   |
| <b>Language of instruction:</b><br>Russian  |   |
| <b>Notes:student time load:</b><br>120 hours<br>Combined study (lectures, seminars, consultations): 8   |   |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| Self-study: 72                                      |     |     |     |     |       |       |
| Written assignments: 40                             |     |     |     |     |       |       |
| <b>Course assessment</b>                            |     |     |     |     |       |       |
| The final number of assessed students: 0            |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 0.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Mgr. Viera Krešáková, PhD.       |     |     |     |     |       |       |
| <b>Last changed:</b> 07.02.2022                     |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |     |     |     |     |       |       |

## Course Description

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| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_MLZ   | <b>Course name:</b> Human Resources Management |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 6  |  |
| <b>Recommended semester/trimester:</b> 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Total: 0 - 40 points<br>Students will prepare presentation on topics according to the subject schedule. Presentation will contain HR process proposal for virtual company.<br><b>b) final assessment:</b><br>Written exam (6 open-ended questions, 0-10 points each)<br>Credits are assigned to the student who has obtained a minimum of 65 out of 100 points for fulfilling the requirements of the course assessment.<br>Within the resit examination student takes only final evaluation. The points for the continuous evaluation will be kept.   |  |
| <b>Learning objectives:</b><br>After completion of the course, the student can: <ol style="list-style-type: none"> <li>1. search, process and analyze information on personnel work from various sources,</li> <li>2. apply critical analysis in evaluating personnel activities and confront the theory of human resources management with the results of the sociological interview,</li> <li>3. strategically respond to new situations and flexibly and creatively perceive personnel work system in organization,</li> <li>4. conduct the admission procedure of jobseekers,</li> <li>5. evaluate his/her human potential and prerequisites for employability and further development,</li> <li>6. create basic forms for job analysis, employees' evaluation, career plan,</li> <li>7. is independent in organizing and planning of work,</li> <li>8. lead other people and is responsible for their development.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>The object and content of human resources management (HRM). HRM specificities in intercultural environment. International HR management. Systems / processes / functions of HRM in the knowledge economy. The strategic aspects in HRM. Human and intellectual capital in the organization. HR policy and strategy. Human resources planning. The flexibility of employees. HR department. HR information system. Labor market and employment opportunities. Work analysis and its methods. Job description and work evaluation. Development of human potential. The process of staff recruitment. Adaptation, professional development, career development,  |  |

motivation, evaluation of employees, fluctuation and release from work. Personnel marketing, insourcing and outsourcing of human resources and personnel activities. Job evaluation. Employees' relations. Employees' welfare. International human resources management.

#### **Recommended literature:**

1. SMEREK, L., ĎURIAN, J. 2021. Manažment ľudských zdrojov. Banská Bystrica : Belianum. 294 s. ISBN 978-80-557-1892-7.
2. SEKOVÁ, M. et al. 2013. Manažment II. Bratislava : Iura Edition. 172 s. ISBN 978-80-807-8511-6.
3. DVOŘÁKOVÁ et al. 2012. Řízení lidských zdrojů. Praha : Grada. 592 s. ISBN 978-80-740-0347-9.
4. HITKA, M. et al. 2013. Rozvoj ľudských zdrojov II. Zvolen : Technická univerzita 264 s. ISBN 978-80-228-2614-3.
5. JONIAKOVÁ, Z. et al. 2016. Riadenia ľudských zdrojov. Bratislava : Wolters Kluwer. 456 s. ISBN 978-80-8168-532-3.
6. KOUBEK, J. 2007. Řízení lidských zdrojů. Praha : Management Press. 399 s. ISBN 978-80-726-1168-3.
7. SMEREK, L., VETRÁKOVÁ, M., ŠIMOČKOVÁ, I. 2021. International Human Resource Management System. Radom: Kazimierz Pulaski University of Technology and Humanities in Radom. 146 s. ISBN 978-83-7351-914-5.
8. ŠIKÝŘ M., 2014. Nejlepší praxe v řízení lidských zdrojů. Praha : Grada. 200 s. ISBN 978-80-247-5212-9.
9. VETRÁKOVÁ, M., SEKOVÁ, M., ELEXOVÁ, G., ĎURIAN, J. 2011. Ľudské zdroje a ich riadenie. Banská Bystrica : Ekonomická fakulta UMB. ISBN 978-80-557-0149-3.
10. VETRÁKOVÁ, M. 2017. Riadenie ľudských zdrojov v ubytovacích zariadeniach hotelového typu. Bratislava : Wolters Kluwer. 275 s. ISBN 978-80-8168-612-2.
11. ARMSTRONG, M., TAYLOR, S., 2014. Armstrong's Handbook of Human Resource Management Practice. 13th edition. London : Kogan Page. 842 s. ISBN 978-07-494-6964-1.
12. HARZING, A. W., PINNINGTON, A. H. 2015. International Human Resource Management. London : Sage. 540 s. ISBN 978-14-462-6731-8.
13. Zákoník práce v platnom znení.
14. E-zdroje so zameraním na MEZ/MMEZ.

#### **Language of instruction:**

Slovak

#### **Notes:student time load:**

student time load: 180 in classes, of which:

Lectures and seminars (P, S): 16 hours

Self-study: 98 hours

Updating information, working with legislation: 40 hours

Other: preparation of presentations 26 hours

#### **Course assessment**

The final number of assessed students: 28

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 3.57 | 10.71 | 17.86 | 35.71 | 21.43 | 10.71 | 0.0   |

**Instructor:** doc. Ing. Jana Marasová, PhD., Ing. Jozef Ďurian, PhD., doc. Mgr. Ing. Lukáš Smerek, PhD.

**Last changed:** 03.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                                 |
|--|---------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                 |
| <b>Faculty:</b> The Faculty of Economics   |                                 |
| <b>Code:</b> E_1_Info  | <b>Course name:</b> Informatics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |                                 |
| <b>Number of credits:</b> 5  |                                 |
| <b>Recommended semester/trimester:</b> 1.  |                                 |
| <b>Level:</b> I.   |                                 |
| <b>Prerequisites:</b>  |                                 |
| <b>Course completion conditions:</b><br>Continuous assessment:<br>a1) test of information technologies - 25 points,<br>a2) test of computer word processing - 20 points<br>b) final assessment:<br>b1) spreadsheet data analysis test - 45 points<br>b2) test of data processing in a relational database system - 10 points<br>The requirements for completing the course in the corrective term are the same as in the regular term. In the resit exam, the student can repeatedly perform any number of partial tests.  |                                 |
| <b>Learning objectives:</b><br>Student<br>- can explain the meaning of basic concepts and characterize the main development trends in the field of information technology used in personal informatics, companies and organizations,<br>- is able to assess the suitability of the use of information technology as a support for the information system in business practice,<br>- is able to use communication tools and tools to support cooperation in a virtual environment,<br>- can efficiently process and analyse data in solving specific practical tasks using basic software tools.  |                                 |
| <b>Brief outline of the course:</b><br>The role and importance of information technology in economic and managerial practice, development trends. Computers and their peripherals. System and application software. Software development and distribution. Computer networks, internet. Introduction to information security. Advanced computer word processing techniques. Editing a multi-page structured text document, styles, templates, automatic generation of lists and contents. Inserting and editing objects, crossreferences, tables, tabs, pictures, symbols. Document page and section settings, auto-correction and editing options. Tools for document review and revision, change tracking, and author collaboration. Data processing and analysis software. Spreadsheet principle, efficient use of worksheets, data entry and formatting. Formulas and built-in functions, absolute and relative addressing, use of external links, conditional calculation. Graphic presentation and analysis of data. Search in tables. Databases in spreadsheet, filters, database functions, pivot tables and charts. Solving practical computational |                                 |



tasks. Relational databases, database structures, relationships and data types. Select data from  
 Page: 2  
 a relational database using filters and queries. MailMerge using different types of databases.  
 Examples of the use of information technologies in tourism, corporate economics and management,  
 finance and public economics.

**Recommended literature:**

1. HUŽVÁR, M., LACO, P. 2014. Informačné technológie v ekonomickej praxi. Bratislava: Wolters Kluwer. ISBN 978-80-8168-084-7 (E-book).
2. GÁLA, L., ŠEDIVÁ, Z., POUR, J. 2015. Podniková informatika. Praha: GRADA. ISBN 978-80-247-5457-4.
3. PECINOVSKÝ J., PECINOVSKÝ R. 2016. Office 2016, Průvodce uživatele. Praha: GRADA. ISBN 978-80-247-5691-2.
4. VIRTUÁLNÁ UNIVERZITA MATEJA BELA 2021. Informatika (collections of tasks and solutions, tutorials and videoinstructions). Banská Bystrica: Univerzita Mateja Bela. Available on internet: <https://lms.umb.sk>

**Language of instruction:**

Slovak, English

**Notes: student time load:**

150 hours, out of which  
 Combined study (Lectures, Practicals, Consultations): 16  
 Self-study: 67  
 Solution of given tasks: 67

**Course assessment**

The final number of assessed students: 115

| A    | B    | C     | D     | E     | FX(0) | FX(1) |
|------|------|-------|-------|-------|-------|-------|
| 1.74 | 6.96 | 10.43 | 19.13 | 30.43 | 12.17 | 19.13 |

**Instructor:** Ing. Peter Laco, PhD., Ing. Zuzana Rigová, PhD.

**Last changed:** 07.02.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|  |   |
|--|---|
| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b> E_1_DaPVO   | <b>Course name:</b> Intellectual and Industrial Property of an Organization |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 3  |   |
| <b>Recommended semester/trimester:</b> 3., 5.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b>   |   |
| <b>Learning objectives:</b><br>Student <ol style="list-style-type: none"> <li>1. is orientated in the intellectual property law,</li> <li>2. can handle the basic terminology of copyright and industrial rights,</li> <li>3. considers the importance of intellectual/industrial property protecting in an organization and identifies its economic benefits,</li> <li>4. acquires knowledge in the field of international protection of intellectual property,</li> <li>5. communicates with the Industrial Property Office of the Slovak Republic in the case of the procedure for patent, trademark, utility model and design registration,</li> <li>6. applies the acquired knowledge in business practice.</li> </ol>  |   |
| <b>Brief outline of the course:</b><br>Introduction to Intellectual Property Rights. Concept and subject matter of Intellectual Property Rights. Place of Intellectual Property Rights in the Slovak Republic. Copyright. Industrial rights to the results of creative intellectual activity (patent, utility model, design). Industrial designation rights (trademark, designation of origin and geographical designation of products). Rights similar to industrial rights. Economic Benefits of Intellectual Property in an Enterprise.   |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. Babiaková, B., Lalíková, L. 2011. Ochrana duševného vlastníctva. Banská Bystrica: Vydavateľstvo UMB, 2011. ISBN 978-80-557-0179-0.</li> <li>2. Adamová, Z. 2020. Právo duševného vlastníctva. Bratislava: TINCT, 2020. ISBN 978-80-973544-0-4.</li> <li>3. Vojčík, P. a kol. 2014. Právo duševného vlastníctva. Plzeň: Aleš Čeněk, s.r.o., 2014. ISBN 978-80-7380-527-2.</li> <li>4. Lazíková, J. 2012. Základy práva duševného vlastníctva. Bratislava: Iura Edition spol. s.r.o., 2012. ISBN 978-80-8078-476-8.</li> <li>5. Vojčík, P., Miščíková, R. 2004. Základy práva duševného vlastníctva. Košice: Typo Press, 2004. ISBN 80-89089-22-4.</li> <li>6. Švidroň, J. Základy práva duševného vlastníctva. Trnava: Právnická fakulta TU v Trnave, 2000. ISBN 80-85506-93-9.</li> </ol> |   |

|  |       |       |       |      |       |       |
|--|-------|-------|-------|------|-------|-------|
| 7. Telec, I. 2015. Právo duševního vlastnictví v informační společnosti. Praha: Leges, 2015. ISBN 978-80-7502-061-1.   |       |       |       |      |       |       |
| 8. Časopis Duševné vlastnictvo, Úrad priemyselného vlastníctva, Banská Bystrica  |       |       |       |      |       |       |
| <b>Language of instruction:</b><br>Slovak  |       |       |       |      |       |       |
| <b>Notes:student time load:</b><br>120 hours<br>Combined form (L, C): 8<br>Self-study: 72<br>Acquiring the current information in the field of IP, presentation processing: 40 |       |       |       |      |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 24  |       |       |       |      |       |       |
| A  | B     | C     | D     | E    | FX(0) | FX(1) |
| 4.17   | 16.67 | 41.67 | 20.83 | 12.5 | 4.17  | 0.0   |
| <b>Instructor:</b> Ing. Barbora Mazúrová, PhD., doc. Mgr. et Mgr. Ing. Miroslava Knapková, PhD.  |       |       |       |      |       |       |
| <b>Last changed:</b> 14.06.2022  |       |       |       |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábovecká, PhD.  |       |       |       |      |       |       |

## Course Description

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|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_MEV   | <b>Course name:</b> International Economic Relations |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 3.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>Each student must achieve at least 65 of the total evaluation of 100 points in order to pass the course. The overall evaluation consists of an continuous (0-20 points) and a final evaluation (0-80 points).<br><b>a) continuous assessment:</b><br>Working-out of a seminar paper of about 5 pages on one of the topics offered by the teacher, from which the student can choose.<br><b>b) final assessment:</b><br>Final written test 0 – 80 points<br>If the student does not achieve at least 65 point out of 100 points, he/she is entitled to a resit exam - passing a written test, for which he/she can obtain a maximum 80 points. The points obtained from the seminar paper remains the same and the final grade will be the sum of the 2 activities. |  |
| <b>Learning objectives:</b><br>After completion of the course student: <ul style="list-style-type: none"> <li>- expand the knowledge of international economic dimension,</li> <li>- will be able to understand the fundamental processes in international relations,</li> <li>- assess differentiation in global economic processes,</li> <li>- evaluate the nature of problems in international economic relations and their possible solutions,</li> <li>- create, argue and defend one's own views of international economic relations.</li> </ul>   |  |
| <b>Brief outline of the course:</b>  |  |
| <b>Recommended literature:</b><br>1.HOREHÁJ, J., POVAŽANOVÁ, M., ŠUPLATA, M. 2018. Medzinárodné ekonomické vzťahy. Banská Bystrica: Belianum 2018. ISBN 978-80-557-1425-7.<br>2.STACHOVÁ, P., KOTTULOVÁ, J., PAŠKRTOVÁ, L. 2019. Medzinárodné ekonomické vzťahy. Bratislava : Wolters Kluwer. 2019. ISBN 978-80-571-0012-6<br>3.OBADI, SALEH M. a kol. 2019. Vývoj a perspektívy svetovej ekonomiky: Spomalenie rastu vplyvom obchodnej vojny. Bratislava: VEDA, EÚ SAV 2019. ISBN 978-80-7144-279-0.<br>4.HOŠOFF, B. 2020. Vývoj a perspektívy svetovej ekonomiky. Transformácia počas pandémie koronavírusu SARS-COV-2. Bratislava: VEDA, EÚ SAV 2020. e-ISBN 978-80-7144-315-5  |  |

5. www stránky poskytujúce aktuálne štúdie zamerané na problematiku medzinárodných ekonomických vzťahov ako napríklad [www.wto.org](http://www.wto.org); [www.imf.org](http://www.imf.org); [www.worldbank.org/en/home](http://www.worldbank.org/en/home); [www.economist.com](http://www.economist.com); [www.ourworldindata.org](http://www.ourworldindata.org)

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours, of this:

Combined form (Lecture, Seminar, Consultation): (P, S, K): 8

Self-study: 54

Collection of data processing of current information: 38

Preparing for continuous assessment: 20

**Course assessment**

The final number of assessed students: 13

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 7.69 | 23.08 | 15.38 | 38.46 | 15.38 | 0.0   | 0.0   |

**Instructor:** Ing. Mariana Považanová, PhD.

**Last changed:** 02.03.2022

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_MO   | <b>Course name:</b> International Trade |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 5   |   |
| <b>Recommended semester/trimester:</b> 4.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Written exam: 0 - 100 points<br>Number of points earned for continuous and final evaluation to correspond to 100% on the grading scale. Passing grades are received for students who have obtained over 65% in the final assessment.<br>In the resit exam the student needs to pass only a written exam, the points gained during seminars will be added to his/her final assessment.  |   |
| <b>Learning objectives:</b><br>After completion of the course, the student can:<br>1 scan, process and analyse information about international and foreign trade from various sources,<br>2 controls the process of foreign trade operations, export and import, knows the conditions of international transportation and international trade terms Incoterms<br>3 applied methods and techniques for analysingf foreign market<br>4 is able to communicate its conclusions, supported by knowledgeable experts both clearly and unequivocally,<br>5 assess the most appropriate form of entry into a foreign market for a specific undertaking,<br>6 evaluates the potential risks arising from the activities of foreign business<br>7 establish a baseline analysis of foreign markets for a particular product. |   |
| <b>Brief outline of the course:</b><br>1. International and foreign trade.<br>2. Foreign trade development in Slovakia.<br>3. Export promotion in Slovakia.<br>4. Methods and techniques of analyzing foreign markets.<br>5. Deciding on entering the foreign market.<br>6. Import and export business operations.<br>7. Deciding on the marketing program.<br>8. Customs procedures for export and import goods.<br>9. International transport of goods, insurance contracts.<br>10. Legal services and INCOTERMS.<br>11. Documentary payments in international trade.   |   |

|  |       |       |       |       |       |       |
|--|-------|-------|-------|-------|-------|-------|
| 12. Non-documentary payments in international trade.   |       |       |       |       |       |       |
| 13. Risks in international trade.  |       |       |       |       |       |       |
| <b>Recommended literature:</b><br>1. BALÁŽ, P. 2020. Medzinárodné podnikanie. Bratislava: Sprint dva, 2020.<br>2. SATO, A. a kol. Medzinárodní obchodní operace. Praha: Ekopress, 2021.<br>3. MEIXNEROVÁ, L. a kol. Medzinárodní podnikání. Praha: C.H.Beck, 2017.<br>4. POON, J., RIGBY, D.L. International Trade: The Basics, London: Routledge, 2017.<br>5. Medzinárodná obchodná komora: Medzinárodné obchodné podmienky (INCOTERMS 2020). |       |       |       |       |       |       |
| <b>Language of instruction:</b><br>Slovak  |       |       |       |       |       |       |
| <b>Notes: student time load:</b><br>Notes: student time load: 150 hours<br>Combined form (Lecture, Seminar, Consultation): 16<br>Self-study: 104<br>Information update and work with the legislation: 30   |       |       |       |       |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 44  |       |       |       |       |       |       |
| A  | B     | C     | D     | E     | FX(0) | FX(1) |
| 40.91  | 11.36 | 13.64 | 13.64 | 18.18 | 2.27  | 0.0   |
| <b>Instructor:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |       |       |       |       |
| <b>Last changed:</b> 03.03.2022  |       |       |       |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.  |       |       |       |       |       |       |

## Course Description

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|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_UdEI   | <b>Course name:</b> Introduction to European Integration |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 3   |  |
| <b>Recommended semester/trimester:</b> 3., 5.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>a) mid-term evaluation: oral presentation of the selected topic during the seminars - 30 points, active participation on seminars and assessment of the paper of other colleague - 30 points<br>b) final assessment: written test - 40 points   |  |
| <b>Learning objectives:</b><br>student<br>a. applies knowledge to search, process and sort information on the foundations of integration in Europe today and in the context of its historical development<br>b. on the basis of the knowledge acquired, is able to orientate himself/herself on current issues related to the economic side of integration processes<br>c. applies his/her knowledge in order to identify in practice the impact of the EU internal market and selected EU policies on different economic actors<br>d. assess the practical application of selected European Union legislative instruments in addressing important economic issues. |  |
| <b>Brief outline of the course:</b><br>Theoretical foundations of integration. History of European integration. Introduction to EU law and institutional system. EU budget. CMonetary integration in Europe. Monetary policy in the euro area - current trends. Current issues in the european integration: BREXIT, pandemmic shock, digital transformation, green transformation, innovative business environment within the EU. External economic relations and current position of the EU in the world economy,  |  |
| <b>Recommended literature:</b><br>1. Baldwin, R.; Wyplosz, Ch. Ekonomie evropské integrace. (preložené z anglického originálu The Economic of European Integration. 2012. McGraw-Hill 4th. edition). Grada Publishing. 2013.<br>2. Lipková, Ľ. 2011. Európska únia. Bratislava: Sprint dva 2010.<br>3. Považanová M., Horeháj, J. Európska únia 1. EF UMB Banská Bystrica.<br>4. Považanová M. Európska únia 2. EF UMB Banská Bystrica.<br>5. web stránky Európskej únie: <a href="http://www.europa.eu">www.europa.eu</a><br>6. web stránky medzinárodných inštitúcií: <a href="http://www.wto.org">www.wto.org</a> ; <a href="http://www.imf.org">www.imf.org</a> |  |
| <b>Language of instruction:</b>   |  |



|   |       |       |     |       |       |       |
|---|-------|-------|-----|-------|-------|-------|
| Slovak  |       |       |     |       |       |       |
| <b>Notes: student time load:</b>                    |       |       |     |       |       |       |
| <b>Course assessment</b>                            |       |       |     |       |       |       |
| The final number of assessed students: 14           |       |       |     |       |       |       |
| A   | B     | C     | D   | E     | FX(0) | FX(1) |
| 14.29   | 28.57 | 28.57 | 0.0 | 14.29 | 14.29 | 0.0   |
| <b>Instructor:</b> Ing. Žaneta Lacová, PhD.         |       |       |     |       |       |       |
| <b>Last changed:</b> 02.11.2022                     |       |       |     |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |       |       |     |       |       |       |

## Course Description

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|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_ZM   | <b>Course name:</b> Introduction to Mathematics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 3   |   |
| <b>Recommended semester/trimester:</b> 1.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>final assesment: written test: 0 -100 points  |   |
| <b>Learning objectives:</b><br>Complementing and repeating the knowledge of secondary school mathematics that is needed to master the courses Mathematics and Statistics. The course is intended primarily for graduates of secondary and grammar schools who have a weaker mathematical background.<br>After successful completion of the course, the student will be able to: <ul style="list-style-type: none"> <li>- use basic knowledge of secondary school mathematics in the study of mathematics at universities,</li> <li>- to explain in detail the issues mentioned in the course syllabus,</li> <li>- calculate appropriate types of tasks,</li> <li>- use basic mathematical apparatus.</li> </ul> |   |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Sequences, arithmetic and geometric progressions.</li> <li>2. Functions - properties and domain.</li> <li>3. Constant, linear, quadratic, exponential, logarithmic and power functions of one variable. Inverse function.</li> <li>4. Linear, quadratic, exponential and logarithmic equations and inequalities. Irrational equations. Equations and inequalities with unknown in denominator. Simultaneous equations and inequalities.</li> </ol>  |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KADLEČKOVÁ, M. – ZIMKA, R. 2006. Požiadavky na prijímacie skúšky. Banská Bystrica: EF UMB, 2006. 201 s. ISBN 80-8083-199-8. I. Banská Bystrica : EF UMB, OZ Ekonómia, 2003. 212 s. ISBN 80-5088-817-5.</li> <li>2. KADLEČKOVÁ, M. – RAŠIOVÁ, M. – ŠPIRKOVÁ, J. – ZIMKA, R. 2003. Praktikum z matematiky I. Banská Bystrica : EF UMB, OZ Ekonómia, 2003. 212 s. ISBN 80-5088-817-5.</li> <li>3. ZIMKA, R. 2004. Matematika v ekonómii I. Banská Bystrica : EF UMB. 276 s. ISBN80-8083-009-6.</li> </ol>   |   |
| <b>Language of instruction:</b>   |   |
| <b>Notes:student time load:</b><br>90 hrs<br>combined study (lectures, seminars, consultations): 26   |   |

|  |       |       |       |       |       |       |
|--|-------|-------|-------|-------|-------|-------|
| self-study: 64   |       |       |       |       |       |       |
| <b>Course assessment</b>   |       |       |       |       |       |       |
| The final number of assessed students: 49                                  |       |       |       |       |       |       |
| A  | B     | C     | D     | E     | FX(0) | FX(1) |
| 8.16   | 20.41 | 18.37 | 14.29 | 16.33 | 20.41 | 2.04  |
| <b>Instructor:</b> Mgr. Petra Medved'ová, PhD., RNDr. Mária Grausová, PhD. |       |       |       |       |       |       |
| <b>Last changed:</b> 07.06.2022  |       |       |       |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Táborecká, PhD.                        |       |       |       |       |       |       |

## Course Description

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|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b><br>E_1_UdSnVSa   | <b>Course name:</b> Introduction to Studying at University - Adaptation |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 3   |   |
| <b>Recommended semester/trimester:</b> 1.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>a) interim evaluation<br>b) final written test<br>In total, a student may earn a maximum of 100 points for all the requirements. The minimum pass mark is 65 points.  |   |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. is thoroughly informed about the university environment and can navigate through it.</li> <li>2. understands the university system of study and is able to cope with new requirements.</li> <li>3. understands and accepts the organisational, technical, social and cultural aspects of university study and socialises successfully.</li> <li>4. learns the differences and specifics of studying at university, is able to modify his/her study style, understands the nature of studying as a process and its prerequisites.</li> <li>5. adapts effectively to university study and adjusts to the HE environment of the college and university.</li> <li>6. becomes familiar with selected basic study skills such as note-taking, reading and working with information, oral and written expression, and effective exam preparation.</li> <li>7. successfully manages the different phases of adaptation, the knowledge and psychological load placed on first year students in the Bachelor's degree.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>Adaptation to higher education and its importance. Stages of adaptation. Principles of effective adaptation. Means and aids of adaptation to HE studies - adaptation mirror, adaptation difficulties and their management. Studying as a process and its prerequisites - wanting, being able and knowing how to study. Self-management and its importance in the student's life. Making quality notes for studying. Effective reading and working with professional text. Fundamentals of written and oral expression. Acquisition and processing of professional information. Preparation for and successful completion of examinations (principles, prerequisites, coping with mentally demanding situations, applied psycho-hygiene.  |   |
| <b>Recommended literature:</b>  |   |

1. KIKA, M. 2022. Efektívne vysokoškolské štúdium. 2 vydanie. Banská Bystrica: Belianum. 248 s. ISBN 9788055719924.
2. KIKA, M. 2020. Efektívne vysokoškolské štúdium. Banská Bystrica: Belianum. 144 s. ISBN 9788055717272.
3. KIKA, M. 2016. Slovník akademických pojmov pre vysokoškolákov. Banská Bystrica: Belianum. 132 s. ISBN 9788055710754.
4. KRUSE, K. 2019. Moderní time management. Praha: Grada. 176 s. ISBN 9788027124527.
5. HOFMANN, E., LOHLE, M. 2017. Jak se úspěšně učit. Praha: Grada. 192 s. ISBN 9788027196050.
6. ČERNÝ, M., CHYTKOVÁ, D. 2016. Efektivní učení. Brno: Bizbooks. 160 s. ISBN 9788026504795.
7. KRENGEL, M. 2015. Tajemství efektivního učení. Praha: Grada. 232 s. ISBN 9788024755434.
8. TUREK, I. 2015. Tajomstvo úspešného štúdia na vysokej škole. Bratislava: Wolters Kluwer. 168 s. ISBN 9788081681578.
9. SMALE, B., FOWLIE, J. 2015. How to succeed at University. SAGE, 2015. ISBN 9781412947176.
10. REINHAUS, H. 2013. Techniky učení. Praha: Grada. 112 s. ISBN 9788024747811.
11. COTTRELL, S. 2008. The study skills handbook. New York: Palgrave Mcmillan, 2008. ISBN 9780230573055.
12. PAYNE, E., WHITTAKER, L. 2007. Klíč k úspěšnému studiu nejen na vysoké škole. Brno: Vutium. 387 s. ISBN 9788021433779.

**Language of instruction:**

Slovak

**Notes:student time load:**

**Course assessment**

The final number of assessed students: 14

| A    | B    | C     | D     | E    | FX(0) | FX(1) |
|------|------|-------|-------|------|-------|-------|
| 7.14 | 7.14 | 42.86 | 28.57 | 7.14 | 7.14  | 0.0   |

**Instructor:** Ing. Barbora Mazúrová, PhD., Ing. Ján Kollár, PhD.

**Last changed:** 20.03.2023

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|  |   |
|--|---|
| <b>University:</b> Matej Bel University in Banská Bystrica   |   |
| <b>Faculty:</b> The Faculty of Economics   |   |
| <b>Code:</b><br>E_1_UdSnVSSS   | <b>Course name:</b> Introduction to Studying at University - Study Skills |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |   |
| <b>Number of credits:</b> 3  |   |
| <b>Recommended semester/trimester:</b> 2.  |   |
| <b>Level:</b> I.   |   |
| <b>Prerequisites:</b>  |   |
| <b>Course completion conditions:</b><br>a) interim evaluation<br>b) final written test<br>In total, a student may earn a maximum of 100 points for all the requirements. The minimum pass mark is 65 points.   |   |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. knows and understands the nature of higher education - Z P O K P.</li> <li>2. learns the main study activities and current study skills, best principles and practices of effective study and continuing professional development.</li> <li>3. understands and uses strategies for reading, retrieving and processing professional information.</li> <li>4. learns the principles of written and oral expression (thesis writing).</li> <li>5. is able to craft an effective presentation and apply the principles of successful presentation.</li> <li>6. understands the importance and significance of critical thinking in the process of higher education and is capable of substantive argumentation.</li> <li>7. learns the principles of communication and effective group and teamwork.</li> <li>8. is able to apply professional knowledge and prepare for and manage examinations effectively.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>The essence of the study - ZPOKP. Strategies and techniques for effective reading and note-taking. Thinking maps and their use in problem solving. Strategies and techniques for finding and processing and using expert and scientific information. Preparation and writing of qualifying and final papers. Effective presentation and its preparation. Principles and means of presentation. Teamwork and cooperation in problem solving. Critical thinking as a prerequisite for the development of students' study skills. Modern methods and procedures of study and their use in the preparation and management of examinations.  |   |
| <b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. KIKÁ, M. 2022. Efektívne vysokoškolské štúdium. 2 vydanie. Banská Bystrica: Belianum. 248 s. ISBN 9788055719924.</li> <li>2. KIKÁ, M. 2020. Efektívne vysokoškolské štúdium. Banská Bystrica: Belianum. 144 s. ISBN 9788055717272.</li> </ol>   |   |

3. KIKÁ, M. 2016. Slovník akademických pojmů pro vysokoškoláky. Banská Bystrica: Belianum. 132 s. ISBN 9788055710754.
4. HOFMANN, E., LOHLE, M. 2017. Jak se úspěšně učit. Praha: Grada. 192 s. ISBN 9788027196050.
5. ČERNÝ, M., CHYTKOVÁ, D. 2016. Efektivní učení. Brno: Bizbooks. 160 s. ISBN 9788026504795.
6. KRENGEL, M. 2015. Tajemství efektivního učení. Praha: Grada. 232 s. ISBN 9788024755434.
7. TUREK, I. 2015. Tajomstvo úspešného štúdia na vysokej škole. Bratislava: Wolters Kluwer. 168 s. ISBN 9788081681578.
8. SMALE, B., FOWLIE, J. 2015. How to succeed at University. SAGE, 2015. ISBN 9781412947176.
9. ČERNÝ, M., CHYTKOVÁ, D. 2014. Myšlenkové mapy pro studenty. Učte se efektivně a nastartujte svou kariéru. 1. vyd. Brno: BizBooks, 2014. 166 s. ISBN 9788026502678.
10. REINHAUS, H. 2013. Techniky učení. Praha: Grada. 112 s. ISBN 9788024747811.
11. COTTRELL, S. 2008. The study skills handbook. New York : Palgrave Mcmillan, 2008. ISBN 9780230573055.
12. PAYNE, E., WHITTAKER, L. 2007. Klíč k úspěšnému studiu nejen na vysoké škole. Brno: Vutium. 387 s. ISBN 9788021433779.

**Language of instruction:**

**Notes:student time load:**

**Course assessment**

The final number of assessed students: 10

| A     | B   | C   | D   | E   | FX(0) | FX(1) |
|-------|-----|-----|-----|-----|-------|-------|
| 100.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |

**Instructor:** Ing. Barbora Mazúrová, PhD., Ing. Ján Kollár, PhD.

**Last changed:** 20.03.2023

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |                                |
|---|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                |
| <b>Faculty:</b> The Faculty of Economics  |                                |
| <b>Code:</b> E_1_PrPr   | <b>Course name:</b> Labour Law |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |                                |
| <b>Number of credits:</b> 4   |                                |
| <b>Recommended semester/trimester:</b> 4.   |                                |
| <b>Level:</b> I.  |                                |
| <b>Prerequisites:</b>   |                                |
| <b>Course completion conditions:</b><br>The condition for successfully passing the course is the preparation of a written project, processing of an essay, elaboration and submission of a seminar work and passing the final written test. The student must complete all parts of the preliminary/continuous and final assessment. The student takes the final written test at the end of the semester in the period designated for the fulfillment of study duties. The student prepares and submits a written project, an essay and a seminar work during the semester. The maximum number of points obtained for continuous assessment (written project, essay, seminar work) and final evaluation (final written test) is 100. The minimum threshold for success, and thus the condition for successful completion of the course, is set at 65 points. If the student does not pass any of the components of the continuous assessment (written project, essay, seminar work), he / she cannot participate in the final written test. In this case, he / she takes a corrective test consisting of the entire curriculum. The minimum threshold for passing the corrective test is set at 65 points.<br><b>a) continuous assessment:</b><br>written project: 0 - 15 points, essay: 0 - 5 points, seminar work: 0 - 10 points<br><b>b) final assessment:</b><br>final written multiple-choice test: 0 - 70 points |                                |
| <b>Learning objectives:</b><br>After completion of the course, the student <ol style="list-style-type: none"> <li>1. is able to use appropriately the theoretical knowledge of labour law in the conditions of the public and private sectors and to recognize specific features of legal regulation from the point of view of the basic legal sources in these fields,</li> <li>2. is able to orient oneself in the basic legal regulations governing employment relations in terms of their content, understands the basic principles on which this legislation is based, can identify, clarify and assess the basic relations regulated by labour law,</li> <li>3. is able to apply correctly the legal norms of labour law to individual cases in private companies, but also in public sector organizations and institutions,</li> <li>4. is able, at a basic legal level, to assess decision-making processes in the context of employment relationships, including liability, and the social and ethical contexts that can be inferred from a wrong decision;</li> </ol>   |                                |



5. is able to responsibly judge the importance of human resources in a market economy, as well as the fundamental rights and obligations of employees and employers in the implementation of the employment in the private and public spheres,
6. is able to deal effectively with the solution of economic and legal problems arising in the implementation of the right to work, to develop a basic overview of labour legislation to such an extent that he / she can make decisions, formulate and communicate conclusions in this area and can distinguish when it is necessary to ask for a legal aid.

**Brief outline of the course:**

Labour law as an independent legal branch of the legal order of the Slovak Republic. The influence of international agreements and European law on labour relations in the Slovak Republic. Principles of labour law. Interdict of discrimination Basic sources of labour law in private and public sectors, their systematics and content orientation. The position of citizens in implementation of right to work. Labour relation, commencement, changes and termination of employment. Fundamental parts of employment relation. Rights, duties and responsibility of employee and employer in labour and legal relations. Collective labour and legal relations. Employment protection.

**Recommended literature:**

1. MARTINKOVIČOVÁ, M., KNAPKOVÁ, M., a kol. 2019. QUO VADIS súčasná spoločnosť? Vydavateľstvo Belianum, 2019, 188 s. ISBN 978-80-557-0605-3
2. KNAPKOVÁ, M. 2021. Alokácia času zárobkovo činných osôb v súkromnom sektore na Slovensku. Vydavateľstvo Belianum, 2021, 164 s. ISBN 978-80-557-1831-6
3. BARANCOVÁ, H., OLŠOVSKÁ, A. 2019. Slovenské pracovné právo. Sprint dva, 2019. ISBN 9788089710485
4. PODHOREC, I., POLÁČEKOVÁ TUREKOVÁ, Z., PETRÍKOVÁ, L. 2016. Repetitórium pracovného práva. Wolters Kluwer, 2016. ISBN 978-80-8168-540-8
5. ČERNÁKOVÁ, J. 2017. Pracovnoprávne vzťahy pri prevode podniku. Wolters Kluwer, 2017. ISBN 978-80-8168-690-0
6. BARINKOVÁ, M., ŽUĽOVÁ, J., DOLOBÁČ, M. 2017. Pracovné právo v poznámkach s príkladmi, 2. vyd. Wolters Kluwer, 2017. ISBN 978-80-8168-687-0
7. Act of the Slovak National Council no. 460/1992 Coll. The Constitution of the Slovak Republic
8. Act NZ ČSSR no. 40/1964 Coll. Civil Code
9. Act of the National Council of the Slovak Republic no. 311/2001 Coll. Labor Code
10. Act of the National Council of the Slovak Republic no. 552/2003 Coll. on the performance of works in the public interest
11. Act of the National Council of the Slovak Republic no. 5/2004 Coll. on employment services
12. Magazine literature according to individual topics

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours, from which:  
 Kombinované štúdium (P, S, K): 8 hours  
 samoštúdium: 78 hours  
 aktualizácia informácií, práca s legislatívou: 34 hours

|   |       |       |       |      |       |       |
|---|-------|-------|-------|------|-------|-------|
| <b>Course assessment</b>  |       |       |       |      |       |       |
| The final number of assessed students: 29   |       |       |       |      |       |       |
| A   | B     | C     | D     | E    | FX(0) | FX(1) |
| 34.48   | 31.03 | 20.69 | 10.34 | 3.45 | 0.0   | 0.0   |
| <b>Instructor:</b> doc. Mgr. et Mgr. Ing. Miroslava Knapková, PhD., JUDr. Jana Slivka Bedlovičová, PhD. |       |       |       |      |       |       |
| <b>Last changed:</b> 31.01.2022   |       |       |       |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |       |      |       |       |

## Course Description

|   |                         |
|---|-------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                         |
| <b>Faculty:</b> The Faculty of Economics  |                         |
| <b>Code:</b> E_1_Pravo  | <b>Course name:</b> Law |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                         |
| <b>Number of credits:</b> 5   |                         |
| <b>Recommended semester/trimester:</b> 3.   |                         |
| <b>Level:</b> I.  |                         |
| <b>Prerequisites:</b>   |                         |
| <b>Course completion conditions:</b><br>The condition for completing the course is passing a preliminary written test, preparing a written project and a seminar work, and passing a final written test. The student must complete all parts of the mid-term and final assessment. The student takes a preliminary (mid-term) written test during the semester and a final written test at the end of the semester in the period designated for the completion of study duties. The student prepares and submits a written project and a seminar work during the semester. The maximum number of points obtained for continuous assessment (preliminary written test, written project, seminar work) and final evaluation (final written test) is 100. The minimum threshold of success, and thus the condition for successful completion of the course, is set at 65 points. If the student does not pass any of the components of the continuous assessment (preliminary written test, written project, seminar work), he / she cannot participate in the final written test. In this case, he / she takes a corrective test consisting of the entire curriculum. The minimum threshold for passing the corrective test is set at 65 points.  |                         |
| <b>a) continuous assessment:</b><br>preliminary multiple choice test: 0 - 40 points, seminar work: 0 - 15 points, written project: 0 - 5 points   |                         |
| <b>b) final assessment:</b><br>final written multiple choice test: 0 - 40 points  |                         |
| <b>Learning objectives:</b><br>After completion of the course, the student 1. can orientate oneself in legal order of the Slovak Republic on the basis of acquired knowledge, understands relations and links between the law and economy, is able to search for normative legislative acts necessary for the field of study and for practice, can use and interpret legal norms correctly and at an adequate level within basic explanatory rules, 2. is able to master problems of founding and starting up entrepreneurial entities independently, understands basic rules and principles of their activities, and is able to clarify the possibilities and ways of their dissolution and extinction, 3. can apply the legal norms at general level and especially in the field of commercial law, is able to identify, clarify and review basic economic relations regulated by law within the enterprise, understands legal principles valid for legal communication of the enterprise with business partners, 4. assess legal problems in entrepreneurial activities, can solve them independently or with the help of qualified legal assistance, 5. assess decision-making processes in enterprise at a basic legal level including the |                         |

|   |
|---|
| responsibility, social and ethical consequences of the incorrect decisions, 6. creates and expands legal awareness not only in a general legal field but also in the area of basic economic relations regulated by law so that he/she is able to effectively approach the solution of economic and legal problems, formulate and communicate conclusions and hold positions at various levels of management in the company .  |
| <b>Brief outline of the course:</b><br>Concepts and meaning of law in civil life and in economic relations in private and public sphere. Relationship and interconnection between law and economy. Relation of state and law. Legislation process and sources of law. Influence of the European law on legal order of the Slovak Republic. Basic concepts and relations of the theory of law. System of law, criteria of division. Private and public law. Characteristics of branches of law and their legal regulations. Civil law, systematics and relation of civil law to commercial law. Commercial law, definition, systematics, sources. Entities of commercial law, their legal position. Rules of enterprising in private sector, specific features of enterprising in public sector. Obligations in commercial law. Responsibility from obligations. Bodies of law protection and legal services.  |
| <b>Recommended literature:</b><br>1. MARTINKOVIČOVÁ, M., KNAPKOVÁ, M., a kol. 2019. QUO VADIS súčasná spoločnosť? Vydavateľstvo Belianum, 2019, 188 s. ISBN 978-80-557-0605-3.<br>2. KNAPKOVÁ, M. 2021. Alokácia času zárobkovo činných osôb v súkromnom sektore na Slovensku. Vydavateľstvo Belianum, 2021, 164 s. ISBN 978-80-557-1831-6.<br>3. KNAPKOVÁ, M. 2015. Správne právo pre ekonómov. 1. časť. Vydavateľstvo Belianum, 2015, 76 s. ISBN 978-80-557-0993-2.<br>4. HUDECOVÁ, E., KNAPKOVÁ, M. 2015. Právo Slovenskej republiky: (význam, realizácia, systém). Vydavateľstvo Belianum, 2015. 96 s. ISBN 978-80-557-1042-6.<br>5. GOLIAN, J., HAJNIŠOVÁ, E., NEVOLNÁ, Z. 2021. Repetitórium obchodného práva. Tretie, prepracované a doplnené vydanie). 310 s. ISBN 978-80-89635-47-4.<br>6. OVEČKOVÁ, O., CSACH, K. 2020. Obchodné právo 1. Všeobecná časť a súťažné právo. Wolters Kluwer, 2020, 316 s. ISBN 978-80-571-0176-5.<br>7. OVEČKOVÁ, O., CSACH, K., ŽITŇANSKÁ, L. 2020. Obchodné právo 2. Obchodné spoločnosti a družstvo. Wolters Kluwer, 2020, 428 s. ISBN 978-80-571-0291-5.<br>8. FÁBRY, B., KASINEC, R., TURČAN, M. 2019. Teória práva. 2. vydanie. Wolters Kluwer, 2019, 324 s. ISBN 978-80-571-0127-7.<br>9. KROŠLÁK, D., BALOG, B., SURMAJOVÁ, Ž. 2020. Teória štátu a práva. Wolters Kluwer, 2020, 336 s. ISBN 978-80-571-0275-5.<br>10. LAZAR, J. a kol. 2018. Občianske právo hmotné 1. a 2. zväzok. Iuris Libri, 2018, 1415 s. ISBN 978-80-89635-35-1.<br>11. JÁNOŠÍKOVÁ, M. 2019. Repetitórium práva Európskej únie. Druhé, prepracované vydanie. Iuris Libri, 2019, 125 s. ISBN 978-80-89635-41-2.<br>12. Act of the Slovak National Council no. 460/1992 Coll. The Constitution of the Slovak Republic<br>13. Act of FZ ČSFR no. 513/1991 Coll. Commercial Code<br>14. Act of FZ ČSFR no. 455/1991 Coll. on Trade Licensing Act<br>15. Act of NZ ČSSR no. 40/1964 Coll. Civil Code<br>16. Magazine literature according to individual topics |
| <b>Language of instruction:</b><br>Slovak   |
| <b>Notes: student time load:</b>  |

|   |       |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|-------|
| 150 hours, from which:<br>Combined study (L, S, C): 16 hours<br>self-study: 100 hours<br>updating information, working with legislation: 34 hours |       |       |       |       |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 67   |       |       |       |       |       |       |
| A   | B     | C     | D     | E     | FX(0) | FX(1) |
| 2.99  | 11.94 | 29.85 | 28.36 | 22.39 | 0.0   | 4.48  |
| <b>Instructor:</b> doc. Mgr. et Mgr. Ing. Miroslava Knapková, PhD.  |       |       |       |       |       |       |
| <b>Last changed:</b> 27.10.2022   |       |       |       |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |       |       |       |       |

## Course Description

|   |                                      |
|---|--------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                      |
| <b>Faculty:</b> The Faculty of Economics  |                                      |
| <b>Code:</b> E_1_Makro1   | <b>Course name:</b> Macroeconomics 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                                      |
| <b>Number of credits:</b> 6   |                                      |
| <b>Recommended semester/trimester:</b> 2.   |                                      |
| <b>Level:</b> I.  |                                      |
| <b>Prerequisites:</b>   |                                      |
| <b>Course completion conditions:</b><br>During the semester, the student takes two written tests of 30 points each. The minimum number of required points from both written tests is 35. If the student does not reach this limit, he must directly use the possibility of a corrective written exam. Students who pass the written part of the exam will be invited to take the oral exam. The possible number of points achieved for the oral exam is from 0 to 40 points. In the final evaluation, points from the written tests and the oral part of the exam are counted. At least 94 points are required to obtain an A rating, at least 87 points to obtain a B rating, at least 80 points for a C rating, at least 73 points for a D rating and at least 65 points for an E rating.   |                                      |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. knows the theoretical basis of the current macroeconomics based on models of balance, economic performance and economic policy, which uses not only in further study, but also in the economic and social reality,</li> <li>2. is able to name, analyze and interpret macroeconomic phenomena that affect the behavior and decision-making of all economic entities in a real functioning economic system,</li> <li>3. applies critical analysis in the evaluation of economic phenomena and processes, can specify and propose measures for decision-making processes and work with economic policy instruments,</li> <li>4. reflects and assesses the development of economic thinking, changes in the macro environment and the role of the state in the economy,</li> <li>5. assesses the fulfillment of macroeconomic objectives and the application of economic policy instruments, confronts macroeconomic theory with economic practice,</li> <li>6. formulates its own views on economic and political events, can make economic and political decisions and is responsible for them.</li> </ol> |                                      |
| <b>Brief outline of the course:</b><br>Economic development in the first half of the 20th century. Monopolization of the economy and the economic crisis in the 1930s. Keynesian learning and the origin of macroeconomics. State functions in the economy, market failures and state failures. Basic macroeconomic concepts. Macroeconomic objectives and instruments. Potential product. Macroeconomic balance. Economic performance. National aggregates, methods of their measurement. Consumption, saving and investment. Multiplier effects. Economic growth, sources and measurement of economic growth.   |                                      |

Business cycle, types and causes of cyclical development. Banking system, money creation and money market. Unemployment. Inflation. Basic principles of monetary policy. Basic principles of fiscal policy. Basic principles of foreign trade policy. Foreign exchange market. External economic relations.

**Recommended literature:**

1. MUCHOVÁ, E a kol. 2024. Makroekonómia. Bratislava: Wolters Kluwer. 400 s. ISBN 978-80-7676-871-0
2. LACOVÁ, Ž., VALLUŠOVÁ, A. 2020. A Guide to Macroeconomics 1. Banská Bystrica : Bellianum, 156 s. ISBN 978-80-557-1813-2.
3. HOREHÁJ, J., ŠUPLATA, M. 2016. Stručné dejiny ekonomických teórií. Banská Bystrica: EF UMB, Belianum. 90 s. ISBN 97-8805-5710-372.
4. SOUKUP, J., POŠTA, V., NESET, P., PAVELKA, T. 2018. Makroekonómie. Management Press (k dispozícii aj e-kniha). 536 s. ISBN 97-8807-2615-377
5. GREGOVÁ, E. 2017. Makroekonómia. Žilina: EDIS. 372 s. ISBN 9788055414034.
6. JUREČKA, V. a kol. 2017. Makroekonómie. Praha: Grada Publishing. (k dispozícii aj e-kniha) 332 s. ISBN 9788024732589.
7. LISÝ, J. a kol. 2016. Ekonómia. Praha : Wolters Kluwer. 624 s. ISBN 9788075522757.
8. MANKIW, N. G. 2009. Zásady ekonomie. Praha: Grada Publishing. 763 s. ISBN 8071698911.
9. MUCHOVÁ, E a kol. 2021. Makroekonómia - praktikum. Bratislava: Wolters Kluwer. 228 s. ISBN 9788057104186.
10. SAMUELSON, P.A. – NORDHAUS, W. D. 2013. Ekonomie. Praha: NS Svoboda. 770 s. ISBN 9788020506290.
11. Časopisecká literatúra podľa jednotlivých tém: Ekonomický časopis, Hospodárske noviny, Trend a i.
12. Webové sídla tvorcov hospodárskej politiky na Slovensku a podporných inštitúcií

**Language of instruction:**

**Notes:student time load:**

180 hours, of which:

Combined study (Lecture, Seminar, Consultation): 16

Self-study: 142

Searching for information on current economic developments: 22

**Course assessment**

The final number of assessed students: 68

| A    | B     | C     | D     | E     | FX(0) | FX(1) |
|------|-------|-------|-------|-------|-------|-------|
| 7.35 | 11.76 | 16.18 | 16.18 | 29.41 | 14.71 | 4.41  |

**Instructor:** Ing. Žaneta Lacová, PhD.

**Last changed:** 05.02.2024

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|   |                                |
|---|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                |
| <b>Faculty:</b> The Faculty of Economics  |                                |
| <b>Code:</b> E_1_Man  | <b>Course name:</b> Management |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                                |
| <b>Number of credits:</b> 7   |                                |
| <b>Recommended semester/trimester:</b> 3.   |                                |
| <b>Level:</b> I.  |                                |
| <b>Prerequisites:</b>   |                                |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>Preliminary assignments: 0 - 30 points<br><b>b) final assessment:</b><br>final assessment: written exam: 0 - 70 points<br>Students who fail to reach at least 65 % from both evaluations can choose which part to correct.  |                                |
| <b>Learning objectives:</b><br>After completion of the course, the student can: 1. understands the position of management within the system of social and economic sciences, 2. is able to identify and characterize the importance of the individual periods of development, and schools of management, 3. can use basic theoretical knowledge in analyzing specific situations in a work of a manager, 4. is able to use information sources of domestic and foreign literature, 5. analyzes criteria of various alternatives and creatively applies decision-making methods, 6. evaluates the impact of chosen management methods on effective activities of an organization, 7. can create conditions for active participation of managed subjects in achieving the objectives.   |                                |
| <b>Brief outline of the course:</b><br>1. Defining the term management, and different approaches to defining it.<br>2. Organization as a system, organizational environments<br>3. The evolution and history of management<br>4. Basic management functions, competences, competence models, characteristics of a manager and his/her personal qualities.<br>5. Planning, planning system of an organization and planning methods.<br>6. Organizing, defining the types, creating and optimizing the organization structures, system of organization norms.<br>7. Leadership and followership process, tools and techniques.<br>8. Motivation of employees.<br>9. Controlling and controlling system of an organization.<br>10. Decision-making methods, importance of information in the work of a manager.<br>11. Organization culture.<br>12. Managing with ethics and responsibility<br>13. New trends in management. |                                |



**Recommended literature:**

1. KOKAVCOVÁ, D. a kol. 2012. Manažment I. Ako plánovať, organizovať a rozhodovať, historické a moderné aspekty manažmentu, Bratislava: Iura Edition, 2012. 160 s. ISBN 978-80-8078-513-0.
2. SEKOVÁ, M. a kol. 2013. Manažment II.. Ľudia v organizácii a organizačná kultúra. Bratislava: Iura Edition, 2013. 172 s. ISBN 978-80-8078-511-6.
3. SEDLÁK, M., LIŠKOVÁ, C. 2016. Manažment. Bratislava : Wolters Kluwer, 2016. 388 s. ISBN: 978-80-8168-296-4.
4. MAJTÁN, M. a kol. 2016. Manažment. Bratislava: Sprint 2, 2016. 408 s. ISBN 978-80-8971-027-0.
5. MINÁROVÁ, M. 2014. Emocionálna inteligencia ako súčasť kompetentnosti manažéra. Banská Bystrica : Belianum, 2014. 144 s. ISBN 978-80-557-0755-6.
6. THEODOULIDES, L. a kol. 2020. Rozvoj kritického myslenia koučovacím prístupom vo vysokoškolskom prostredí. Banská Bystrica: Belianum, 2020. 113 s. <https://doi.org/10.24040/2020.9788055717920>
7. ZÁVADSKÁ, Z. 2020. Industry 4.0 a inteligentné technológie v rozvoji manažmentu výroby podniku. Banská Bystrica: Belianum, 2020. ISBN: 978-80-557-1732-6.
8. THEODOULIDES, L. 2018. Reflective leadership: a process-relational approach to enhance organizational change. Banská Bystrica: Belianum.
9. PURG, D., BRAČEK-LALIČ, A., POPE, J.A. 2018. Business and Society. Making Management Education Relevant for the 21st Century. Cham: Springer, 2018. ISBN 978-3-319-78854-8.

**Language of instruction:**

Slovak

**Notes:student time load:**

210 hours, within that:  
combined form: Lecture, Seminar, Consultation: 16  
self-study: 106  
active preparation for seminars: 48  
collection of data: 40

**Course assessment**

The final number of assessed students: 69

| A   | B     | C     | D     | E     | FX(0) | FX(1) |
|-----|-------|-------|-------|-------|-------|-------|
| 0.0 | 11.59 | 10.14 | 21.74 | 40.58 | 7.25  | 8.7   |

**Instructor:** doc. Ing. Martina Minárová, PhD., Ing. Jozef Ďurian, PhD., Ing. Lenka Theodoulides, PhD., MBA

**Last changed:** 01.03.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_ZMZ  | <b>Course name:</b> Managerial Skills - Basic |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 3   |   |
| <b>Recommended semester/trimester:</b> 4., 6.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>Credits will be awarded to a student who has achieved at least 65 out of 100 points in both parts of the evaluation.<br><b>a) continuous assessment:</b><br>active participation at seminars (0-20 points)<br><b>b) final assessment:</b><br>semestral project - according to the situation either presentation with the use of activating forms of education (0-80 points)<br>During presentations and following discussions students will use mutual evaluation (feedback) with the duty to formulate appreciation or constructive criticism.   |   |
| <b>Learning objectives:</b><br>After successful completion of the course, the student: <ol style="list-style-type: none"> <li>1. adopts interpersonal skills necessary for fulfilment of basic manager duties</li> <li>2. evaluates connection between manager skills and tasks with interconnection on competencies and positions of managers</li> <li>3. can communicate important information and facts in the field of managerial procedures in organisation</li> <li>4. applies knowledge and gained skills in preparation of frame basic documents for decision processes in selected organisations of private, public and non-profit sector</li> <li>5. can adjust own behaviour in the relationship with colleagues, customers and business partners in different social situations in formal as well as in informal relationship</li> <li>6. can plan, organise chosen business events at sufficient level.</li> </ol> |   |
| <b>Brief outline of the course:</b><br>Functions of management and managerial roles. Personable characteristics and ability to work as a manager. Personal development and self-management. Specifics of managerial work in public and non-profit sector. Basic managerial skills – interpersonal, conceptual, technical and communication skills. Rules of efficient communication, mistakes and bad habits in communication. Feedback and its importance in managerial work – critique and constructive feedback, importance of appreciation and recognition. Efficient manager. Ethics and etiquette in managerial work, rules of social behaviour in different situations, preparation and organisation of meetings. The importance of cooperation and teamwork, problems and their solutions – simulation and role play.   |   |

At the beginning of the semester, students identify their strengths and weaknesses for managerial work, formulate concrete steps and work continuously on improving their weaknesses. During the semester students in teams train skills through multiple managerial games and tasks, they solve problems under limited time, apply time management, practise communication skills, and learn how to give mutual feedback.

**Recommended literature:**

1. LABÁTH, V. 2021. Cvičenia, hry, simulácie pre skupinovú prácu. Wolters Kluwer. 256 s. ISBN 978-80-571-0370-7.
2. LOJDA, J. 2011. Manažerské dovednosti. Praha: Grada Publishing, 184 s. ISBN 978-80-247-3902-1.
3. MÍKA, V., T., HUDÁKOVÁ, M. 2020. Manažerske metódy a techniky. 190 s. Žilina: EDIS. ISBN 9788055416144.
4. PAPULA, J. a kol. 2019. Strategický manažment. Wolters Kluwer. 320 s. ISBN 9788-075-985-354.
5. SEDLÁK, M. 2009. Manažment,. Bratislava: Iura Edition. 434 s. ISBN 9788-0807-828-32.
6. ŠPAČEK, L. 2019. Moderní etiketa. Praha: Mladá Fronta. ISBN 978-80-204-5445-4
7. ŠPAČEK, L. 2021. Byznis etiketa a komunikace. Praha: Universum. 376 s. ISBN 978-80-242-7366-2
8. ULRICH, D. a kol. 2010. Kód lídrov. Eastone Group. 149 s. ISBN 978-808-109-1223

**Language of instruction:**

slovak, english

**Notes:student time load:**

90 hours, of which:

Combined study (L, S, K): 26 hours

Self-study: 34 hours

Actualisation of information, work with literature: 30 hours

**Course assessment**

The final number of assessed students: 0

| A   | B   | C   | D   | E   | FX(0) | FX(1) |
|-----|-----|-----|-----|-----|-------|-------|
| 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |

**Instructor:** Ing. Filip Flaška, PhD., Ing. Katarína Sýkorová, PhD.

**Last changed:** 27.03.2023

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|  |                               |
|--|-------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                               |
| <b>Faculty:</b> The Faculty of Economics   |                               |
| <b>Code:</b> E_1_Mark  | <b>Course name:</b> Marketing |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |                               |
| <b>Number of credits:</b> 6  |                               |
| <b>Recommended semester/trimester:</b> 4.  |                               |
| <b>Level:</b> I.   |                               |
| <b>Prerequisites:</b>  |                               |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>continuous assessment: 0 – 40 points: solving assigned partial tasks and case studies during seminars, elaboration and presentation of group work<br><b>b) final assessment:</b><br>final assessment 0 – 60 points: test<br>Credits are assigned to the student who has obtained a minimum of 65 out of maximum 100 points for fulfilling the requirements of the course assessment. Specific grades follow the classification levels according to final number of achieved points (A-FX).<br>Within resit examination, student repeats that part(s) of the assessment (test or case study) in which he/she gained lowest number of points, to achieve the final sum of at least 65 points.  |                               |
| <b>Learning objectives:</b><br>After completion of the course, the student: <ol style="list-style-type: none"> <li>1.Student adopts and understands basic terms and theoretical concepts in marketing and its importance for business</li> <li>2.Understands principles and application possibilities of marketing in different types of businesses, subjects and industries</li> <li>3.knows new trends in this field</li> <li>4.is able to identify and gain information about marketing environment of the business</li> <li>5.has the ability to analyse marketing environment of the business with the use of chosen methods, tools and techniques,</li> <li>6.can create marketing offer with the tools of marketing mix in relation to target market,</li> <li>7.demonstrates analytical, critical and creative approach</li> <li>8.is able to work in teams and solve basic marketing problems in practice,</li> <li>9.is able to present and defend own solutions supported by arguments based on previous analyses.</li> </ol> |                               |
| <b>Brief outline of the course:</b><br>Basic terms in marketing. History and importance of marketing in the activities of an enterprise. Development of business orientations and marketing concepts.<br>Marketing analysis – factors of external macro environment and subjects of external microenvironment, competition analysis.   |                               |

Marketing research - information needs, types of marketing information, managing marketing information.

Consumer behaviour, decision-making process of the customer, factors determining this behaviour. Business buying behaviour in industrial markets, models and factors. Differences between B2C and B2B markets.

Market segmentation (its criteria and process) in the context of STP process.

Essence, content and analysis of marketing mix tools in an enterprise, extended marketing mix.

Product classifications, product analysis and product strategies.

Pricing methods in marketing, factors, strategies and tactics.

Distribution channels, factors and strategies.

Marketing communication mix and its particular tools.

Process of marketing strategy development, content of marketing plan.

Application of marketing in specific areas: international marketing, marketing of services, marketing of non-profit organizations, industrial marketing. New trends in marketing.

**Recommended literature:**

1. POLIAČIKOVÁ, E. 2017. Marketing – vybrané kapitoly. Banská Bystrica : UMB BELIANUM, 2017. ISBN 978-80-557-1231-4.
2. POLIAČIKOVÁ, E. 2007. Marketing I. Banská Bystrica : UMB Banská Bystrica, OZ Ekonómia, 2007. ISBN 978-80-8083-363-3.
3. BARTKOVÁ, L. 2015. Marketing II. Banská Bystrica : UMB BELIANUM, 2015. ISBN 978-80-557-0866-9.
4. KITA, J. a kolektív 2010. Marketing. Bratislava : Edícia EKONÓMIA, 2010. ISBN 978-80-8078-327-3.
5. KOTLER, P. 2001. Marketing management. Praha: Grada Publishing, 2001. ISBN 80-247-0016-6.
6. KOTLER, P. – ARMSTRONG, G. 2004. Marketing. Praha : Grada Publishing, 2004. 855 s. ISBN 80-247-0513-3.
7. KOTLER, P. – KELLER, K, L. 2007. Marketing Management. Praha : Grada Publishing, 2007. ISBN 978-80-247-1359-5.
8. KOTLER, P. – KELLER, K, L. 2013. Marketing Management. Praha : Grada Publishing, 2013. ISBN 978-80-247-4150-5.
9. ĎAĎO, J. – TÁBORECKÁ-PETROVIČOVÁ, J. 2013. Marketing Strategies. B. Bystrica: UMB. 2014. ISBN 978-80-557-0555-2.
10. Aktuálne odborné a vedecké články k problematike marketingu

**Language of instruction:**

Slovak

**Notes:student time load:**

180 hours:  
 Combined form: 16 (lectures and seminars)  
 Case study elaboration: 40  
 Interview in an enterprise, study of the documentation: 10  
 Self-study: 114

**Course assessment**

The final number of assessed students: 48

| A     | B     | C     | D     | E     | FX(0) | FX(1) |
|-------|-------|-------|-------|-------|-------|-------|
| 22.92 | 16.67 | 18.75 | 22.92 | 18.75 | 0.0   | 0.0   |

|   |
|---|
| <b>Instructor:</b> doc. Ing. Janka Tábořecká, PhD.  |
| <b>Last changed:</b> 02.03.2022                     |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD. |

## Course Description

|   |                                 |
|---|---------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                 |
| <b>Faculty:</b> The Faculty of Economics  |                                 |
| <b>Code:</b> E_1_Matem  | <b>Course name:</b> Mathematics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined   |                                 |
| <b>Number of credits:</b> 5   |                                 |
| <b>Recommended semester/trimester:</b> 2.   |                                 |
| <b>Level:</b> I.  |                                 |
| <b>Prerequisites:</b>   |                                 |
| <b>Course completion conditions:</b><br>a) continuous assessment:<br>Written test of linear algebra and function of one real variable and their applications - 40 points (problem solving - 30 points, theoretical questions - 10 points)<br>For active, quality work and for the elaboration of short online tests via LMS, the student can get a maximum of 10 bonus points during the teaching part of the semester.<br>b) final assessment:<br>Written test of differential and integral calculus of functions of one and two real variables and their applications - 60 points (problem solving - 48 points, theoretical questions - 12 points)<br>The grade in due time is determined on the basis of the sum of points from both tests and bonus points for active work.<br>Corrective term:<br>Written test of the entire syllabus – 100 points (problem solving - 80 points, theoretical questions - 20 points)<br>The grade in the corrective term is determined on the basis of the sum of points from the re-sit test and bonus points for active work during the teaching part of the semester.<br>At the request of the examiner, the student is obliged to pass an oral examination in order to verify the used procedures in a written test. On the basis of the oral examination, the examiner decides on the allocation of points for the relevant test. If the oral examination is refused, the student will be awarded an FX grade. During the elaboration of tests and oral examination, the student can only use a personal calculator as an aid.<br>When performing written tests and oral examination by the distance method, it is necessary to register the student for the relevant event in the MS Teams calendar and turn on the camera and microphone on his communication device. Any description, recording or performance of tests, use of illicit aids as well as means of communication, or other impairment of the objectivity of the assessment will be considered as non-compliance with the conditions for passing the course. |                                 |
| <b>Learning objectives:</b><br>Student<br>1. demonstrates basic knowledge of limit, differential and integral calculus of a function of one variable and two variables, of solving systems of equations and of matrix calculus,<br>2. can explain the interrelationships between the knowledge gained,  |                                 |

3. is able to creatively use the acquired knowledge in the study of professional subjects and in the search for effective ways of solving theoretical and practical tasks,
4. is able to correctly interpret the obtained solutions of tasks with respect to the researched economic issues.

**Brief outline of the course:**

Linear algebra. Function of one real variable. Differential calculus of a function of one variable and its application in economics. Function of two variables. Differential calculus of a function of two variables and its application in economics. Integral calculus and its applications in economics.

**Recommended literature:**

1. VIRTUAL UNIVERSITY OF MATEJ BEL 2021. Mathematics (materials for lectures and seminars, solved tasks, video lectures and video instructions for solving tasks). Banská Bystrica: Matej Bel University in Banská Bystrica. Available on the Internet: <https://lms.umb.sk>.
2. DOWLING, E. T. 1980. Introduction to Mathematical Economic. Second Edition. McGraw-Hill. ISBN 0-07- 017674-4.
3. HARSHBARGER, R. J., REYNOLDS, J. J. 1989. Mathematical Applications for Management, Life and Social Sciences, D.C. Heath and Company. ISBN 0-669-16263-9.
4. OSTASZEWSKI, A. 1995. Mathematics in Economics. Oxford: Blackwell Publishers. ISBN 0-631-18056-7.
5. THOMAS Jr., G. B., FINNEY, R. L. 1990. Calculus and Analytic Geometry, 7th edition, Addison-Wesley Publishing Company. ISBN 0-201-16320-9.

**Language of instruction:**

Slovak, English

**Notes:student time load:**

overall time: 150 hours, out of which  
combined study: 16 hours  
self-study: 134 hours

**Course assessment**

The final number of assessed students: 65

| A    | B    | C    | D     | E     | FX(0) | FX(1) |
|------|------|------|-------|-------|-------|-------|
| 9.23 | 6.15 | 9.23 | 16.92 | 24.62 | 12.31 | 21.54 |

**Instructor:** doc. RNDr. Jana Špírková, PhD., RNDr. Mária Grausová, PhD.

**Last changed:** 15.12.2021

**Approved by:** doc. Ing. Janka Tábořecká, PhD.



## Course Description

|  |                                    |
|--|------------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                    |
| <b>Faculty:</b> The Faculty of Economics   |                                    |
| <b>Code:</b> E_1_Mikro   | <b>Course name:</b> Microeconomics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |                                    |
| <b>Number of credits:</b> 6  |                                    |
| <b>Recommended semester/trimester:</b> 1.  |                                    |
| <b>Level:</b> I.   |                                    |
| <b>Prerequisites:</b>  |                                    |
| <b>Course completion conditions:</b><br>The prerequisite for completing the course is passing the final written test and oral exam. A maximum of 60 points can be obtained from the written test and a maximum of 40 points can be obtained from the oral exam, which means a total of 100 points. The minimum point limit for success, and thus the condition for completing the course, is set at 65 points, and these points can be obtained by the student as the sum of points for the written test and the oral exam. Each student must complete the written and oral part of the evaluation.<br><b>a) continuous assessment:</b><br>-<br><b>b) final assessment:</b><br>Students take the final written test in the period designated for the end of study obligations from and can obtain 0-60 points. Each student must achieve a minimum of 35 points in order to participate in the oral part of the knowledge assessment.<br>If the student does not obtain the required minimum number of points, he / she cannot take the oral exam and takes a corrective written test under the same conditions. If the student does not pass the oral exam, he / she completes the correction term only from this part. |                                    |
| <b>Learning objectives:</b><br>The student: <ol style="list-style-type: none"> <li>1. is able to define and understand the basic terms used in economics and economic theory,</li> <li>2. understands the methods of economic research and their possible pitfalls, can use these methods in solving economic problems, formulate and communicate conclusions,</li> <li>3. can explain the most influential economic theories,</li> <li>4. is able to explain the principles of the market mechanism and explain its operation,</li> <li>5. is able to describe and justify consumer behavior in the market,</li> <li>6. can describe and justify the behavior of the company in the market,</li> <li>7. is able to distinguish the main problems with unequal distribution of income and wealth, describe the possibilities of their solution and evaluate social and ethical contexts.</li> </ol>  |                                    |
| <b>Brief outline of the course:</b><br>Introduction to economics. Basic problems of the economic organization. Production possibility frontiers. Market and market mechanism. Demand and supply in individual markets. Demand, utility and consumer behavior. Business organization. Supply theory and marginal product.   |                                    |

Economic analysis of costs, revenues and profit. Competition. Perfect competition. Imperfect competition – monopoly, oligopoly, monopolistic competition. Pricing of factors of production. Labor market and wages. Land market and rent. Capital market. Income distribution.

**Recommended literature:**

1. Marasová, J., Horehájová, M., Mazúrová, B., Horeháj, J. 2018. Princípy mikroekonómie. Bratislava: Wolters Kluwer, 2018. 250 s. ISBN 978-80-8168-976-5
2. Mazúrová, B., Kollár, J., Považanová, M. 2022. Princípy mikroekonómie – cvičebnica, 2. vydanie. Bratislava: Wolters Kluwer, 2022, 184 s. ISBN 978-80-571-0502-2
3. Mazúrová, B., Kollár, J., Považanová, M. 2020. Princípy mikroekonómie – cvičebnica. Bratislava: Wolters Kluwer, 2020, 184 s. ISBN 978-80-571-0261-8
4. Horeháj, J., Šuplata, M. 2015. Stručné dejiny ekonomických teórií. Banská Bystrica: Belianum, 2015, 89 s. ISBN 978-80-557-1037-2
5. Jurečka, V. a kol. 2018. Mikroekonómie. 3. aktualizované a rozšírené vydání. Praha: Grada Publishing, a.s., 2018. 400 s. ISBN 978-80-271-0146-7
6. Lisý, J. a kol. 2016. Ekonomía. Bratislava: Wolters Kluwer, 2016. 624 s. ISBN 978-80-755-2275-7
7. Holman, R. 2015. Ekonomie. 6. vydání. Praha: C. H. Beck, 2015. 720 s. ISBN 978-80-740-0278-6
8. Samuelson, P. A., Nordhaus, W.D. 2013. Ekonomie. 19. vydanie. Bratislava: NS Svoboda, 2013. 770 s. ISBN 978-80-205-0629-0
9. Mankiw, N. G. 1999. Zásady ekonomie. Praha: Grada Publishing, a.s., 2009, 763 s., ISBN 80-716-9891-1
10. Janáčková, H., Jánošíková, I., Kolcunová, E., Paličková, I. 2019. Mikroekonomie A – Sbírká úloh pro balářské studium. Ostrava: VŠB – TU, 2019, 86 s. ISBN 978-80-248-4313-1
11. Holman, R. 2016. Ekonomie. Sbírká řešených otázek a příkladů. Praha: C. H. Beck, 2016. 168 s. ISBN 978-80-740-0615-9
12. Paličková, I. 2012. Cvičebnice mikroekonomie. Brno: BizBooks, 2012. ISBN 978-80-265-0042-1
13. Fendeková, E. a kol. 2009. Zbierka príkladov z mikroekonómie. Bratislava: Iura Edition, 2009. ISBN 978-80-8078-242-9
14. Časopisecká literatúra: Ekonomický časopis, Politická ekonomie, Hospodárske noviny, Ekonóm, TREND, Ekonomika a spoločnosť, Ekonomické rozhľady a i.

**Language of instruction:**

Slovak language

**Notes: student time load:**

Lectures (L): 16

Elaboration of homework, preparation for seminars, study in auxiliary groups, self-study: 164

**Course assessment**

The final number of assessed students: 113

| A   | B    | C     | D    | E     | FX(0) | FX(1) |
|-----|------|-------|------|-------|-------|-------|
| 0.0 | 7.08 | 15.04 | 8.85 | 30.97 | 29.2  | 8.85  |

**Instructor:** Ing. Barbora Mazúrová, PhD.

**Last changed:** 14.09.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                                |
|--|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                |
| <b>Faculty:</b> The Faculty of Economics   |                                |
| <b>Code:</b> E_1_Fil   | <b>Course name:</b> Philosophy |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |                                |
| <b>Number of credits:</b> 4  |                                |
| <b>Recommended semester/trimester:</b> 2., 4.  |                                |
| <b>Level:</b> I.   |                                |
| <b>Prerequisites:</b>  |                                |
| <b>Course completion conditions:</b><br>To successfully complete the course, it is necessary to master the knowledge in the content of the course. At the same time, the student is required to demonstrate the acquired knowledge and skills from current philosophical discourse and activities acquired in the seminars during the semester. The student has the opportunity to use a regular and corrective deadline for the final verification of the acquired knowledge.   |                                |
| <b>a) continuous assessment:</b><br>Continuous assessment takes place continuously throughout the semester in the form of self-reflection of own initiative, creativity, development of critical thinking and willingness to engage in thematic discussions and approved current thematic areas. The teacher also provides students regular feedback about regularity and the level of participation in teaching.  |                                |
| <b>b) final assessment:</b><br>To successfully complete the course, it is necessary to pass the final online test, which verifies the theoretical and applied knowledge of students in the range of basic topics throughout the semester. The test is 100 points and the minimum number of points for successful completion of the course is 65 points.  |                                |
| <b>Learning objectives:</b><br>After completion of the course, the students: 1. extend the level of general intelligence in philosophical erudition, which enables the student to understand the universal topics of human life in a complex way (being, knowing, values, society), 2. understand basic differences and relations between the individual forms of reflection of reality (art, religion, philosophy, science), 3. develop the ability of abstract, critical and contextual thinking, which he/she can use in assessing and solving individual problems related to worldviews and work, 4. gather their information from various senses, including oral and/or written expressions, reflection, observation, experience, and reasoning analyze and solve problems of various natures (disciplinary, professional, personal, social) 5. acquire basic categorical apparatus related to methodology of science, gets acquainted with individual methods of scientific knowledge, and their practical use in solving specific problems of social practice at the corporate, organizational, and institutional levels, 6. understand the influence of economics, ecology and philosophy in searching the sustainable forms of surviving of the contemporary society, is able to critically evaluate contemporary models of economic growth, and realize the importance of social responsibility or enterprises and organizations, 7. use the |                                |

acquired knowledge in evaluating the character and urgency of contemporary global problems of the mankind.

**Brief outline of the course:**

Defining the status of philosophy. Philosophy as the interpretative scheme of reality on the background of development of European thought tradition. Western philosophy and science. Basic ontological and civilization models. Knowledge as a philosophical problem and basic concepts of the truth. Value foundations of the Western cultural circle. Postmodern discourse. Pluralism and value relativism. Eco-philosophy as an interdisciplinary link between philosophy, economy and ecology. Alternative anthropocentrism. Paradigmatic turnovers in European culture. Global problems of the mankind, globalization. Critical reflection of the current state and perspectives of further civilization development.

**Recommended literature:**

1. BEEBEE, H., RUSH, M. 2019. Philosophy. Why it matters. Cambridge : Polity Press. ISBN 978-1-5095-3216-2. 2. BROUSSARD, M. 2018. Artificial unintelligence. How computers misunderstand the world. Cambridge, Massachusetts : The MIT Press. ISBN 978-0-2-623-4673-3. Online source UK UMB. 3. GARDNER, H. 2020. A Synthesizing mind. Cambridge, Massachusetts : The MIT Press. ISBN 978-0-2-623-5959-7. Online source UK UMB. 4. GREENGARD, S. 2019. Virtual reality. Cambridge, MA : The MIT Press. ISBN 978-0-2-623-5468-4. Online source UK UMB. 5. HETMAŃSKI, M. (Editor). 2018. Rationality and decision making (from normative rules to heuristics). Leiden : Brill-Rodopi. ISBN 978-90-04-35723-5. 6. LEEZENBERG, M., DE VRIES, G. 2019. History and philosophy of the humanities. An introduction. Amsterdam : Amsterdam University Press. ISBN 9789048539338. 7. SOAMES, S. 2019. The world philosophy made. Princeton : Princeton University Press. ISBN 978-0-691-17692-5. 8. THALOS, M. 2019. A social theory of freedom. Abingdon, Oxfordshire : Routledge. ISBN 978-0-367-36151-8.

**Language of instruction:**

Slovak

**Notes:student time load:**

120 hours, of which:

combined study (P, S, K): 8

self-study: 80

regular update of monitored topics, work with terminological dictionary: 32

**Course assessment**

The final number of assessed students: 8

| A   | B   | C    | D    | E   | FX(0) | FX(1) |
|-----|-----|------|------|-----|-------|-------|
| 0.0 | 0.0 | 12.5 | 87.5 | 0.0 | 0.0   | 0.0   |

**Instructor:** doc. PhDr. Miriam Martinkovičová, PhD.

**Last changed:** 31.01.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                                |
|--|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                |
| <b>Faculty:</b> The Faculty of Economics   |                                |
| <b>Code:</b> E_1_Polito  | <b>Course name:</b> Politology |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |                                |
| <b>Number of credits:</b> 4  |                                |
| <b>Recommended semester/trimester:</b> 1., 3.  |                                |
| <b>Level:</b> I.   |                                |
| <b>Prerequisites:</b>  |                                |
| <b>Course completion conditions:</b><br>To successfully complete the course, it is necessary to master the knowledge in the content of the course. At the same time, the student is required to demonstrate the acquired knowledge and skills from current topics of political science and activities acquired in the seminars during the semester. The student has the opportunity to use a regular and corrective deadline for the final verification of the acquired knowledge.<br><b>a) continuous assessment:</b><br>Continuous assessment takes place continuously throughout the semester in the form of self-reflection of own initiative, creativity, development of critical thinking and willingness to engage in thematic discussions and approved current thematic areas. The teacher also provides students regular feedback about regularity and the level of participation in teaching.<br><b>b) final assessment:</b><br>To successfully complete the course, it is necessary to pass the final online test, which verifies the theoretical and applied knowledge of students in the range of basic topics throughout the semester. The test is 100 points and the minimum number of points for successful completion of the course is 65 points.   |                                |
| <b>Learning objectives:</b><br>The students: 1. will acquire an overview of the basic mechanisms in regard with functioning of democracy, political power, political processes and the structure of the political system, 2. will acquire an algorithm of objective and realistic media information processing in order to resist demagoguery and manipulation, 3. on the basis of the comparative analysis capabilities are able to understand and clarify the mechanisms how the political systems of the Member States of the European Union function 4. will understand an interaction of policy and economy at the national and international levels, will understand the character of decision-making processes within the national economic policy, and are able to apply this knowledge in decision-making processes in a positions of an economist, a business manager, a public sector employee, 5. competently watch the political spectrum and understand ideological platforms of political parties and interest groups, and thus he understand the economic-political orientation of the state 6. will use the acquired knowledge in personal and professional civic participation and engagement in political affairs at the national (parliamentary elections) and local (municipal elections) levels. 7. can be beneficial to society |                                |

through its role as a member of various local, national and global communities that value the civil responsibility, democratic values and diversity.

**Brief outline of the course:**

Definition of Politology as a Science. Basic concepts of policy understanding in European political history. Historical development of political thinking. Political power. Basic concepts of power distribution. The horizontal concept of political power and the structure of triumvirate elements. Vertical concept of power distribution and the resulting basic forms of the state. Forms of government and their application in specific political systems. Political system and its elements. Comparative analysis of political systems of selected countries of the European Union. Political parties. Basic models of democracy and the principles of real democracy. Interest groups, lobbying. Electoral systems and election theory. International relations and integration process.

**Recommended literature:**

1. APPLEBAUM, A. 2020. SÚMRAC DEMOKRACIE. Zvodné lákadlo autoritárstva. N Press. ISBN 9788099925374.
2. DANICS, Š., DUBSKÝ, J., URBAN, L. 2016. Základy sociologie a politologie. Plzeň : ARTFORUM. ISBN 978-80-7380-590-6.
3. DŽATKOVÁ, V. 2017. Vybrané kapitoly z politológie. Košice : Univerzita Pavla Jozefa Šafárika. ISBN 978-80-8152-501-8.
4. CHOVANEC, J., HOTÁR, S.V. 2019. Politológia. Terminologický a výkladový slovník. Bratislava : Procom ; Martin : Vydavateľstvo Matice slovenskej. ISBN 978-80-85717-35-8.
5. KRASTEV I., HOLMES S. 2020. Světlo, které pohaslo. Praha : Univerzita Karlova, nakladatelství Karolinum. ISBN 978-80-246-4607-7. Online zdroj UK UMB.
6. MARTINKOVIČOVÁ, M. a kol. 2019. QUO VADIS súčasná spoločnosť ? Banská Bystrica : Belianum. ISBN 978-80-557-0605-3.
7. MAŠKARINEC, P., NOVOTNÝ, L. 2020. Strany a vládnutí v digitální éře. Academia. ISBN 9788020030528.
8. MIHÁLIK, J. 2017. Kapitoly z porovnávacej politológie. Trnava : UCM. ISBN 978-80-8105-872-1.
9. SHAPIRO, I. 2019. Politika proti dominanci. Praha : Univerzita Karlova, nakladatelství Karolinum. ISBN 978-80-246-3843-0. Online zdroj UK UMB.
10. RYDGREN, J. (ed.). 2018. The Oxford handbook of the radical right. New York : Oxford University Press. ISBN 9780190274573. Online zdroj UK UMB.

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours, of which:

combined study (P, S, K): 8

self-study: 80

updating information, regular monitoring the political situation: 32

**Course assessment**

The final number of assessed students: 36

| A   | B    | C    | D    | E     | FX(0) | FX(1) |
|-----|------|------|------|-------|-------|-------|
| 0.0 | 2.78 | 25.0 | 25.0 | 41.67 | 2.78  | 2.78  |

**Instructor:** doc. PhDr. Miriam Martinkovičová, PhD.

**Last changed:** 31.01.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_ProfEt   | <b>Course name:</b> Professional Ethics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 2., 4.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br>To successfully complete the course, it is necessary to master the knowledge in the content of the course. At the same time, the student is required to demonstrate the acquired knowledge and skills from current topics of ethical discourse and activities acquired in the seminars during the semester. The student has the opportunity to use a regular and corrective deadline for the final verification of the acquired knowledge.<br><b>a) continuous assessment:</b><br>Continuous assessment takes place continuously throughout the semester in the form of self-reflection of own initiative, creativity, development of critical thinking and willingness to engage in thematic discussions and approved current thematic areas. The teacher also provides students regular feedback about regularity and the level of participation in teaching.<br><b>b) final assessment:</b><br>To successfully complete the course, it is necessary to pass the final online test, which verifies the theoretical and applied knowledge of students in the range of basic topics throughout the semester. The test is 100 points and the minimum number of points for successful completion of the course is 65 points.  |   |
| <b>Learning objectives:</b><br>After completion of the course, the students: 1. can perform self-reflection of the level of moral maturity, which enables the student to profile the individual value orientation and define his/her own attitude to ethical norms and standards of the interpersonal interaction in a working environment, 2. can assess the importance and the role of moral values as a prerequisite to the individual's moral competence related to his/her profession, and thus form a positive attitude to fulfilling his-her obligations and liabilities, 3. use theoretical knowledge and practical skills in developing the level of own professionalism as the integrity of professional and moral aspects, and is capable of situational and moral judgment and decision-making, 4. apply the formed set of attitudes towards work in practice by requiring acceptance of and adherence to norms in a specific area of his/her profession, in relation to internal and external customer, while eliminating the existence of unwanted forms of unethical behavior, 5. communicate effectively, concisely, and correctly in written, spoken, and visual forms and develop interpersonal skills including listening, asserting, influencing, persuading, empathizing, and exercising sensitivity and diplomacy, 6. receive and give constructive feedback from/to peers, supervisors and colleagues, 7. apply their interpersonal skills |   |



through team building, consensus building, negotiation and conflict management, 8. take ownership for and manage one's career progression, set realistic and achievable career goals.

**Brief outline of the course:**

Genealogy of key words - ethics, morality, etiquette, netiquette, values, value orientation, standards. The genesis of ethical imperatives. Diversity of applied ethics. Professional ethics as the theoretical foundation of professions. Standardization of professional behavior. Professionalism structure - KSA model. Professionalism as a unity of expertise and morality. Professional ethical competencies. Forms of social behavior and models of ethical decision making. Typology of ethical conflict.

**Recommended literature:**

1. BILASOVÁ, V., LUCHMAN, V. (eds.). 2016. Etické myslenie minulosti a súčasnosti. Prešov : Filozofická fakulta Prešovskej univerzity. ISBN 978-80-555-1631-8.
2. CLANCY MARTIN, C., VAUGHT, W., SOLOMON, R.C. 2017. Ethics Across the Professions: A Reader for Professional Ethics. Oxford University Press. ISBN-13 : | 978-0190298708.
3. ĎURČÍK, V. a kol. 2017. Etické východiská vybraných profesií. Banská Bystrica : FF UMB, Belianum, ISBN 978-80-557-1339-7.
4. FRANKOVSKÝ, M., BIRKNEROVÁ, Z. a kol. 2017. Sociálna inteligencia – významná osobnostná charakteristika manažéra a coping. Prešov : Bookman SBN 978-80-8165-172-4.
5. FOBELOVÁ, D., MARTINKOVIČOVÁ, M., ČIERNA, H. 2018. Etika ako aplikačná stratégia. Banská Bystrica : Belianum. ISBN 978-80-557-1431-8.
6. HALLSWORTH, M., KIRKMAN, E. 2020. Behavioral insights. Cambridge, Massachusetts : The MIT Press. Online zdroj UK UMB.
7. MARTINKOVIČOVÁ, M. a kol. 2019. QUO VADIS súčasná spoločnosť ? Banská Bystrica : Belianum. ISBN 978-80-557-0605-3.
8. MUKHERJEE, A.S. 2020. Leading in the digital world. How to foster creativity, collaboration, and inclusivity. Cambridge, MA : The MIT Press. ISBN 978-0-2-623-5838-5. Online zdroj UK UMB.
9. ENRIQUEZ, J. 2020. Right/wrong. How technology transforms our ethics. Cambridge, MA : The MIT Press. ISBN 978-0-2-623-6001-2. Online zdroj UK UMB.
10. ROITBLAT, H.L. 2020. Algorithms are not enough. Creating general artificial intelligence. Cambridge, Massachusetts : The MIT Press. ISBN 978-0-2-623-5893-4. Online zdroj UK UMB.
11. SKIDELSKY, R., CRAIG, N. (eds.) 2020. Work in the future. The automation revolution. Cham, Switzerland : Palgrave Macmillan. 9783030211332. Online zdroj UK UMB.
12. SEKNIČKA, P., PUTNOVÁ, A.. 2016. Etika v podnikání a hodnoty trhu. Praha : Grada. ISBN 978-80-247-5545-8.
13. ŠRAMKOVÁ, M. 2019. Závažové situácie v praxi manažéra. Banská Bystrica : Belianum. ISBN 978-80-557-1559-9.

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours, of which:

combined study (P, S, K): 39

self-study: 30

self - knowledge, personality diagnostics: 21

ethical skills training: 30

|   |      |       |      |       |       |       |
|---|------|-------|------|-------|-------|-------|
| <b>Course assessment</b>                                  |      |       |      |       |       |       |
| The final number of assessed students: 64                 |      |       |      |       |       |       |
| A   | B    | C     | D    | E     | FX(0) | FX(1) |
| 10.94   | 25.0 | 21.88 | 12.5 | 21.88 | 4.69  | 3.13  |
| <b>Instructor:</b> doc. PhDr. Miriam Martinkovičová, PhD. |      |       |      |       |       |       |
| <b>Last changed:</b> 31.01.2022                           |      |       |      |       |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.       |      |       |      |       |       |       |

## Course Description

|   |                                |
|---|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica  |                                |
| <b>Faculty:</b> The Faculty of Economics  |                                |
| <b>Code:</b> E_1_Psych  | <b>Course name:</b> Psychology |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |                                |
| <b>Number of credits:</b> 4   |                                |
| <b>Recommended semester/trimester:</b> 1., 3.   |                                |
| <b>Level:</b> I.  |                                |
| <b>Prerequisites:</b>   |                                |
| <b>Course completion conditions:</b><br>a) continuous assesement:<br>elaboration of seminar work about a chosen topic of the course: 0-40 points;<br>b) final assesement:<br>written exam: 0-60 points<br>Conditions for passing the correction deadline:<br>Points transferred for seminar work<br>Corrective term from the written test   |                                |
| <b>Learning objectives:</b><br>After completion of the course the student: <ol style="list-style-type: none"> <li>1. has acquire basic psychological terminology with an emphasis on knowledge from applied psychological disciplines, which they will use in acquiring knowledge and skills from other social sciences disciplines.</li> <li>2. is able to analyze and interpret psychological phenomena, especially those related to the economic behavior of the individual and his inclusion in the world of work.</li> <li>3. applies acquired theoretical psychological knowledge in performing management functions at basic and middle management level.</li> <li>4. is able to judge the performance and personality assumptions of employees, to choose the appropriate motivational tools and approaches.</li> <li>5. can self- evaluate self him/her (self-awareness, self- evaluation), flexibly respond to changing conditions in the labour market in the flexible way (self-management)</li> <li>6. learns to cooperate effectively in a team through team project work, search for and process information, and share mutual experience</li> </ol> |                                |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Psychology as science.</li> <li>2. The importance of studying psychological disciplines for economists.</li> <li>3. Economic psychology.</li> <li>4. Psychology of personality.</li> <li>5. Structure and dynamics of personality, personality characteristics.</li> <li>6. Psychological analysis of work activity: work performance, working fatigue, work load, work stress, burnout syndrome.</li> </ol>  |                                |

7. Work motivation - Employee motivation profile.
8. Personality of a senior employee - typology.
9. Working group, work team, team and team leadership.
10. Behavioral psychology – definition, behavioral psychologists, rational and irrational decision-making, practical examples (nudging).
11. Psychological methodology and its use in economic sciences

**Recommended literature:**

1. ARONSON, E., WILSON, T. D., AKERT, R. M. a SOMMERS, S. R. (2015) Sociálna psychológia (9. vydanie). New York: Prentice Hall. 598s. 2015. ISBN 0-1339-3654-6.
2. FLEŠKOVÁ, M., DOLINSKÁ, V. (2010). Aplikovaná psychológia pre ekonómov a manažérov. 1. vyd. Bratislava : Iura Edition, spol. s.r.o., 2010. 255 s. ISBN 97-88-080783-37-2.
3. HELUS, Z. (2018). Úvod do psychológie. 2 vyd. Praha: Grada, 2018. 312s. ISBN 978-80-247-4675-3
4. KAHNEMAN, D. (2019). Myslenie, rýchle a pomalé. Bratislava : Aktuell. 527 s. ISBN 978-80-8172-056-7.
5. NAKONEČNÝ, M. (2021). Psychologie osobnosti. Vydavatel'stvo Triton: Praha. 2021. 620s. ISBN 978-80-755-3886-4
6. MIKULÁŠTIK, M. (2015). Manažerská psychologie. 3 vyd. Praha: Grada. 344s. 2015. ISBN 978-80-247-4221-2
7. MYERS, D.G. (2016) Sociální psychologie. Vydavatel'stvo Edika: Praha. 2016. 544s. ISBN 978-80-266-08-71-4
8. SEBERÍNI, A. (2021). Psychológia trhu. Belianium: Banská Bystrica : Vydavateľ'stvo Univerzity Mateja Bela v Banskej Bystrici. Ekonomická fakulta. 236s. 2021. ISBN 978-80-557-1896-5

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours  
 Combined form (Lecture, Seminar, Consultation) 26  
 Self – study: 50  
 Preparation of the project: 34  
 Project presentation: 10

**Course assessment**

The final number of assessed students: 81

| A     | B    | C     | D    | E    | FX(0) | FX(1) |
|-------|------|-------|------|------|-------|-------|
| 22.22 | 32.1 | 18.52 | 4.94 | 7.41 | 14.81 | 0.0   |

**Instructor:** PhDr. Andrea Seberíni, PhD.

**Last changed:** 13.06.2022

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|  |  |
|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_VSaRR   | <b>Course name:</b> Public Administration and Regional Development |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 3  |  |
| <b>Recommended semester/trimester:</b> 2., 4., 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>Number of points obtained for continuous and final evaluation is 100. This corresponds to the grading scale evaluation. Credits are assigned to the student, who receives at least 65 of 100 points for the implementation of the intended conditions<br><b>a) continuous assessment:</b><br>elaboration and presentation of choosen topic max. 50 points<br><b>b) final assessment:</b><br>written exam for max 50 points   |  |
| <b>Learning objectives:</b><br>After completion of the course, student is able to: <ul style="list-style-type: none"> <li>- tell the difference between the public sector and the public administration,</li> <li>- divide the power in a state,</li> <li>- characterise and explain the position of public administration in the national economy,</li> <li>- describe the course of public administration development in Slovakia,</li> <li>- name and characterize bodies of public administration in Slovakia and the European Union,</li> <li>- distinguish between the basic trends in the public administration organisations' management,</li> <li>- characterise and distinguish the basic terms: region, growth, development, policy, regional policy, regional policy of the EU and SR,</li> <li>- identify regional disparities, their causes and tendencies in their development in SR and the EU,</li> <li>- define regional policy objectives and tools, subjects and objects of its implementation,</li> <li>- distinguish different programming periods of the EU regional policy and pre-accession instruments in relation to the candidate countries</li> </ul> |  |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Basic terms of „Public administration“, Public power, state.</li> <li>2. Public administration – general characteristics, position in a legal system and its division. Public servants in wider and narrow sense.</li> <li>3. Public administration models. Personnel management in the Public administration and European integration</li> <li>4. State administration – central bodies (and other bodies of state administration)</li> <li>5. Regional and local administration/governments, professional or trade chambers and organisations</li> <li>6. Digitalisation of public administration. Inspection in the public administration.</li> </ol>   |  |

7. Development of public administration. Tendencies in the development of public administration in Europe
8. Region, regional growth and regional development, regional policy
9. Regional policy yesterday, today and tomorrow
10. Regional disparities in the EU and Slovakia, Selected theories of regional development

**Recommended literature:**

1. KRŇÁČ, J., KOŽIAK, R., LIPTÁKOVÁ, K., Verejná správa a regionálny rozvoj, 2008, Banská Bystrica, EF UMB Banská Bystrica, 2008, 250s., ISBN 978-80-8883-695-5
2. BERČÍK, P., KRÁLIK, J. Základy verejnej správy, 2007, Bratislava, Akadémia policajného zboru Bratislava, 2007, 190s. ISBN 978-80-8054-400-3
3. GRŮŇ L., PAVLIČKOVÁ, A., VYDROVÁ, V., Samospráva ako súčasť verejnej správy, Eurounion, 2005, 124 s. ISBN 80-88984-82-3
4. POMOHAČ, R., VIDLÁKOVÁ, O., 2002. Veřejná správa: C. H. Beck, 2002, 278s. ISBN 80-7179-748-0.
5. Maier, G., Tödtling , F.: Regionálna a urbanistická ekonomika 2. Regionálny rozvoj a regionálna politika. Bratislava: Elita , 1998. ISBN 80-8044-049-2
6. Buček, M., a kol.: Regionálny rozvoj, novšie koncepcie, Ekonóm Bratislava, 2006, 270 s. ISBN 80-225-2151-5

**Language of instruction:**

slovak

**Notes:student time load:**

90 hours

combined study (lectures, seminars, consultations): 8

self-study: 72

**Course assessment**

The final number of assessed students: 28

| A     | B     | C     | D     | E     | FX(0) | FX(1) |
|-------|-------|-------|-------|-------|-------|-------|
| 14.29 | 17.86 | 21.43 | 10.71 | 21.43 | 10.71 | 3.57  |

**Instructor:** doc. Ing. Radoslav Kožiak, PhD., Ing. Katarína Sýkorová, PhD.

**Last changed:** 13.02.2023

**Approved by:** doc. Ing. Janka Táborecká, PhD.

## Course Description

|  |  |
|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_DotPr   | <b>Course name:</b> Questionnaire Survey |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 4  |  |
| <b>Recommended semester/trimester:</b> 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>construction of a questionnaire (10%), online form of the questionnaire (10%), data collection (10%), recoding of the database (20%), verification of representativeness and description of the sample (50%)<br><b>b) final assessment:</b><br>the final grade is derived from the total sum of points gained from individual parts.<br>The student may revise any part of the overall assessment in the resit term.   |  |
| <b>Learning objectives:</b><br>Student <ol style="list-style-type: none"> <li>1. is able to create a correct questionnaire in accordance with the factual, formal and statistical requirements for its content and structure and in the connection with the research objective,</li> <li>2. creates an online form of the questionnaire,</li> <li>3. identifies the type of variable that the question generates in the questionnaire and introduces the coding of the response in accordance with the type of variable,</li> <li>4. creates a formally and content-wise correct database of answers to the questions in the questionnaire in a spreadsheet processor, which will be processed by the statistical program,</li> <li>5. understands how to process a multi-choice question;</li> <li>6. uses the correct statistical procedures in statistical program for exploratory analysis and for testing of representativeness of the sample,</li> <li>7. is able to summarize, graphically present and correctly interpret the obtained results.</li> </ol> |  |
| <b>Brief outline of the course:</b><br>Preparation of a questionnaire in connection with the goal and hypotheses of the bachelor's thesis, methods and techniques of data selection and collection, determining the range of the sample. Classification of surveyed data - quantitative, ordinal and nominal variables, preparation of a data file in spreadsheet processor, creation of an online questionnaire in freeware applications. Import of the database of responses into statistical software package and settings of variables for further processing. Exploratory analysis. Testing of the representativeness. Presentation and interpretation of obtained results.   |  |
| <b>Recommended literature:</b>   |  |

1. BIFFIGNANDI, S., BETHLEHEM, J. 2021. Handbook of web surveys. Hoboken: John Wiley & Sons, pp. 607. ISBN 978-111-93-7168-7.
2. JARRETT, C. 2021. Surveys That Work: A Practical Guide for Designing and Running Better Surveys. New York: Rosenfeld Media, pp. 322. ISBN: 1-933820-53-5
3. NUNAN, D., MALHOTRA, N. K., BIRKS, D. F. 2020. Marketing Research: Applied Insight. Pearson UK, pp. 890. ISBN: 978-1-292-26563-6
4. PECÁKOVÁ, I. 2011. Statistika v terénních průzkumech. 2. doplněné vydání. Praha : Professional Publishing , 236 s. ISBN 978-80-7431-039-3.
5. RONI, S. M., DJAJADIKERTA, H. G. 2021. Data Analysis with SPSS for Survey-based Research. Singapore: Springer Nature, pp. 264. ISBN: 978-981-16-0192-7
6. ŘEZANKOVÁ, H. 2011. Analýza dat z dotazníkových šetření. Praha : Professional Publishing, 223 s. ISBN 978-80-7431-062-1.
7. SCHEUREN, F. 2004. What is a Survey? Alexandria: American Statistical Association, pp.68.

**Language of instruction:**

Slovak, English

**Notes:student time load:**

120 hours, out of which  
 Combined study (Lectures, Seminars, Consultations): 8  
 Self-study: 112

**Course assessment**

The final number of assessed students: 0

| A   | B   | C   | D   | E   | FX(0) | FX(1) |
|-----|-----|-----|-----|-----|-------|-------|
| 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |

**Instructor:** doc. Ing. Alena Kašćáková, PhD., Ing. Zuzana Rigová, PhD.

**Last changed:** 04.02.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.



## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_SZM  | <b>Course name:</b> Socially Responsible Marketing |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 4   |  |
| <b>Recommended semester/trimester:</b> 5.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Final written examination of the acquired knowledge, 0 – 80 points<br>Case studies; participation in research projects), 0 – 20 points   |  |
| <b>Learning objectives:</b><br>After completion of the course the student: <ul style="list-style-type: none"> <li>- acquires and can use basic terminology and concepts related to the issue of socially responsible behavior in marketing activities; integrates theoretical knowledge into the solution of practical tasks,</li> <li>- can actively obtain secondary and primary information on the issue,</li> <li>- can identify and analyze morally and ethically debatable marketing practices, take opinions on them</li> <li>- can propose possible partial solutions to the identified problems, can present and defend them in an appropriate way,</li> <li>- demonstrates the ability to implement the environmental aspect into the marketing activities of companies,</li> <li>- is aware of consumer rights and masters the mechanisms of their enforcement in practice concerning bidders,</li> <li>- identifies current trends in socially responsible marketing and the possibilities of their application in marketing activities.</li> </ul> |  |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Introduction to socially responsible marketing. Socially responsible marketing - part of holistic marketing. The essence and starting points.</li> <li>2. Corporate social responsibility. Responsible behaviour in marketing management. Current trends and challenges.</li> <li>3. A societal critique of marketing, its causes and essence. Civic and public actions aimed at regulating marketing.</li> <li>4. Business ethics. Ethical aspects of marketing. Socio-ethical principles of marketing strategy. Ethics in marketing research.</li> <li>5. Ethics and marketing tools (product, price).</li> <li>6. Ethics and marketing tools (distribution, communication/promotion).</li> </ol>   |  |

7. Advertising and society. A societal critique of advertising. Self-regulation of advertising.
8. Environmentally responsible consumer behavior.
9. Environmentally responsible business behavior. Environmental marketing strategy.
10. Environmental marketing. Environmental marketing tools. Circular economy. Principles.
11. Protection of consumers' rights and interests. Consumer rights. Development, present and perspectives of consumer issues in the Slovak Republic and abroad.
12. Consumer policy and its tools. Legislative and institutional consumer protection.
13. Consumer organizations and their activities.

#### **Recommended literature:**

1. MUSOVÁ, Z., 2020. Vnímanie zodpovedných marketingových aktivít spotrebiteľmi. Banská Bystrica: Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici, 2020. 136 s. ISBN 978-80-557-1678-7.
2. MUSOVÁ, Z., 2013. Spoločenská zodpovednosť v marketingovej praxi podnikov. Banská Bystrica: Univerzita Mateja Bela, Ekonomická fakulta v Banskej Bystrici, 2013. 228 s. ISBN 978-80-557-0516-3.
3. MUSOVÁ, Z. (Ed.) 2018. Vplyv inovatívnych marketingových koncepcií na správanie vybraných trhových subjektov na Slovensku II. Banská Bystrica: Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici, 2018. 280 s. ISBN 978-80-557-1452-3.
4. DZUROVÁ, M. a kol. 2015. Spotrebiteľská politika II. 1. vyd. Bratislava : Vydavateľstvo EKONÓM, 2015. 309 s. ISBN 978-80-225-4045-2
5. DZUROVÁ, M., FRIDRICH, B., ORGONÁŠ, J. 2014. Spotrebiteľská politika I. Bratislava: Vydavateľstvo EKONÓM, 2014. 335 s. ISBN 978-80--25-3950-0.
6. McELHANEY, K. 2011. Dobrý biznis. Bratislava: Eastone Books, 2011. 197 s. ISBN 978-80-8109-193-3.
7. OTTMAN, J. 2011. The New Rules of Green Marketing: Strategies, Tools, and Inspiration for Sustainable Branding, Berrett-Koehler Publishers, 2011
8. DZUROVÁ, M. a kol. 2007. Spotrebiteľské teórie a realie. Bratislava: Vydavateľstvo Ekonóm, 2007. 293 s. ISBN 978-80-225-2327-1.
9. BUSSARD, A. a kol. 2005. Spoločensky zodpovedné podnikanie. Prehľad základných princípov a príkladov. Nadácia Integra, Nadácia Pontis, PANET, 2005.
10. HANULÁKOVÁ, E., PROČKOVÁ, A. 2001. Spoločenský marketing. Bratislava: Ekonóm, 2001. ISBN 80-225-1409-8.
11. WINSTON, W., MINTU-WIMSATT, A.T. 1995. Environmental Marketing: Strategies, Practice, Theory, and Research. 1. vyd. New York: Routledge, 1995. e-ISBN 9780203058398
12. Odborná ekonomická tlač, časopisecké databázy.

#### **Language of instruction:**

Slovak

#### **Notes: student time load:**

120 hours of which:

Combined study: 8

Self-study: 60

Collection of primary and secondary information, and their updating, work with legislation: 26

Preparation for seminars, solving case studies and model situations: 26

other:

|  |     |     |     |     |       |       |
|--|-----|-----|-----|-----|-------|-------|
| <b>Course assessment</b>   |     |     |     |     |       |       |
| The final number of assessed students: 0   |     |     |     |     |       |       |
| A  | B   | C   | D   | E   | FX(0) | FX(1) |
| 0.0  | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> prof. Ing. Zdenka Musová, PhD., doc. Ing. Janka Tábořecká, PhD. |     |     |     |     |       |       |
| <b>Last changed:</b> 09.11.2022  |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.                                |     |     |     |     |       |       |

## Course Description

|  |                               |
|--|-------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                               |
| <b>Faculty:</b> The Faculty of Economics   |                               |
| <b>Code:</b> E_1_Socio   | <b>Course name:</b> Sociology |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |                               |
| <b>Number of credits:</b> 4  |                               |
| <b>Recommended semester/trimester:</b> 1., 3.  |                               |
| <b>Level:</b> I.   |                               |
| <b>Prerequisites:</b>  |                               |
| <b>Course completion conditions:</b><br>Successful completion of the course requires the acquisition of knowledge in the scope of the content of the course. At the same time, it is important to be actively and critically involved in the thematic discussions. The student is able to apply the acquired sociological knowledge and skills to the conditions of business practice. The student has the opportunity to use a regular and corrective deadline for the final verification of the acquired knowledge. He completes the correction term from the half of the semester which he did not meet.<br><b>a) continuous assessment:</b><br>Continuous assessment takes the form of a written test. The point rating is 0 - 50 points.<br><b>b) final assessment:</b><br>Final assessment takes the form of a written test. The point rating is 0 - 50 points.<br>Credits will be awarded to a student who has achieved at least 65 out of 100 points in both parts of the evaluation.  |                               |
| <b>Learning objectives:</b><br>After completion of the course, the student: 1. has acquired the basic sociological terms and categories with the emphasis on their effect in current sociological disciplines, which helps the student to acquire knowledge in other disciplines of social sciences, 2. is able to understand and interpret sociological phenomena which constitute a broader frame and interpretation concept of business activities and the work of a manager, 3. can apply theoretical sociological knowledge in executing managerial tasks at basic and middle levels of management, mainly while working with the human factor, e.g. with different types and kinds of working groups, 4. is prepared to choose suitable methodological approach in pre-empirical and empirical phases of simple analytical and research activities, 5. can evaluate and use influence of wider social conditions at business activities of an enterprise, 6. forms a more specific and more detailed opinion about elements, principles, context, and concept of origins, conditions and forms of functioning of larger social units, social life in these units, as well as the phenomena and processes, which result from mutual influence of social subjects. |                               |
| <b>Brief outline of the course:</b><br>Sociology as a science. Sociological disciplines. Basic sociological terms, society, social units. Social phenomena and social processes in general. Social phenomena and social processes at work, in business, and in management. Social change. Social groups in general and at work,  |                               |

in business, and in management. Phenomena and processes in social groups and clusters. Organizations and institutions. Social communication. Methodology of sociological research, basic terms, preempirical and empirical phase of a research. Possibilities to use sociological methodology in analyzing working environments, business and management.

**Recommended literature:**

1. EGER, L., EGEROVA, D. 2017. Základy metodologie výzkumu, 2. vyd. Plzeň : Západočeská univerzita v Plzni. ISBN 978-80-261-0735-4.
2. GIDDENS, A. 2017. Sociology. 8ed. Cambridge : Polity. ISBN 9780745696683.
3. GRIFFITHS, H. et al. 2017. Introduction to sociology. Suwance : 12th Media Services. ISBN 9781680921014.
4. HAVLÍK, R. 2016. Aktuální problémy společnosti z pohledu sociologie. Praha : Univerzita Jana Amose Komenského. ISBN 978-80-7452-121-8.
5. KOLEKTIV AUTOROV. 2016. Kniha sociologie. Praha : Euromedia. ISBN 97880-242-5395-4.
6. LAJFEROVÁ, E. 2020. Sociologické školy 20. storočia. Bratislava : STIMUL. ISBN 978-80-8127-282-0.
7. LUBELCOVÁ, G. 2017. Sociológia sociálnych problémov. Bratislava : STIMUL. ISBN 978-80-8127-176-2.
8. NOVOTNÁ, H. a kol. 2020. Metody výzkumu ve společenských vědách. Praha : Univerzita Karlova. ISBN 978-80-7571-025-3.
9. OCHRANA, F. 2021. Metodologie sociálních věd. Praha : Karolinum. ISBN 978-80-246-4968-9.
10. SOPÓCI, J., GERBERY, D., DŽAMBAZOVIČ, R. 2020. Social stratification and social mobility in Slovakia. Bratislava : Comenius University. ISBN 978-80-223-5062-H.
11. SOPÓCI, J. a kol. 2019. Sociálna stratifikácia a mobilita na Slovensku. Bratislava : STIMUL. ISBN 978-80-8127-243-1.
12. URBAN, L. 2017. Sociologie – klíčové temata a pojmy. Praha : Grada. ISBN 978-80-247-5774-2.
13. VAN KRIEKEN, R. et al. 2020. Sociology. London: Pearson. ISBN 9781488624605.

**Language of instruction:**

Slovak

**Notes: student time load:**

120 hours, of which:  
combined study (P, S, K): 39  
self-study: 51  
presentation and discussion: 30

**Course assessment**

The final number of assessed students: 60

| A    | B    | C    | D    | E     | FX(0) | FX(1) |
|------|------|------|------|-------|-------|-------|
| 6.67 | 25.0 | 25.0 | 25.0 | 11.67 | 6.67  | 0.0   |

**Instructor:** PhDr. Marian Kika, PhD.

**Last changed:** 02.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|  |                                |
|--|--------------------------------|
| <b>University:</b> Matej Bel University in Banská Bystrica   |                                |
| <b>Faculty:</b> The Faculty of Economics   |                                |
| <b>Code:</b> E_1_Stat  | <b>Course name:</b> Statistics |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> A (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 52s<br><b>Method of study:</b> combined  |                                |
| <b>Number of credits:</b> 6  |                                |
| <b>Recommended semester/trimester:</b> 3.  |                                |
| <b>Level:</b> I.   |                                |
| <b>Prerequisites:</b>  |                                |
| <b>Course completion conditions:</b><br><b>a) continuous assessment:</b><br>2 partial written tests. Each of them has weight 50%<br><b>b) final assessment:</b><br>The final grade is derived from the total sum of points gained from partial tests. A student has to get at least 65% of the total sum of partial test points to pass. There will be only one retest covering the whole contents of Statistics syllabus during the exam period. A student has to get at least 65% of the points from the retest to pass.   |                                |
| <b>Learning objectives:</b><br>Student <ol style="list-style-type: none"> <li>1. is able to use methods of descriptive statistics for description of a current state of economic environment,</li> <li>2. is able to verify hypotheses about social and economic phenomena,</li> <li>3. is able to apply methods of regression analysis to study relationships between two or more economic parameters,</li> <li>4. is able to assess the level of correlation among social and economic phenomena using methods of correlation analysis,</li> <li>5. is able to interpret results of statistical analyses with respect to specific features of the studied problem,</li> <li>6. is able to evaluate accuracy of conclusions derived from statistical analysis of data.</li> </ol> |                                |
| <b>Brief outline of the course:</b><br>Subject and role of statistics, basic statistical concepts, elements of statistical research, sorting. Basics of descriptive statistics and data visualization.<br>Introduction to the probability theory. A random variable. Probability distributions. Basics of inference statistics. Point estimates and confidence intervals. Selected hypothesis tests. Simple linear regression model. Multivariate linear regression model. Regression model diagnostics. Correlation analysis.   |                                |
| <b>Recommended literature:</b><br>1. PACÁKOVÁ, V. et al. 2009. Štatistické metódy pre ekonómov. 2. vyd. Bratislava: Iura Edition. 411 s. ISBN 978-80-8078-284-9.   |                                |

2. ŠOLTÉS, E. et al. 2018. Štatistické metódy pre ekonómov: zbierka príkladov. Bratislava: Iura Edition. 368 s. ISBN 978-80-8168-767-9.
3. HINDLS, R. et al. 2018. Statistika v ekonomii. Praha: Professional Publishing. 395 s. ISBN 978-80-88260-09-7.
4. LIND, D., MARCHAL, W., WATHEN, S. 2011. Statistical Techniques in Business and Economics. 15. vyd. Irwin: McGraw-Hill. 800 s. ISBN 978-0073401805.
5. MCCLAVE, J. T., BENSON, P. G. 2014. Statistics for Business and Economics. 12 vyd. Harlow: Pearson. 1000 s. ISBN 978-1-292-02329-8.
6. DALGAARD, P. 2008. Introductory statistics with R. 2. vyd. Heidelberg: Springer. 400 s. ISBN 978-0387790534.

**Language of instruction:**

Slovak

**Notes:student time load:**

180 hours, out of which

Combined study (Lectures, Seminars, Consultations): 16

Self-study: 164

**Course assessment**

The final number of assessed students: 68

| A    | B   | C     | D     | E     | FX(0) | FX(1) |
|------|-----|-------|-------|-------|-------|-------|
| 8.82 | 0.0 | 13.24 | 11.76 | 23.53 | 26.47 | 16.18 |

**Instructor:** doc. Ing. Alena Kaščáková, PhD., RNDr. Pavol Kráľ, PhD.

**Last changed:** 14.12.2021

**Approved by:** doc. Ing. Janka Tábovecká, PhD.

## Course Description

|   |   |
|---|---|
| <b>University:</b> Matej Bel University in Banská Bystrica  |   |
| <b>Faculty:</b> The Faculty of Economics  |   |
| <b>Code:</b> E_1_UFaI   | <b>Course name:</b> Sustainable Finance and Investments |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> B (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |   |
| <b>Number of credits:</b> 4   |   |
| <b>Recommended semester/trimester:</b> 5.   |   |
| <b>Level:</b> I.  |   |
| <b>Prerequisites:</b>   |   |
| <b>Course completion conditions:</b><br><b>b) final assessment:</b><br>Final evaluation: test 0 - 100 points. Credits are assigned to the student who has obtained a minimum of 65 out of 100 points for fulfilling the requirements of the course assessment.  |   |
| <b>Learning objectives:</b><br>Student: <ol style="list-style-type: none"> <li>1. is able to define the concept of sustainable finance and investment and their potential in fulfilling the goals of the sustainable growth,</li> <li>2. is able to explain and justify the paradigm change including the differences between financial and non-financial factors of decision making in the field of finance and investment towards their sustainability,</li> <li>3. is able to describe and understand current development trends in the field of sustainable finance and investment,</li> <li>4. is able to assess critically current opportunities and challenges in the field of sustainable finance and investment,</li> <li>5. is able to explain the current regulatory and institutional framework of sustainable finance and investment, identify particular subjects and their roles,</li> <li>6. is able to characterize different sustainable financial and investment products, critically assess their sustainability, advantages and disadvantages of their application in business and social practice, distinguish their quality based on the environmental, social or corporate governance criteria and their benefits for sustainability,</li> <li>7. acquires knowledge of global approaches towards sustainable finance and investment and also of their regional specifics,</li> <li>8. is able to search for information, assess their relevance in terms of ensuring environmental and long-term goals sustainability, apply them in a creative way when making financial and investment decisions.</li> </ol> |   |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Definition, objectives and subject of sustainable finance and investment.</li> <li>2. Paradigm change – traditional vs. sustainable finance and investment.</li> <li>3. Regulatory and institutional framework of sustainable finance and investment.</li> <li>4. Regional specifics in sustainable financing and investing.</li> </ol>   |   |



5. Subjects of sustainable finance and investment, their place and role in sustainable development.
6. Current opportunities and challenges in the field of sustainable finance.
7. Current opportunities and challenges in the field of sustainable investments.
8. Characteristics of particular products in the field of sustainable finance, their advantages and disadvantages.
9. Characteristics of particular products in the field of sustainable investment, their advantages and disadvantages.
10. Fundamentals of investments and sustainable investments. Typology of investments, approaches and goals.
11. Financial and non-financial decisive criteria, ESG factors.
12. Financial analysis and information sources.
13. Strategies of sustainable investing.

#### **Recommended literature:**

1. Akčný plán: Financovanie udržateľného rastu [online]. Brusel : Európska komisia, 2018. Dostupné na internete: <<https://eur-lex.europa.eu/legal-content/SK/TXT/PDF/?uri=CELEX:52018DC0097&from=EN>>.
2. Antalová, V. Zelené financovanie pre zelenšie Slovensko. Bratislava : Inštitút environmentálnej politiky, 2019. Dostupné na internete: <[https://www.minzp.sk/files/iep/2019\\_3\\_zelene\\_financovanie\\_pre\\_zelensie\\_slovensko.pdf](https://www.minzp.sk/files/iep/2019_3_zelene_financovanie_pre_zelensie_slovensko.pdf)>.
3. Hvolková, L. Sociálne zodpovedné investovanie podnikov v Slovenskej republike. Banská Bystrica: Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici. Ekonomická fakulta, 2015. 132 s. ISBN 978-80-557-0872-0.
4. Lesáková, Ľ. a kol. Eko-inovácie v činnosti malých a stredných podnikov: obsah, význam a prínosy. Banská Bystrica : Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici. Ekonomická fakulta, 2020. 206 s. ISBN 978-80-557-1822-4.
5. Schoenmaker, D., Schramade, W. Principles of Sustainable Finance. Oxford : Oxford University Press, 2018. 416 s. ISBN 9780198826606.
6. Vinczeová, M. Možnosti financovania malých a stredných podnikov z cudzích zdrojov. Banská Bystrica : Belianum. Vydavateľstvo Univerzity Mateja Bela v Banskej Bystrici, 2018. 164 s. ISBN 978-80-557-1418-9.

#### **Language of instruction:**

Slovak

#### **Notes:student time load:**

120 lessons, of that:

Combined study: 8

Self-study: 70

Updading of information, work with legislation: 28

Processing of documents: 14

Other:

#### **Course assessment**

The final number of assessed students: 1

| A   | B   | C   | D   | E     | FX(0) | FX(1) |
|-----|-----|-----|-----|-------|-------|-------|
| 0.0 | 0.0 | 0.0 | 0.0 | 100.0 | 0.0   | 0.0   |

**Instructor:** doc. Ing. Miroslava Vinczeová, PhD., doc. Ing. Ľuboš Elexa, PhD.

**Last changed:** 01.03.2022

**Approved by:** doc. Ing. Janka Tábořecká, PhD.

## Course Description

|   |  |
|---|--|
| <b>University:</b> Matej Bel University in Banská Bystrica  |  |
| <b>Faculty:</b> The Faculty of Economics  |  |
| <b>Code:</b> E_1_OaI1   | <b>Course name:</b> Trade and Investment 1 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined   |  |
| <b>Number of credits:</b> 3   |  |
| <b>Recommended semester/trimester:</b> 1., 3., 5.   |  |
| <b>Level:</b> I.  |  |
| <b>Prerequisites:</b>   |  |
| <b>Course completion conditions:</b><br>Number of points obtained for continuous and final evaluation is 100. This corresponds to the grading scale evaluation. Credits are assigned to the student, who receives at least 65 of 100 points for the implementation of the intended conditions<br>a) continuous assessment:<br>written test: 50 points<br>b) final assessment:<br>presentation of a prepared business or investment strategy: 50 points  |  |
| <b>Learning objectives:</b><br>Through this course, students will gain extensive knowledge particularly about the possibilities of managing individual savings. They will be able to assess the quality of available financial products in the market and even develop suitable individual alternatives. Through this subject, students will learn techniques such as creating and testing trading and investment strategies, as well as methods to assess and evaluate their quality. Through their own trading platform, which gives you access to the global financial markets, they will learn the business of entering and executing orders for buying and selling financial instruments. Finally, through this course, students will gain knowledge about the legislation and tax aspects and its financial impact on trades. |  |
| <b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Financial instruments and products</li> <li>2. Active and passive management, short selling</li> <li>3. Regular and one-time investments</li> <li>4. Access to the world's financial markets</li> <li>5. E-trading</li> <li>6. Fundamental Analysis</li> <li>7. Technical Analysis</li> <li>8. Crowd psychology</li> <li>9. Construction and testing of trade and investment strategies</li> <li>10. Automated Trading Systems</li> <li>11. Risk management and benchmarking</li> <li>12. The quality of trading and investment strategies</li> <li>13. Legislative and tax aspects of trading</li> </ol>   |  |

|   |       |       |      |      |       |       |
|---|-------|-------|------|------|-------|-------|
| <b>Recommended literature:</b><br>Modigliani, Franco; Fabozzi, Frank J. (1996). Capital Markets: Institutions and Instruments. Upper Saddle River, New Jersey: Prentice Hall. ISBN 0-13-300187-3.                         |       |       |      |      |       |       |
| <b>Language of instruction:</b><br>Slovak, English  |       |       |      |      |       |       |
| <b>Notes:student time load:</b><br>Student's workload in hours: 180 hours<br>combined form (Lecture, Seminar, Consultation): 39 hours<br>self-study: 60 hours<br>semester work: 31 hours<br>collection of data : 20 hours |       |       |      |      |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 28   |       |       |      |      |       |       |
| A   | B     | C     | D    | E    | FX(0) | FX(1) |
| 10.71   | 35.71 | 17.86 | 3.57 | 3.57 | 21.43 | 7.14  |
| <b>Instructor:</b> Ing. Tomáš Virdzek, PhD.   |       |       |      |      |       |       |
| <b>Last changed:</b> 28.03.2023   |       |       |      |      |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |       |       |      |      |       |       |

## Course Description

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|--|--|
| <b>University:</b> Matej Bel University in Banská Bystrica   |  |
| <b>Faculty:</b> The Faculty of Economics   |  |
| <b>Code:</b> E_1_OaI2  | <b>Course name:</b> Trade and Investment 2 |
| <b>Type, extent and method of instruction:</b><br><b>Form of instruction:</b> Lecture<br><b>Course type:</b> C (A - Compulsory courses, B - Compulsory elective courses, C - Elective courses)<br><b>Recommended number of periods:</b> 26s<br><b>Method of study:</b> combined  |  |
| <b>Number of credits:</b> 3  |  |
| <b>Recommended semester/trimester:</b> 2., 4., 6.  |  |
| <b>Level:</b> I.   |  |
| <b>Prerequisites:</b>  |  |
| <b>Course completion conditions:</b><br>Continuous assessment:<br>1. Project on the topic covered in the course - 50 points.<br>2. Written test in the last week of the semester - 50 points.<br>The student may earn additional points for active and creative participation in individual seminars.<br>Final assessment: To successfully complete the course, it is necessary to obtain a total of at least 65 points from the continuous assessment. The final grade will be determined in accordance with the evaluation scale.  |  |
| <b>Learning objectives:</b><br>The aim of this course is to expand and deepen the knowledge acquired in the previous course "Trading and Investing 1". Students will learn how to analyze financial markets with even greater precision and in more detail, what the new trends and technologies are in trading and investing, and what were the causes and consequences of past financial crises. They will also learn how to use advanced technical and fundamental analysis tools, as well as advanced investment and trading strategies. Thanks to the course, students will also gain the necessary knowledge to build complex trading and investment strategies that combine not only fundamental and technical analysis, but also become familiar with working with specialized platforms for building AOS. As part of the course, students will also gain knowledge about the use of artificial intelligence in trading and investing, and they will also learn about less known aspects of trading and investing in the global financial markets. |  |
| <b>Brief outline of the course:</b><br>1. Financial derivatives, leveraged trading<br>2. Distribution of ETFs, special types of ETFs<br>3. New trends and technologies in trading and investing<br>4. Blockchain and cryptocurrencies<br>5. Portfolio diversification<br>6. Financial crises - causes and consequences<br>7. Use of macroeconomic indicators in trading and investing<br>8. Advanced tools of technical and fundamental analysis<br>9. Advanced Trading and Investing Strategies   |  |

|   |     |     |     |     |       |       |
|---|-----|-----|-----|-----|-------|-------|
| 10. Construction and testing of complex trading and investment strategies<br>11. Use of specialized platforms for the construction of AOS<br>12. Artificial intelligence in trading and investing<br>13. Less known aspects of trading and investing  |     |     |     |     |       |       |
| <b>Recommended literature:</b><br>1. VELU, Raja. (2020). Algorithmic Trading and Quantitative Strategies. CRC Press, 2020.<br>2. TORTORIELLO, Richard. (2009). Quantitative strategies for achieving alpha. McGraw-Hill, ISBN 978-0-07-154984-4.<br>Literature is supplied continuously by topic through the seminar. |     |     |     |     |       |       |
| <b>Language of instruction:</b><br>Slovak, English  |     |     |     |     |       |       |
| <b>Notes: student time load:</b><br>Student's workload in hours: 180 hours<br>combined form: 26 hours<br>self-study: 60 hours<br>semester work: 58 hours<br>collection of data : 36 hours   |     |     |     |     |       |       |
| <b>Course assessment</b><br>The final number of assessed students: 0  |     |     |     |     |       |       |
| A   | B   | C   | D   | E   | FX(0) | FX(1) |
| 0.0   | 0.0 | 0.0 | 0.0 | 0.0 | 0.0   | 0.0   |
| <b>Instructor:</b> Ing. Tomáš Virdzek, PhD.   |     |     |     |     |       |       |
| <b>Last changed:</b> 29.03.2023   |     |     |     |     |       |       |
| <b>Approved by:</b> doc. Ing. Janka Tábořecká, PhD.   |     |     |     |     |       |       |