

INFORMATION PACKAGE
European credit transfer system (ECTS)

FIELD OF STUDY	07 MANAGEMENT AND ADMINISTRATION
SPECIALTY	073 MANAGEMENT
SPECIALIZATION	“HOTEL AND RESTAURANT MANAGEMENT”
EDUCATIONAL DEGREE	BACHELOR’S DEGREE

Kyiv 2021

3. Educational Program.

Project team leader (Head of Educational Program) –
Okhrimenko A.G., Docent, Doctor of Economics, Associate Professor of
the Department of Hotel and Restaurant Business.

1 – General information	
Full name of IHE and structural unit	Kyiv National University of Trade and Economics Faculty of Restaurant, Hotel and Tourist Business Department of Hotel and Restaurant Business
Academic degree and qualification title in the original	Bachelor's degree Specialty "Management" Specialization "Hotel and Restaurant Management"
Educational Program Title	“Hotel and Restaurant Management”
Qualification Title (Degree), program credits and duration	Bachelor's degree single, 240 ECTS credits, term of study 3 years 10 months
Accreditation	Ministry of Education and Science of Ukraine, Ukraine, up to 01.07.2024.
Cycle/Level	NQF of Ukraine – 7 th level, FQ-EHEA – 1 st cycle, EQF-LLL – 6 th level.
Academic Background	Availability of complete general secondary education / junior specialist degree
Language(s) of instruction	Ukrainian
Program duration	up to 01.07.2024.
Educational Program Link	https://knute.edu.ua
2 – Educational program aim	
Training of specialists capable of solving practical problems and complex specialized tasks, characterized by complexity and uncertainty of conditions, in the field of management of organizations and their divisions, in particular in the field of hotel and restaurant business.	
3 - Educational program general information	
Subject area (Field of study, speciality, and specialization)	Field of study 07 «Management and administration», specialty 073 «Management», specialization «Hotel and restaurant management»
Educational program orientation	Educational Program in specialty
Educational program and specialization goals and objectives	Focus on the implementation of educational vectors with an applied incline. Special education and training is aimed at training specialists to solve professional problems in management, including hotel and restaurant businesses. Keywords: management, psychology, hotel business, restaurant business, economics, marketing, equipment, information systems and technologies.
Specific requirements	Interdisciplinary and multidisciplinary training of specialists in the management of organizations and their departments. Involvement of foreign scholars and practitioners of hotel and restaurant business in the educational process. Annual work-based learning and internship abroad with certificates. Interactive mobile practical classes. Acquisition of practical skills in the application of information technologies in the management of hotel and restaurant business. Acquisition of practical skills of modeling of operational, financial and economic activity in the center of business trainings on the basis of the virtual enterprise of hotel and restaurant economy.
4 – Career opportunities and further learning	
Career opportunities	SC 003:2010 National classifier of Ukraine. Classification of

	<p>occupations. Primary level specialist of management of structural units, operating systems and processes in organizations 12 Heads of enterprises, institutions and organizations 1225 Heads of production divisions in restaurants, hotels and other accommodation 13 Managers of small businesses without management 1315 Managers of small hotels and restaurants without management 14 Managers (Administrators) of enterprises, institutions, organizations and their divisions 1448.1. Managers (Administrators) of travel agencies and tourist bureau 1455 Managers (Administrators) in hotels and other accommodation 1455.1 Managers (Administrators) in the hotel industry 1456 Manager (Administrator) of food security systems 1456.1 Managers (Administrators) in restaurants 1456.2 Managers (Administrators) in cafes, bars, canteens 1456.3 Managers (Administrators) at enterprises that prepare and deliver ready-made meals 1475 Managers (Business Consultant): 1475.4. Managers (Administrators) of business and management 1475.4 Manager (Administrator) of administrative activities; 1475.4 Logistics Manager (Administrator); 1475.4 Supply Manager (Administrator); 1475.4 Sales Manager (Administrator); 1475.4 Public Relations Manager (Administrator); 1475.4 Manager (Administrator) of foreign economic activity; 1477.1 Personnel Manager (Administrator); 1477 Recruitment Managers (Administrators) (HR managers/administrators) 1491 Managers (Administrators) in housing and utilities 2412.2 Specialists in the field of labor and employment 2419.2 Specialists in marketing, business efficiency and production rationalization 3431 Secretaries of administrative bodies <i>Obtaining professional certificates based on the results of work-based learning</i></p>
Further learning	Possibility of training according to the program of the second cycle FQ-EHEA, 7 th level EQF-LLL and 7 th level NQF of Ukraine
5 – Training and assessment	
Teaching and learning	Student-centered learning, self-study, problem-oriented learning Lectures, practical classes, independent work based on textbooks, manuals and lecture notes, training through work-based learning and professional internships, consultations with teachers, preparation for certification and defense of qualification work
Assessment	Written exams, work-based learning; essays, presentations, scientific presentations, current control, qualification work, etc. According to the Regulations on the organization of the educational process of students, the Regulations on the evaluation of learning outcomes of students and postgraduate students.
6 – Program competences	
Integral competences (IC)	Ability to solve complex specialized problems and practical problems, characterized by complexity and uncertainty of conditions, in the field of management or in the learning process, which involves the application of theories and methods of social and behavioral sciences,

	<i>particularly in the hotel and restaurant business.</i>
General competences (GC)	<ol style="list-style-type: none"> 1. The ability to realize their rights and responsibilities as a member of society, to realize the values of civil (democratic) society and the need for its sustainable development, the rule of law, human and civil rights and freedoms in Ukraine. 2. Ability to preserve and multiply moral, cultural, scientific values and increase the achievements of society based on understanding of the history and patterns of development of the subject area, its place in the general system of knowledge about nature and society and in the development of society, technics and technologies, use different types and forms of physical activity for active recreation and a healthy lifestyle. 3. Ability to abstract thinking, analysis, synthesis. 4. Ability to apply knowledge in practical situations. 5. Knowledge and understanding of the subject area and understanding of professional activity. 6. Ability to communicate in the state language both orally and in writing. 7. Ability to communicate in a foreign language. 8. Skills in the use of information and communication technologies. 9. Ability to learn and master modern knowledge. 10. Ability to conduct research at the appropriate level. 11. Ability to adapt and act in a new situation. 12. Ability to generate new ideas (creativity). 13. Appreciation and respect for diversity and multiculturalism. 14. Ability to work in an international context. 15. Ability to act on the basis of ethical considerations (motives).
Professional competences (PC)	<ol style="list-style-type: none"> 1. Ability to identify and describe the characteristics of the organization, <i>including hotel and restaurant businesses.</i> 2. The ability to analyze the results of the organization, <i>including the subjects of hotel and restaurant businesses</i>, to compare them with the factors of external and internal environment. 3. The ability to determine the prospects for the development of the organization. 4. Ability to identify the functional areas of the organization, <i>including the subjects of hotel and restaurant businesses</i> and the links between them. 5. Ability to manage the organization, <i>including the subjects of hotel and restaurant business</i>, and its departments through the implementation of management functions. 6. The ability to act socially responsibly and consciously. 7. Ability to choose and use modern management tools. 8. Ability to plan the activities of the organization and manage time. 9. Ability to work in a team and establish interpersonal interaction in solving professional problems. 10. Ability to evaluate the work performed, ensure their quality and motivate the staff of the organization. 11. Ability to create and organize effective communications in the management process. 12. Ability to analyze and structure the problems of the organization, <i>including the subject of hotel and restaurant business</i>, to form sound decisions. 13. Understand the principles and norms of law and use them in professional activities. 14. Understand the principles of psychology and use them in

	<p>professional activities.</p> <p>15. Ability to form and demonstrate leadership qualities and behavioral skills.</p> <p>16. <i>Ability to apply information technologies in the management of the subjects of hotel and restaurant businesses.</i></p>
7 – Program learning outcomes	
	<p>1. Know your rights and responsibilities as a member of society, be aware of the values of civil society, the rule of law, human and civil rights and freedoms in Ukraine.</p> <p>2. Preserve moral, cultural, scientific values and increase the achievements of society, use different types and forms of physical activity to lead a healthy lifestyle.</p> <p>3. Demonstrate the knowledge of theories, methods and functions of management and modern concepts of leadership.</p> <p>4. Demonstrate skills to identify problems and justify management decisions.</p> <p>5. Describe the content of the functional areas of the organization.</p> <p>6. Identify skills of searching, collecting and analysing information, calculation of indicators to justify management decisions.</p> <p>7. Demonstrate organizational project skills.</p> <p>8. Apply management methods to ensure the effectiveness of the organization, <i>including the subjects of hotel and restaurant businesses.</i></p> <p>9. Demonstrate skills of interaction, leadership, teamwork.</p> <p>10. Have the skills to justify effective tools to motivate the staff of the organization.</p> <p>11. Demonstrate skills of situation analysis and communication in various areas of the organization, <i>including the subjects of hotel and restaurant businesses.</i></p> <p>12. Assess the legal, social and economic consequences of the organization functioning, <i>including the subjects of hotel and restaurant businesses.</i></p> <p>13. Communicate orally and in writing in the state and foreign languages.</p> <p>14. Identify the causes of stress, adapt yourself and team members to a stressful situation, find ways to neutralize it.</p> <p>15. Demonstrate the ability to act socially responsible and socially conscious on the basis of ethical considerations (motives), respect for diversity and interculturalism.</p> <p>16. Demonstrate skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.</p> <p>17. Perform research individually and / or in a group under the guidance of a leader.</p>
8 – Resource support for program implementation	
Academic staff	95% of the teaching staff involved in teaching professionally-oriented disciplines have degrees in the specialty. Foreign specialists from the professional environment of the hotel and restaurant business are invited to conduct problematic lectures
Facilities	<p>Hotel computer class</p> <p>Computer class on tourism organization</p> <p>Computer design class</p>

	Laboratory of Food Technology Laboratory for the organization of service in restaurants Laboratory of bar business and oenology Laboratory of computer automated design systems Laboratory of integrated business process management systems Laboratory of heating and refrigeration equipment Business training center VR-library
Informational, teaching and learning materials	Usage of virtual learning environment of KNUTE, software: innovative hotel management system Fidelio V8; program complex "Parus-Hotel", program complex "Parus-Restaurant"; Iiko system for automation works of restaurants or restaurant chains; global booking system Amadeus. Author's programs of the teaching staff.
9 – Academic mobility	
National credit mobility	On general grounds within Ukraine. Short-term education of students on a predetermined course in other institutions of higher education
International credit mobility	Under the EU Erasmus + program based on bilateral agreements between KNUTE and higher education institutions of partner countries
Training of foreign students	Training of foreign citizens is possible

2. List of Educational Program Components and their Logical Order

2.1. List of Educational Program Components

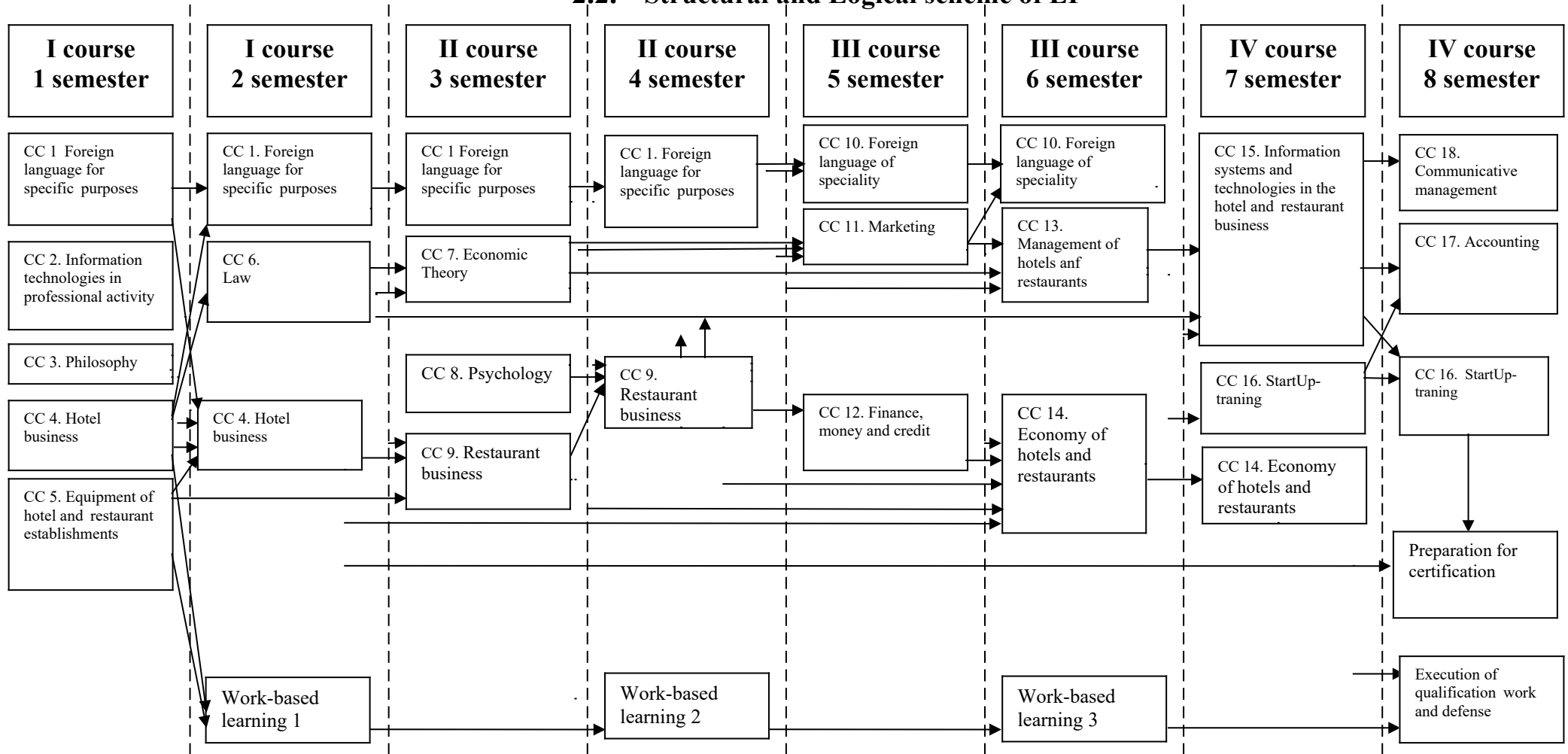
№	Educational Program Components (educational disciplines, term projects (papers), work-based learning, qualification exam, graduate paper)	Number of credits
1	2	3
Compulsory Components of EP		
CC 1.	Foreign language for specific purposes	24
CC 2.	Information technologies in professional activity	6
CC 3.	Philosophy	6
CC 4.	Hotel business	12
CC 5.	Equipment of hotel and restaurant establishments	6
CC 6.	Law	6
CC 7.	Economic theory	6
CC 8.	Psychology	6
CC 9.	Restaurant business	12
CC 10.	Foreign language specialty	12
CC 11.	Marketing	6
CC 12.	Finance, money and credit	6
CC 13.	Management of hotels and restaurants	6
CC 14.	Economy of hotels and restaurants	12
CC 15.	Information systems and technologies in the hotel and restaurant business	6
CC 16.	StartUp-training	9

№	Educational Program Components (educational disciplines, term projects (papers), work-based learning, qualification exam, graduate paper)	Number of credits
CC 17.	Accounting	6
CC 18.	Communicative management	6
Total credits for compulsory components:		153
Optional components of EP		
OC 1.	Business planning	6
OC 2.	Business security	6
OC 3.	Life safety	6
OC 4.	Security of information systems and networks	6
OC 5.	Commercial law	6
OC 6.	Design	6
OC 7.	Diplomatic and business protocol and etiquette	6
OC 8.	Second foreign language	42
OC 9.	Economic analysis	6
OC 10.	Electronic document management	6
OC 11.	Oenology	6
OC 12.	Business ethics	6
OC 13.	Ethnic cooking	6
OC 14.	Inventive management	6
OC 15.	Engineering and computer graphics	6
OC 16.	Building engineering	6
OC 17.	Internet technologies in business	6
OC 18.	Information systems and technologies in tourism	6
OC 19.	Confectionery and baking art	6
OC 20.	Conflictology and psychology of business communication	6
OC 21.	Cryptocurrency market	6
OC 22.	Cultural heritage of Ukraine	6
OC 23.	Resort business	6
OC 24.	Logic	6
OC 25.	International economic relations	6
OC 26.	Public speaking	6
OC 27.	Organization of tourism	6
OC 28.	Business law	6
OC 29.	Payment systems	6
OC 30.	Politology	6
OC 31.	Psychology of leadership and career	6
OC 32.	Management psychology	6
OC 33.	Religious studies	6
OC 34.	World culture	6
OC 35.	Social responsibility of business	6
OC 36.	Social psychology	6

№	Educational Program Components (educational disciplines, term projects (papers), work-based learning, qualification exam, graduate paper)	Number of credits
OC 37.	Sociology	6
OC 38.	Specialized tourism	6
OC 39.	Startup management in tourism	6
OC 40.	Statistics	6
OC 41.	Mobile application development technologies	6
OC 42.	Labour law	6
OC 43.	Ukrainian language for specific purposes	6
OC 44.	Service distribution management	6
OC 45.	Career management	6
OC 46.	Event- technologies in tourism	6
OC 47.	Web-design and Web-programming	6
Total credits for optional components:		60
Practical Training		
	Work-based learning 1	6
	Work-based learning 2	6
	Work-based learning 3	6
Qualification procedure		
	Execution of qualification work, preparation for certification and defense	9
TOTAL NUMBER OF CREDITS FOR EDUCATIONAL PROGRAM		240

For all components of the educational program the form of final control is an exam.

2.2. Structural and Logical scheme of EP



3. Forms of Assessment of Higher Education Students

Certification is carried out in the form of public defense of the qualification work.

Qualification work should involve solving a complex specialized problem or practical problem in the field of management, characterized by complexity and uncertainty of conditions, using theories and methods of economics.

There can be no academic plagiarism, falsification or writing off in the qualification work.

Qualification work must be published on the official website of the higher education institution or its department.

4.1. Program Competences and Educational Program Compulsory Components Matrix

Components		CC 1.	CC 2.	CC 3.	CC 4	CC 5.	CC 6	CC 7.	CC 8.	CC 9.	CC 10	CC 11.	CC 12.	CC 13.	CC 14.	CC 15.	CC 16.	CC 17.	CC 18.	
General Competences	1			+			+													
	2			+				+	+				+							
	3			+															+	
	4	+			+	+				+	+	+		+	+	+	+	+	+	
	5				+	+				+	+	+		+	+	+	+	+	+	
	6		+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+
	7	+									+									
	8		+											+		+	+		+	
	9	+	+	+	+	+	+	+	+	+	+	+		+	+	+	+	+	+	
	10		+	+	+	+	+	+	+	+		+	+	+	+	+	+	+	+	
	11											+		+				+		
	12				+					+		+		+				+		
	13	+		+							+			+						
	14	+								+	+									
	15								+						+					
Professional Competences	1				+	+				+										
	2											+		+	+		+	+	+	
	3				+					+		+		+	+		+			
	4				+					+				+			+			
	5													+					+	
	6				+					+				+					+	
	7													+					+	
	8													+					+	
	9													+			+		+	
	10													+	+				+	
	11				+					+				+			+		+	
	12				+	+				+		+		+	+	+	+	+		
	13				+		+			+										
	14								+											
	15													+			+		+	
	16															+				

4.2. Program Competences and Educational Program Optional Components Matrix

components																		
PLO	CC1.	CC2.	CC3.	CC4	CC5.	CC6	CC7.	CC8.	CC9.	CC10	CC11.	CC12.	CC13.	CC14.	CC15.	CC16.	CC17.	CC18.
1			+			+												
2			+					+										
3													+			+		+
4				+	+				+		+		+	+	+	+	+	+
5				+	+				+		+		+	+	+	+	+	+
6				+	+				+		+		+	+	+	+	+	+
7													+			+		
8											+		+	+		+		+
9								+					+			+		+
10								+					+			+		+
11				+					+		+		+	+		+		
12				+		+	+	+	+		+		+	+		+	+	
13	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	
14								+					+			+		+
15	+									+			+					+
16								+			+		+	+		+		
17				+					+		+		+	+		+		

