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COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD115A/22	Course title: Accounting
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. The method of evaluation and completion of the course will be in the form of a credit. Continuous assessment will take place in class. The final evaluation of the student will be based on the exam. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is to provide students with theoretical and practical knowledge and skills in the field of accounting, the statutory conditions of bookkeeping for organizations. Acquisition of knowledge about the principles of accounting and preparation of financial statements in order to provide a true picture of the management of the organization. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - apply the knowledge gained from the subject to the preparation of financial statements; - is able to master the basics of balancing, valuation and reporting of individual asset items; - applies the basics of balancing, valuation and reporting of individual asset items; equity and liabilities in specific business transactions and events of the company; - assess the accuracy of prepared financial statements prepared in accordance with Slovak accounting standards in the system of double and simple accounting; interprets and evaluates the content of financial statements	
Course contents: 1. Conceptual framework of financial accounting.	

2. The process of keeping financial accounts in the company.
3. Balancing, valuation and reporting of fixed assets.
4. Balancing, valuation and reporting of current assets.
5. Balancing, valuation, reporting of liability items.
6. Balancing, valuation and reporting of equity items.
7. Reporting and presentation of costs, revenues, profit or loss.
8. Balancing and reporting of specific events and transactions in the financial statements of the company.
9. Structure and content of the company's financial statements. Simple accounting system.

Recommended or required literature:

1. LAPKOVÁ, M. A INÍ. 2010. Účtovníctvo. Zbierka príkladov. Banská Bystrica : EF UMB 2010, 135 s. ISBN 978-80-557-0011-3
2. ALEXY, J. 2005. Finančná a ekonomická analýza. Učebnica. Bratislava : Iris, 2005. 121 s. ISBN 8089018904
3. CENIGOVÁ, A. Podvojný účtovníctvo podnikateľov. Praktická príručka. Bratislava : Ceniga, 2011. 671 s. ISBN 9788096994649
4. CHAJDIAK, J. 2011. Ekonomika firmy. Monografia. Bratislava : Statis, 2011. 224 s. ISBN 9788085659641
5. LACOVÁ, Ľ. a kol. 2011. Účtovníctvo. Vysokoškolská učebnica. Ružomberok : VERBUM, 2011. 292 s. ISBN 9788080847456.
6. Act no. 431/2002 Coll. on accounting as amended

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 23

A	B	C	D	E	FX
8.7	0.0	21.74	13.04	43.48	13.04

Name of lecturer(s): Ing. Miroslava Kubičková

Last modification: 26.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD101S/22	Course title: Bachelor Thesis Defence
Type and range of planned learning activities and teaching methods: Form of instruction: Recommended study range: hours weekly: hours per semester: Teaching method: on-site	
Credits: 15	Working load: 375 hours
Recommended semester/trimester: 5., 6..	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Successful oral defense of the bachelor thesis. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: - present the results of the bachelor's thesis before the expert committee, - demonstrate theoretical skills related to the process of creating a bachelor's thesis, formulate starting points and motivation for choosing a completed final thesis, - logically and clearly present and defend significant findings, - formulate recommendations for pedagogical practice, - react and take one's own position on reservations and evaluations from reviews.	
Course contents: 1. The student will present his work in front of the expert committee (max. 10 min.) - he will justify the meaning and goal of his work, clarify the methodology and methods he used in his work and point out the results achieved. After reading the reviews, he reacts to the evaluation, takes a position on any reservations and answers the individual questions posed in the reviews. A discussion follows.	
Recommended or required literature: GONDA, V. 2001. Ako napísať a úspešne obhájiť diplomovú prácu. Bratislava : Elita, 2001. 117 s. ISBN 80-8044-075-1. LIŠKA, V. 2010. Zpracování a obhajoba bakalářské a diplomové práce. Praha : Professional Publishing, 2010. 96 s. ISBN 978-8074-3102-18. MEŠKO, D. – KATUŠČÁK, D. – FINDRA, J. a kol. 2005. Akademická príručka. Martin : Osveta 2005. 496 s. ISBN 80-8063-200-6. RYBÁROVÁ, Ľ. – CUPEROVÁ, J. – RYBÁROVÁ, D. 2009. Metodika písania diplomovej práce. Martin : Osveta, 2009. 82 s. ISBN 978-8080-633-165.	

Language of instruction: Slovak					
Notes:					
Course evaluation: Assessed students in total: 217					
A	B	C	D	E	FX
34.1	20.28	15.67	11.98	13.82	4.15
Name of lecturer(s):					
Last modification: 18.07.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD114A/22	Course title: Business Economy
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: a) continuous evaluation: test 30 points b) final evaluation: test 70 points The number of points obtained for the interim and final evaluation is 100. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 60 out of 100 points from the course for meeting the specified conditions. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the course is to acquire theoretical knowledge in the field of business economics and their practical application in the calculation of examples. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: 1. apply the acquired knowledge from the subject in the economic assessment of processes in different types of companies, especially at lower levels of management, 2. is able to combine knowledge relating to several economic instruments into one whole, 3. applies the acquired knowledge to a specific type of business entity (FO or PO), 4. assess the state of the company's assets, the level of costs, revenues and their development, 5. create cost and price calculations as a basis for revenue generation and profit or loss, 6. assesses the economic situation of the company on the basis of the development of costs, revenues and economic results according to the individual areas of activity of the company.	
Course contents: 1. The essence of business in a market economy. Business and enterprise. Business goals. Business life cycle. Business environment. The company's relations with the environment.	

2. Corporate social responsibility.
3. Typology of companies and their association. Business breakdown criteria. Business associations. Business production factors. Elementary, dispositive and additional production factors. The role and essence of human resources in the company.
4. Property and capital structure of the company. Asset breakdown. Asset valuation methods. Waste and depreciation of fixed assets. Structure, cycle and turnover of current assets.
5. Standardization and monitoring of the use of current assets. Company capital. Business activities. Business transformation process.
6. Supply, production and sales. Business costs and product prices. Business finance.

Recommended or required literature:

1. SEDLÁK, M. 2010. Podnikové hospodárstvo. Bratislava : Iura Edition, 2010, 352 s. ISBN 978-80-8078-317-4.
2. MAJTÁN, Š. a kol. 2007. Podnikové hospodárstvo. Bratislava Sprint vfra, 2007. 347 s. ISBN 978-80-89085-79-8
3. WÖHE, G., KISLINGEROVÁ, E. 2007. Úvod do podnikového hospodárství. Praha : C. H. Beck, 2007, ISBN 978-80-7179-897-2.
4. SYNEK, M. a kol. 2002. Podniková ekonomika, Praha C.H.Beck , 2002, 479 s. ISBN 80-7179-736-7
5. MAJDUCHOVÁ, H. a kol. 2018. Podnikové hospodárstvo, vysokoškolská učebnica. Bratislava: Wolter Kluwer,s.r.o., 2018, 422 s. ISBN 978-80-8168-806-5.
6. MAJDUCHOVÁ, H a kol. 2018. Podnikové hospodárstvo. Praktické príklady a kontrolné testy. Bratislava: Wolter Kluwer,s.r.o., 2018, 302 s. ISBN 978-80-8168-804-1.
7. REFLEXIE: Kompendium teórie a praxe podnikania. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 1, ročník I., 2017. ISSN 2585-7428.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 25

A	B	C	D	E	FX
40.0	44.0	0.0	0.0	12.0	4.0

Name of lecturer(s): Ing. Mária Vrábliková, PhD.

Last modification: 26.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD125A/22	Course title: Calculations and Budgets
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 1 / 2 hours per semester: 13 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. The method of evaluation and completion of the course will be in the form of a credit. Continuous assessment will take place in class. The final evaluation of the student will be based on the exam. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course objective: The aim of the course is to provide students with theoretical and practical knowledge and skills for the use of different types and methods of calculations and budgets depending on the focus of business activities of the organization. Increasing knowledge of the connection between cost accounting and financial accounting of the organization. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - can use calculations and budgets in the managerial decision-making process; - is able to choose the appropriate type of calculation with regard to the focus of the company; - applies knowledge about individual types of calculations and budgets and their links to other components of the information system in the company; - assess the role of calculations and budgets in the managerial decision-making process; - establish a budget for the company's production program; - evaluates cost and price calculations as a basis for revenue generation and profit or loss. 	
Course contents:	

1. Characteristics of individual components of the information system and the place of calculations and budgets in it.
2. Definition of internal organizational units (economic and cost centers).
3. Definition of calculations and differences between cost and price calculations.
4. Breakdown of cost calculations. Differences between different methods of allocating indirect costs.
5. Application of individual calculation methods on practical examples from various branches of the national economy.
6. The essence of budgeting, types of budgets.
7. Budgeting methods.
8. Linkage of calculations and budgets to internal accounting, statistics and operational records.

Recommended or required literature:

1. REFEXIE Kompendium teórie a praxe podnikania. Finančné riadenie podniku. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník II., 211 s., 2018. ISSN 2585-7428.
2. ČERNÁ, Ľ. a kol. 2010. Kalkulácie a ceny. CD-ROM. Elektronické skriptá. Trnava : AlumniPress, 2010. ISBN 9788080961213
3. ČERNÁ, Ľ. a kol. 2011. Kalkulácie a ceny : návody na cvičenia. CD-ROM. Elektronické skriptá. Trnava : AlumniPress, 2011. ISBN 9788080961480
4. LACOVÁ, Ľ. a kol. 2011. Účtovníctvo. Vysokoškolská učebnica. Ružomberok : VERBUM, 2011. 292 s. ISBN 9788080847456
5. PONIŠČIAKOVÁ, O. 2010. Náklady a kalkulácie v manažérskom účtovníctve. Vysokoškolská učebnica. Bratislava : Iura Edition, 2010. 199 s. ISBN 9788080783600
6. SEDLÁK, M. a kol. 2010. Podnikové hospodárstvo. Učebnica. Bratislava : Iura Edition, 2010. 352 s. ISBN 9788080783174.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 36

A	B	C	D	E	FX
5.56	2.78	13.89	19.44	47.22	11.11

Name of lecturer(s): Ing. Miroslava Kubičková, Ing. Anna Hrnčiarová Turčiaková, PhD.

Last modification: 29.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD102A/22	Course title: Commercial Law
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Participation in lectures and seminars, final evaluation: exam - written / oral. During the lessons, the teacher is trying to lead the student to legal thinking, think logically and express their own opinion and the way of solution. To teach the student to orientate in the laws and to understand the subsidiarity between the individual laws, also to understand the legal terms used in everyday life and to understand the way of using not only commercial law in everyday life. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course objective: The aim of the course is for students to acquire basic knowledge of commercial law and acquire basic legal concepts in this area, which they will be able to apply in practice. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - orientation in laws - ability to read the law with understanding - theoretical business foundations in the creation of statutes or Articles of Association and Founding Documents - knowledge to understand the differences between different types of companies - the student understands subsidiarity between individual laws and on the basis of this knowledge can evaluate which law is necessary to solve his problem - knows basic concepts and vocabulary in the field of law - acquired theoretical knowledge, which will then be able to use practically in their work and private life - gain an overview of the functioning of the state in the field of commercial law 	

- assess the advantages and disadvantages of different types of companies

Course contents:

1. Basic legal concepts. Concept, subject, system of commercial law.
2. Sources of commercial law. Concepts of enterprise, entrepreneur, business. Types of trades. Commercial register. Unfair competition.
3. Legal regulation of subjects of commercial legal relations.
4. Public trading company. Limited partnership. Limited Liability Company. Joint stock company. Team.

Recommended or required literature:

1. Commercial Code, Act no. 513/1991 Coll. as amended
2. Civil Code, Act no. 40/1964 Coll. as amended
3. Act on Trade Licensing (Trade Licensing Act) no. 455/1991 Coll. as amended

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 27

A	B	C	D	E	FX
7.41	7.41	7.41	22.22	18.52	37.04

Name of lecturer(s): JUDr. Markéta Gašajová, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD100A/22	Course title: Economic Theories
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. During the semester, the student will prepare a seminar paper on the penetration of selected economic theory, respectively. selected author and a specific economic phenomenon, problem or process, which is dealt with by current economic theory and practice. The student can get 50 points for the elaboration and presentation of the seminar work. The final evaluation is carried out by a written exam, for which he can obtain 50 points. To successfully complete the course, the student must obtain at least 60 out of a possible 100 points. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The goal of the course: The aim of the course is to get to know the current economic phenomena and processes in the context of the development of human society by learning about the works of the most important economic thinkers. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - understand economic phenomena and processes in historical-logical contexts, - realize that economics is the "oldest art" but the youngest science, - will already find solutions to many current economic problems in the works of ancient and medieval thinkers, - find parallels between solving the fundamental problem of the economy in the past and in the present,	

- learns the reflection of thinkers on economic and political developments in various historical stages.

Course contents:

Course contents:

1. Economic thinking of antiquity.
2. Economic thinking of the Middle Ages.
3. Mercantilism and physiocratism.
4. Classical Political Economy - Adam Smith, Thomas R. Malthus, Jean B. Say, David Ricardo, John Stuart Mill.
5. German Historical School - Friedrich List.
6. Karol Marx - historical materialism, labor theory of value and theory of surplus value, unemployment, profit, capital, theory of crisis.
7. Theory of marginal utility - marginalist school.
8. Austrian School - Carl Menger, Eugen von Böhm-Bawerk, Friedrich von Wieser. Ludwig von Mises, Friedrich A. von Hayek.
9. Joseph A. Schumpeter, Oskar Morgenstern and John von Neumann.
10. Institutionalism and neo-institutional economy.
11. German ordoliberalism.
12. The work of John Maynard Keynes and the formation of modern macroeconomics.
13. Chicago school, neoconservative theories. Theory of public choice.

Recommended or required literature:

1. HOLMAN, R. a kol. 2005. Dejiny ekonomického myslenia (3. vyd). Praha : C.H.Beck, 2005, 539 s. ISBN 80-7179-380-9.
2. SIRUČEK, P. 2003. Průvodce dějinami standardních ekonomických teorií. Slaný : Melandrium, 2003, 223 s. ISBN 80-86175-35-9.
3. KEYNES, J.M. 2020. Všeobecná teória zamestnanosti, úroku a peňazí. Praha : Nadační fond CICERO, 2020. 344 s. ISBN 978-80-270-7399-3.
4. SMITH, A. 2016. Pojednanie o podstate a pôvode BOHATSTVA NÁRODOV. Praha : Grada Publishing, a.s., 2016. 872 s. ISBN 978-80-86389-60-8.
5. LISÝ, J. a kol. 2018. Dejiny ekonomických teorií. Bratislava : Wolters Kluwer, 2018, 360 s. ISBN 978-80-75980-80-9.

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 39

A	B	C	D	E	FX
2.56	7.69	17.95	33.33	10.26	28.21

Name of lecturer(s): doc. Ing. Jana Píteková, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD100B/22	Course title: Economic Thinking and Christianity
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester. During the semester, the student will prepare a seminar paper on the intersection of economics and Christian theology. The student can get 50 points for the elaboration and presentation of the seminar work. The final evaluation is carried out by a written exam, for which he can obtain 50 points. To successfully complete the course, the student must obtain at least 60 out of a possible 100 points. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The goal of the course: The aim of the course is to point out the penetration of Christian theology and economic theory on the basis of the interpretation of the Scriptures, the works of the Church Fathers as well as the practically lived faith of the saints. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - the student uses the acquired knowledge to assess the importance of Christianity in terms of shaping economic thinking and economic theory, - see in the works of prominent Christian thinkers the connection to the basic principles of economic theory, - applies selected theses addressed in the Social Doctrine of the Church to current economic problems, - assess the importance and significance of the human factor in decision-making from the position of any economic entity (household, enterprise, state),	

- assess the contribution of prominent Christian thinkers to the formation of economic theory as well as economic practice,
- get a picture of the relationship between the recommended actions of the state, businesses and households resulting from the papal encyclicals and the real situation.

Course contents:

1. Economic thinking of antiquity and the Old Testament.
2. Economic problems solved in the New Testament - Gospels and Apostolic Letters.
3. Economic thinking of the Middle Ages and Christianity.
4. Economic ideas of St. Augustine, St. Ambrosius.
5. Economic ideas of St. Gregory the Great, St. Albert the Great and others.
6. School of scholastics - st. T. Aquinas.
7. Opinions of Christian utopian socialists.
8. Assumptions and formation of Catholic social doctrine.
9. Social encyclicals.
10. Management and entrepreneurial activities of saints (Ignacian spirituality, entrepreneurial Benedictines, Salesians).
11. The importance of Catholic social doctrine for the formation of a new economy.
12. Focolare movement and community economy.
13. Contribution of the Encyclical Sv. John Paul II and the Holy Father Francis in the development of economic thinking.

Recommended or required literature:

1. GLOS, J. 2001. Prínos kresťanstva do rozvoja ekonomického myslenia. Banská Bystrica : Studia oeconomica 13, 2001. 98 s. ISBN 80-8055-578-8.
2. FIALA, P., HANUŠ, J., VYBÍRAL, J. 2004. Katolícka sociálna nauka a súčasná veda. Vyšehrad : Centrum pro studium demokracie a kultury. 2004. ISBN 80-7325-024-1.
3. SOCIÁLNE ENCYKLIKY LEV XIII., PIUS XI., JÁN XXIII., PAVOL VI., JÁN PAVOL II. (1997) Trnava : Spolok sv. Vojtecha, 676 s. ISBN 80-7162-203-6.
4. Sväté Písmo. Trnava: Dobrá kniha, 2017, 2580 s. ISBN 978-80-8191-084-8.
5. BIBLIA. Biblia Katolíckej cirkvi pre mladých. Trnava : Spolok sv. Vojtecha, 2018. 431 s. ISBN 978-80-8161-309-8.
6. DOCAT. Sociálna nauka Cirkvi pre mladých. Trnava : Spolok sv. Vojtecha, 2018. 319 s. ISBN 978-80-8161-311-1.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 5

A	B	C	D	E	FX
0.0	0.0	20.0	40.0	40.0	0.0

Name of lecturer(s): doc. Ing. Jana Piteková, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD103B/22	Course title: Employment Management
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant student knowledge is carried out on the basis of examinations during the semester: - continuous assessment: written assignment (0-20 points), written examination (0-15 points), seminar activity (0-5 points); - final evaluation: exam: 0-60 points. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The aim of course: The aim of the course is to gain knowledge and skills about personnel policy, job profile creation, personnel planning, model of relationships and conditions in recruitment, recruitment process and selection process, personnel marketing, as well as the process of establishing and terminating employment and internal mobility employees. Learning outcomes of the course: After completing the course the student will gain the following skills and competencies: - identify the need to fill a job in the company / organization, analyze it, prepare a qualification profile of the employee and a job description in the workplace; - prepare a personnel plan for the organization; - create a job offer, specify requirements and criteria for its filling; - assess the suitability of job seekers and decide on its correct filling (in the model selection of employees); - organize the process of recruiting and selecting employees from the perspective of the HR and future manager; - ensure the employment agenda, establishment and termination of employment.	

Course contents:

1. Model of relationships and conditions in recruiting employees for the organization.
2. Personnel planning.
3. Job, job creation, design and analysis.
4. Requirements for the qualification profile of the employee and job description at the workplace.
5. External and internal conditions for recruiting employees.
6. Resources of job seekers.
7. The process of recruiting employees and its steps, the use of methods.
8. Procedure for graded selection of employees.
9. Personnel policy / Rules followed in recruiting and selecting employees in the organization.
10. Personnel marketing - tools facilitating the recruitment of employees and their stabilization in the organization.
11. Establishment and termination of employment.
12. Intra-company mobility of employees.
13. Relationship and connection of recruitment and selection processes to other personnel activities.

Recommended or required literature:

1. ARMSTRONG, M., TAYLOR, S. 2015. Řízení lidských zdrojů. Moderní pojetí a postupy. Praha: Grada Publishing.
2. ARMSTRONG, M. 2007. Řízení lidských zdrojů. Praha: Grada.
3. ARMSTRONG, M. 2012. Armstrong's Handbook of Human Resource Management Practice. Philadelphia PA: KoganPage.
4. ANTOŠOVÁ, M. 2008. Manažment ľudských zdrojov v praxi. Košice: TU v Košiciach.
5. DROPPA, M. 2013. Riadenie ľudských zdrojov. Ružomberok: Katolícka univerzita.
6. HORVÁTHOVÁ, P. et al.. 2016. Řízení lidských zdrojů. Nové trendy. Praha: Management press.
7. HRONÍK, F. 2007. Jak se nespálit podruhé. Strategie a praxe výběrového řízení. Brno: Motiv Press.
8. HRONÍK, F. 2003. Jak se nespálit při výběru zaměstnancu. Podrobný průvodce výběrovým řízením. Brno: Computer Press.
9. KACHAŇÁKOVÁ, A. a kol. 2011. Personálny manažment. Bratislava: Iura Edition.
10. KOCIANOVÁ, R. 2010. Personální činnosti a metody personální práce. Praha: Grada Publishing.
11. KOUBEK, J. 2015. Řízení lidských zdrojů. Základy moderní personalistiky. Praha: Management Press.
12. KOUBEK, J. 2011. Personální práce v malých a středních firmách. Praha: Grada Publishing.
13. KRAVČÁKOVÁ, G. 2014. Manažment ľudských zdrojov. Košice: UPJŠ v Košiciach.
14. ŠIKÝŘ, M. 2016. Personalistika pro manažery a personalisty. Praha: Grada Publishing.
15. Zákon č. 311/2001 Z.z. / Zákonník práce v aktuálnom znení.

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 30

A	B	C	D	E	FX
36.67	6.67	23.33	16.67	16.67	0.0

Name of lecturer(s): doc. Mgr. Ing. Milan Droppa, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD121A/22	Course title: Enterprise Finances
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. The method of evaluation and completion of the course will be in the form of a credit. Continuous assessment will take place in class. The final evaluation of the student will be based on the exam. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course objective: The aim of the course is to provide students with theoretical and practical knowledge of corporate finance. Expanding knowledge of the property and capital structure of organizations in terms of financial decision-making on the use of various types of financial resources needed for business activities and intentions of organizations. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - understand theoretical and practical knowledge in the field of corporate finance in relation to long-term financial management and decision-making. - master the basic correlations of financial statements in terms of assessing the development of the financial situation in the company. - Demonstrate planning methods in business practice theoretically and on practical examples - understand and apply on practical examples methods of evaluating the effectiveness of real and financial investments in the company. - ability to respond with theoretical and legislative knowledge to the changing conditions of supply and demand in the market with regard to the sectoral specifics of companies	

Course contents:

1. Development of corporate finance.
2. The structure of assets and resources of the company.
3. Analysis of revenues and costs in relation to the monitoring of financial flows of the company.
4. Methods and procedures of financial planning, links of plans.
5. Financial resources planning, profit planning and analysis.
6. Risk analysis of the financial plan.
7. Financial investment and investment strategies.
8. Criteria for evaluating the effectiveness of investments. Evaluation of returns and risks when investing in securities.
9. Investment decisions in conditions of certainty, uncertainty and risk. Risk management.
10. Portfolio theory and corporate finance

Recommended or required literature:

1. REFEXIE Kompendium teórie a praxe podnikania. Finančné riadenie podniku. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník II., 211 s., 2018. ISSN 2585-7428.
2. ČERNÁ, Ľ. 2013. Podnikové financie. Ružomberok : VERBUM, 2013. CD-ROM. ISBN 9788056100875
2. FETISOVÁ, E. a kol. 2010. Podnikové financie : praktické aplikácie a zbierka príkladov. Bratislava : IURA Edition, 2010. 177 s. ISBN 9788080783679
3. JÍLEK, J. 2006. Deriváty, hedžové fondy, offshorové spoločnosti. Monografie. Případové studie. Praha : Grada, 2006. 260 s. ISBN 802471826X
4. PIKE, RICHARD H. et al. 2012. Corporate finance and investment. Monographs. Harlow : Pearson, 2012. 844 s. ISBN 9780273763468
5. ŘEPA, V. 2006. Podnikové procesy. Monografie. Praha : Grada Publishing, 2006. 265 s. ISBN 8024712814
6. VLACHYNSKÝ, K. a kol. 2009. Podnikové financie. Monografia. Bratislava : IURA Edition, 2009. 524 s. ISBN 9788080782580
7. Periodická tlač – napr. Hospodárske noviny, Trend, Profit, Poradca, Finančný manažér

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 26

A	B	C	D	E	FX
15.38	0.0	11.54	26.92	23.08	23.08

Name of lecturer(s): Ing. Miroslava Kubičková, PhDr. Jaroslava Bučková, PhD.**Last modification:** 27.06.2022**Supervisor(s):**

Person responsible for the delivery, development and quality of the study programme:
 prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD117A/22	Course title: Entrepreneurship in Small and Medium Enterprises
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: a) ongoing evaluation: elaboration of the project Business plan and activity in seminars: 30 points b) Final written examination: 70 points The minimum number of points obtained for a satisfactory assessment of the student's knowledge and passing the course is 60. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Cieľ predmetu: The aim of the course is to provide basic knowledge about the legislative and economic conditions necessary for the establishment of a company and the possibilities and ways of developing business activities in small and medium-sized enterprises. The course focuses on the process of establishing small and medium-sized enterprises, explaining the basic concepts and classification of individual elements of the quality of the business environment and variants of their quantification in the Slovak Republic. After passing the course student will gain the following knowledge, skills and competencies:: - can use the acquired knowledge in searching, processing and analyzing information on the business activities of Small and Medium-sized Enterprises from various sources, - is able to acquire and use skills to ensure the performance of managerial functions in Small and Medium-sized enterprises, - can evaluate the degree of implementation of the theory of business of Small and Medium Enterprises in practice in the business environment, - can apply the acquired knowledge in carrying out practical business activities according to applicable legislation, - can analyze, evaluate and respond to new situations in a turbulent business	

environment,

- can assess their own human potential for business,
- can create a business plan for a Small and Medium-sized enterprise,
- is able to create a business plan for a beginning entrepreneur.

Course contents:

1. Characteristics, historical development of Small and Medium enterprises.
2. Current legal regulation of business in Small and Medium enterprises in Slovak Republic.
3. The structure of the business environment.
4. Comparison of business environment and tasks of Small and Medium enterprises in Slovak Republic with other selected countries.
5. Importance and significance of Small and Medium enterprises for the Slovak economy.
6. Business activity rate of Small and Medium enterprises.
7. Business support for Small and Medium enterprises in the conditions of the Slovak Republic.
8. Social responsibility of Small and Medium enterprises.
9. Business plan of Small and Medium enterprises.
10. Peculiarities of Small and Medium enterprises.
11. Management of Small and Medium enterprises. Family business Small and Medium enterprises
12. Regional aspect of Small and Medium enterprises.
13. Business structures. Organizational - legal forms of Small and Medium enterprises. Business process.

Recommended or required literature:

1. DAŇKOVÁ, A. a kol. (2010). Malé a stredné podnikanie. Bratislava: VŠEMvs, 2010. 270 s. ISBN 978-80-970495-2-2.
2. KASSAY, Š. (2006). Podnik a podnikanie. Podnikateľské prostredie. Bratislava : Veda, 2006.
3. REFEXIE. Kompendium teórie a praxe podnikania. Časopis Katedry manažmentu Pedagogickej fakulty KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku. 2018, 2019, 2020, 2021
4. UBREŽIOVÁ, I. , KOZÁKOVÁ, J., DIAČIKOVÁ, A. (2018). Medzinárodný manažment a podnikanie. Nitra: SPU, 2018. 261 s. ISBN 978-80-552-1877-9.
5. DIAČIKOVÁ, Anna a Michal ĽACH. Úspech je voľba: manažment podnikania a podnikových procesov : teória a prax aplikovaná v spoločnosti Chemosvit, a. s. Svit: Chemosvit, 2019. ISBN 978-80-971931-1-9.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 53

A	B	C	D	E	FX
1.89	32.08	32.08	13.21	11.32	9.43

Name of lecturer(s): Ing. Anna Hrnčiarová Turčiaková, PhD.

Last modification: 26.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD113A/22	Course title: Finances and Currency
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Requirements for passing the course: Continous evaluation: 0 – 50 points (seminar paper – 25p + test – 25p) Final evaluation: 0 – 50 points (test) Evaluation: During the semester, the student can obtain a maximum of 25 points for processing and presenting a practically oriented seminar paper on a selected topic. From the credit test at the end of the semester can get max. 25 points. From the written exam in the exam period can get max. 50 points. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory evaluation of the student's knowledge is 60. The evaluation of the exam result is in terms of knowledge assessment in the credit system (Study Regulations of the Catholic University, No.10/2015, Article 8, point 3). If the student does not meet the minimum conditions for a satisfactory assessment of knowledge, he / she is enrolled on a corrective date set in the examination period of the semester. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the course is to provide basic theoretical knowledge and acquaint with selected current issues in the field of finance and currency. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - the student is able to define and explain basic concepts in the field of finance and currency, - understands the structure of the financial system and financial markets,	

- increases its financial literacy,
- controls the method of calculation of selected examples (eg present value of money, exchange rates),
- is familiar with news from the field of finance and currency from home and from around the world,
- can link the obtained information with the conditional subject (Macroeconomics 1)

Course contents:

1. Finance in the new economy. Money supply, money operations, types of money operations. Objective and subjective side of finance. Financial system.
2. Public finances and their use in a mixed economy. Principles and functions of public finances.
3. Budget system and public budgets. Public budget functions. Budget process. Budgetary principles. Budgetary rules.
4. State budget and state funds. State budget revenues and expenditures. State budgeting rules. Financing of budgetary and contributory organizations.
5. Tax system of the Slovak Republic. Tax theories. Principles and methods of taxation. Direct and indirect taxes.
6. Money circulation and currency. The concept of currency, money and their functions, forms of monetary aggregates. The nature and organization of the monetary system. Currency and exchange rate.
7. Banking organization and management. Functions of central and commercial banks, types of banking operations. Forms of internal and international payments. Banking business policy and its tools.
8. Insurance. Insurance systems. Commercial insurance. Risk.
9. Monetary policy instruments. Direct and indirect monetary management tools. Money market equilibrium. Relationship between budget deficit and public debt.
10. Financial market. Financial market instruments and forms of securities trading. Stock market functions.
11. International monetary relations. Balance of payments. Exchange rate. International investment. International monetary policy.

Recommended or required literature:

Odporúčaná literatúra:

1. BEŇOVÁ, E. a kol. 2007. Financie a mena. Bratislava: Iura Edition. 2007. ISBN 978-80-8078-142-2.
2. BEŇOVÁ, E. a kol. 2012. Ekonomika verejného sektora. Praktikum. Učebné texty. Bratislava : IURA Edition, 2012. 126 s. ISBN 978-80-8078-537-6.
3. DUFALA, V. a kol. 2009. Financie a mena. Banská Bystrica: OZ Ekonomia, 2009. 184 s. ISBN 8070997265.
4. JÍLEK. J. 2013. Finance v globální ekonomice II. Praha. GRADA Publishing, 2013. ISBN 978-80-247-4516-9.
5. KAFKOVÁ, E., PUKALA, R. 2014. Poistovníctvo. Vybrané kapitoly. Vysokoškolská učebnica. Ružomberok : VERBUM, 2014. 141 s. ISBN 9788056101070.
6. MUSA, H. 2017. Medzinárodné financie. Bratislava: Wolters Kluwer, 2017. 248 s. ISBN 978-80-816-8648-1.
7. REFLEXIE: Kompendium teórie a praxe podnikania. Teoretické základy a podmienky fungovania podnikovej finančnej politiky. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 1, ročník II., 2018. ISSN 2585-7428.
8. REFLEXIE: Kompendium teórie a praxe podnikania. Finančné riadenie podniku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník II., 2018. ISSN 2585-7428.
9. REFLEXIE: Kompendium teórie a praxe podnikania. Analýza ziskovosti trhu. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 3, ročník II., 2018. ISSN 2585-7428.
10. REFLEXIE: Kompendium teórie a praxe podnikania. Investičné stratégie a investičné projekty. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 4, ročník II., 2018. ISSN 2585-7428.
11. SIVÁK, R. 2019. Financie. Bratislava: Wolters Kluwer, 2019. 440 s. ISBN 978-80-759-8533-0.
12. URAMOVÁ, M., LACOVÁ, Ž., HRONEC, M. 2010. Makroekonómia I. Banská Bystrica : Univerzita Mateja Bela, Ekonomická fakulta, 2010. 277 s. ISBN 978-80-557-0043-4.

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 24

A	B	C	D	E	FX
4.17	8.33	8.33	16.67	58.33	4.17

Name of lecturer(s): Ing. Mária Vrábliková, PhD.**Last modification:** 26.06.2022**Supervisor(s):**

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD126A/22	Course title: Financial and Economic Analysis of the Company
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. The method of evaluation and completion of the course will be in the form of a credit. Continuous assessment will take place in class. The final evaluation of the student will be based on the exam. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course objective: The aim of the course is to provide students with theoretical and practical knowledge and skills for using various methods of financial and economic analysis in identifying and evaluating the financial situation in a selected organization from the perspective of investors, creditors and suppliers - customers of the organization. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - on the basis of the acquired knowledge is able to apply a rich methodological apparatus in solving specific tasks in the financial and economic analysis of the company and explain the use of results in business practice; - masters the content, procedure and methods used in ex-post financial analysis; - can apply the content, procedure and methods of ex-ante financial analysis to solve specific tasks and can assess the strengths and weaknesses of each method and interpret the results.	
Course contents: 1. Methods used in financial and economic analysis of the company. 2. Classification of methods used in financial and economic analysis.	

3. Methods of analysis of overall results of the company. Ex-post financial analysis.
4. Ex-post financial analysis methods. Analysis of financial statement documents in the company.
5. Three-balance system.
6. Ex-ante financial analysis.
7. Ex-ante financial analysis methods.
8. Methods of scoring, methods of discriminant analysis and multicriteria evaluation. Strengths and weaknesses of individual methods.
9. Methods of business performance analysis based on the theory of value creation management.

Recommended or required literature:

1. REFEXIE Kompendium teórie a praxe podnikania. Finančné riadenie podniku. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník II., 211 s., 2018. ISSN 2585-7428.
2. ALEXY, J. 2005. Finančná a ekonomická analýza. Učebnica. Bratislava : Iris, 2005. 121 s. ISBN 8089018904
3. CHAJDIAK, J. 2011. Ekonomika firmy. Monografia. Bratislava : Statis, 2011. 224 s. ISBN 9788085659641
4. KNÁPKOVÁ, A., PAVELKOVÁ, D. 2010. Finanční analýza : komplexní průvodce s příklady. Praha : Grada Publishing, 2010. 205 s. ISBN 9788024733494
5. RŮČKOVÁ, P. 2008. Finanční analýza : metody, ukazatele, využití v praxi. Praha : Grada, 2008. 120 s. ISBN 9788024724812
6. ZALAI, K. a kol. 2013. Finančno-ekonomická analýza podniku. Bratislava : Sprint dva, 2013. 471 s. ISBN 978808939380.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 36

A	B	C	D	E	FX
5.56	8.33	22.22	19.44	27.78	16.67

Name of lecturer(s): Ing. Miroslava Kubičková, Ing. Anna Hrnčiarová Turčiaková, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD123A/22	Course title: Firm Planning
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: During the semester, the student can obtain a maximum of 50 points for processing and presenting a seminar paper, which is focused on the development of a selected type of plan (business, marketing, production, etc.) in the selected company. He can get a maximum of 50 points from the written exam during the trial period. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory evaluation of the student's knowledge is 60. The evaluation of the exam result is in terms of knowledge assessment in the credit system (Study Regulations of the Catholic University No. 10/2015, Article 8, point 3). If the student does not meet the minimum conditions for a satisfactory assessment of knowledge, he / she is enrolled on a corrective date set in the examination period of the semester. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the course is to gain theoretical knowledge about individual business plans, their components and methods of planning and their practical application in the selected company. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - the student will know the types of business plans, their components and planning methods, - is able to justify the need and importance of planning for the company - applies systemic and logical thinking in designing business plans, - can use quantitative methods in planning and link business plans with budgets, - applies the acquired theoretical and practical knowledge in practice after graduating from university 	
Course contents:	

1. Planning as a basic managerial function. Relationship between planning and control.
2. Business planning. Content, structure and procedure of the planning process. Business plan system.
3. Plans vs. budgets. Planning vs. decision making. Planning and decision-making in conditions of certainty, uncertainty and risk.
4. Strategic and business planning. Business plan structure.
5. Material purchasing and supply plan.
6. Production plan. Aggregate and operational planning. Service implementation planning.
7. Marketing planning as a part of business planning. Approaches to creating a marketing plan.
8. Personnel planning. Approaches to creating a personnel plan.
9. Content, structure and procedure of creating a company's financial plan.
10. Planning further business development and innovation. Investment plan. Static and dynamic methods of evaluating the effectiveness of investments

Recommended or required literature:

1. ARMSTRONG, M. 2020. Sestavte dobrý marketingový plán. Praha: Lingea, 2020. 176 s. ISBN 978-80-750-8624-2.
2. KOKAVCOVÁ, D. et. al. 2012. Manažment I. Bratislava: Iura Edition, 2012. 157 s. ISBN 978-80-8078-513-0.
3. LESÁKOVÁ, Ľ. et. al. 2013. Firemné plánovanie v malých a stredných podnikoch. Banská Bystrica: EF UMB, 2013. 202 s. ISBN 978-80-557-0508-8.
4. MADZÍK, P. 2017. Nástroje systematického riešenia problémov. Ružomberok: Verbum, 2017. 163 s. ISBN 978-80-561-0478-1.
5. MIHALČOVÁ, B. et al. 2011. Podnikové plánovanie. Košice: Technická univerzita, 2011. 228 s. ISBN 978-80-553-0719-0.
6. PAPULA, J. 2017. Manažérska ekonomika. Bratislava: Wolters Kluwer, 2017. 258 s. ISBN 978-80-755-2807-0
7. REFLEXIE : Kompendium teórie a praxe podnikania. Podniková stratégia. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 3, ročník I., 2017. ISSN 2585-7428.
8. REFLEXIE : Kompendium teórie a praxe podnikania. Projektovanie globálneho podniku časť A. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník IV., 2020. ISSN 2585-7428.
9. SUJOVÁ, A. et al. 2017. Podnikové plánovanie. Zvolen: Technická univerzita, 2017. 169 s. ISBN 978-80-228-3043-0.
10. SVOBODOVÁ, I., ANDERA, M. 2017. Od nápadu k podnikateľskému plánu. Praha: Grada, 2017. 232 s. ISBN 978-80-271-0407-9.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 34

A	B	C	D	E	FX
5.88	11.76	38.24	20.59	17.65	5.88

Name of lecturer(s): Ing. Mária Vrábliková, PhD.

Last modification: 29.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD107A/22	Course title: Foreign Language 1 (English, Russian)
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 2 hours per semester: 26 Teaching method: on-site	
Credits: 3	Working load: 75 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject: Final evaluation: oral and written exam 0 - 100 points The number of points obtained for the final evaluation is 100. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 60 out of 100 points from the subject for fulfilling the specified conditions. Within the SP, the sense of autonomy, independence and self-evaluation of the student is strengthened. The emphasis on the student's independence, autonomy and self-assessment should be clearly defined in the relevant ILPs, in the form of appropriate content, appropriate forms and teaching methods, so please take this into account when creating ILPs. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of language teaching in the subject Russian language is to achieve adequate communication competences for students, active, balanced development of their productive and receptive skills / speaking, writing, listening, reading / through individual thematic areas: Russian speech etiquette, CV, family, leisure and interests, shops and services, restaurant and catering, health and lifestyle, fashion and dress, travel, sports, employment, school and education, culture and art and the like. Great emphasis on concentrating on Russian not only verbally but also in writing / fluent mastery of Russian graphics-Cyrillic! /. Pay special attention to work with Russian Internet domains and appropriately shape the relationship to the analysis of Russian professional terminological material from the Department of Management and Marketing.	

<p>Learning outcomes:</p> <p>After completing the course the student will gain the following knowledge, skills and competencies:</p> <ol style="list-style-type: none"> 1. After completing the course Russian language, the student should communicate appropriately in ordinary life situations / performance, thanks, welcome, invitation to visit, congratulations /. 2. The student is able to orientate and behave in the city, at the airport, railway station, in a hotel, in a restaurant, in a shop. 3. The student is able to make telephone calls and gradually gets into the terminology of business and entrepreneurship. 4. By completing the course, the student will be able to read and translate the original Russian text at a common professional level. 5. After graduation, the student should speak freely on the following topics: Slovakia, Russia and Ukraine on the world map, Russian speech etiquette, school, education, interests, sports, shopping, travel, diseases and health (covid and others), moral characteristics of man, fashion and clothes 6. After graduation, the student should be fluent in professional terminology of management and marketing.
<p>Course contents:</p> <ol style="list-style-type: none"> 1. Economy, market economy and banking 2. Entrepreneurship 3. License 4. Marketing 5. Etiquette of professional communication 6. Exhibitions, fairs, auctions
<p>Recommended or required literature:</p> <ol style="list-style-type: none"> 1. KOLLÁROVÁ, E., BERDIČEVSKIJ, A. 2007. Ruština pre samoukov. Bratislava : Belimex, 2007, 176 s. ISBN:978-80-89272-17-4 2. KOVÁČIKOVÁ, E. 2006. Ruština pre samoukov. Bratislava : SPN, 2006, 138.s. ISBN:80-10-000213 3. Russkij rečevoj etiket. MuĽtimedijnyj učebyj komplex. Moskva :Fond Russkij mir, 2011. 4. BALYCHINA, T. M. 2011. Zdravstvuj, mir russkogo slova! MuĽtimedijnyj učebyj kompleks. Moskva : Fond Russkij mir, 2011. 5. DVD interactive : Čudo-malyš. Učiťeš'kak v skazke. Moskva : Fond Russkij mir, 2011 6. DVD interactive : Čudo-malyš. Uroki čtenija. Moskva : Fond Russkij mir, 2011 7. БАЗВАНОВА, Т. Н., ОРЛОВА, Т.К. 2009. Бизнес-корреспонденция. Пособие по обучению деловому письму для изучающих русский язык как иностранный- М.: Русский язык. Курсы, 2009, 152с. 8. Rechteríková, G.: Ruština pre ekonómov 1. Ruský jazyk pre pokročilých. Bratislava: 2014. Ekonomická univerzita. Fakulta aplikovaných jazykov. Vydavateľstvo Ekonóm. 174 s. ISBN 978-80-225-4046-9. 9. Mrověcová, L.: Obchodní ruština. Russkij jazyk v trgovle. Brno: 2017. Vydavatelství Edika. 463 s. ISBN 978-80-266-0402-0. 10. Balychina, T.M.-Jel'nikova, S.I.: Biznesmeny vsego mira govorjat po russki. Moskva: 2010. Vydavatel': Rossijskij universitet družby narodov-RUDN. Rossija. 232 s. ISBN 978-5-209-03756-9.
<p>Language of instruction:</p> <p>Slovak, Russian</p>
<p>Notes:</p>

Course evaluation:					
Assessed students in total: 26					
A	B	C	D	E	FX
7.69	19.23	30.77	15.38	26.92	0.0
Name of lecturer(s): Mgr. Zoja Dubovcová					
Last modification: 26.06.2022					
Supervisor(s):					
Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD112A/22	Course title: Foreign Language 2 (English, Russian)
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 2 hours per semester: 26 Teaching method: on-site	
Credits: 3	Working load: 75 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites: KMN/Mn-BD107A/22	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject: Final evaluation: oral and written exam 0 - 100 points The number of points obtained for the final evaluation is 100. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 60 out of 100 points from the subject for fulfilling the specified conditions. Within the SP, the sense of autonomy, independence and self-evaluation of the student is strengthened. The emphasis on the student's independence, autonomy and self-assessment should be clearly defined in the relevant ILPs, in the form of appropriate content, appropriate forms and teaching methods, so please take this into account when creating ILPs. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of language teaching in the subject Russian language is to achieve adequate communication competences for students, active, balanced development of their productive and receptive skills / speaking, writing, listening, reading / through individual thematic areas: Russian speech etiquette, CV, family, leisure and interests, shops and services, restaurant and catering, health and lifestyle, fashion and dress, travel, sports, employment, school and education, culture and art and the like. Great emphasis on concentrating on Russian not only verbally but also in writing / fluent mastery of Russian graphics-Cyrillic! /. Pay special attention to work with Russian Internet domains and appropriately shape the relationship to the analysis of Russian professional terminological material from the Department of Management and Marketing.	

<p>Learning outcomes:</p> <p>After completing the course the student will gain the following knowledge, skills and competencies:</p> <ol style="list-style-type: none"> 1. After completing the course Russian language, the student should communicate appropriately in everyday life situations / performance, thanks, welcome, invitation to visit, congratulations /. 2. The student is able to orientate and behave in the city, at the airport, railway station, in a hotel, in a restaurant, in a shop. 3. The student is able to make telephone calls and gradually gets into the terminology of business and entrepreneurship. 4. By completing the course, the student will be able to read and translate the original Russian text at a common professional level. 5. After graduation, the student should speak freely on the following topics: Slovakia, Russia and Ukraine on the world map, Russian speech etiquette, school, education, interests, sports, shopping, travel, diseases and health (covid and others), moral characteristics of man, fashion and clothes 6. After graduation, the student should be fluent in professional terminology of management and marketing.
<p>Course contents:</p> <ol style="list-style-type: none"> 1. Company presentation 2. Job-professional interviews 3. International contract, financial and banking operations in foreign trade 4. International insurance and insurance companies 5. Business and official information 6. Advertisements, bankruptcy interviews, job applications.
<p>Recommended or required literature:</p> <ol style="list-style-type: none"> 1. KOLLÁROVÁ, E., BERDIČEVSKIJ, A. 2007. Ruština pre samoukov. Bratislava : Belimex, 2007, 176 s. ISBN:978-80-89272-17-4 2. KOVÁČIKOVÁ, E. 2006. Ruština pre samoukov. Bratislava : SPN, 2006, 138.s. ISBN:80-10-000213 3. Russkij rečevoj etiket. Muľtimedijnyj učebnyj komplex. Moskva :Fond Russkij mir, 2011. 4. BALYCHINA, T. M. 2011. Zdravstvuj, mir ruskogo slova! Muľtimedijnyj učebnyj kompleks. Moskva : Fond Russkij mir, 2011. 5. DVD interactive : Čudo-malyš. Učíteš'kak v skazke. Moskva : Fond Russkij mir, 2011 6. DVD interactive : Čudo-malyš. Uroki čtenija. Moskva : Fond Russkij mir, 2011 7. БАЗВАНОВА, Т. Н., ОРЛОВА, Т.К. 2009. Бизнес-корреспонденция. Пособие по обучению деловому письму для изучающих русский язык как иностранный- М.: Русский язык. Курсы, 2009, 152с. 8. Rechtoríková, G.: Ruština pre ekonómov 1. Ruský jazyk pre pokročilých. Bratislava: 2014. Ekonomická univerzita. Fakulta aplikovaných jazykov. Vydavateľstvo Ekonóm. 174 s. ISBN 978-80-225-4046-9. 9. Mrověcová, L.: Obchodní ruština. Russkij jazyk v torgovle. Brno: 2017. Vydavatelství Edika. 463 s. ISBN 978-80-266-0402-0. 10. Balychina, T.M.-Jeľnikova, S.I.: Biznesmeny vsego mira govornjat po russki. Moskva: 2010. Vydavateľ: Rossijskij universitet družby narodov-RUDN. Rossija. 232 s. ISBN 978-5-209-03756-9.
<p>Language of instruction:</p> <p>Slovak, Russian</p>
<p>Notes:</p>

Course evaluation: Assessed students in total: 26					
A	B	C	D	E	FX
7.69	7.69	30.77	19.23	30.77	3.85
Name of lecturer(s): Mgr. Zoja Dubovcová					
Last modification: 29.06.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD118A/22	Course title: Human Resources Management
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject and the final written test. During the semester, the student demonstrates his theoretical knowledge in the field of human resource management in the form of written tests. Subsequently, it demonstrates the ability to implement theoretical knowledge of human resource management into practical conditions through the solution of case studies and model situations. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The aim of course: The aim of the course is to provide students with a comprehensive set of knowledge from human resources management in the company in the overall complex of securing individual functions in a logical sequence and their systemic connection to business management. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - acquires specific knowledge in the field of human resources management with an emphasis on respecting the main principles of human resources management, its legality and in supporting and creating their synergistic effects at all levels of the company, - acquires skills in the method and techniques of human resource planning, recruitment and selection, recruitment, adaptation, motivation and remuneration of employees, can evaluate employee performance, ensure staff training and development, good relations and a satisfactory quality of working life.	

is able to streamline human resource management and ensure that this management contributes to the success of the organization and the achievement of its goals.

Course contents:

1. History of human resources management, goals and tasks.
2. Human resources management strategy.
3. Personnel planning. Work analysis. Staffing.
4. Adaptation of employees.
5. Employee training. Working career
6. The personality of the manager and his role in work management. Work relationship.
7. Personnel audit.
8. Remuneration of employees.
9. Evaluation of employees.
10. Motivation of employees.
11. Management of personnel costs.
12. Personnel information system. Personal agenda.
13. Perspectives of human resources management.

Recommended or required literature:

1. ARMSTRONG, M., TAYLOR, S. 2015. Řízení lidských zdrojů. Moderní pojetí a postupy. Praha : Grada Publishing, 2015. 928 s. ISBN 978-80-247-9883-7.
2. ANTOŠOVÁ, M. 2008. Manažment ľudských zdrojov v praxi. Košice : TU v Košiciach, 2008. 155 s. ISBN 978-80-553-017-7.
3. ARMSTRONG, M. 2012. Armstrong's Handbook of Human Resource Management Practice. Philadelphia PA : KoganPage, 2012. 1089 s. ISBN 978-0-7494-6964-1.
4. DROPPA, M. 2008. Riadenie ľudských zdrojov. Ružomberok : Katolícka univerzita, 2008. 108 s. ISBN 978-80-8084-295-6.
5. KACHAŇÁKOVÁ, A. a kol. 2011. Personálny manažment. Bratislava : Iura Edition, 2011. 235 s. ISBN 978-80-8078-391-4.
6. KOCIANOVÁ, R. 2010. Personální činnosti a metody personální práce. Praha : Grada Publishing, 2010. 224 s. ISBN 978-80-2472-497-3.
7. KOUBEK, J. 2015. Řízení lidských zdrojů. Základy moderní personalistiky. Praha : Management Press, 2015. 400 s. ISBN 978-80-7261-288-8.
8. KRAVČÁKOVÁ, G. 2014. Manažment ľudských zdrojov. Košice: UPJŠ v Košiciach, 2014. 217 s. ISBN 978-80-8152-219-2.
9. ŠIKÝŘ, M. 2016. Personalistika pro manažery a personalisty. Praha : Grada Publishing, 2016. 208 s. ISBN 978-80-2474-151-2.
10. URBAN, J. 2013. Řízení lidí v organizaci: Personální rozměr managementu. Praha : Wolters Kluwer, 2013. 152 s. ISBN 978-80-7357-925-8.
11. URBAN, J. 2017. Motivace a odměňování pracovníku. Praha : Grada Publishing, 2017. 160 s. ISBN 978-80-2710-227-3.
12. VODÁK, J., KUCHARČÍKOVÁ, A. 2011. Efektivní vzdělávání zaměstnanců. Praha : Grada Publishing, 2011. 237 s. ISBN 978-80-2473-651-8.

Language of instruction:

Slovak

Notes:

Course evaluation: Assessed students in total: 24					
A	B	C	D	E	FX
29.17	4.17	16.67	25.0	20.83	4.17
Name of lecturer(s): doc. Mgr. Ing. Milan Droppa, PhD.					
Last modification: 27.06.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD103A/22	Course title: Informatics
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject in order to strengthen the student's sense of autonomy, independence and self-esteem. a) continuous assessment: written exam, practical projects: 0-30 points b) final evaluation: oral and practical exam: 0-70 points. The final grade is given by the sum of points for the interim and final evaluation Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Learning outcomes of the course: The aim of the course is to acquire basic knowledge, skills and competencies in the field of information technology needed for managerial work. Learning outcomes: (student) After completing the course the student will gain the following knowledge, skills and competencies: - Knowledge: knows current hardware and software solutions in IT, knows the office suite and its basic purpose (Word, Excel, PowerPoint); knows the Windows operating system and its functionality. - Skills: can use current hardware and software for office work related to the profession of manager; can use the functionality of the application software package MS Office (Word, Excel, PowerPoint). - Competences: is able to create and edit documents, tables and presentations with regard to the diversity of managerial work; is able to use IT tools and Internet services to streamline their work.	
Course contents:	

Computer, hardware - main components and their properties, software, current possibilities of computers. Operating systems, the best known operating systems. Windows operating system, controls, desktop. Description of the basic components of the OS, Start menu. Accessories, system tools. System applications. Application software, compression programs, viruses, antivirus programs. Internet, internet services, WWW, concepts of Web creation, evaluation of application source codes, e-mail. MS Office applications. Word word processor - working with text, editing, formatting, text blocks, paragraph, section. Creation of professional document, publications. Tables in documents, creating, working with tables, formatting, automatic format. Professional image drawing, graphic objects, frames, image insertion, image operations, WordArt, formulas. Templates, forms, hyperlink, mail merge. Spreadsheet, Excel environment, options, cell formats. Excel - functions, working with data, calculations. Excel - graph, creation, types, properties. Link Office programs. Presentation software. PowerPoint, options, main functions, principles of creating a presentation. Professional formatting of qualification work and professional documents.

Recommended or required literature:

1. JENČO, M., VYHNAL, P. 2015. Informatika pre manažérov. Ružomberok: Verbum, 2015. 221 s. ISBN 978-80-561-0251-0.
2. JENČO, M., VYHNAL, P. 2010. Informatika prakticky. Poprad : Slza, 2010. 212 s. ISBN 80-88680-46-8.
3. HERODEK, M. 2015. Microsoft Windows 10 – Podrobná uživatelská příručka. Brno: Computer Press, 298 s. ISBN 978-80-251-4595-1.
4. PECINOVSKÝ, J. 2013. Office 2013. Brno : Computer Press, 2013, 495 s. ISBN 978-80-251-4102-1.
5. BITTO, O. 2009. Microsoft Windows 7. Praha : Computer Press, 2009, 344 s. ISBN 978-80-2512-647-9.
6. PECINOVSKÝ, J. 2007. Word 2007. Podrobný Průvodce. Praha : Grada Publishing, 2007. ISBN -978-80-247-1959-7.
7. MACDONALD, M. 2008. Excel 2007 – chybějící manuál. Praha : Grada Publishing, 2008, 832 s. IS BN- 978-80-247-2195-8.
8. DODGE, M. - STINSON, S. 2008. Mistrovství v Microsoft Office Excel 2007. Praha : Computer Press, 2008, 936 s. ISBN 80-2511-980-8.
9. BITTO, O. 2012. Microsoft Windows 8 – Podrobná uživatelská příručka. Brno: Computer Press, 2012, 328 s. ISBN 978-80-251-3788-8.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 30

A	B	C	D	E	FX
30.0	26.67	20.0	3.33	20.0	0.0

Name of lecturer(s): Mgr. Karol Čarnogurský, PhD., Mgr. Boris Pták, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD106A/22	Course title: Introduction to University Studies
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture Recommended study range: hours weekly: 1 hours per semester: 13 Teaching method: on-site	
Credits: 1	Working load: 25 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Students are required to: - active participation - willingness to communicate - two absences are allowed, i.e. 80% participation Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is to provide students with basic knowledge of study, which more easily helps them to adapt to the university system of study at the university. At the same time, they are provided with information about the opportunities that the university provides to students. Learning outcomes: After completing the course, the student will acquire the following knowledge, skills and competencies that relate to university studies. At the same time, they will get acquainted with the activities of the University Pastoral Center, which provides students with spiritual formation, and various cultural, sports and educational activities.	
Course contents: 1. History and basic mission of the Catholic University in Ružomberok 2. Mission of the Faculty of Education KU in Ružomberok: We shape the mind and heart: in the spirit of the Catholic moral, intellectual and academic tradition, we provide university education and training and conduct research for the integral development of man and the good of society. 3. Characteristics of higher education at the Faculty of Education (PF) KU is based on the European credit transfer system, which guarantees compatibility with leading educational institutions, and thus enables student mobility between universities throughout the European Union.	

<p>4. Academic freedom, which is a guarantee for open dialogue and creative scientific research.</p> <p>5. What does the university provide to students in addition to education (quality library services, accommodation, meals and others).</p> <p>6. Hobby activities in the field of culture and sports.</p> <p>7. Morality and culture of behavior of a university student.</p> <p>8. Explanation of the principles of safety and health at work.</p>												
<p>Recommended or required literature:</p> <p>1. https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta/uchadzac/preco-studovat-u-nas.html</p> <p>2. https://www.ku.sk/fakulty-katolickej-univerzity/pedagogicka-fakulta</p> <p>3. Almášiová, A. 2020. Informácie o štúdiu na Katolíckej univerzite v Ružomberku pre akademický rok 2020/2021. Na základe podkladov katedier Pedagogickej fakulty Katolícka univerzita v Ružomberku vydalo: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku</p>												
<p>Language of instruction: Slovak</p>												
<p>Notes:</p>												
<p>Course evaluation: Assessed students in total: 36</p> <table border="1"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>FX</th> </tr> </thead> <tbody> <tr> <td>36.11</td> <td>19.44</td> <td>8.33</td> <td>2.78</td> <td>0.0</td> <td>33.33</td> </tr> </tbody> </table>	A	B	C	D	E	FX	36.11	19.44	8.33	2.78	0.0	33.33
A	B	C	D	E	FX							
36.11	19.44	8.33	2.78	0.0	33.33							
<p>Name of lecturer(s): prof. Ing. Iveta Ubrežiová, CSc.</p>												
<p>Last modification: 24.06.2022</p>												
<p>Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.</p>												

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD111A/22	Course title: Labour Law
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Participation in lectures and seminars, final evaluation: exam - written / oral During the lessons, the teacher is trying to lead the student to legal thinking, think logically and express their own opinion and the way of solution. To teach the student to orientate in the laws and to understand the subsidiarity between the individual laws, also to understand the legal terms used in everyday life and to understand the way of using not only labor law in everyday life. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is for students to acquire basic knowledge of labor law and acquire basic legal concepts in this area, which they will be able to apply in practice. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - orientation in laws - ability to read the law with understanding - theoretical and practical basics in the creation of an employment contract - knows basic concepts and vocabulary in the field of law - acquired theoretical knowledge, which can then be used practically in their work and private life - gain an overview of the functioning of the state in the field of labor law - can assess the difference between the status of employer and employee - they will learn to recognize different types of business 	
Course contents: 1. General labor law - Concept, subject and system of labor law. 2. Basic sources of labor law. Principles of labor law. Labor relations	

<p>3. Labor law subjectivity. Subjects of labor law.</p> <p>4. Individual employment law - Employment. Establishment, creation, change and termination of employment. Work discipline.</p> <p>5. Working and employment conditions (working time, recovery leave, remuneration, employer's care for employees, special working conditions for women and juvenile employees, employees' representatives, safety and health at work, liability for damage, agreements on work performed outside the workplace ratio).</p>					
<p>Recommended or required literature: Labor Code, Act no. 311/2001 Coll. as amended</p>					
<p>Language of instruction: Slovak</p>					
<p>Notes:</p>					
<p>Course evaluation: Assessed students in total: 26</p>					
A	B	C	D	E	FX
3.85	3.85	19.23	15.38	42.31	15.38
<p>Name of lecturer(s): JUDr. Markéta Gašajová, PhD.</p>					
<p>Last modification: 26.06.2022</p>					
<p>Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.</p>					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD108A/22	Course title: Macroeconomics
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites: KMN/Mn-BD101A/22	
Requirements for passing the course: Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. During the semester, the student, based on lectures and study of relevant sources, actively participates in discussions on topics covered, solves practical tasks, seeks causal links between theory - the effect of the market mechanism in the macrosphere and the government's approach. Continuous assessment: written test (40%) Final evaluation: oral exam (60%) Hodnotenie predmetu: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The goal of the course: The aim of the course is to explain the effect of the market mechanism in the macro environment and the impact of monetary and fiscal policy interventions on the macroeconomic balance. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - the student is able to define basic macroeconomic concepts, - understands the relationship between macroeconomic objectives, can quantify them, - understand the process of shaping macroeconomic balance, - distinguish between the effectiveness of fiscal and monetary interventions in relation to the exchange rate (fixed and flexible), - learn to critically evaluate phenomena and processes in the macroeconomic environment. 	
Course contents:	

Course contents:

1. Development of macroeconomics.
2. Basic macroeconomic concepts and goals.
3. Aggregate demand and aggregate supply, macroeconomic balance.
4. The contribution of J. M. Keynes to the development of modern macroeconomics.
5. Banking system and money.
6. Exchange rates.
7. Inflation.
8. Unemployment.
9. Monetary policy.
10. Fiscal policy.
11. Economic cycle - causes, solutions.
12. Operation of the market mechanism in the macro environment and interventions of the issuing bank and the government.
13. International trade and integration processes.

Recommended or required literature:

1. KEYNES, J.M. 2020. Všeobecná teória zamestnanosti, úroku a peňazí. Praha : Nadační fond CICERO, 2020. 344 s. ISBN 978-80-270-7399-3.
2. SMITH, A. 2016. Pojednanie o podstate a pôvode BOHATSTVA NÁRODOV. Praha : Grada Publishing, a.s., 2016. 872 s. ISBN 978-80-86389-60-8.
3. SAMUELSON, P. A. – NORDHAUS, W. D. 2013. Ekonomie (19. vyd). Praha : NS Svoboda, 2013. 770 s. ISBN 978-80-2050.
4. DUJAVA, D. 2016. Ekonomické krízy a ekonomická veda. Bratislava : Wolters Kluwer, 2016. 188 s. ISBN 978-80-8168-442-5.
5. BOBÁKOVÁ, V. 2017. Makroekonómia. Košice : FVS UPJŠ 2017. 310 s. ISBN 978-80-8152-565-0.
6. URAMOVÁ, M. a kol. 2001. Makroekonómia. Banská Bystrica : EF UMB 2001. 172 s. ISBN 80-8055-364-5.
7. HOLMAN, R. 2011. Ekonomie (5. vyd.) Praha : C. H. Beck, 2011. 691 s. ISBN 978-80-7400-006-5.

Language of instruction:

Slovak

Notes:

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Course evaluation:

Assessed students in total: 27

A	B	C	D	E	FX
11.11	0.0	11.11	22.22	11.11	44.44

Name of lecturer(s): doc. Ing. Jana Píteková, PhD.**Last modification:** 26.06.2022**Supervisor(s):**

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

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

- knows the essence of decision-making and the need for information management in managerial activities.

Course contents:

1. Definition of the term management. History of management and developmental stages of management.
Representatives of individual schools of management and their contribution to the development of management.
2. Planning as a managerial activity.
3. Organizing as a managerial activity.
4. People management and basic tools of people management.
5. Leading people by motivation. Leading people through communication.
6. Control as a managerial activity.
7. Characteristics of a manager and his characteristics.
8. The essence of decision making. Information in the work of a manager.

Recommended or required literature:

1. DROPPA, M., MIKUŠ, P. 2010. Základy manažmentu. 2., rozšírené vydanie, 2010, Ružomberok: VERBUM, 259 s., ISBN 978-80-8084-622-0.
2. KOKAVCOVÁ, D. et. al. 2012. Manažment I. Bratislava: Iura Edition, 2012. 157 s. ISBN 978-80-8078-513-0. 22.
3. MAJTÁN, M. 2018. Manažment. Bratislava: Sprint 2, 2018. 408 s. ISBN 9788089710270.
4. Prednášky z predmetu Manažment.
5. REFLEXIE : Kompendium teórie a praxe podnikania. Podniková stratégia. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 3, ročník I., 2017. ISSN 2585-7428.
6. REFLEXIE: Kompendium teórie a praxe podnikania. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 4, ročník I., 2017. ISSN 2585-7428.
7. SEDLÁK M. 2012. Základy manažmentu, I. vydanie, Wolters Kluwer Bratislava, 2012. 330 str. ISBN 978-80-8078-455-3.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 27

A	B	C	D	E	FX
0.0	11.11	11.11	14.81	37.04	25.93

Name of lecturer(s): prof. Ing. Iveta Ubrežiová, CSc., PhD. Jaroslava Bučková, PhD.

Last modification: 29.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD124A/22	Course title: Management Information Systems
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: The condition for passing the course is to demonstrate theoretical knowledge in the field of information systems and information technology in organizations during the semester. This knowledge is verified in the form of a written test. Subsequently, the student demonstrates his practical experience working on projects in the selected information system. The final evaluation consists of a theoretical and practical part, in which the knowledge and skills of the student are verified. <ul style="list-style-type: none"> • preliminary evaluation: test 1: 20 points • preliminary evaluation: projects: 0-20 points • final evaluation: <ul style="list-style-type: none"> o theoretical test: 0-50 points o practical test: 0-10 points Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course aim: The course aims to provide theoretical and practical knowledge in working with selected information systems that organizations use in business. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills, and competencies: <ul style="list-style-type: none"> - use the knowledge gained in the field of information, information systems and information technology, - use current tools and methods to work with information, - use special software for the collection, transmission, analysis, synthesis and presentation of information, 	

- use information services, work with applications of management information systems,
- apply exact methods and principles of DSS and artificial intelligence in the design and implementation of information systems,
- create reports using the possibilities of information systems and use them in the management and decision-making practice of the manager.

Course contents:

1. The role of information in systems, management information systems (MIS) and general information systems. Systems, systems theory, basics of systems science.
2. Information systems, information systems architecture, information pyramid.
3. Algorithms in information systems, algorithms of information tasks. Information technologies in MIS and management practice.
4. Computer networks in the general information system and the MIS. Communication subsystem in the information system. Trends in MIS / IT from a global and corporate point of view, Trends in HW, SW. Application software for MIS.
5. Principles of creation and operation of modular IS. System integration, system integrator and trends in MIS / IT organization and management.
6. Information systems planning, approaches to IS construction management, IS life cycle.
7. IS economics, costs, structure, evaluation, complex evaluation of IS / IT projects. Structured system design, computer-aided IS development (CASE).
8. Implementation, operation, maintenance, security and protection of MIS, the role of the IT department.
9. Decision support systems, expert systems, artificial intelligence, research directions, and models in information systems.
10. BI and CI systems as tools to support management and decision-making.
11. Possibilities of KIS as tools to support MIS construction, their structure and principles of operation. KIS tools to support management and decision-making.
12. Contingency and consolidation tables and contingency charts.
13. Modular information systems and their tools to support management and decision-making. Power BI is a tool to support management and decision-making. Significance, role and creation of reports and purposes of their use.

Recommended or required literature:

1. BRUCKNER, T., VOŘÍŠEK, J., BUCHALCEVOVÁ, A. at al. 2012. Tvorba informačních systémů. Praha: GRADA Publishing, a. s. 2012. ISBN 978-80-24741-53-6
2. JENČO, M. - VYHNAL, P. 2014. Informačné systémy v manažmente. Ružomberok : VERBUM, 2014, 253 s. ISBN 978-80-561-0105-6
3. LACKO, L.: Business Intelligence v SQL Serveru 2008, Brno: Computer Press, 2009. ISBN 978-80-251-2887-9
4. MOLNÁR, Z. 2012. Competitive Intelligence aneb jak získat konkurenční výhodu. Praha : Vysoká škola ekonomická v Praze - Nakladatelství Oeconomica, 2012, 254 s. ISBN 978-80-245-1908-1
5. O'BRIEN, J. A., MARAKAS, G. M. 2010. Management Information Systems. 10. vyd. New York :McGraw-Hill/Irwin, 2010. ISBN 978-0073376813
6. POUR, J. 2006. Informační systémy a technologie. Praha : Vysoká škola ekonomie a managementu, 2006, 496 s., ISBN 80-8673-003-4
7. SODOMKA, P., KLČOVÁ, H. 2011. Informační systémy v podnikové praxi. Brno : Computer Press, 2011. ISBN: 978-80-25128-78-7
8. VOŘÍŠEK J., POUR, J. a kol. 2011. Management podnikové informatiky. Praha : Professional Publishing, 2011. ISBN 9788074311024

Language of instruction: Slovak, English					
Notes:					
Course evaluation: Assessed students in total: 35					
A	B	C	D	E	FX
14.29	14.29	22.86	25.71	17.14	5.71
Name of lecturer(s): Mgr. Karol Čarnogurský, PhD.					
Last modification: 29.06.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD101B/22	Course title: Management of a Tourism Business 1
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester. In total, the student can get 100 points for the course. During the semester, the student will prepare a seminar paper about selected topic related to the management of accommodation, catering facilities and facilities for tourism services. The student can get 20 points for the elaboration and presentation of the seminar work. The final evaluation is carried out by a written exam, for which the student can obtain 80 points. To successfully complete the course, the student must obtain at least 60 out of possible 100 points. Subject evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The aim of the subject: The aim of the course is to acquire theoretical knowledge about management and application of its functions in tourism business. Learning outcomes of the course: After completing the course the student will acquire following knowledge, skills and competencies: <ul style="list-style-type: none"> - knows the needs of visitors in tourism as well as the possibilities of satisfying them with tourism services, - is able to classify tourism services and assess their specificities in relation to the tourism market, - knows the categories of accommodation establishments and the technology for providing services in those establishments, - assesses new trends in international tourism and their impact on the management of accommodation facilities in the Slovak Republic, - can apply the categorization of hospitality facilities in practice, - can create an offer of a specific hospitality facility depending on its category, - knows the services of catering establishments which correspond to their categories, 	

- knows new trends in international gastronomy,
- knows the classification of travel agents, their services and their application on the market,
- is able to create a travel agency product, arrange its promotion and distribution within the national tourism market.

Course contents:

1. The needs of tourism visitors and their satisfaction by tourism services.
2. Tourism services - nature, peculiarities and classification.
3. Accommodation facilities services. Categorization of accommodation facilities and specifics of individual categories.
4. Material and technical terms for the provision of accommodation services. Accommodation facility management.
5. Hotel association and international hotel companies.
6. Catering services in tourism. Material and technical conditions for providing of catering services.
7. Management of catering facilities. Categories of hospitality establishment.
8. Supply and sale of catering establishment products.
9. New trends in international gastronomy.
10. Management of travel agencies. Importance and functions of travel agencies.
11. Travel agency product.
12. Services of travel guide as a part of tourism product.
13. Animation in tourism.

Recommended or required literature:

Odporúčaná literatúra:

1. KUČEROVÁ, J., MARÁKOVÁ, V., GAJDOŠÍK T., GAJDOŠÍKOVÁ, Z., MARCIŠ, M. 2019. Udržateľná konkurencieschopnosť cieľových miest cestovného ruchu. Banská Bystrica: DALIBB, 2019. 140 s. ISBN 978-80-8141-221-9
2. RAŠOVSKÁ, I., RYGLOVÁ, K. 2017. Management kvality služieb v cestovnom ruchu. Praha: Grada Publishing, 2017. 192 s. ISBN 978-80-247-5021-7
3. GÚČIK, M. a kol. 2011. Marketing cestovného ruchu. Banská Bystrica: Slovensko-švajčiarske združenie pre rozvoj cestovného ruchu, 2011. 264 s. ISBN 978-80-89090-85-3
4. PALENČÍKOVÁ, Z. 2015. Produkty cestovného ruchu. Nitra: Fakulta stredoeurópskych štúdií UKF v Nitre, 2015. 102 s. ISBN 978-80-558-0963-2
5. HRUBALOVÁ, L. 2015. Základy hotelierstva. Nitra: Fakulta stredoeurópskych štúdií UKF v Nitre, 2015. 110 s. ISBN 978-80-558-0750-8
6. GÚČIK, M. 2010. Cestovný ruch. Úvod do štúdia. Banská Bystrica: Slovensko-švajčiarske združenie pre rozvoj cestovného ruchu, 2010. 307 s. ISBN 978-80-89090-80-8
7. PATÚŠ, P., MARUŠKOVÁ, J. 2014. Manažment prevádzky hotela. Banská Bystrica: DALI-BB, s.r.o., 2014. 215 s. ISBN 978-80-8141-074-1
8. NOVACKÁ, Ľ. a kol. 2010. Cestovný ruch, technika služieb, delegát a sprievodca. Bratislava: Ekonóm, 2010. 472 s. ISBN 978-80-225-2982-2
9. MADZÍK, P. 2017. Popradské ekonomické a manažérske fórum. Zborník z medzinárodnej vedeckej konferencie. Ružomberok: VERBUM, 2017. 304 s. ISBN 978-80-561-0519-1
10. MADZÍK, P. 2019. Popradské ekonomické a manažérske fórum. Zborník z medzinárodnej vedeckej konferencie. Ružomberok: VERBUM, 2019. 405 s. ISBN 978-80-561-0671-6
11. ORIEŠKA, J. 2011. Služby v cestovnom ruchu 1. časť. Banská Bystrica: DALI-BB pre Slovensko-švajčiarske združenie pre rozvoj cestovného ruchu, 2011. 138 s. ISBN 978-80-89090-93-8
12. REFLEXIE Kompendium teórie a praxe podnikania. Projektovanie globálne koncipovaného podniku časť A. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník IV., 2020. ISSN 2585-7428.
13. EKONOMICKÁ REVUE CESTOVNÉHO RUCHU. Vedecký časopis. Banská Bystrica : Katedra cestovného ruchu a spoločného stravovania, Ekonomická fakulta UMB.
14. HÁN, J. – CHALUPA, Š. – LUSTIGOVÁ, Z. – PAŽOUT, J. – ŠALDA, P., FRASCONA-SOCHURKOVÁ, M. 2017. Vybrané kapitoly z hotelníctví a gastronómie. Praha: Wolters Kluwer ČR, 2017. 312 s. ISBN 978-80-7552-888-9

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 1

A	B	C	D	E	FX
0.0	0.0	100.0	0.0	0.0	0.0

Name of lecturer(s): Ing. Zuzana Gončárová, PhD.**Last modification:** 26.06.2022**Supervisor(s):**

Person responsible for the delivery, development and quality of the study programme:

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD102B/22	Course title: Managerial Psychology
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester. During the semester, the student will prepare a seminar paper on the chosen topic. He can get 20 points for the elaboration and presentation of the seminar work. The final evaluation is carried out by a written exam, for which the student can obtain 80 points. To successfully complete the course, the student must obtain at least 60 out of a possible 100 points. Subject evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The aim of the subject: Študent sa zorientuje v základných pojmoch psychológie a naučí sa používať psychologické postupy v manažérskej praxi. Learning outcomes of the course: After completing the course, the student will acquire the following knowledge, skills and competencies: - ability to orient in psychology, especially psychology of work, - is ready to join the work process as a human resources manager, - can use the acquired knowledge in their work and private life, which can achieve a higher quality of life and better application in practice, - evaluates himself and others in working relationships, - he can assert himself assertively in mutual communication, - they will learn to work on self-improvement, will understand the basic principles of self-development, - masters and applies the basic principles of engineering psychology.	
Course contents:	

1. Basic notions of psychology, psyche, experience and behavior.
2. Self-development, self-management and self-improvement.
3. Stress management, conflict management.
4. Personality, personality of a manager.
5. Psychology in decision making, management and work organization.
6. Creativity and innovation in manager's work.
7. Work, methodology of work psychology.
8. Motivation in work.
9. Interpersonal communication.
10. Counseling, personnel psychology and social work psychology.
11. Engineering psychology.
12. Ergonomics and work environment.
13. Psychological aspects of business.

Recommended or required literature:

1. Mikuláščík, M. 2015. Manažerská psychologie, Grada Publishing, a.s., Praha, 2015, 344 s. ISBN 978-80-247-4221-2
2. Barta, J. 2013. vybrané kapitoly z transakčnej analýzy. Námestovo: 2013, 68 s. ISBN 978-80-89602-13-1
3. Flešková, M. – Dolinská, V. 2010. Aplikovaná psychológia pre ekonómov a manažérov. Iura Edition 2010. ISBN 978-80-8078-337-2
4. Covey, R. S. 2010. 7 návykov skutočne efektívnych ľudí. Easton Books, 2010, 330 s. ISBN 978-8-8109143-8

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 25

A	B	C	D	E	FX
16.0	16.0	8.0	40.0	16.0	4.0

Name of lecturer(s): Ing. Zuzana Gončárová, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD105A/22	Course title: Managerial Sociology
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 1 hours per semester: 26 / 13 Teaching method: on-site	
Credits: 3	Working load: 75 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. During the semester, the student will be evaluated on the basis of the presentation of the semester work (will make up 30% of the total evaluation); final test (will make up 70% of the total evaluation). Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Objective of the course - aims of the course unit: The aim of the course is to provide basic theoretical knowledge from selected areas of sociology. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - the student is able to acquire new knowledge in the field of sociology, which is beneficial for managerial practice, - the student is able to select and choose relevant sociological information in solving managerial problems, - the student understands sociological theories in connection with managerial practice and can apply them.	
Course contents: 1. definition, subject and methods of sociology, position of sociology in the system of sciences, use of sociology in management, 2. main sociological paradigms and theories, 3. sociological research, possibilities of using sociological research in management,	

4. social communication - direction, types of content, intention, feedback,
5. man and culture, socialization as a lifelong process,
6. company conception, company structure,
7. social group, origin of social group, typology of social groups,
8. basic social institutions: family, marriage, religion,
9. social organization, types of organizations, Weber's model of formal organization, bureaucracy,
10. globalization, world economy from the point of view of sociology,
11. conceptions of the state, functions of the state, distribution of power,
12. social stratification and social inequalities,
13. social change, theories of social change, social revolution.

Recommended or required literature:

1. ALMAŠIOVÁ, A.2012. Sociológia, Verbum, 2012
2. ALMAŠIOVÁ, A., KOHÚTOVÁ, K.2016Štatistické spracovanie dát sociálneho výskumu v programe SPSS, 2016
3. GIDDENS, A.2013. Sociologie, Argo, 2013
4. KELLER, J.1997Sociologie organizace a byrokracie, SLON, 1997
5. KELLER, J.2007.Dějiny klasické sociologie. Sociologické nakladatelství, 2007

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 26

A	B	C	D	E	FX
19.23	15.38	23.08	19.23	23.08	0.0

Name of lecturer(s): doc. PhDr. Angela Almašiová, PhD., Ing. Zuzana Gončárová, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD119A/22	Course title: Marketing
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: The condition for completing the course is the development of a marketing plan for the selected organization, which contains all the basic attributes. The main tasks consist in determining the target group of customers of the selected organization, processing the macro-environment analysis, competition analysis, SWOT analysis, and design of communication mix tools to promote the organization's products and services. Subsequently, a budget plan for the current period and the period of the next three years is prepared. During the semester, the student continuously processes tasks related to basic marketing activities in the organization. Knowledge is verified in the form of a continuous written test in the middle of the semester. <ul style="list-style-type: none"> • preliminary evaluation: case study and test 0-40 points • final evaluation: final exam: 0-60 points Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course aim: The course aims to provide students with theoretical and practical knowledge and skills for the implementation of basic marketing activities in organizations. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills, and competencies: <ul style="list-style-type: none"> - identify, search, acquire, critically evaluate, process and use relevant marketing information from various information sources; - based on the understanding of marketing principles to analyze the domestic and international competitive environment, macroenvironment and microenvironment in the organization; - apply the theory of marketing to the conditions of a specific organization operating in a specific competitive and macroeconomic environment for its competitiveness and sustainable development; 	

- assess and perceive the market space as an opportunity for the organization for its sustainable development and competitiveness;
- evaluate the organization's opportunity using knowledge from marketing, understand the role of entities in the competitive market and correctly apply marketing activities in the organization;
- to create for a specific organization, for reasons of its competitiveness and sustainability, a marketing model suitable for a specific situation on the domestic and global market.

Course contents:

1. Marketing terminology and basic concepts of marketing. Historical development of marketing, development stages and development of marketing processes.
2. Principles, tasks and forms of marketing in business and non-business environments and in society.
3. The role of information for market research and analysis. Marketing challenges in the 21st century.
4. Social responsibility and marketing ethics.
5. Company in the marketing environment - marketing philosophy of the company, marketing management of the company, marketing mix, organization of marketing activities.
6. Marketing mix. Integrated marketing communication.
7. Marketing management. Porter's model of the competitive environment.
8. Marketing strategy using the results of SWOT analysis.
9. Marketing planning and marketing plan.
10. Marketing information system.
11. Marketing market/customer segmentation. Market differentiation in domestic, international and global environments.
12. Specifics of service marketing.
13. Specifics of marketing in a digital environment. Use of social networks for the implementation of marketing activities in the business environment. Creating a marketing campaign using marketing knowledge.

Recommended or required literature:

1. DUDINSKÁ, E., BUDAJ, P., BUDAJOVÁ G.: Analýzy v marketingovom plánovaní. 2. aktualizované vydanie. Prešov: Vydavateľstvo Michala Vaška, 2009. 157 s. ISBN 80-7165-757-6
2. KITTA, J. a kol.: Marketing. Bratislava: Iura Edition, 2010. 411 s. ISBN 80- 783-273
3. KOTLER, P.: Marketing v otázkách a odpovediach. Brno: Computer Press, 2005.130 s. ISBN 80-2510-5180
4. KOTLER, P. a kol.: Moderní marketing. Praha: Grada, 2007. 1041 s. ISBN 80-247-15452
5. KOTLER, P., KELLER, K.L.: Marketing management. 14. Vydanie. Praha: Grada, 2013. 816 s. ISBN 978-80-247-41505
6. KOZEL, R.: Moderní marketingový výzkum. Praha: Grada Publishing, 2005. 280 s. ISBN 80-247-0966X
7. MACHKOVÁ, H.: Mezinárodní marketing: Strategické trendy a příklady z praxe – 4. vydání . Praha: Grada Publishing, 2015. 200 s. ISBN 978-80-247-5366-9
8. MADZÍK, P., ČARNOGURSKÝ, K. Požiadavky zákazníka a proces ich plnenia. Ružomberok: Verbum, 2020. 201 s. ISBN 978-80-561-0778-2
9. REFEXIE Kompendium teórie a praxe podnikania. Integrovaná komunikácia – časť A a B. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, ročník III., 2019. ISSN 2585-7428
10. SLAVÍK, J.: Marketing a strategické řízení ve veřejných službách. Praha: Grada. 2014. 192 s. ISBN 978-80-247-4819-1
11. VYSEKALOVÁ, J. a kol.: Emoce v marketingu: Jak oslovit srdce zákazníka. Praha: Grada Publishing, 2014. 296 s. ISBN 978-80-247-4843-6

Language of instruction:

Slovak, English

Notes:**Course evaluation:**

Assessed students in total: 23

A	B	C	D	E	FX
21.74	4.35	13.04	17.39	43.48	0.0

Name of lecturer(s): Mgr. Karol Čarnogurský, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD104A/22	Course title: Mathematics 1
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: During the semester, a student can obtain a maximum of 40 points for two continuous assignments for solving tasks (in full-time form). The first test will be written in the seventh week of the semester and the second in the thirteenth week. He can get a maximum of 60 points from the written exam during the exam period. Students of the external form solve problems directly on the exam. Students get another 60 points for theoretical knowledge on given topics. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory evaluation the student 's knowledge is 60. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is to acquaint students with the use of mathematical tools and analysis of the solution of the corresponding problems and the selection of a suitable solution. The student will acquire mathematical skills in the field of applications of mathematics in economics, focusing on the functions of demand, supply, functions of total costs and total income. Also included are applications of differential calculus of a function of one real variable in the definition of economic concepts, such as elasticity of a function, marginal costs, marginal revenues Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - knowledge and understanding necessary to compile mathematical models - knowledge that will allow students to analyze the problem	

- knowledge and understanding necessary for the selection of appropriate mathematical tools for solving problems from economic practice.

Course contents:

1. Definition of a function of one real variable and its properties
2. Overview of elementary functions and their properties
3. Sequences and limits of sequence
4. Limit and continuity of a function
5. Application of functions in economics
6. Derivation of a function
7. Applications of derivation and differentiability of functions
8. Optimization of economic analysis function

Recommended or required literature:

1. Lysá, Ľ., Paruleková, A. 2008. Matematika pre manažérov. Ružomberok: PF KU, 2008. 111 s. ISBN 978-80-8084-397-7.
2. Lysá, Ľ., Paruleková, A. 2008. Úvod do štúdia vysokoškolskej matematiky. Ružomberok: PF KU, 2008. 130 s. ISBN 978-80-8084-394-6.
3. Zimka, R.: Matematika v ekonómii I, EF UMB Banská Bystrica, Banská Bystrica 2004
4. Zimka, R.: Matematika v ekonómii II, EF UMB Banská Bystrica, Banská Bystrica 2007
5. Kadlečková, M., Rašiová, M., Špirková, J., Zimka, R.: Zbierka úloh z matematiky I. PETIT, Slovenská Ľupča, 1997, ISBN 80-88784-16-6.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 40

A	B	C	D	E	FX
0.0	0.0	12.5	15.0	22.5	50.0

Name of lecturer(s): RNDr. Štefan Tkačik, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD110A/22	Course title: Mathematics 2
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites: KMN/Mn-BD104A/22	
Requirements for passing the course: During the semester, a student can obtain a maximum of 40 points for two continuous assignments for solving tasks (in full-time form). The first test will be written in the seventh week of the semester and the second in the thirteenth week. He can get a maximum of 60 points from the written exam during the exam period. Students of the external form solve problems directly on the exam. Students get another 60 points for theoretical knowledge on given topics. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory evaluation the student 's knowledge is 60. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The aim of the course is to acquaint students with the use of mathematical tools and analysis of the solution of corresponding problems and the selection of a suitable solution. The student will acquire mathematical skills in the field of applications of mathematics in economics, focusing on the application of the differential calculus of a function of two variables, solving optimization problems such as revenue maximization, profit maximization, average cost minimization, as well as the least squares method. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - knowledge and understanding necessary for the compilation of mathematical models - knowledge that will allow students to analyze the problem	

- knowledge and understanding necessary for the selection of appropriate mathematical tools for solving problems from economic practice.

Course contents:

1. Indefinite integral and methods of its calculation
2. Definite integral, its properties and applications
3. Applications of a certain integral in economics
4. Linear algebra
5. Matrices and determinants
6. Functions of two variables, partial derivatives, local extrema
7. Applications of the function of two variables in economics
8. Differential equations

Recommended or required literature:

1. Lysá, Ľ., Paruleková, A. 2008. Matematika pre manažérov. Ružomberok: PF KU, 2008. 111 s. ISBN 978-80-8084-397-7.
2. Lysá, Ľ., Paruleková, A.: Matematika pre manažérov 2, PF KU v Ružomberku, Ružomberok 2012 (3. vydanie)
3. Zimka, R.: Matematika v ekonómii II, EF UMB Banská Bystrica, Banská Bystrica 2007
4. Kadlečková, M., Rašiová, M., Špirková, J., Zimka, R.: Zbierka úloh z matematiky II. PETIT, Slovenská Ľupča, 1998, ISBN 80-88784-19-0.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 28

A	B	C	D	E	FX
0.0	0.0	10.71	10.71	32.14	46.43

Name of lecturer(s): RNDr. Štefan Tkačík, PhD.

Last modification: 26.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:

prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD101A/22	Course title: Microeconomics
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject. During the semester, the student, based on lectures and study of relevant sources, actively participates in discussions on topics, solves practical tasks, seeks causal links between theory - the effect of the market mechanism in the microsphere and practice - identification of knowledge in the behavior of households and businesses. Continuous assessment: written test (40%) Final evaluation: oral exam (60%) Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The goal of the subject: The aim of the course is to explain the meaning of the study of economics and the functioning of the market mechanism with emphasis on the microsphere (behavior of households and businesses) so that the student understands the connection between theoretical knowledge and practice, is able to think critically and objectively evaluate economic phenomena and processes. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: - the student understands the development of human society in relation to the basic problem of economics - the relationship between unlimited needs and limited resources, - understands the historical assumptions of the emergence of economics as a science, - understands the principles of operation of the market mechanism - market cycle,	

- can logically understand the context of the interaction between the market for goods and services, the market for factors of production and their key players - households and businesses,
- can distinguish in practice the type of competition - perfect and imperfect,
- on the basis of the acquired knowledge he is able to rationalize his decisions from the position of a household as well as from the position of a company.

Course contents:

Course contents:

1. Introduction to economics, formation of economic thinking.
2. The emergence of economics as a science.
3. Basic economic categories, economic laws.
4. Market conditions, money, goods and services market.
5. Factors of production market and interaction.
6. Principles of functioning of the market mechanism, the importance of free decision-making, personal responsibility.
7. Entities and market elements.
8. Competition as the driving force of the market.
9. Rational behavior of households and businesses.
10. Perfect competition.
11. Imperfect competition.
12. Factors of production market.
13. Distribution of pensions.

Recommended or required literature:

Odporúčaná literatúra:

1. SMITH, A. 2016. Pojednanie o podstate a pôvode BOHATSTVA NÁRODOV. Praha : Grada Publishing, a.s., 2016. 872 s. ISBN 978-80-86389-60-8.
2. SAMUELSON, P. A. – NORDHAUS, W. D. 2013. Ekonomie (19. vyd). Praha : NS Svoboda, 2013. 770 s. ISBN 978-80-2050.
3. MARASOVÁ, J. – HOREHÁJOVÁ, M. – MAZÚROVÁ, B. – HOREHÁJ, J. 2019. Princípy mikroekonomie. Bratislava : Wolters Kluwer, 2019. 248 s. ISBN 978-80-81689-76-5.
4. MAZÚROVÁ, B. – KOLLÁR, J. – POVAŽANOVÁ, M. 2020. Princípy mikroekonomie – cvičebnica. Bratislava : Wolters Kluwer, 184 s. ISBN 978-80-57102-61-8.
5. JUREČKA, V. a kol. 2013. Mikroekonomie (2. vyd.) Praha : Grada, 2013. 366 s. ISBN 978-8024704385-1.
6. URAMOVÁ, M. a kol. 2000. Mikroekonomie. Banská Bystrica : Ekonomická fakulta UMB, 2000. 225 s. ISBN 80-8083-124-6.
7. HOLMAN, R. 2011. Ekonomie (5. vyd.) Praha : C. H. Beck, 2011. 691 s. ISBN 978-80-7400-006-5.

Language of instruction:

Slovak

Notes:

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Course evaluation:

Assessed students in total: 38

A	B	C	D	E	FX
2.63	10.53	15.79	7.89	34.21	28.95

Name of lecturer(s): doc. Ing. Jana Piteková, PhD., Ing. Mária Vrábliková, PhD.

Last modification: 24.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD105B/22	Course title: Personnel Audit
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 1 / 2 hours per semester: 13 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: The condition for passing the course is the elaboration of a case study concerning the resolution of personnel changes in the selected organization. The student's tasks consist in proposing changes in the organizational structure in the selected organization, using the methods used in personnel audit.. <ul style="list-style-type: none"> • preliminary evaluation: case study : 0-10 points • final evaluation: test : 0-40 points The number of points obtained for the interim and final evaluation is 50. It corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 30 out of 50 points from the course for meeting the specified conditions. <p>Course evaluation:</p> A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course aim: The course aims to teach students to practically use the basic methods of personnel audit in business practice in human resource management. <p>Learning outcomes of the course:</p> After completing the course the student will gain the following knowledge, skills, and competencies: <ul style="list-style-type: none"> - use the knowledge gained in searching for, processing and analyzing personnel audit information from various sources, - analyze the individual personnel activities in the company, its organizational structure, organizational rules, employment contracts of employees, job descriptions (specifications), if they are beyond the scope of employment specified in the employment contract, - apply critical analysis in evaluating the work performance of employees according to defined criteria, - - assess the optimization of job operations, job descriptions and job specifications, 	

- evaluate the assumptions of the company's personnel potential for the elimination of identified shortcomings in the company's personnel processes,
- to create optimal personnel and organizational structure of the company.

Course contents:

1. Bases and types of personnel audit.
2. Personnel audit system - goals, objects, subjects,
3. Sources of information for personnel audit.
4. Methods of obtaining information in the audit
5. Periodicity of personnel audit.
6. External audit
7. Internal audit.
8. Personnel audit process.
9. Audit of human resources.
10. Audit of personnel work.
11. Areas of use of personnel audit.
12. Methods and tools used in personnel audit.
13. Methods and tools used in personnel audit.

Recommended or required literature:

1. DROPPA, M . 2013. Riadenie ľudských zdrojov 2. Ružomberok : Katolícka univerzita.
2. DVOŘÁKOVÁ, Z. 2004. Slovník pojmů k řízení lidských zdrojů. Praha : C. H. Beck, 2004. ISBN 80-7179-468-6
3. MATEIDES, A. a kol. 2006. Manažerstvo kvality. Bratislava : EPOS, 2006. ISBN 80-8057-656-4
4. STN EN ISO 9000: 2001 Systémy manažerstva kvality. Základy a slovník (ISO 9000:2000)
5. SZARKOVÁ, M. a kol. 2015. Personálny audit v podnikoch. Bratislava: EKONÓM. 2015. ISBN 978-80-225-4075-9

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 22

A	B	C	D	E	FX
22.73	22.73	22.73	13.64	13.64	4.55

Name of lecturer(s): Mgr. Karol Čarnogurský, PhD.

Last modification: 29.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD127A/22	Course title: Production Management
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 6	Working load: 150 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: a) continuous evaluation: semester work: 30 points (%) b) final evaluation: written test: 70 points (%) Verification of the degree of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester course. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Objective of the course: The aim of the course is to use domestic and foreign knowledge of the theory and practice of production management and its trends through appropriate forms and teaching methods to strengthen the student's interest in the course and related subjects to think in context, approach holistic to the management of the manufacturing company and its application. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - is able to analyze production systems and production processes and design their optimal arrangement, - is able to develop solutions to selected production problems according to previously known input parameters, - is able to apply analytical methods of production processes in order to identify bottlenecks and suggest their improvements, - is able to assess the degree of in-house specialization and the type of production organization in order to select an appropriate production management and planning system, - acquires competencies and skills in recognizing the laws of production processes, which will be used in their continuous improvement. 	

Course contents:

1. The essence of production management. Production management as a transformation process.
2. Concepts of production management. Production process, production system, production technologies, innovations.
3. Creating a production program. Production preparation. Technical materials.
4. Basic types of production organization. Regularities of the production process.
5. Main functions of production management. Time analysis of production. Production service management.
6. Theory of constraints. Formulation of goals according to the SMARTER method.
7. Types of controls in the production process.
8. Holistic production management. Ecological aspects of the production process.
9. Quality management.
10. SIPOC - method of complex evaluation of production process.
11. Trends in production management. Legal protection of products.
12. Economic analysis of production. Case studies.
13. Case studies.

Recommended or required literature:

1. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 1, ročník IV., 258 s., 2020. ISSN 2585-7428.
2. REFEXIE Kompendium teórie a praxe podnikania. Projektovanie globálne koncipovaného podniku časť A. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník IV., 360 s., 2020. ISSN 2585-7428.
3. REFEXIE Kompendium teórie a praxe podnikania. Projektovanie globálneho podniku časť B. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 3, ročník IV., 166 s., 2020. ISSN 2585-7428.
4. REFEXIE Kompendium teórie a praxe podnikania. Realizácia projektov v priemyselnej praxi. Časopis Katedry manažmentu v Poprade PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 4, ročník IV., 2020. ISSN 2585-7428.
5. KLIŠTIK, Ľ. 2020. Trafik klinec po hlavičke. Ako mi práca s obmedzením pomôže vyrásť a zarobiť. Teória obmedzení TOC. Vyd. Christian Project Support, 2020, 195 s. ISBN 978-80-89793-86-0.
6. DUPAL, A. a kol. Manažment výroby. 2019. Bratislava: Sprint 2, 2019, 365 s. ISBN 978-80-89710-50-8.
7. GOLDRATT, M. E., COX, J. 2016. Cíl. Vyd. InterQuality. 2016. 4. vydanie. 359 s. ISBN 978-80-905414-05.
8. GOLDRATT, M. E., COX, J. 2006. Cíl II. Vyd. InterQuality. 2006. 306 s. ISBN 8090277039.
9. DIAČIKOVÁ, A., LACH, M. 2019. Úspech je voľba. Manažment podnikania a podnikových procesov. Teória a prax. Svit: Chemosvit, a.s. 2019. 400 s. ISBN 978-80-971931-1-9.

Language of instruction:

Slovak

Notes:

Course evaluation:					
Assessed students in total: 5					
A	B	C	D	E	FX
0.0	20.0	40.0	20.0	20.0	0.0
Name of lecturer(s): Ing. Anna Diačiková, PhD.					
Last modification: 27.06.2022					
Supervisor(s):					
Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD106B/22	Course title: Production Systems Designing
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 1 / 2 hours per semester: 13 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of the degree of acquisition of relevant knowledge, skills and competencies of the student is carried out on the basis of theoretical and practical examinations during the semester teaching of the subject in order to strengthen the student's sense of autonomy, independence and self-esteem. a) continuous assessment: semester project: 0-40 points b) final evaluation: written exam: 0-60 points. The final grade is given by the sum of points for the interim and final evaluation Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Learning outcomes of the course: The aim of the course is to acquire basic knowledge, skills and competencies related to the management and improvement of production systems. Learning outcomes: (student) After completing the course the student will gain the following knowledge, skills and competencies: - Knowledge: knows the terminology related to production systems; knows the essentials of designing production systems. - Skills: can analyze production flows; can use software solutions to analyze data and evaluate production efficiency; can apply methods of material flow optimization in production. - Competences: is able to participate in the creation and implementation of production systems in industrial organizations; is able to assess the effectiveness of solutions associated with the optimization of production systems.	
Course contents:	

Introduction to the design of production systems. Manufacturing process. Production system. Production system analysis - component base, spatial structures, time structures, material flow and its optimization. Robotized and intelligent production systems. Production systems for piece and series production process. Production systems for mass and custom piece and series production process. Modern and progressive trends in the design of production systems.

Recommended or required literature:

1. DAVIM J.P. 2015. Research Advances in Industrial Engineering, Springer International Publishing, 2015, 118 p., ISBN 978-3-319-17824-0
2. JURKO, J., PANDA, A. 2008. Výrobný proces -montáž a demontáž v strojárstve. FVT Prešov, 2008, 140 s., ISBN 978-80-8073-923-2
3. PANDA, A., MICHALIK, P., HAVRILA, M.: 2012. Výrobné stroje a zariadenia. Vysokoškolské skriptá, FVT TU Košice so sídlom v Prešove, 2012, 140 strán, ISBN 978-80-553-1047-3.
4. TOLIO, T. 2009. Design of Flexible Production Systems, Springer-Verlag Berlin Heidelberg, 2009, 300 p., ISBN 978-3-540-85413-5
5. CURRY, G.L., FELDMAN, R.M. 2011. Manufacturing Systems Modeling and Analysis, Springer-Verlag Berlin Heidelberg, (2011), 338 p., ISBN 978-3-642-16617-4

Language of instruction:

Slovak, English

Notes:

Course evaluation:

Assessed students in total: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

Name of lecturer(s): Ing. Anna Diačiková, PhD., Mgr. Karol Čarnogurský, PhD.

Last modification: 29.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD122A/22	Course title: Professional Practice 1
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 2 hours per semester: 26 Teaching method: on-site	
Credits: 2	Working load: 50 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: During the semester, the student can obtain a maximum of 100 points for processing and presenting the seminar paper. The aim of this seminar work is to characterize and analyze the current state of basic business activities (goals, managerial functions, financing, human resources management, production, marketing, innovation, ...) in the selected company. The analysis of individual areas of economics and business management is necessary for the practical application of knowledge acquired during the bachelor's study and is important for the processing of the bachelor's thesis. The minimum number of points obtained for a satisfactory evaluation of the student's knowledge is 60. The evaluation of the exam result is in terms of the evaluation of knowledge in the credit system (Study Regulations of the Catholic University No. 10/2015, Article 8, point 3). If the student does not meet the minimum conditions for a satisfactory assessment of knowledge, he / she is enrolled on a corrective date set in the examination period of the semester. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the course is a practical application of theoretical knowledge of economics and management focused on the analysis of the current state of the selected company. Learning outcomes of the course: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - the student will use the theoretical knowledge gained during the bachelor's study in solving a practical topic in the field of business economics and management - get acquainted with the real functioning of the company and acquire practical skills in the selected business area - is able to analyze individual areas of economics and management of a selected company 	

- is able to identify the problems of the company in practice and propose optimal solutions

Course contents:

1. Establishment, history, subject of activity and strategy of the selected company.
2. Content of basic managerial functions in the selected company.
3. Used forms of financing the selected company.
4. Human resources management (description of individual personnel activities) of the selected company.
5. Logistics (supply, production and sales) of the selected company.
6. Customers and marketing tools of the selected company.
7. Competition and position of the selected company on the market.
8. Further development of the selected company, planned innovations and investments.

Recommended or required literature:

1. DAŇKOVÁ, A. a kol. 2010. Malé a stredné podnikanie. Bratislava: Centrum pre rozvoj regiónov, 2010. 270 s. ISBN 978-80-970495-2-2.
2. DIAČIKOVÁ, A., LACH, M. 2019. Úspech je voľba. Svit: Chemosvit, a. s. 400 s. ISBN 978-80-971931-1-9.
3. KASSAY, Š. 2020. Bližšie k životu. Bratislava: VEDA, 2020. 223 s. ISBN 978-80-224-1806-5.
4. KOKAVCOVÁ, D. et. al. 2012. Manažment I. Bratislava: Iura Edition, 2012. 157 s. ISBN 978-80-8078-513-0. 22.
5. MAJDÚCHOVÁ, H. et al. 2018. Podnikové hospodárstvo. Bratislava: Wolters Kluwer, 2018. 302 s. ISBN 978-80-8168-804-1.
6. REFLEXIE: Kompendium teórie a praxe podnikania. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 1, ročník I., 2017. ISSN 2585-7428.
7. REFLEXIE: Kompendium teórie a praxe podnikania. Realizácia projektov v priemyselnej praxi. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 4, ročník IV., 2020. ISSN 2585-7428.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 58

A	B	C	D	E	FX
56.9	32.76	3.45	1.72	1.72	3.45

Name of lecturer(s): Ing. Mária Vrábliková, PhD.

Last modification: 26.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD107B/22	Course title: Slovak Language for Foreigners 1
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 2 hours per semester: 26 Teaching method: on-site	
Credits: 3	Working load: 75 hours
Recommended semester/trimester: 1.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: The student is required to: <ul style="list-style-type: none"> - active participation in exercises, two absences allowed, i.e. j. 80% participation, - student activity, - willingness to communicate and fulfill assigned tasks, - own study material. Current tasks: homework, e.g. various focused exercises related to the curriculum; short translations focused on the studied field; diagnostic ongoing tests or exercises (which pairs can correct each other). Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the subject is to acquire language skills and competences within the basics of Slovak at level A1 according to the Common European Framework. To provide foreign students with basic communication skills in everyday life at the university on a theoretical and especially practical level in the form of interactive communication. The output of each lesson is to acquire basic phrases that are helpful in communication and perception of intercultural differences. Learning outcomes: After completing the subject, the student will acquire the following knowledge, skills and competences: <ul style="list-style-type: none"> - use words, phrases and basic sentence patterns, - communicate in common situations that require a simple and direct exchange of information, and communicate in a simple way, - create a simple text, the content of which is a static and dynamic description, - write short simple notes from the heard and written text, 	

- understand basic information in short audio recordings and interpret them,
- understand informative instructions,
- search for information in print materials and on the Internet,
- understand the meaning of some unknown words from the context of the read text.

Course contents:

1. Slovak alphabet. Pronunciation. Verb to be, to be called, to speak. Being - negation, double negation. Persons. Who is it? What is it? Gender change. Address and greetings. Dating. Polite phrases. Formal and informal communication (ticking, barking). Topic: Welcome to Slovakia. The first phrases. Internationalisms.
2. Noun - gender, declension - patterns. Verbá I. – IV. conjugation class (call, speak, study, understand). Topic: What is your name? Where are you from? Countries. Who is who? Presentation of the person.
3. Possessive adjectives and pronouns. Modal verbs. Local + prepositions. Topic: Boarding school.
4. Instrumental. Verbs V. – VII. conjugation class (invite, live, carry). Irregular verbs to become, to eat. Verbs to eat, drink. The phrases I like, I like, I feel like. Phrases in a restaurant. Adverbs of frequency. Topic: In a restaurant (invitation, ordering, cheers! paying, going home). Traditional Slovak specialty - bryndza dumplings. Recipe for bryndza gnocchi.
5. Nominative. Adjective in predicate. Numerals 2, 3, 4 + noun. Plural tantum.
6. Preterite. Verbs VIII. – Xth conjugation class (sleep, meet, see). Numerals. Gender of nouns. Verb to study, to have. Personal pronouns. Possessive pronouns. Agreement of nouns and adjectives. Topic: Studying at the university. Daily program.
7. Adjectives. Possessive adjectives. Topic: Me and my family. Interior of the house.
8. Tense of verbs. Verbs to do, to go. Negative of full verbs. Irregular verbs: stand, become, go, sleep, meet, see. Modal verbs. Reflexive verbs. Preterite. Accusative. Interrogative expressions. Topic: What are you doing tonight?
9. The verb to travel. Instrumental. Topic: We travel by train. At Station. Castles and chateaux of Slovakia. Welcome to our city!
10. Verbs. Plural. Numerals 2,3,4 + plural. Past tense. Topic: At the doctor's.
11. Local. Double negation. Topic: Company. Day, month, year. Days of the week. The date. Job interview. Curriculum vitae.
12. Declination - cases. Reflexive verbs (sa, si). Topic: Conference. Work with computer. Internet and social networks. Questionnaire. Talking.
13. Verbs - subjunctive. Theme: Christmas.

Recommended or required literature:

1. BŔHMEROVÁ, A.1996. Slovak for you. Slovenčina pre vás. Bratislava: PERFEKT, 1996. 143 s.
2. DRATVA, T., BUZNOVÁ, V.1994. Slovenčina pre cudzincov. 2. vyd. Bratislava: SPN, 1994. 375 s.
3. IVORÍKOVÁ, H. a kol. 2015.Krížom-krážom slovenčina A1+A2. Cvičebnica. 2. nezmenené vydanie. Bratislava: Univerzita Komenského, SAS, 2015. 205 s.
4. KAMENÁROVÁ, R. a kol.2018.Krížom-krážom slovenčina A1. 2. doplnené a prepracované vydanie. Bratislava: Univerzita Komenského, SAS, 2018. 233 s.
5. PACHOMOVOVÁ, S., DŽOGANÍK, J.2018.Slovenský jazyk. Učebnica pre študentov vysokých škôl. Vydavateľstvo Olexandry Harkušovej, Užhorod, 2018. 483 s.
6. Krátky slovník slovenského jazyka.1997. Red. J. Kačala a M. Pisárčiková. Bratislava: VEDA SAV, 1997.
7. PEKAROVIČOVÁ, J. a kol.2005.Slovenčina pre cudzincov. Praktická fonetická príručka. Bratislava: Stimul, SAS, 2005. 244 s.
8. Pravidlá slovenského pravopisu. 1998.Red. M. Považaj, Bratislava: VEDA SAV, 1998.
9. LIPTÁKOVÁ, L.: Študijný kurz Slovenčina ako cudzí jazyk. Dostupné na: <http://opal.unipo.sk/pf/moodle/> Online kurz slovenčiny. Dostupné na: <http://slovake.eu/sk/>
10. ZÁHORCOVÁ GAVLÁKOVÁ, A., TRNOVCOVÁ, J. 2021.Malina alebo naučme sa spolu po slovensky. Skriptá základov slovenčiny pre zahraničných študentov. Žilina: Žilinská univerzita v Žiline, 2021. 102 s.
11. ZEBEGNEYOVÁ, A., PUZDEROVÁ, A.,BAKOVÁ, B.2010.Hovorme spolu po slovensky! "A" Slovenčina ako cudzí jazyk. Bratislava: Univerzita Komenského, 2010. 298 s.

Language of instruction:

Slovak

Notes:**Course evaluation:**

Assessed students in total: 21

A	B	C	D	E	FX
9.52	4.76	33.33	28.57	23.81	0.0

Name of lecturer(s): Mgr. Zoja Dubovcová**Last modification:** 18.07.2022**Supervisor(s):**Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD108B/22	Course title: Slovak Language for Foreigners 2
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 2 hours per semester: 26 Teaching method: on-site	
Credits: 3	Working load: 75 hours
Recommended semester/trimester: 2.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: the student is required to: <ul style="list-style-type: none"> - active participation in exercises, two absences allowed, i.e. j. 80% participation, - student activity, - willingness to communicate and fulfill assigned tasks, - own study material. Current tasks: homework, e.g. various focused exercises related to the curriculum; short translations focused on the studied field; diagnostic ongoing tests or exercises (which pairs can correct each other). Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: The aim of the subject is to acquire language skills and competences within the basics of Slovak at level A1 according to the Common European Framework. To provide foreign students with basic communication skills in everyday life at the university on a theoretical and especially practical level in the form of interactive communication. The output of each lesson is to acquire basic phrases that are helpful in communication and perception of intercultural differences. Learning outcomes: After completing the subject, the student will acquire the following knowledge, skills and competences: <ul style="list-style-type: none"> - use expressions related to personal data and needs of a specific type, - have a vocabulary of isolated words and phrases related to given specific situations, - use basic grammatical structures and types of sentences that are part of the learned repertoire, - understand questions and know how to respond to them adequately, - establish contact and social conversation in accordance with the communication situation, 	

- provide information about the topic covered,
- conduct a short dialogue using the learned vocabulary,
- master mostly pre-learned pronunciations,
- connect words or groups of words using linear connecting expressions, e.g. "and",
- recognize familiar words and phrases relating to oneself, friends and immediate concrete surroundings when spoken slowly and clearly.

Course contents:

1. Basic and ordinal numerals. Rhythmic shortening. Tilting. Topic: Professions.
2. Adjectives. Patterns of adjectives - nice and foreign. Antonyms. Topic: My house. Colors.
3. Propria and appeal. Topic: Cities and places.
4. Nominative plural of irregular nouns. Present tense of irregular verbs. Topic: At the airport.
5. Modal verbs. Indefinite pronouns. Names of nationalities. Topic: Visiting. In the bank.
6. Accusative plural of nouns, pronouns and numerals. Topic: We are shopping. In post office. At the newsstand.
7. Comparison of adjectives. Possessive pronoun own. Topic: In the bookstore.
8. Making adverbs from adjectives. Comparison of adverbs. Conditional. Conditional sentences. Subject: Newspaper report.
9. Perfect and imperfect verbs. Future tense. Definitive pronoun himself. Topic: Correspondence. Postcards and greetings.
10. Plural nouns. Topic: Weather. Seasons. Calendar.
11. Adverbs of city, time, manner, cause. Topic: Slovakia.
12. Repetition of verbs. Topic: Free time. Interests and hobbies.
13. Animal masculine. Dative. Pronouns in the dative case, verbs with the dative case, prepositions with the dative case. Topic: Holidays and vacation.

Recommended or required literature:

1. BŔHMEROVÁ, A. 1996. Slovak for you. Slovenčina pre vás. Bratislava: PERFEKT, 1996. 143 s.
2. DRATVA, T., BUZNOVÁ, V. 1994. Slovenčina pre cudzincov. 2. vyd. Bratislava: SPN, 1994. 375 s.
3. IVORÍKOVÁ, H. a kol. 2015. Krížom-krážom slovenčina A1+A2. Cvičebnica. 2. nezmenené vydanie. Bratislava: Univerzita Komenského, SAS, 2015. 205 s.
4. KAMENÁROVÁ, R. a kol. 2018. Krížom-krážom slovenčina A1. 2. doplnené a prepracované vydanie. Bratislava: Univerzita Komenského, SAS, 2018. 233 s.
5. PACHOMOVOVÁ, S., DŽOGANÍK, J.: Slovenský jazyk. Učebnica pre študentov vysokých škôl. Vydavateľstvo Olexandry Harkušovej, Užhorod, 2018. 483 s.
6. Krátky slovník slovenského jazyka. 1997. Red. J. Kačala a M. Pisárčiková. Bratislava: VEDA SAV, 1997.
7. PEKAROVIČOVÁ, J. a kol. 2005. Slovenčina pre cudzincov. Praktická fonetická príručka. Bratislava: Stimul, SAS, 2005. 244 s.
8. Pravidlá slovenského pravopisu. 1998. Red. M. Považaj, Bratislava: VEDA SAV, 1998.
9. LIPTÁKOVÁ, L.: Študijný kurz Slovenčina ako cudzí jazyk. Dostupné na: <http://opal.unipo.sk/pf/moodle/> Online kurz slovenčiny. Dostupné na: <http://slovake.eu/sk/>
10. ZÁHORCOVÁ GAVLÁKOVÁ, A., TRNOVCOVÁ, J. 2021. Malina alebo naučme sa spolu po slovensky. Skriptá základov slovenčiny pre zahraničných študentov. Žilina: Žilinská univerzita v Žiline, 2021. 102 s.
11. ZEBEGNEYOVÁ, A., PUZDEROVÁ, A., BAKOVÁ, B. 2010. Hovoríme spolu po slovensky! "A" Slovenčina ako cudzí jazyk. Bratislava: Univerzita Komenského, 2010. 298 s.

Language of instruction: Slovak					
Notes:					
Course evaluation: Assessed students in total: 20					
A	B	C	D	E	FX
35.0	15.0	5.0	20.0	20.0	5.0
Name of lecturer(s): Mgr. Zoja Dubovcová					
Last modification: 18.07.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD100S/22	Course title: State Final Exam
Type and range of planned learning activities and teaching methods: Form of instruction: Recommended study range: hours weekly: hours per semester: Teaching method: on-site	
Credits: 15	Working load: 375 hours
Recommended semester/trimester: 5., 6..	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: The state examination can be taken by a student who has fulfilled the obligations set by the accredited study program and the Study Regulations of KU in Ružomberok during the control of the study performed in the last year of study. The state exam has the character of a colloquium. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: To check in a colloquial way the knowledge, skills and competencies of the student necessary for the performance of functions in accordance with the profile of the graduate in the study program 3.3.15 Management at the 1st level of study Bc. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - Has relevant knowledge of compulsory subjects, including profile and compulsory elective subjects in the study program 3.3.15 Management at the 1st level of study. - Orients in the system of managerial disciplines as well as in the basic methodological principles used in the study program 3.3.15 Management. - Can connect knowledge of individual management disciplines, thanks to which he is able to understand the basic management principles of the company, respectively. organizations. - Masters the basic forms and procedures of educational activities and knowledge gained from various areas of business management, organization of production processes of the company, the functioning of financial and economic relations as well as in relation to the management of human relations in the company. 	

- He is able to present his knowledge and communicate with the professional public about current knowledge in the field of business management, respectively. organization in accordance with the profile of the graduate of the study program 3.3.15 Management at the 1st level of study (Bc.)					
Course contents: Updated theses for the final state examination are published on the website of the faculty no later than the beginning of the summer semester in the given academic year.					
Recommended or required literature: According to the literature of compulsory subjects of the given study program					
Language of instruction: Slovak					
Notes:					
Course evaluation: Assessed students in total: 364					
A	B	C	D	E	FX
28.85	19.78	23.08	11.54	7.14	9.62
Name of lecturer(s):					
Last modification: 26.06.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD116A/22	Course title: Statistics 1
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: During the semester, a student can obtain a maximum of 40 points for two continuous assignments for solving tasks (in full-time form). The first test will be written in the seventh week of the semester and the second in the thirteenth week. He can get a maximum of 60 points from the written exam during the exam period. Students of the external form solve problems directly on the exam. Students get another 60 points for theoretical knowledge on given topics. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory assessment of the student's knowledge is 60. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The course provides an overview of basic statistical methods with a focus on their economic applications. The course deals with the description of the basic properties of the statistical set, the principles of random selection and statistical induction, the study of the linear relationships of two variables using regression and correlation analysis. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: - solve model tasks using the EXCEL program - apply the acquired knowledge to model tasks in the field of management - create simple statistical algorithms for applications in economics and management subjects	
Course contents: 1. Introduction to probability theory 2. Statistics - basic concepts, statistical set, quantitative statistical features, sample survey, numerical characteristics of set V, theory of estimation of properties of set Z.	

<p>3. Discrete random variable, assignment, methods of assignment, numerical characteristics, basic types of distribution of discrete random variable</p> <p>4. Continuous random variable, assignment, numerical characteristics, distribution</p> <p>5. Statistical investigation of the dependence of quantitative features</p> <p>6. Regression analysis, linear and nonlinear models</p>												
<p>Recommended or required literature:</p> <p>1. LYSÁ, L. 2010. Štatistika pre manažérov. Katolícka univerzita v Ružomberku.: VERBUM, 2010. 159 s., ISBN 9788080846091.</p> <p>2. LYSÁ L. 2012. Ekonomická štatistika. Katolícka univerzita v Ružomberku.: VERBUM 2012, 230 s., ISBN 9788080848125.</p> <p>3. PACÁKOVÁ V., kol. 2003. Štatistika pre ekonómov. Bratislava.: IURA EDITION, Bratislava 2003, 358 s. ISBN 8089047742.</p> <p>4. HINDLS, R. et al. 2007. Statistika pro ekonomy. Praha: Professional Publishing, 2007. 389 s. ISBN 978-80-86946-43-6.</p>												
<p>Language of instruction: Slovak</p>												
<p>Notes:</p>												
<p>Course evaluation: Assessed students in total: 24</p> <table border="1"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>FX</th> </tr> </thead> <tbody> <tr> <td>4.17</td> <td>25.0</td> <td>20.83</td> <td>8.33</td> <td>37.5</td> <td>4.17</td> </tr> </tbody> </table>	A	B	C	D	E	FX	4.17	25.0	20.83	8.33	37.5	4.17
A	B	C	D	E	FX							
4.17	25.0	20.83	8.33	37.5	4.17							
<p>Name of lecturer(s): Mgr. Branislav Novotný, PhD., RNDr. Štefan Tkačik, PhD.</p>												
<p>Last modification: 26.06.2022</p>												
<p>Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.</p>												

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD120A/22	Course title: Statistics 2
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 5	Working load: 125 hours
Recommended semester/trimester: 4.	
Level of study: I.	
Prerequisites: KMN/Mn-BD116A/22	
Requirements for passing the course: During the semester, a student can obtain a maximum of 40 points for two continuous assignments for solving tasks (in full-time form). The first test will be written in the seventh week of the semester and the second in the thirteenth week. He can get a maximum of 60 points from the written exam during the exam period. Students of the external form solve problems directly on the exam. Students get another 60 points for theoretical knowledge on given topics. The maximum number of points that can be obtained from the exam is 100. The minimum number of points obtained for a satisfactory assessment of the student's knowledge is 60. Course evaluation: A - 100% -93% B - 92% -85% C - 84% -77% D - 76% -69% E - 68% -60% Fx - 59% - 0%	
Learning outcomes of the course: Course objective: The course provides an overview of basic statistical methods with a focus on their economic applications. The course deals with hypothesis testing, description of time series by elementary characteristics, seasonal decomposition of time series and calculation of indices. The course builds on the knowledge of statistics and deepens its practical use using computer technology. The student will learn to process empirical data sets using statistical software SPSS and Excel. Learning outcomes: After completing the course the student will gain the following knowledge, skills and competencies: <ul style="list-style-type: none"> - solve model tasks using EXCEL or SPSS - be able to practically process and evaluate data using computer technology - to obtain an overview of statistical programs intended for data processing, - use specific procedures to perform basic statistical analyzes and their interpretation. 	
Course contents:	

1. Hypothesis testing, parametric tests - test of agreement of mean and known constant, test of two variances, test of agreement of two mean values, test of frequencies of two sets, minimum number of elements of set V
2. Hypothesis testing, nonparametric tests of qualitative features, tests of good agreement
3. Time series - long-term trends, seasonal trends, extrapolation of the trend in the time series, decomposition of the time series into a trend and a random component
4. Statistical comparison

Recommended or required literature:

1. HINDLS, R. a kol. 2007. Statistika pro ekonomy. Praha: Professional Publishing, 2007. 389 s.
2. LYSÁ, J. 2010. Štatistika pre manažérov. Katolícka univerzita v Ružomberku.: VERBUM, 2010. 159 s., ISBN 9788080846091.
3. LYSÁ J. 2012. Ekonomická štatistika. Katolícka univerzita v Ružomberku.: VERBUM 2012, 230 s., ISBN 9788080848125.
4. Pacáková, V. a kol.: Štatistické metódy pre ekonómov. IURA EDITION, Bratislava, 2009.
5. Pacáková, V. a kol.: Štatistika pre ekonómov. Zbierka príkladov A. IURA EDITION.

Language of instruction:

Slovak

Notes:

Course evaluation:

Assessed students in total: 22

A	B	C	D	E	FX
22.73	22.73	18.18	36.36	0.0	0.0

Name of lecturer(s): Mgr. Branislav Novotný, PhD., RNDr. Štefan Tkačík, PhD.

Last modification: 27.06.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD128A/22	Course title: Thesis Seminar 1
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 1 hours per semester: 13 Teaching method: on-site	
Credits: 2	Working load: 50 hours
Recommended semester/trimester: 5.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Participation in consultations with the supervisor of the bachelor's thesis. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: Master the basic methodological and methodical procedures for creating a bachelor's thesis. Know the appropriate literary sources, procedures for processing the theoretical part of the bachelor's thesis, create and compile an outline of the thesis, identify the main key concepts and categories for the successful development of the final thesis. Learning outcomes: After completing the subject, the student will acquire the following knowledge, skills and competences: - will use the theoretical knowledge acquired during the study when solving the topic of the final thesis, - is able to formulate and identify an objective problem and, based on it, is able to determine the goal of the work and the methods of achieving it, - assesses the state of the problem at home and abroad, formulates his own opinion on the topic under investigation, debates with the authors, - applies systemic and logical thinking when designing the structure of the final thesis.	
Course contents: Literature study and research. Processing of the theoretical part of the work.	

Recommended or required literature:

1. Gavora, P.: Úvod do pedagogického výskumu. Bratislava, Univerzita Komenského 2008.
2. Gavora, P. a kol.: Elektronická učebnica pedagogického výskumu [online]. Bratislava, Univerzita Komenského 2010. Dostupné na: <http://www.e-metodologia.fedu.uniba.sk/>
3. Meško, D. – Katuščák, D. – Findra, J. a kol.: Akademická príručka. Martin, Osveta 2005.
4. Silverman, D. : Ako robiť kvalitatívny výskum. Bratislava, Ikar – Pegas 2005.
5. Staroňová, K.: Vedecké písanie. Ako písať akademické a vedecké texty. Martin, Osveta 2011.
6. Smernica dekana Pedagogickej fakulty KU č. 6/2020 o ukončení štúdia na PF KU v Ružomberku.

Language of instruction:

Slovak

Notes:

The student will participate in the initial joint meeting of all the writers of the final thesis, later consult and communicate with the supervisor individually and according to mutual agreement.

Course evaluation:

Assessed students in total: 6

A	B	C	D	E	FX
16.67	33.33	16.67	0.0	33.33	0.0

Name of lecturer(s): Ing. Anna Hrnčiarová Turčiaková, PhD.

Last modification: 18.07.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD129A/22	Course title: Thesis Seminar 2
Type and range of planned learning activities and teaching methods: Form of instruction: Seminar Recommended study range: hours weekly: 1 hours per semester: 13 Teaching method: on-site	
Credits: 2	Working load: 50 hours
Recommended semester/trimester: 6.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Participation in consultations with the supervisor of the bachelor's thesis. Preparation and submission of a bachelor's thesis. Course evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: Course goal: Master the methodological and methodical procedures for creating a bachelor's thesis. Learning outcomes: After completing the subject, the student will acquire the following knowledge, skills and competences: - the student masters the procedures for creating a bachelor's thesis, - the student can use the literary-comparative method and others, - the student is able to compile a bachelor's thesis under the guidance of a supervisor.	
Course contents: 1. Analysis and analysis of selected suitable literary sources. 2. List of literature. 3. Work with literature. 4. Preparation of excerpt cards, etc. 5. Preparation of the work outline. 6. Abstract, work descriptors and preliminaries. 7. Processing the theoretical part of the work.	

Recommended or required literature:

1. Gavora, P.: Úvod do pedagogického výskumu. Bratislava, Univerzita Komenského 2008.
2. Gavora, P. a kol.: Elektronická učebnica pedagogického výskumu [online]. Bratislava, Univerzita Komenského 2010. Dostupné na: <http://www.e-metodologia.fedu.uniba.sk/>
3. Meško, D. – Katuščák, D. – Findra, J. a kol.: Akademická príručka. Martin, Osveta 2005.
4. Silverman, D. : Ako robiť kvalitatívny výskum. Bratislava, Ikar – Pegas 2005.
5. Staroňová, K.: Vedecké písanie. Ako písať akademické a vedecké texty. Martin, Osveta 2011.
6. Smernica dekana Pedagogickej fakulty KU č. 6/2020 o ukončení štúdia na PF KU v Ružomberku.

Language of instruction:

Slovak

Notes:

The student consults and communicates with the trainer individually and by mutual agreement

Course evaluation:

Assessed students in total: 35

A	B	C	D	E	FX
28.57	2.86	25.71	17.14	22.86	2.86

Name of lecturer(s):

Last modification: 18.07.2022

Supervisor(s):

Person responsible for the delivery, development and quality of the study programme:
prof. Ing. Iveta Ubrežiová, CSc.

COURSE INFORMATION SHEET

University: Catholic University in Ružomberok	
Faculty: Faculty of Education	
Course code: KMN/Mn-BD104B/22	Course title: Tourism Economics
Type and range of planned learning activities and teaching methods: Form of instruction: Lecture / Seminar Recommended study range: hours weekly: 2 / 2 hours per semester: 26 / 26 Teaching method: on-site	
Credits: 4	Working load: 100 hours
Recommended semester/trimester: 3.	
Level of study: I.	
Prerequisites:	
Requirements for passing the course: Verification of acquisition of relevant knowledge, skills and competencies of the student is realized on the basis of theoretical and practical examinations during the semester. Assessment: a) continuous assessment: elaboration and presentation of a seminar paper: 0-40 points b) final evaluation: written exam: 0-60 points The points obtained for the interim and final evaluation is 100, which corresponds to the classification scale of the evaluation. Credits will be awarded to a student who has obtained at least 60 out of 100 points from the course for meeting the specified conditions. Subject evaluation: A – 100%-93% B – 92%-85% C – 84%-77% D – 76%-69% E – 68%-60% Fx – 59%- 0%	
Learning outcomes of the course: The aim of the subject: The aim of the course is to orient students in the specifics of economics of tourism companies. Learning outcomes of the course: After completing the course the student will acquire the following knowledge, skills and competences: <ul style="list-style-type: none"> - knows the essence, functions and classification of tourism enterprises, - knows the elements surrounding the tourism business, - is able to draw up an aim of the business and a business plan for a tourism company, - is able to formulate the goals of a tourism company, - knows the structure of the company's assets, - knows the methods of remuneration of employees in the tourism company, - can break down revenues and costs in a tourism business, - can set prices for tourism products, 	

- controls the calculation of temporary accommodation prices, the calculation of food and beverage prices, the calculation of ancillary services prices,
- controls pricing in travel agencies and agencies,
- can quantify the economic result and calculate its indicators,
- can assess the effectiveness of investments in a tourism company.

Course contents:

1. Introduction to the issue, supply and demand for the services of a tourism company.
2. Tourism as an interdisciplinary phenomenon. Tourism as a system. Peculiarities of the tourism market.
3. Demand for tourism - the essence, factors and structure.
4. Tourism offer – the essence, factors and classification.
5. Tourism product.
6. Business intention and business plan in a tourism company.
7. Objectives of a tourism company.
8. Property of a tourism company. Company asset structure, long-term company assets, short-term (current) assets.
9. Employees and their remuneration in the tourism company.
10. Revenues and costs in a tourism company. Their structure and classification.
11. Price and pricing in a tourism company.
12. Price calculations of temporary accommodation, price calculations of food and beverages, price calculations of additional services.
13. Economic result, economy and profitability, investments in a tourism company.

Recommended or required literature:

Odporúčaná literatúra:

1. PATÚŠ, P. – MARUŠKOVÁ, J. 2014. Manažment prevádzky hotela. Banská Bystrica : DALI-BB, s.r.o. 2014. 215 s. ISBN 978-80-8141-074-1
2010. ISBN 978-80-89090-80-8
2. GÚČIK, M. 2011. Cestovný ruch. Politika a ekonómia. Banská Bystrica: DALI-BB,s.r.o., 2011. 188 s. ISBN 978-80-89090-98-3
3. GÚČIK, M. 2011. Marketing cestovného ruchu. Banská Bystrica: DALI-BB, s.r.o., 2011. 264 s. ISBN 978-80-89090-85-3
4. REFLEXIE Kompendium teórie a praxe podnikania. Projektovanie globálne koncipovaného podniku časť A. Časopis Katedry manažmentu PF KU v Ružomberku. Ružomberok: VERBUM – vydavateľstvo Katolíckej univerzity v Ružomberku, č. 2, ročník IV., 2020. ISSN 2585-7428.
5. Ekonomická revue cestovného ruchu. Vedecký časopis. Banská Bystrica : Katedra cestovného ruchu a spoločného stravovania, Ekonomická fakulta UMB.
6. PALENČÍKOVÁ, Z. 2015. Produkty cestovného ruchu. Nitra: Univerzita Konštantína Filozofa v Nitre, 2015. 102 s. ISBN 978-80-558-0963-2
7. KUČEROVÁ, J., STRAŠÍK, A., ŠEBOVÁ, Ľ. 2010. Ekonomika podniku cestovného ruchu. Banská Bystrica: Slovensko-švajčiarske združenie pre rozvoj cestovného ruchu, 2010. 140 s. ISBN 978-80-89090-75-4
8. KUČEROVÁ, J., MARÁKOVÁ, V., GAJDOŠÍK, T., GAJDOŠÍKOVÁ, Z., MARCIŠ, M. 2019. Udržateľná konkurencieschopnosť cieľových miest cestovného ruchu. Banská Bystrica:DALI-BB, 2019. 140 s. ISBN 978-80-8141-221-9
9. GÚČIK, M. 2010. Cestovný ruch. Úvod do štúdia. Banská Bystrica: Slovensko-švajčiarske združenie pre rozvoj cestovného ruchu, 2010. 307 s. ISBN 978-80-89090-80-8

Language of instruction:

Slovak

Notes:					
Course evaluation: Assessed students in total: 1					
A	B	C	D	E	FX
0.0	0.0	0.0	100.0	0.0	0.0
Name of lecturer(s): Ing. Zuzana Gončárová, PhD.					
Last modification: 26.06.2022					
Supervisor(s): Person responsible for the delivery, development and quality of the study programme: prof. Ing. Iveta Ubrežiová, CSc.					