Syllabus of the course
«Informatics»

Specialty	*073 Management*
Study programme	*Business administration*
Level of education	*First high education degree (bachelor)*
Discipline status	*Mandatory*
Teaching language	*English*
Course / semester	*1 year, 1 semester*
Number of credits ECTS	*4*
Distribution by types of trainings and hours of study	*Lectures – 8 hrs.*
	Labs – 40 hrs.
	Self-study – 72 hrs.
Form of final assessment	*Grading*
Department	*Informatics and computer technologies, 702-06-74 (4-38), room 405 (main block), http://www.kafikt.hneu.edu.ua/*
Teacher (-s)	*Gorokhovatskyi Oleksii, assoc. prof., Ph.D.*
Teacher's contacts	*oleksii.gorokhovatskyi@gmail.com*
Days of the classes	*Lectures: according to the official schedule*
	Laboratory works: according to the official schedule
Consultations	*According to the schedule, online, by request, individual*

The **goal** of the discipline is to form a system of competencies on the architectural principles of construction and operation of personal computers and computer networks for future professionals, algorithmization and organization of computational processes, software, as well as the acquisition of competence with modern computer technology and the efficient use of modern technologies in professional activities to solve various economic problems

Prerequisites for learning
Basic competencies to use personal computer

Content of the course
Content module 1. Using MS Office to solve economic problems.
Topic 1. Theoretical foundations of computer science.
Topic 2. Basics of work in the table editor.
Content module 2. Basics of algorithmization and office programming.
Topic 3. Algorithmization.
Topic 4. Fundamentals of office programming.
Content module 3. Web-design and work in "cloud" services.
Topic 5. Computer networks and basics of web design.
Topic 6. "Cloud" services.

Required software
MS Office, Notepad++, 7zip

Course page on the Moodle platform (personal training system)	*https://pns.hneu.edu.ua/course/view.php?id=3542*

Assessment system of learning outcomes
Current control is carried out during the semester during lectures and laboratory classes and is estimated by the amount of points scored (maximum amount - 100 points; minimum amount - 60 points).

Modular control is carried out taking into account the current control for the relevant content module and aims at an integrated assessment of student learning outcomes after studying the material from the logically completed part of the discipline - the content module.

The final control is performed in the form of a semester test.

More detailed information on assessment is given in the technological roadmap of the discipline.

Accumulation of rating points in the course

Types of training	Max points
Lectures	**4**
Laboratory classes	**13**
Laboratory works (defense)	**50**
Presentation	**3**
Written test	**10**
Express-tests	**20**
Max points	**100**

Course policies

The teaching of the discipline is based on the principles of academic integrity. Violations of academic integrity include: academic plagiarism, fabrication, falsification, write-off, deception, bribery, or biased evaluation. For violation of academic integrity, students are brought to the following academic responsibility: re-assessment of the relevant type of educational work.

More detailed information about competencies, learning outcomes, teaching methods, assessment forms, independent training is given in the Program of the course.

Syllabus approved at the meeting of the Department «09» June 2022. Protocol № 14.