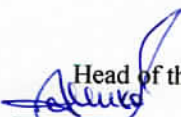


MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
SUMY NATIONAL AGRARIAN UNIVERSITY

CHAIR OF MANAGEMENT

“CONFIRMED”


Head of the Management Chair
A.M. Mykhailov
"09" sept 2020 year

CURRICULUM

МІІІ 2.5. Motivation Management

Specialty: 076 “Administration Management”

Educational program: Administration Management

Faculty: Economics and Management

2020-2021 academic year

Curriculum of **Motivation Management** worked out for students of specialty: 076
Administrative management

Author:

Phd, Associate professor of Management
Kharchenko T.M.

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signature

Curriculum has been approbated on the Management Chair Meeting.

Minutes of "09" June 2020, # 12

Head of the
Management Chair


signature

(Doctor of sciences, professor Mykhailov A.N.)

Coordinated by:

Guarantor of educational and professional
program (project team leader)


(signature)

(O.P. Slavkova)
(surname and initials)

Dean of the Faculty
(on which the discipline is taught)


(signature)

(N.I. Strochenko)
(surname and initials)

Dean of the Faculty
(to which the department belongs)


(signature)

(N.I. Strochenko)
(surname and initials)

Methodist of the Department of
Education Quality,
licensing and accreditation


(signature)

(N. Baranik)
(surname and initials)

Registered in the electronic database: 21.07. 2020.

1. Description of the course

Name of indicators	Branch of knowledge, direction of preparation, education and qualification level	Characteristic of discipline
		full-time education
The number of credits – 4	The branch of knowledge: 07 “Management and administration”	Selective
	Specialty: 076 “Administration Management”	
Modules – 2		Year of preparation:
Semantic modules: 5		2020-2021
		Course
		2
		Semester
The total number of hours - 120		4
		Lectures
		26 h.
		Practical, seminar
		26 h.
		Individual tasks
		68 h
		Kind of control:
		Credit

Note.

Ratio of the number of classroom hours with independent and individual work is:
for the day form of education - 43,3/56,7 (52/68)

2. The purpose and objectives of the discipline (derived from the educational-professional program)

2.1 The purpose of studying the discipline

The task of the discipline "**Motivation Management**" is to develop theoretical and applied knowledge in the field of enhancing the labor activity of staff, improving the quality of work by means of modern methods of motivation

2.2 Tasks of the discipline

The study of the discipline "**Motivation Management**" involves the formation of students' competencies (derived from the educational and professional program):

№	Type of program competencies	Program competence	Code
2	General	The ability to organize and motivate people to move towards a common goal, to work in a team	ZK4
1	Professional (special)	Ability to effectively use and develop human resources in the organization	SC 4

2.3. Program learning outcomes

As a result of studying the discipline "**Motivation Management**" the student must be able to demonstrate the following learning outcomes (derived from the educational-professional program):

№	Program learning outcomes	Code
1	Apply skills of project justification and management, generation of entrepreneurial ideas	PRN 3
2	Be able to analyze and structure the problems of the organization, make management decisions and provide conditions for their implementation	PRN 10
3	Be able to manage the organization, its changes, providing staffing	PRN 11

3. The program of the course

Curriculum of Motivation Management has been approved on the Management Chair Meeting Minutes of "09" June 2020, # 12

Module 1. Theoretical basics of motivational management
Semantic module 1. Theoretical basics of motivational management

Topic 1. Theoretical Foundations' of Management. 1. Essence of categories of management. 2. System of relations in the organization. 3. Research Methods.

Topic 2. Functions and Methods of Management 1. Definition and classification of management functions. 2. Essence of public (basic) and specific organization-technological functions of management. 3 Methods of management - economic, administrative, social and psychological.

Topic 3. Motivating as a Basic Management Function. 1. The concept of motivating. 2. Classical and modern theories of motivation. 3. Models of motivating. 4. Stimulation of labor: objectives, principles, types, forms

Topic 4. Reward system for employees 1. Purpose of reward system. 2. Financial reward

Topic 5. Nonfinancial reward

1. Basic element Nonfinancial reward 2. Some Tips of the important non-financial incentives

Module 2. Theoretical basics of motivational and compensation

Semantic module 2. Theoretical basics of motivational and compensation

Topic 6. Assessment of Employee 1. Job grade 2. Wages and Benefits: What Employers Need to Know

Topic 7. Motivation And Teamwork 1. Motivation 2. Agile Development and Teamwork.

Topic 8. A compensation package 1. Compensation plan 2. How to build a compensation plan

Topic 9. Employee performance 1. Performance in organization 2. Job performance Measuring job performance

Topic 10. Employee benefits. 1. Essence of Employee benefits. 2. Types of Employee Benefits and Perks.

Topic 11. Motivation Monitoring 1. Monitoring 2. Motivation assessment with the Atman test.

Topic 12. Contemporary Views on Motivation 1. How Expectations Can Lead to Motivation 2. Motivation Is Culture Bound

4. Structure of the course

Titles the semantic modules and topics	Volume of hours					
	full-time education					
	Total	including				
L		P	Lab	Ind	I.W.	
1	2	3	4	5	6	7
Module 1. Theoretical basics of motivational management						
Semantic module 1. Theoretical basics of motivational management						
Topic 1. Theoretical Foundations' of Management.		2	2			6
Topic 2. Functions and Methods of Management		2	2			6
Topic 3. Motivating as a Basic Management Function.		4	4			6
Topic 4. Reward system for employees		2	2			6
Topic 5. Nonfinancial reward		2	2			6
Total Module 1		12	12			30
Module 2. Theoretical basics of motivational and compensation						
Semantic module 2. Theoretical basics of motivational and compensation						
Topic 6. Assessment of employee		2	2			5
Topic 7. Motivation and teamwork		2	2			5
topic 8. A compensation package		2	2			5
Topic 9. Employee performance		2	2			5
Topic 10. Employee benefits		2	2			6
topic 11. motivational monitoring		2	2			6
Topic 12. Contemporary views on motivation		2	2			6
Total Module 2		14	14			38
Total for course	120	26	26			68

5. Topics and plan of lectures

No	Topic name	Volume of hours
1.	Topic 1. Theoretical foundations' of management. 1. Essence of categories of management. 2. System of relations in the organization. 3. Research methods.	2
2.	Topic 2. Functions and Methods of Management 1. Definition and classification of management functions. 2. Essence of public (basic) and specific organization-technological functions of management. 3. Methods of management - economic, administrative, social and psychological.	2

3.	Topic 3. Motivating as a Basic Management Function (Part 1) 1.The concept of motivating 2.Classical and modern theories of motivation.	2
4.	Topic 3. Motivating as a Basic Management Function(Part 2) Models of motivating. 4. Stimulation of labor: objectives, principles, types, forms	2
5.	Topic 4. Reward system for employees 1. Purpose of reward system 2. Financial reward	2
6.	Topic 5. Nonfinancial reward 1. Basic element Nonfinancial reward 2. Some Tips of the important non-financial incentives	2
7.	Topic 6. Esessment of Employee 1. Job grade 2. Wages and Benefits: What Employers Need to Know	2
8.	Topic 7. Motivation And Teamwork 1. Motivation 2. Agile Development and Teamwork.	2
9.	Topic 8. A compensation package 1. Compensation plan 2. How to build a compensation plan	2
10.	Topic 9. Employee performance 1. Performance in organization 2. Job performance 3.Measuring job performance	2
11.	Topic 10. Employee benefits Essence of Employee benefits. Types of Employee Benefits and Perks.	2
12.	Topic 11. Motivation Monitoring Monitoring Motivation assessment with the Atman test	2
13.	Topic 12. Contemporary Views on Motivation 1. How Expectations Can Lead to Motivation 2. Motivation Is Culture Bound	2
	Total	26

6. Topics of practical Lessons

№	Topic name	Volume of hours
	Topic 1. Theoretical Foundations' of Management.	2
	Topic 2. Functions and Methods of Management	2
	Topic 3. Motivating as a basic management function.	4

	Topic 4. Reward system for employees	2
	Topic 5. Nonfinancial reward	2
	Topic 6. Assessment of employee	2
	Topic 7. Motivation and teamwork	2
	Topic 8. A compensation package	2
	Topic 9. Employee performance	2
	Topic 10. Employee benefits	2
	Topic 11. Motivational monitoring	2
	Topic 12. Contemporary views on motivation	2
	Total	26

7. Independent work

№	Topic name	Volume of hours
1.	Topic 1. Theoretical Foundations' of Management.	6
2.	Topic 2. Functions and Methods of Management	6
3.	Topic 3. Motivating as a basic management function.	6
4.	Topic 4. Reward system for employees	6
5.	Topic 5. Nonfinancial reward	6
6.	Topic 6. Assessment of employee	5
7.	Topic 7. Motivation and teamwork	5
8.	Topic 8. A compensation package	5
9.	Topic 9. Employee performance	5
10.	Topic 10. Employee benefits	6
11.	Topic 11. Motivational monitoring	6
12.	Topic 12. Contemporary views on motivation	6
13.	Total	68

8. Teaching Methods

1. Teaching Methods for Knowledge:

1.1. Verbal: narrative, explanation, discussion (heuristic and reproductive), lecture, instruct, work with the book (read, transfer, discharge, scheduling, reviewing, summarizing, making tables, charts, reference compendia etc.).

1.2. Visual: demonstration, illustration.

1.3. Practical: Practical work, exercise, production practices.

2. Methods for studying the nature of the logic of knowledge.

2.1. Analytical

2.2. Synthesis

2.3. Inductive method

2.4. Deductive method

2.5. Traduktive method

3. Methods for studying the nature and level of independent mental activity of students.

- 3.1. Problem (problem-information)
- 3.2. Partly-search (heuristic)
- 3.3. Exploratory
- 3.4. Reproductive
- 3.5. Explanatory demonstration

4. Active learning methods – use of technical training, brainstorming, debates, roundtables, business and role-playing games, training, use of problem situations, self-knowledge, the use of educational tests and controlling the use of basic lectures)

5. Interactive learning technology – the use of multimedia technology, Kahoot, interactive Google tools, MIND mapping, platform MOODLE, Zoom.

9. Methods of control

1. Rating control of a 100-point scale assessment ECTS
2. An intermediate control during the semester (interim certification)
3. Criteria assess of the current work of students:
 - The level of knowledge demonstrated in practical classes;
 - Active in the discussion of issues brought to the class;
 - Quick control during classes;
 - Self study topics in general or specific issues;
 - Writing essays;
 - Test results;
 - Writing assignments during the tests;
 - Production situations, cases and more.

10. Distribution points that get students (Credit)

Current testing and independent work												IW	Total for module & I.W.	Attestation	Total
M -1 0-35 p.						M 2 0-35 p.									
T 1	T 2	T 3	T 4	T 5	T 6	T 7	T 8	T 9	T 10	T 11	T 12	15	70+15	15	100
5	5	7	6	6	6	5	5	7	6	6	6				

11. Grading scale: national and ECTS

Total points for all the educational activities	Mark ECTS	Ukrainian mark	
		For the exam, course project (work) practices	For the test
90 – 100	A	Excellent	Passed
82-89	B	Good	
75-81	C	Satisfactory	
69-74	D		
60-68	E		
35-59	FX	Bad	No passed
1-34	F		Repeated study of the course

12. Methodical Support

1. Educational - methodical materials of the course "Management" in the distance learning system MOODLE: <https://cdn.snau.edu.ua/moodle/course/view.php?id=2599>

13. Suggested Reading

Basic

1. Gemmy Allen, Warren Plunkett. Management (Meeting and Exceeding Customer Expectations), Wessex Inc., 11th Edition, 2016. 702 p.
2. [James Sagner](#). Management and Organizational Behavior: The Fast Track Series Paperback, 2018. 294 p.
3. Saponaro, Margaret Zarnosky, Evans, G. Edward. Collection Management Basics, 7th Edition (Library and Information Science Text) 7th Ed., 2019. 250 p.
4. [Keith Ord](#), [Robert Fildes](#), [Nikos Kourentzes](#). Principles of Business Forecasting--2nd ed., Wessex, inc., 2017. 588 p.
5. Gemmy Allen and Warren Plunkett. Management (Meeting and Exceeding Customer Expectations), Wessex Inc., 11th Edition, 2016, 702 p.
6. [James Sagner](#). Management and Organizational Behavior: The Fast Track Series Paperback, 2018. 294 p.
7. [Keith Ord](#), [Robert Fildes](#), [Nikos Kourentzes](#). Principles of Business Forecasting-2nd ed., Wessex, inc., 2017. 588 p.
8. [David S. Bright](#), [Anastasia H. Cortes](#). Principles of Management. Openstax, 2019. 673 p. <https://openstax.org/details/books/principles-management?Book%20details>
9. Susan Quinn. Management Basics. 2010. 75 p. <https://vulms.vu.edu.pk/Courses/MGMT622/Downloads/management-basics.pdf>
10. Mathias Weske: Business Process Management: Concepts, Languages, Architectures 2nd ed., Springer-Verlag Berlin Heidelberg, 2012. 403 p.

11. Ю.Палеха, Г. Мошек, І. Миколайчук. Основи менеджменту. Теорія і практика: навч. посіб. Київ: Ліра-К, 2018. 528 с.
12. Свидрук І. І. Концептуально-методологічні основи розвитку креативного менеджменту національного господарства України: монографія. Львів : Растр-7, 2018. 450 с.
13. Назарчук Т. В., Косіюк О. М. Менеджмент організацій: навч. посіб. Київ: Центр учбової літератури, 2018. 560 с.
14. Пріб К.А., Патица Н.І., Лендел Г.Д. Практикум з діагностики в системі управління [текст]: навч. посіб. Київ: ІПК ДСЗУ, 2016. 202 с.
15. Менеджмент у ХХІ сторіччі: методологія і практика. Колективна монографія. Полтава: Сімон, 2015. 347 с.
16. Староверова К.О. Менеджмент. Эффективность управления: учебное пособие для академического бакалавриата. Москва: Юрайт; ІД Юрайт, 2016. 209 с.
17. Хижняк А., Светлов И. Основы эффективного менеджмента: уч. пособ. Москва: Инфра-М, 2015. 320 с.
18. с.
19. Всеобщая Система Управления. Total Managment System. Созидание прибыли в духе кайдзен. Издательский дом Университета "Синергия" 2019, 208 с.
20. Лі Цзиці. Лідерські якості менеджерів: вектори успіху: монографія. Київ: Центр учбової літератури, 2018. 184 с.
21. Майкл Альберт, Мескон Майкл, Франклин Хедоури. Основы менеджмента: учебное пособие. 3- е изд.. Москва: Williams, 2010. 672 с.

Supporting

22. Астахової Н. І., Москвітїна Р. В. Менеджмент: підручник для прикладного бакалаврату / під заг. ред. Н. І. Астахової, Р. В. Москвітїна. Москва: Юрайт; ІД Юрайт, 2014. 422 с.
23. Коротков Е. М. Менеджмент: підручник для бакалаврів. 3-є вид., перероб, і дод. Москва: Юрайт; ІД Юрайт, 2014. 684 с.
24. Афанасьєва В. Я. Теорія менеджменту : підручник для бакалаврів / за ред. В. Я. Афанасьєва. 2-е вид., Москва: Юрайт; ІД Юрайт, 2013. 665 с.
25. Друкер П.Ф. Задачи менеджмента в ХХІ веке: уч. пос. / пер. с англ. В.В. Боброва. Москва : Вильямс, 2009. 272 с.
26. Тебекин А. В. Методи прийняття управлінських рішень: підручник для бакалаврів, Москва: Юрайт; ІД Юрайт, 2013. 572 с.
27. Трофімова Л. А., Трофімов В. О. Методи прийняття управлінських рішень: підручник і практикум для академічного бакалаврату. Москва: Юрайт; ІД Юрайт, 2015. 335 с.
28. Назарчук Т. В. Косіюк О. М. Менеджмент організацій [Текст]: навч. посіб. Київ: Центр учбової літератури, 2018. 560 с.
29. Литвинюк А. А., Гончарова С. Ж., Данілочкіна В. О. Мотивація і стимулювання трудової діяльності. Теорія і практика: підручник для бакалаврів. Москва: Юрайт; ІД Юрайт, 2014. 398 с.

30. Мошек Г.Є., Гомба Л.А. Сучасний менеджмент у питаннях та відповідях: навч. посіб.: в 3ч. / за ред. Г.Є. Мошика. Ч.3. Київ: КНТЕУ, 2005. 186 с.
31. Грибов В. Д., Кисляков Р. В. Основи управлінської діяльності: підручник і практикум для СПО. Москва: Юрайт; ІД Юрайт, 2016. 335 с.
32. Сальнікова Л. С. Репутаційний менеджмент: сучасні підходи та технології: підручник для бакалаврів. Москва: Юрайт; ІД Юрайт, 2013. 303 с.
33. Шохам Адизес, Али Н. Совещание по Адизезу. Москва: “Манн, Иванов и Фербер”, 2017. 140 с.
34. Брайан Трейси. Менеджмент. Москва: “Манн, Иванов Фербер”, 2017. 145 с.
35. Свидрук І. І. Креативний менеджмент: навч. посіб. Київ: Центр учбової літератури, 2012. 224 с.
36. Бех В. П. та ін. Управління сталим розвитком: підруч. для магістрів з управління та адміністрування / за заг. ред. В. П. Бежа, М. В. Туленкова. Київ: Каравела, 2018. 538 с.
37. Основи менеджменту: підручник для студентів вищих навчальних закладів / за ред. А.А. Мазаракі. Харків: Фоліо, 2014. 846

14. Information Resources

1. State Commission on Securities and Stock Market [Electronic resource]. –The mode of access: <http://www.ssmc.gov.ua>.
2. State Committee of Statistics [Electronic resource]. –The mode of access: <http://www.ukrstat.gov.ua>.
3. The Cabinet of Ministers of Ukraine [Electronic resource]. –The mode of access: <http://www.kmu.gov.ua>.
4. The Ministry of Economy [Electronic resource]. –The mode of access: <http://www.me.gov.ua>.
5. The Ministry of Finance [Electronic resource]. –The mode of access: <http://www.minfin.gov.ua>.
6. <http://www.management.com.ua>
7. <http://www.twirpx.com>
8. <http://www.nbu.gov.ua>
1. Кабінет Міністрів України - [Електронний ресурс]. – Режим доступу: <http://www.kmu.gov.ua>.
2. Міністерство економіки - [Електронний ресурс]. – Режим доступу: <http://www.me.gov.ua>.
3. Національна бібліотека України ім. В.І. Вернадського - [Електронний ресурс]. – Режим доступу: <http://www.nbu.gov.ua>
4. Інтернет портал для Українців - [Електронний ресурс]. – Режим доступу: <http://www.management.com.ua>