



# POLYTECHNIC OF MEĐIMURJE IN ČAKOVEC

## COURSE SYLLABUS

ACADEMIC YEAR: 2022/2023

### 1. GENERAL COURSE INFORMATION

<b>1.1 Course name</b>	Economics and organization of business systems			
<b>1.2 Study program/s</b>				
<b>1.3 Course status (O,E)</b>	Compulsory Course	<b>1.6 Mode of instruction (number of hours)</b>	<b>Lectures</b>	30
<b>1.4 Course code</b>			<b>Exercises</b>	15
<b>1.5 Course abbreviation</b>	EIOPS		<b>Seminars</b>	
<b>1.6 Semester</b>	I.		<b>E-learning</b>	
<b>1.7 ECTS</b>	5	<b>1.7 Place and time of instruction</b>	Premises of Međimurje Polytechnic of Čakovec, according to schedule published on websites / distance learning as needed and possible	

### 2. TEACHING STAFF

<b>2.1 Course leader/s-title</b>	MSc. Ivan Hegeduš, senior lecturer	<b>contact</b>	ihegedus@mev.hr
		<b>contact</b>	
<b>2.2 Assistant/s- title</b>	Vesna Čanadi, associate	<b>contact</b>	vcanadi@mev.hr
		<b>contact</b>	
<b>2.3 Instruction held by- title</b>	MSc. Ivan Hegeduš, senior lecturer Vesna Čanadi, associate	<b>contact</b>	

### 3. COURSE DESCRIPTION

<b>3.1 Course goals</b>	Provide students with basic knowledge of economics. Acquire knowledge in the field of business organization and get acquainted with all the key elements for its construction
<b>3.2 Prerequisites</b>	There are no conditions.
<b>3.3 Course outcomes</b>	After successfully completing the course, students will be able to: I1 - Define basic economic concepts, formulate the meaning of organization and entrepreneurship and explain their interdependence. I2 - Analyze the elements of supply and demand and apply them in market analysis. I3 - Master the key elements for building an organization and successfully manage costs, challenges and changes in the organization. I4 - Define and evaluate the basic input elements of the business plan and create a business plan.
<b>3.4 Course content</b>	The course presents contents related to the basic economic concepts necessary for understanding the economy with an emphasis on market analysis using the supply and demand mechanism. In addition to economic elements, the

	teaching units present contents related to the organization as a complex system with a focus on entrepreneurship and business plan development																																							
<b>3.5 Types of coursework</b>	x	Lectures	x	Exercises	x	Blended e-learning	x	Individual activities		Laboratory																														
	x	Seminars and workshops	x	Distant learning		Field classes	x	Multimedia and network		Mentorship																														
		Other																																						
<b>3.6 Language of instruction</b>	Croatian																																							
<b>3.7 Monitoring students' work (enter the number of ECTS credits for each activity so that the total number of ECTS credits is equal to the total ECTS value of the course, 1 ECTS = 30 hours)</b>	1,5	Class attendance		0.75	Seminars			Essay																																
	0,75	Class activity			Project			Report/paper																																
		Midterm exams			Practical task			Continuous knowledge check																																
	2	Written exam			Experimental work																																			
		Oral exam			Research																																			
<b>3.8 Assessment and evaluation of students' work during classes and at the final exam</b>	<table border="1"> <thead> <tr> <th>Activity specification</th> <th>Percent %</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Assessment during instruction</td> </tr> <tr> <td>Attendance</td> <td>5%</td> <td>5</td> </tr> <tr> <td>Class activity</td> <td>5%</td> <td>5</td> </tr> <tr> <td>Seminar/ project/ essay</td> <td>30%</td> <td>30</td> </tr> <tr> <td>Midterm exam 1</td> <td>30%</td> <td>30</td> </tr> <tr> <td>Midterm exam 2</td> <td>30%</td> <td>30</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>Exam assessment for the students who failed to fulfil all the obligatory requirements during the semester</i></td> </tr> <tr> <td>Written exam</td> <td>60%</td> <td>60</td> </tr> <tr> <td><b>Total:</b></td> <td><b>100%</b></td> <td><b>100</b></td> </tr> </tbody> </table>										Activity specification	Percent %	Points	Assessment during instruction			Attendance	5%	5	Class activity	5%	5	Seminar/ project/ essay	30%	30	Midterm exam 1	30%	30	Midterm exam 2	30%	30	<i>Exam assessment for the students who failed to fulfil all the obligatory requirements during the semester</i>			Written exam	60%	60	<b>Total:</b>	<b>100%</b>	<b>100</b>
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<b>3.9 Assessment criteria – analysis per learning outcomes</b>	<b>Ways of evaluating learning outcomes</b>																																							
		<b>Attendance</b>	<b>Activity</b>	<b>Mid-term exam 1</b>	<b>Mid-term exam 2</b>	<b>Practical work</b>	<b>Total</b>																																	
	Outcome 1			10			10																																	
	Outcome 2			20			20																																	
	Outcome 3				15		15																																	
	Outcome 4				15	30	45																																	
	Outcome 5																																							
	Outcome not-related	5	5				10																																	
	<b>Total</b>	5	5	30	30	30	100																																	
	<p>Grading of outcomes (in order to pass the mid-term exam/exam the student must achieve at least 50% points for each learning outcome)</p> <p>Points      Grade</p> <p>89 – 100    excellent (5)</p> <p>76 – 88     very good (4)</p> <p>63 – 75     good (3)</p> <p>50 – 62     pass (2)</p> <p>0 – 49      fail (1)</p>																																							
<b>3.10 Specific features related with taking the course</b>	If a student collects 50% of the points of each outcome, he / she directly takes the exam, provided that he / she has submitted and presented a practical paper. A student cannot access the exam period if he / she has not submitted																																							

	<p>a practical paper. The practical work is made according to the instructions published on the Merlin system and is submitted by placing it on the Merlin. The practical work is submitted at least 3 days before the exam deadline. During the exam, it is possible to orally check the knowledge during the preparation of practical work. If a student does not achieve a sufficient number of points in the first colloquium, he cannot access the next second colloquium. Once earned points in colloquia for each learning outcome are no longer deleted unless the student decides to correct the result for a particular learning outcome, whereby the points won until then are deleted and newly earned points for that learning outcome are entered. The final grade is obtained on the exam period and is the sum of points earned during classes. Students who did not take the colloquium access the written part of the exam where all learning outcomes are checked, and are required to submit and present practical work before taking the exam.</p>						
<b>3.11 Students obligations</b>	<p>Full-time students are required to attend at least 70% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. Part-time students are required to attend at least 30% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. If the student has not fulfilled all the obligations set by the course, he is obliged to attend the lectures again and meet the conditions for taking the exam.</p> <p>Attendance can be offset by online tuition, organised webinars and added assignments given by teachers. One lesson lasts 45 minutes, and several hours form a teaching unit. Absence from one teaching unit is counted as one absence. Delays and apologies are recorded separately. In that case, if the student missed more than 50% of classes, and has a justifiable reason/apology, the request should be submitted to the Department Council, which then decides on the justification of student absences with the obligatory opinion of the course leader.</p>						
<b>3.12 Written assignments</b>	Practical work according to the given instructions.						
<b>3.13 Required reading</b>	<table border="1"> <tr> <td>1.</td> <td>Samuelson, P., A. and Nordhaus, D.W. <i>Ekonomija</i>, Zagreb: MATE, 19. izdanje</td> </tr> </table>	1.	Samuelson, P., A. and Nordhaus, D.W. <i>Ekonomija</i> , Zagreb: MATE, 19. izdanje				
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<b>3.14 Additional reading</b>	<table border="1"> <tr> <td>1.</td> <td>Robbins S.P., Judge T.A.: <i>Organizacijsko ponašanje</i>, 2009.</td> </tr> <tr> <td>2.</td> <td>Sikavica, P.: <i>Organizacija, Školska knjiga</i>, 2011.</td> </tr> <tr> <td>3.</td> <td>Mankiw, G. (2004.) <i>Osnove ekonomije</i>, Zagreb: Mate</td> </tr> </table>	1.	Robbins S.P., Judge T.A.: <i>Organizacijsko ponašanje</i> , 2009.	2.	Sikavica, P.: <i>Organizacija, Školska knjiga</i> , 2011.	3.	Mankiw, G. (2004.) <i>Osnove ekonomije</i> , Zagreb: Mate
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<b>4 ADDITIONAL COURSE INFORMATION</b>							
<b>4.1 Quality control</b>	The quality of the program, teaching process, teaching skills and level of mastery of the material will be established by conducting a written evaluation based on questionnaires, and in other standardised ways and in accordance with the by-laws of the Polytechnic of Međimurje in Čakovec.						
<b>4.2 Contact the teacher</b>	Students can contact the teacher during the office hours and during classes, while for short questions and explanations they can contact him/her any day during working hours by coming in person or by landline. It is also possible to ask questions by e-mail, which will be answered in 48 hours at the latest. It is desirable for students to come as often as possible for any possible questions during the teacher's office hours.						
<b>4.3 Information about the course</b>	It is the obligation of each student to be regularly informed about the course. All notifications about the classes or possible postponement of classes will be posted on the bulletin board and on the website of the Polytechnic at least 24 hours in advance.						

**4.4 Course contribution  
to the study  
program**

Work in a team, manage professional projects and cooperate with experts from the real sector.  
Apply communication and professional ethics.