

**MINISTRY OF AGRICULTURE OF THE REPUBLIC OF KAZAKHSTAN
"NJSC "S. SEIFULLIN KAZAKH AGROTECHNICAL UNIVERSITY"**

Approve
NJSC "Saken Seifullin Kazakh
Deputy Chairman of the Management
Board Academic Activity-Rector
_____ A.M Abdyrov.
« _____ » _____ 2021.

CATALOG OF ELECTIVE COURSES

For students in groups of educational programs

6B04103 Business management and entrepreneurship

Nur-Sultan, 2021

**MINISTRY OF AGRICULTURE OF THE REPUBLIC OF KAZAKHSTAN
"NJSC "S. SEIFULLIN KAZAKH AGROTECHNICAL UNIVERSITY"**

Brief description of elective disciplines of the educational program

Anatomy of animals

1	Name of course	1C: Accounting; Enterprise managemant
2	Code of course	SUP 3221
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Fundamentals of accounting, Financial management
9	Postrequisites	Management of small and medium-sized businesses in the agro-industrial complex
10	Course summary	The essence and content of the system "1C: Enterprise". Typical 1C: Enterprise system configurations. Basics of working with the 1C: Enterprise system. Personnel records of employees of the organization. Accounting for cash and banking transactions. Payroll accounting. Accounting for settlements with counterparties. Accounting for settlements with customers and suppliers. Inventory accounting procedures. Accounting for fixed assets and intangible assets. Accounting for the production and sale of finished products. Routine operations and reporting.
11	Learning outcomes	ON 5, 6

1	Name of course	Business process analysis
2	Code of course	ABP 3222
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Statistics
9	Postrequisites	Business organization by industry
10	Course summary	Definition of business processes. Elements of a business process. Classification of business processes. Stages and methods of modeling business processes. The system of business processes of the organization. Building a system of analytical indicators for managing business processes. Current and regulatory business process models. Cost and cost model of the business process. Analysis of simulation results. Analysis of the results of modeling the temporal characteristics of the process and resource parameters. Process risk analysis. The main types of projects to optimize business processes. Modeling business processes of production and sales. Methods of making and adjusting business decisions in the face of uncertainty.
11	Learning outcomes	ON 4

1	Name of course	Business communications
2	Code of course	DK 2217
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Kazakh (Russian) language
9	Postrequisites	Leadership and Team management
10	Course summary	The concept of communication and the role of management, organizational communication and its barriers. Types of communication networks. Speech to the audience. Psychology of business communication. Communicative culture in business communication. Forms of business communication. Management of the organization. Information Security. Hidden aspects of communication. Conflict and ways to manage conflict.
11	Learning outcomes	ON 2, 6

1	Name of course	Foreign language (additional)
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2	Code of course	IYaD 2213
3	Cycle of course	BS
4	Amount of credits	3
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Foreign language
9	Postrequisites	Business Communication
10	Course summary	Course is designed for understanding the basics of building different types of texts in the field of professional communication, taking into account their lexical, stylistic and grammatical features. Mastering the basic skills of reading, listening, speaking and writing in a foreign language in the professional field. Development of skills of planning and organization of communication process in oral (dialogue/monologue) and written forms of speech.
11	Learning outcomes	ON 2

1	Name of course	Foreign language (additional)
2	Code of course	IYaD 2216
3	Cycle of course	BS
4	Amount of credits	3

5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Foreign language
9	Postrequisites	Business Communication
10	Course summary	Course is designed for understanding the basics of building different types of texts in the field of professional communication, taking into account their lexical, stylistic and grammatical features. Mastering the basic skills of reading, listening, speaking and writing in a foreign language in the professional field. Development of skills of planning and organization of communication process in oral (dialogue/monologue) and written forms of speech.
11	Learning outcomes	ON 2

1	Name of course	Rationing and remuneration
2	Code of course	NOT 3219
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Enterprise economics
9	Postrequisites	Business organization by industry

10	Course summary	Introduction to the course "Organization, rationing and remuneration at the enterprise." The organization of labor, its essence and content. ore process, methods and techniques of labor. Division of labor and cooperation of labor. Organization and maintenance of jobs. Analysis and assessment of the level of work organization and design of measures to improve it. Working and rest conditions. Basics of labor valuation. Working time and its lassification. Methods for the study of work processes and labor costs. Methods for calculating labor standards. Regulatory materials for labor. Organization of remuneration. Methods of differentiation of wages. Forms and payroll systems
11	Learning outcomes	ON 3

1	Name of course	Entrepreneurship
2	Code of course	Pre 2214
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Economic theory
9	Postrequisites	Business organization by industry
10	Course summary	Organizational and legal forms of entrepreneurship. Risks in business. Business planing in entrepreneurial activity. Financing of business activities. Organization of business transactions. Business mystery and the ways of its protection. Responsibility of business entities. Ethics and culture of entrepreneurship. Competition and competitiveness in entrepreneurship. Analysis and evaluation of the effectiveness of investment projects in the ProjectExpert system.
11	Learning outcomes	ON 3, 9

1	Name of course	Professionally-oriented Foreign Language
2	Code of course	POIYa 2215
3	Cycle of course	BS
4	Amount of credits	3
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Foreign language
9	Postrequisites	Business communications
10	Course summary	The basis of the course "Professionally-oriented foreign language" is teaching students speech communication in a foreign language, helping students to understand the rules that subordinate to their action, the use of grammatical, lexical and structural models in a real speech context. This involves the formation of a sufficient level of proficiency in a professional foreign language for the implementation of written and oral information exchange.
11	Learning outcomes	ON 1

1	Name of course	Professional Kazakh (Russian) language
2	Code of course	PKRYa 2212
3	Cycle of course	BS
4	Amount of credits	3
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	2
8	Prerequisites	Russian language.
9	Postrequisites	Business communications
10	Course summary	Professional language according to the educational program and its components. Professional terminology as the main feature of scientific style. Teaching the scientific style of speech as a language. On scientific research methods in the study of disciplines of the educational program. Rules for selecting methods in accordance with the theme and communicative tasks. The structure of research works on the profile of the educational program. Connection of professional language with the disciplines of the educational program.
11	Learning outcomes	ON 1

1	Name of course	Management Accounting
2	Code of course	UU 3228
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Fundamentals of accounting
9	Postrequisites	Management of small and medium-sized businesses in the agro-industrial complex, Risk management
10	Course summary	The essence of management accounting. Cost management. Accounting for materials and labor costs. Accounting for production overheads. Order calculation. Process calculation. Costing with full cost allocation and variable costs. Analysis of "costs – production volume - profit".
11	Learning outcomes	ON 5

1	Name of course	Financial management
2	Code of course	FM 3220
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Management
9	Postrequisites	Strategic management
10	Course summary	Basic concepts of financial management. Risk and return. Risk management, portfolio of assets. Effect of operational and financial leverage. Borrowing policy. Cost of capital. Capital structure theory. Management of dividend policy and production development policy. Forecasting the cash flow of the investment project. Optimization of the capital budget. Management of current assets and short-term liabilities.
11	Learning outcomes	ON 5

1	Name of course	Econometrics for business solutions
2	Code of course	EDBR 3223
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Statistics
9	Postrequisites	Business organization by industry
10	Course summary	Place and role of econometrics for business solutions. The linear regression model is a preliminary data analysis. Least square method. Statistical properties of the method of least squares and linear regression models. Analysis of the significance of regressors, prediction of new values of the dependent variable. Violation of the main hypotheses of the linear regression model, verification of economic and managerial decisions using the linear regression model, asymptotic properties of the least-squares method for estimating the linear regression model.
11	Learning outcomes	ON 4

1	Name of course	Econometrics for business solutions
2	Code of course	EDBR 3223

3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Statistics
9	Postrequisites	Business organization by industry
10	Course summary	Place and role of econometrics for business solutions. The linear regression model is a preliminary data analysis. Least square method. Statistical properties of the method of least squares and linear regression models. Analysis of the significance of regressors, prediction of new values of the dependent variable. Violation of the main hypotheses of the linear regression model, verification of economic and managerial decisions using the linear regression model, asymptotic properties of the least-squares method for estimating the linear regression model.
11	Learning outcomes	ON 4

1	Name of course	Logistics and supply chain management
2	Code of course	LUCP 4227
3	Cycle of course	BS
4	Amount of credits	6
5	Level of preparation	Undergraduate studies
6	Department	Management

7	Year	4
8	Prerequisites	Marketing
9	Postrequisites	Writing a thesis
10	Course summary	Introduction to logistics. Scientific basis of logistics. Logistics supply. Distribution logistics. Logistics production. Inventory logistics. Inventory management systems. Warehouses in logistics. Cargo traffic in stock. Transport logistics. Organization of logistics management. Definition and optimization of logistics costs in logistics.
11	Learning outcomes	ON 9

1	Name of course	Innovation management
2	Code of course	IM 3224
3	Cycle of course	BS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Management
9	Postrequisites	Strategic management

10	Course summary	Theoretical foundations of scientific and technological progress and innovation management; the nature and objectives of innovation management; innovative strategies; strategy of innovation and technological development of the Republic of Kazakhstan; Innovation process; Organizational forms of innovation management; Content of innovative projects; A system for evaluating the effectiveness of innovations; Methods for evaluating the economic efficiency of innovations.
11	Learning outcomes	ON 7,10

1	Name of course	Art of presentation
2	Code of course	IP 4308
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Marketing
9	Postrequisites	Risk management
10	Course summary	Presentation as an innovative technology management impact. The structure of the presentation. The main methods of managing the attention of the audience. Required elements of a multimedia presentation. Presentation design. Data visualization. Representative agents. Formation of representative rhythms in the process of presentation.
11	Learning outcomes	ON 7

1	Name of course	Marketing research
2	Code of course	MI 4312
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Marketing Management
9	Postrequisites	Writing a thesis
10	Course summary	Marketing research is the collection, processing and analysis of marketing information in order to study current problems in the product market and make the necessary marketing decisions. In contrast to market research, marketing research includes: research of consumers, competitors, sales, goods, product distribution, prices, internal environment of an enterprise.
11	Learning outcomes	ON 7,9

1	Name of course	Management psychology
2	Code of course	PM 3228
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Management
9	Postrequisites	Strategic management
10	Course summary	Introduction to the psychology of management. The conceptual framework of psychology of management. Head and team. Conflicts in the workforce. Management communication. Decision-making technology. The concept of the subject and the control object. The Manager and the leader. Psychology of order. Personality as a subject and object of management. Democratic leadership style and its features. Psychology of criticism. Psycho actors of communication. Psychological technique of persuasive influence. Psychological problems of selection of the managerial personnel. Psychological problems of management training and retraining. Selection and placement of personnel. Personnel rotation. Certification and turnover
11	Learning outcomes	ON 6

1	Name of course	Social responsibility of business
2	Code of course	SOB 4313
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Business organization by industry
9	Postrequisites	Writing a thesis
10	Course summary	Responsibility and its role in management. The role of responsibility in the organization of the corporate type. The evolution and content of the concept of social responsibility of business. Types and forms of internal social responsibility. Social responsibility of business: style and leadership. Social responsibility of business: support for education and science. Corporate Social Responsibility: Healthcare Support
11	Learning outcomes	ON 11

1	Name of course	Management of foreign trade activities
2	Code of course	UVD 4317
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	3
8	Prerequisites	Business organization by industry
9	Postrequisites	Writing a thesis
10	Course summary	International Division of Labor Forms of International Economic Relations. Feature of the foreign trade contract. Basic terms of delivery. Financial basis of the organization of foreign trade. Customs tariff regulation. Commodity nomenclature of foreign trade activities. Pricing in foreign trade. The contract for the international sale of goods. Construction of international logistics chains.
11	Learning outcomes	ON 8

1	Name of course	Management of small and medium-sized businesses in agriculture
2	Code of course	UPMSBA 4309
3	Cycle of course	PS
4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Enterprise economics
9	Postrequisites	Risk management
10	Course summary	Entrepreneurship as the basis of the market. The mechanism for creating small and medium enterprises. Business planning. Small and medium business marketing. The interaction of small and medium enterprises with the external environment in the context of globalization. Causes of difficulties and ways to overcome them in lending to small businesses. Management of small and medium-sized businesses in the agro-industrial sector using innovative technologies
11	Learning outcomes	ON 7,8

1	Name of course	Risk management
2	Code of course	UR 4311
3	Cycle of course	PS

4	Amount of credits	5
5	Level of preparation	Undergraduate studies
6	Department	Management
7	Year	4
8	Prerequisites	Management
9	Postrequisites	Writing a thesis
10	Course summary	Place and role of risks in economic activity. Risk management system. Risks of enterprise service. Quantitative risk assessments under uncertainty. Making the best decision in terms of economic risk. Investment project management at risk. Risk management of hotels and restaurants. The main methods and ways to reduce economic risks. Methods and technologies for the identification of stochastic risks.
11	Learning outcomes	ON 7,10