

## DESCRIPTION OF A STUDY COURSE – SYLLABUS

|   |   |                             |  |              |   |
|---|---|-----------------------------|--|--------------|---|
| Title of a course   | Entrepreneurial Skills  |                             |  |              |   |
| Study programme   | Specialist professional graduate study Entrepreneurship   |                             |  |              |   |
| Status of a course  | Obligatory  |                             |  |              |   |
| Year of study   | 1   | Semester<br>(Winter/Summer) | W  | ECTS credits | 5 |
| Goals of a course   |   |                             |  |              |   |
| Assess students' (entrepreneurial) skills and personal level of self-awareness. Accept the need for change and understand what needs to change in entrepreneurs' approach to managing time, stress, conflict or team. Learn and practice ways to solve problems, communication, motivation, empowerment and delegation. Apply changes to daily routine.   |   |                             |  |              |   |
| Conditions for enrolling course   |   |                             |  |              |   |
| No conditions   |   |                             |  |              |   |
| Learning outcomes on a level of a study programme which includes course   |   |                             |  |              |   |
| Outcome 4: Suggest possible responses to changes in the business environment.<br>Outcome 5: Monitor and analyse market needs and trends and propose an appropriate business model.<br>Outcome 7: Recognize forms of organizational culture and propose changes to improve.<br>Outcome 10: Apply sales and negotiation strategies and tactics to improve business processes.<br>Outcome 11: Identify deficiencies and propose improvements of team functioning.<br>Outcome 12: Choose the right approach to communicating business content and motivating associates to achieve goals.   |   |                             |  |              |   |
| Expected learning outcomes on a level of a course   |   |                             |  |              |   |
| 1. Self-evaluate the level of personal skills, self-awareness development, time and stress management<br>2. Critically evaluate business situations and use tools to solve problems<br>3. Substantiate opinion in communication, resolve conflicts and motivate associates<br>4. Self-evaluate personal competences for own development and teamwork in different roles<br>5. Identify needs and barriers, as well as a framework for introducing personal and organizational changes   |   |                             |  |              |   |
| Content of a course   |   |                             |  |              |   |
| Practical business skills indispensable for developing both a personal career and a company. The importance of understanding and application of technical, communication and conceptual skills, especially the development of personal competence to manage individuals, groups, processes and changes. The course is aimed to develop practical skills in the area of decision-making, problem-solving, communication, presentation, counselling and consultation skills. Range of essential skills needed by an entrepreneur in his / her every day running of a business. Mastering entrepreneurial skills is an essential prerequisite for an active personal role in the development of innovative and entrepreneurial behaviour. Thematic sections of the course are: developing self-confidence; stress management; analytical problem approach; creative problem solving; respecting and supporting communication; power and influence; managing conflicts; motivation; empowering and delegating authority; teamwork; change management. |   |                             |  |              |   |
| Teaching modes  | <input checked="" type="checkbox"/> lectures<br><input type="checkbox"/> auditory exercises<br><input checked="" type="checkbox"/> seminars and workshops<br><input type="checkbox"/> distance learning<br><input type="checkbox"/> field classes |                             | <input checked="" type="checkbox"/> individual assignments<br><input type="checkbox"/> multimedia and network<br><input type="checkbox"/> laboratory<br><input type="checkbox"/> supervisor's work<br><input type="checkbox"/> other _____ |              |   |
| Grading, evaluation and monitoring of students' work continuously during lectures and exams   |   |                             |  |              |   |
| Grading is based upon evaluation course's learning outcomes' adoption. Grading is performed continuously during lectures and/or during exam, in compliance with the provisions of Regulation on the assessment of students.   |   |                             |  |              |   |