

**PJSC "Higher Education Institution
"INTERREGIONAL ACADEMY OF PERSONNEL MANAGEMENT"**



**SYLLABUS OF THE ACADEMIC DISCIPLINE
«FUNDAMENTALS OF BUSINESS ANALYSIS»**

Specialty: **D3 Management**
Educational level: **first (bachelor's) level**
Educational program: **Management**

MAUP 2026

General information about the academic discipline

Name of the academic discipline	Business Analysis Fundamentals
Code and name of specialty	D3 "Management"
Level of higher education	first (bachelor's) level of higher education
Discipline status	selective
Number of credits and hours	3 credits / 90 hours. Lectures: 15 Seminar sessions: 15 Independent work of students: 60
Terms of studying the discipline	
Language of instruction	Ukrainian
Type of final control	test
Discipline page on the website	

General information about the teacher. Contact information.

YANKOVSKA VIKTORIA ANATOLIIVNA	
Academic degree	Candidate of Economic Sciences
Academic title	docent
Position	Associate Professor of the Department
Disciplines taught by the NPP	Enterprise Capital, Business Valuation
Areas of scientific research	Financial management, logistics, investment management
Links to identifier registries for scientists	https://scholar.google.com/citations?user=WJiYLoAAAAJ&hl=ua ORCID: https://orcid.org/0000-0003-2588-3156
Teacher contact information:	
Email:	vika_yank2020@ukr.net
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Teacher's portfolio on the website of the department / institute / academy	https://kh.maup.com.ua/кафедра-менеджменту/

Annotation

The discipline is focused on mastering certain knowledge to ensure the economic and analytical training of students, providing them with the necessary theoretical knowledge and practical skills to carry out a systematic assessment of the effectiveness of the enterprise's economic activities; identifying positive or negative influencing factors.

Purpose and objectives of the discipline

Students acquire knowledge and practical skills in assessing financial and economic activities and enterprises.

Prerequisites of the academic discipline

To successfully complete the course, you must have knowledge and practical skills from the following courses: "Economic Theory. Microeconomics", "Fundamentals of Entrepreneurship",

"Macroeconomics", "Fundamentals of Management", "Organization Theory", "Enterprise Finance", "Enterprise Economics".

Content of the academic discipline (full-time education)

No.	Topic name	Teaching methods/assessment methods
CONTENT MODULE 1. BASIC FUNDAMENTALS OF BUSINESS ANALYSIS		<p>Teaching methods: verbal (educational lecture; conversation; educational discussion); inductive method; deductive method; analytical method; synthetic method; practical (working with economic models, statistical data, graphs); explanatory and illustrative; reproductive; problem-based presentation method; partially searchable; research; interactive methods (analysis of economic situations; discussions, debates; brainstorming; situational modeling; practicing modeling skills); case method (analysis of real economic situations, problem finding, proposal of solutions, construction of models); modeling of professional activities (building economic models, forecasting, scenario modeling).</p> <p>Assessment methods: oral control (oral questioning, evaluation of participation in discussions, other interactive learning methods); written control (tests, independent work, analytical tasks, essays); test control (closed-form tests: test-alternative, test-correspondence, tasks for data and model analysis); method of self-control and self-assess-</p>
Topic 1.	Basics of business analysis and its components	
Topic 2.	Information and analytical support for analysis	
Topic 3.	The place and role of the analysis of the economic activity of an enterprise	
Topic 4.	Methodological support for the analysis of the enterprise's economic activities.	
Topic 5.	Analytical support for analysis	
CONTENT MODULE 2.EVALUATION OF ENTERPRISE INDICATORS		
Topic 6.	Indicators of the property status and business activity of the enterprise	
Topic 7.	Indicators of profitability of the enterprise	
Topic 8.	Assessment of the financial stability of the enterprise	
Topic 9.	Analysis of the enterprise's availability of labor resources	
Topic 10.	Economic diagnostics of the enterprise	

		ment; case study evaluation; evaluation of project and laboratory work (modeling of economic processes, forecasting).
Modular test		
Form of control: credit		

Technical equipment and/or software. The educational process uses classrooms, a library, a multimedia projector and a computer for conducting lectures and seminars with presentation elements. Studying individual topics and completing practical tasks requires access to information from the World Wide Web, which is provided by a free Wi-Fi network.

Forms of control methods.

Monitoring the progress of students is divided into current and final (semester).

Current control carried out during practical and seminar classes. Its purpose is to systematically check:

- understanding and mastering the theoretical foundations of economic processes;
- the ability to apply knowledge to build models and analyze economic data;
- skills in diagnosing and forecasting economic processes;
- using specialized software for modeling and processing statistical data.

Forms of student participation in the educational process, which are subject to current control:

- speeches and presentations on the analysis of economic processes;
- oral reports on the analysis of economic cases;
- addition, question to the person answering;
- systematic work in seminar classes and activity during discussions;
- participation in discussions, brainstorming, interactive forms of classes;
- analysis of economic data, statistical indicators, economic and mathematical models;
- written assignments (tests, tests, analytical and abstract papers);
- preparation of abstracts, theses, analytical notes;
- independent study of discipline topics and lecture materials.

Current control methods:

- oral control (survey, conversation, report, message);
- written control (test work, analytical report, essay, completion of tasks for building models or processing statistics);
- combined control (oral and written combination to assess understanding and practical skills);
- presentation of independent work or case analysis;
- monitoring activity and participation in practical classes;
- test control (closed and open tasks, analysis of graphs and models);
- working with problem situations (analytical cases, scenario modeling of economic processes).

Assessment system and requirements.

Table of points awarded to higher education students*

Topics	Ongoing knowledge assessment	Final control		
		Modular	Credit**	Total

	Topic 1	Topic 2	Topic 3	Topic 4	Topic 5	Topic 6	Topic 7	Topic 8	Topic 9	Topic 10	test		points
											20	20*	100
Work in a seminar class	3	3	3	3	3	3	3	3	3	3			
Independent work	3	3	3	3	3	3	3	3	3	3			

*The table contains information about the maximum points for each type of academic work of a higher education applicant.

When assessing the mastery of each topic for current educational activities, the student is given grades taking into account the approved assessment criteria for the relevant discipline.

The criteria for assessing the learning outcomes of students and the distribution of points they receive are regulated by the Regulations on the Assessment of Academic Achievements of Students of Higher Education at PJSC "Higher Education Institution "MAUP".

Module control is carried out in the last lesson of the module in written form, in the form of testing.

Assessment criteria for the module test in the academic discipline "**Business Analysis Fundamentals**":

When assessing a module test, the volume and correctness of the tasks are taken into account:

- the grade "excellent" (A) is given for the correct completion of all tasks (or more than 90% of all tasks);

- a grade of "good" (B) is given for completing 80% of all tasks;

- a grade of "good" (C) is given for completing 70% of all tasks;

- a grade of "satisfactory" (D) is given for the correct completion of 60% of the proposed tasks;

- the grade "satisfactory" (E) is given if more than 50% of the proposed tasks are completed correctly;

- an "unsatisfactory" (FX) grade is given if less than 50% of the tasks are completed.

Failure to appear for a module test - 0 points.

The above scores are converted into rating points as follows:

"A" - 18-20 points;

"B" - 16-17 points;

"C" - 14-15 points;

"D" - 12-13 points.

"E" - 10-11 points;

"FX" - less than 10 points.

The final semester assessment in the discipline "**Business Analysis Fundamentals**" is a mandatory form of assessing student learning outcomes. It is conducted within the time frame specified by the curriculum and covers the scope of material specified by the course program.

The final assessment is carried out in the form of a test. A student who has completed all the required work is allowed to take the semester assessment.

The final grade is based on the student's performance during the semester. The student's grade consists of points accumulated from the results of the current assessment and incentive points.

Students who have completed all required assignments and received a score of 60 points or higher receive a grade corresponding to the grade received without additional testing.

For students who have completed all the required tasks but received a score below 60 points, as well as for those who wish to improve their score (result), the teacher conducts a final work in the form of a test during the last scheduled lesson in the discipline in the academic semester.

Assessment of additional (individual) types of educational activities. Assessment of additional (individual) types of educational activities. Additional (individual) types of educational activities include the participation of applicants in scientific conferences, scientific circles of applicants and problem groups, preparation of publications, participation in All-Ukrainian Olympiads and competitions and International competitions, etc. in excess of the tasks established by the relevant work program of the academic discipline.

By decision of the department, students who participated in research work and performed certain types of additional (individual) educational activities may be awarded incentive (bonus) points for a specific educational component.

Assessment of independent work

The total number of points received by a student for completing independent work is one of the components of academic success in the discipline. Independent work on each topic, in accordance with the course program, is evaluated in the range from 0 to 3 points using standardized and generalized knowledge assessment criteria.

Assessment scale for independent work (individual assignments) assessment criteria.

Maximum possible assessment of independent work (individual tasks)	Execution level			
	Perfect	Good	Satisfactory	Unsatisfactory
3	3	2	1	0

Forms of assessment include: ongoing assessment of practical work; ongoing assessment of knowledge acquisition based on oral responses, reports, presentations and other forms of participation during practical (seminar) classes; individual or group projects requiring the development of practical skills and competencies (optional format); solving situational tasks; preparing summaries of independently studied topics; testing or written exams; preparing draft articles, conference abstracts and other publications; other forms that ensure comprehensive mastery of the curriculum and contribute to the gradual development of skills for effective independent professional (practical, scientific and theoretical) activity at a high level.

To assess the learning outcomes of a higher education applicant during the semester, a 100-point, national and ECTS assessment scale is used.

Final assessment scale: national and ECTS

Total points for all types of learning activities	ECTS assessment	National scale assessment	
		for exam, course project (work), practice	for credit
90 – 100	A	perfect	Passed
82 – 89	B	good	
75 – 81	C	satisfactory	
68 – 74	D		
60 – 67	E	unsatisfactory with the possibility of retaking	not accepted with the possibility of retaking
35 – 59	FX		
0 – 34	F	unsatisfactory with mandatory re-study of the discipline	not passed with mandatory re-study of the discipline

Course policy.

To successfully complete the course "Fundamentals of Business Analysis", the student must:
- regularly attend lectures and practical classes;

- work systematically, systematically and actively in lectures and practical classes;
- make up for missed classes or unsatisfactory grades received in classes;
- to fully perform the tasks that the teacher requires to prepare, their quality is appropriate;
- perform control and other independent work;
- adhere to the norms of academic conduct and ethics.

The course "Fundamentals of Business Analysis" involves mastering and adhering to the principles of ethics and academic integrity, in particular, focusing on preventing plagiarism in any of its manifestations: all works, reports, essays, abstracts and presentations must be original and authorial, not overloaded with quotes, and must be accompanied by references to primary sources. Violations of academic integrity are considered to be: academic plagiarism, self-plagiarism, fabrication, falsification, copying, deception, bribery, and biased evaluation.

Recommended sources of information.

Main literature:

1. Adler O. O. Analysis of economic activity: a manual [for students of universities of economic specialization] / O. O. Adler, O. Y. Lesko; Ministry of Education and Science of Ukraine, Vinnytsia National Technical University. Vinnytsia: VNTU, 2019. 114 p.
2. Analysis of economic activity: workshop / G. I. Kindratska, A. G. Zagorodniy, Yu. I. Kulinyak; Ministry of Education and Science of Ukraine, National University "Lviv. Polytechnic". 2nd ed., revised and supplemented. Lviv: Publishing House of Lviv. Polytechnic, 2018. 155 p.
3. Accounting, analysis and audit: a textbook / E.M. Romaniv, S.V. Pryimak, S.M. Goncharuk and others, Lviv, Ivan Franko National University of Lviv, 2017. 772 p.
4. Economic analysis: a manual / Chernysh S.S. Publisher: [Educational Literature Center](#). 2019. 256 p.
5. Mishchuk G. Yu. Economic analysis: teaching manual / G. Yu. Mishchuk, T. M. Dzhigar, O. O. Shyshkina; Ministry of Education and Science of Ukraine, National University of Water Management and Nature Conservation. Rivne: NUVGP, 2017. 155 p.
6. Savytska O.M. Efficiency of activity and management of the enterprise: features use of theory, methodology and effectiveness of analytical research. Scientific journal "Effective Economics", 2019. Access mode: http://www.economy.nayka.com.ua/pdf/6_2019/57.pdf
7. Business potential and development: a manual / Ed. O.M. Polinkevich, L.V. Shostak. – Lutsk: Vezha-Druk, 2019. – 592 p. [Electronic resource]. Access mode: http://dspace.luguniv.edu.ua/jspui/bitstream/123456789/8090/1/PRB_Veza_2019.pdf
8. [SWOT analysis: elements, matrix, how to do with examples | Weblium](#)
9. Ugrimova I.V. Methodological instructions for completing a calculated individual task from the course "Fundamentals of Business Analysis" for students of specialty 073 "Management" educational program "Management of organizations and administration", Kharkiv: NTU "KhPI", 2022. 43 p. <https://repository.kpi.kharkov.ua/server/api/core/bitstreams/caeca96a-210a-4bcb-acf1-615450084c98/content>