

DETAILED COURSE CURRICULUM

GENERAL INFORMATION		
<i>Course name</i>	Management	
<i>Study programme</i>	Business Economics in Tourism and Hospitality - module Hospitality Management	
<i>Year of study</i>	1 st	
<i>Course status</i>	Mandatory	
<i>Course web site</i>	https://moodle.srce.hr/2022_2023/course/view.php?id=156871	
<i>Evaluation in points and forms of classes:</i>	<i>ECTS coefficient of student workload</i>	9
	<i>Number of classes (L+P+S)</i>	30+0+45
<i>Course holder</i>	<i>Name and surname</i>	doc. dr. sc. Vanja Vitezić
	<i>Office</i>	103
	<i>Office hours</i> OPATIJA: Monday 11.00 a.m. - 13.00 p.m. Wednesday 4.00 p.m. - 6.00 p.m.	
	<i>Telephone</i>	051 294 188
	<i>e - mail</i>	vanjav@fthm.hr
	<i>Course assistant</i>	
<i>Name and surname</i>		
<i>Office</i>		
<i>Office hours</i>		
<i>Telephone</i>		
<i>e - mail</i>		
COURSE DESCRIPTION		
Course objectives		
The objective of the course is to equip students to use the basic concepts and functions of management (planning, organizing, staffing, managing, and controlling) with specialties in tourism and hospitality. Students will gain basic knowledge of the specificities of management in tourism and hospitality, so that they can better adopt the principles and techniques of management in the continuation of their studies.		
Expected learning outcomes related to the Course		
After passing the exam, the student is expected to be able to:		
<ol style="list-style-type: none"> 1. To know and correctly interpret the basic concepts of management, 2. Explain and analyse management functions, 3. Summarize and analyse the historical system of management science development, 4. Identify and understand the elements of business systems, 5. Identify and use basic performance indicators for hotel facilities and 6. Apply acquired knowledge in the field of tourism and hospitality management. 		
Teaching methods		
Lectures, seminars and workshops, individual assignments, mentorship		

Students' obligations and method of evaluating the obligations (integration of learning outcomes, teaching methods and assessment)

<i>Activity type</i>	<i>ECTS credits assigned to the activity</i>	<i>Learning outcomes</i>	<i>Student activity</i>	<i>Assessment method</i>	<i>Credits (maximum per value)</i>
Class attendance	2,5	1 - 6	Attendance: >75%	Evidence of class attendance	0
Class participation	0,8	1 - 6	Answering to questions, discussion on given topic	Quizzes	6
Seminar paper	1,0	1 - 6	Writing seminar paper, oral exposure, discussion	Written part	4
				Oral part	6
Project	0,8	1 - 6	Working on business case	Accuracy of the standard content.	6
Continuated assessment (mid-term exam)	2,4	1 - 6	Preparation for the periodic test	0-24 credits per each mid-term exam	48
Final exam	1,5	1 - 6	Preparation for the final exam	0-30 credits	30
Total ECTS credits	9			Total credits	100

Notes and activity description

The class participation involves answering the questions and discussing the given topic. It is conducted in three cycles in the form of short tests (quizzes) in preparation for mid-term exams. In each cycle it is possible to achieve a maximum of 2%. The seminar paper includes an analysis of a specific topic from the course. The activity foresees a written part (which will be assessed with a maximum of 4%) and a prepared oral presentation (which will be assessed with a maximum of 6%). The written material will be submitted to the subject professor via the Merlin platform.

The project paper involves the analysis of a current business case from the course area. It includes a discussion and answers to the questions and is graded with a maximum of 6%. The mid-term exam consists of 10 closed questions with the same number of points and equal weighting of questions. The mid-term exams and final exam will be prepared using basic literature. PowerPoint presentations of lectures are also available to students. The final exam consists of 10 questions, which are graded according to the examination regulations. Mid-term exams and final exam dates are prepared using basic literature. The final exam can be taken if at least 35% of the grade points have been achieved in the courses. Attendance of at least 75% is required to take the exam for full-time students. Attendance in the courses will be assessed with signature lists.

Assessment method					
The assessment and the evaluation of the students' work during the class and on the final exam is carried out according to the Rulebook on evaluation of students at the Faculty of Tourism and Hospitality Management.					
REFERENCES					
Obligatory references					
1. Lussier, R. N. (2019). Management fundamentals: Concepts, applications, and skill development. Ninth edition. Sage Publications.					
Additional references					
1. Wood, R. C. (Ed.). (2015). Hospitality management: a brief introduction. Sage Publications.					
Quality and course performance monitoring method					
The quality of lectures is monitored according to the regulations of the University of Rijeka. In the last weeks of lectures of the current semester, an anonymous survey is conducted to let students evaluate the quality of lectures in the Course.					
EXAM DEADLINES					
Do not enter the terms but the following text:					
For undergraduate study: The schedule of exam deadlines is available at the link: https://www.fthm.uniri.hr/studiji/preddiplomski-sveucilisni-studij/ispiti					
ADDITIONAL COURSE INFORMATION					
Method of informing the students					
The students are informed on the course through the Merlin system and the Faculty web site https://www.fthm.uniri.hr/ . Regular information is the personal responsibility of the student.					
LECTURES SCHEDULES					
FULL-TIME STUDIES					
The lectures of the course will be held according to the following schedule:					
LECTURES SCHEDULES					
N.	Date/Hours from – till / Hall	Lecture type	Topic	Group	Coordinator
1	01.03.2023. 12.45 – 16.30 Hall B7	L (lecture)	Introductory Presentation; Conceptual definition and definition of management; Historical development of management theories	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
2	08.03.2023. 12.45 – 16.30 Hall B7	L (lecture)	Development of Management Science; Basic management functions: planning, organizing, staffing, managing and controlling; Conceptual definition and specifics of the hotel company and entrepreneurship in tourism and catering.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
3	15.03.2023.	L (lecture)	Hotel business environment (external and internal), company-environment relationship;	HM	Vanja Vitezić

	12.45 – 16.30 Hall B7		Management ethics and social responsibility.		
		S (seminar)	Seminar classes on the topic of lectures Business case	HM	Vanja Vitezić
4	22.03.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Managerial planning: basic determinants of planning, concept, content, types, levels and types of planning, stages in the planning process.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
5	29.03.202 3. 12.45 – 16.30 Hall B7	L (lecture)	The vision, mission and goals of the hotel company; Managerial forecasting, strategies and strategic planning.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
6	05.04.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Organization, organization and types of organizational structures.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Business case	HM	Vanja Vitezić
7	12.04.202 3. 12.45 – 16.30 Hall B7	L (lecture)	1st mid-term exam; Business and process functions, types and specifics of business functions of a hotel company.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
8	19.04.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Organization and design of hotel jobs; Hotel Company Responsibility Centres.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Business case	HM	Vanja Vitezić
9	26.04.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Methods for improving the organization. Stages to improve the organization; A general approach to leadership	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
10	03.05.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Guiding activities; Models of behaviour.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures	HM	Vanja Vitezić
11	10.05.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Motivation: approaches and theories of motivation, motivational factors. Leadership models and key leadership variables.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Seminar paper presentation	HM	Vanja Vitezić
12	17.05.202 3. 12.45 – 16.30 Hall B7	L (lecture)	Interpersonal Relations, Groups and Conflicts.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Seminar paper presentation	HM	Vanja Vitezić
13	24.05.202 3.	L (lecture)	Managerial communication, types and forms of communication	HM	Vanja Vitezić

	12.45 – 16.30 Hall B7	S (seminar)	Seminar classes on the topic of lectures; Seminar paper presentation	HM	Vanja Vitezić
14	31.05.202 3. 12.45 – 16.30 Hall B7	L (lecture)	2nd mid-term exam; Managerial Controlling: Models and Techniques.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Seminar paper presentation	HM	Vanja Vitezić
15	07.06.202 3. 12.45 – 16.30 Hall B7	L (lecture)	General access to Revenue and Yield management.	HM	Vanja Vitezić
		S (seminar)	Seminar classes on the topic of lectures; Seminar paper presentation	HM	Vanja Vitezić