

BORYS GRINCHENKO KYIV UNIVERSITY

«APPROVED»

Decision of the Academic Board of
BorysGrinchenko Kyiv University ____
_____, 20__, Minutes №__

Chief of the Academic Board,
Rector Viktor Ogneviuk

PROFESSIONAL EDUCATION PROGRAM

**073.00.04 MANAGEMENT OF E-LEARNING IN
THE INTERCULTURAL SPACE
the second (master's) level of higher education**

Subject Area	07 Management and administration
Specialty	073 Management
Qualification:	Master of Management

Started 01.09.2017
(order date: May 26, 2017, No. 348)

Kyiv 2017

LETTER OF APPROVAL
professional education program

Department of Management

Minutes from _____.____. 2017 No. ____

Head of the Department _____ (HladkovaValentina)

Department of Computer Science and Mathematics

Minutes from _____.____. 2017No. ____

Head of the Department _____ (Oksana Lytvyn)

Academic Board of the Faculty of Information Technology and Management

Minutes from _____.____. 2017 No. ____

Dean of the Faculty _____ (AllaMihatska)
(signature)

Scientific-methodical center of standardization and quality of education

Head of the Department _____ (Olha Leontieva)
(signature)

_____.____. 2017

Vice-Rector on Academic Affairs

(signature) (Oleksii Zhyltsov)

_____.____. 2017

INTRODUCTION

The standard of higher education for the second (master's) level is absent. The educational-professional program is developed on the basis of the Law of Ukraine "On Higher Education", taking into account the Standard of Higher Education of the second (master's) level in the specialty 073 Management, corresponds to the interim standard of the Borys Grinchenko Kyiv University until the officially standard is approved.

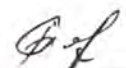
Developed by a working group consisting of:

Project team leader (guarantor)

Nataliia Morze – Vice-Rector on Informational Technologies, Doctor of Pedagogical Sciences, Professor, Corresponding Member of National Academy of Pedagogical Sciences of Ukraine, Vice-Rector on Informational Technologies of Borys Grinchenko Kyiv University.



Oksana Buinytska – Associate Professor, Ph.D., Associate Professor of the Department of Information Technologies and Mathematical Sciences, Head of IT in Education Laboratory of Borys Grinchenko Kyiv University.



Viktoriia Vember – PhD in Pedagogy, Associate Professor of Department of Computer Science and Mathematics of the Faculty of Information Technology and Management of Borys Grinchenko Kyiv University.



Independent experts:

1. *Oleg M. Spirin, Doctor of pedagogical sciences, Chief Researcher of the Department of Computer-based Training Systems and Research of the Institute of Information Technologies and Learning Tools of the NAPS of Ukraine, Kyiv.*
2. *Olena H. Hlazonova, associate professor, PhD in Pedagogics, Dean of the Faculty of Computer Science and Economic Cybernetics, National University of Life and Environmental Sciences of Ukraine, Kyiv, Ukraine.*

1. Profile of the Educational Program in the specialty073 "Management"

1 – General Information	
The full name of the Institution of the higher education and the structural unit	Borys Grinchenko Kyiv University Faculty of Information Technologies and Management
Higher education and the name of the qualification the original language	Master Master of Management
The official name of the Educational Program	073.00.04 Management of E-learning in the Intercultural Space
Type of diploma and content of the educational program	Master's degree, unitary, 120 ECTS credits, term of study 1 year 10 months
Availability of accreditation	Implemented in 2017
Cycle / Level	Second (master's) level / FQ-EHEA - second cycle, EQF LLL - 7 level, HPK - 8 level
Prerequisites	Bachelor's degree, specialist, master's degree
Language(s) of teaching	Ukrainian language
The validity of the educational program	2022 p.
Internet address of the description of the educational program	http://kubg.edu.ua
2 – The aim\purpose of the educational program	
Training of specialists in the field of designing and managing e-learning for multi-age groups in the governmental and non-governmental sectors, educational and scientific institutions	
3 - Characteristics of the educational program	
Subject	<p><i>Objects of study and activity:</i></p> <ul style="list-style-type: none"> - management of electronic learning in institutions and their subdivisions for the uncertainty of conditions and requirements; - regularities of the modern development of the information society; - theoretical and methodological approaches to the organization of e-learning, design and use of e-learning environment in educational activities; - e-learning methods and technologies, learning tools that involve active use of ICT; - information systems, e-resources and services used in educational activities, processes of their creation; - processes of designing and creating e-learning environments; - processes of designing and creating e-learning environments of educational institutions based on different models.

	<p><i>Learning goals and objectives:</i></p> <ul style="list-style-type: none"> - Formation of professional competencies in the area of designing and managing e-learning for different age groups among graduates of higher education, preparation of graduates for the implementation of educational process in the digital and educational environment with the use of e-learning technologies. <p><i>Theoretical content of the subject area:</i></p> <ul style="list-style-type: none"> - innovative concepts, technologies and systems of management and development management; - Theoretical and methodological principles of e-learning organization; designing, creating and using an e-learning environment; - methodology of scientific research. <p><i>Methods, techniques, technologies and instruments:</i></p> <ul style="list-style-type: none"> - General scientific and specific methods and instruments of scientific research; - methods, technologies and management instruments; - methods of pedagogical designing; - Information, hardware, software and communication management technologies. <p><i>Instruments and Hardware:</i> Computer Networks, Cloud Services and Technologies, Design Environment and Software Creation</p> <p><i>The balance between obligatory and elective parts:</i></p> <p><u>Obligatory part</u> (90 credits, 75%) is aimed at formation of general and professional competencies.</p> <p><u>The elective part</u> (30 credits, 25%) is aimed at expanding of the general and extension of professional competencies.</p> <p>Proportion of on-site (professional) practice: 18 ECTS credits (15%)</p>
Orientation of the educational program	The professional education program is application oriented
educational program and specialization	Training specialists in management prepared for specificity of implementing e-learning in the state and non-governmental sectors, educational and scientific research institutions
Program's Features	<ul style="list-style-type: none"> - Based on the world-wide approach to training e-learning professionals, provides appropriate certification for graduates (taking into account the experience of training such specialists in different countries, in particular, Poland, Slovakia, Portugal, the Czech Republic, Russia, Spain); - Provides study of modern Internet services, ways of managing the educational process on their basis, organization of formal and informal education on the basis of modern digital technologies, implementation of pair and team project activity, master's thesis defence in the form of a project; - Based on competency principles; - Provides implementation of the basics of adaptive learning, the formation of soft skills, and training, imitating the real "workflow".

4 - Eligibility of graduates to employment and further training	
Employability	<p>A graduate is qualified for employment in enterprises, organizations and institutions operating in all major types of economic activity.</p> <p>Job placement in general secondary and higher education institutions: manager, e-learning manager, tutor, assistant / assistant to the ICT director and designer of digital educational environment, distance education and training consultant to a company director, facilitator and coach on the introduction of modern digital technologies, corporate sector and business, government agencies - e-governance.</p> <p>According to the National Classifier of Professions, specialists who have completed education in the educational program "Management of e-learning in the intercultural space" may hold the following primary positions:</p> <p>Administration manager; department manager; chief specialist.</p>
Further training	Continue training on the third educational level.
5 –Teaching and evaluation	
Teaching and learning	Based on the principles of student-centeredness and individual approach; Self-study through electronic learning management system in Borys Grinchenko Kyiv University is implemented through research-based learning, problem-oriented learning, enhanced practical orientation, and billing training. There are three training formats (full-time, hybrid, online). Based on technologies of "inverted class", peer review, method of projects. Independent work with materials in existing electronic courses is provided. Implementation of the pair, group and project activity.
Evaluation	Written and oral examinations, tests, laboratory reports, calculations and graphic works, essays, presentations, defence of reports, public defense of thesis.
6 –Graduate Competence	
Integral Competence	Ability to solve complex tasks and problems in the field of management or in the process of learning that involves research and/or innovation and is characterized by uncertainty of conditions and requirements.
General Competencies (GC)	GC-1 <i>Ability to solve complex problems.</i> Ability to manage systematic research and identify the essence of problems in the professional field, find their adequate solutions.
	GC-2 <i>Critical thinking.</i> Ability to analyze and evaluate the completeness and reliability of information in the course of professional activity, if necessary, to supplement and synthesize missing information.
	GC-3 <i>Creativity.</i> Openness to new knowledge, ideas and technologies; the ability to produce new ideas, non-standard approaches to their implementation, improve traditional problem-solving schemes; ability to innovate.
	GC-4 <i>Managing people.</i> Ability to organize and motivate people to achieve a common goal, to be a team leader; develop and manage projects, model initiative and entrepreneurship.

Professional Competencies (PC)	GC-5	Communicative. Ability to write and speak in Ukrainian and at least one of the most common European languages; communicate with representatives of various professional groups and in an international context.
	GC-6	Research Ability to abstract thinking, searching, processing, analysis, synthesis and establishing connections between phenomena and processes. Ability to apply the results of scientific research in solving specific educational and research problems.
	GC-7	Emotional intelligence. Ability to realize and understand one's own emotions and emotions of others; effectively manage one's own emotional sphere; ethically grounded actions, socially responsible behaviour.
	PC1	Ability and readiness for systematization, generalization and dissemination of methodological experience (native and foreign) in the professional area.
	PC2	Ability to choose and to use concepts, methods and management tools at various stages of the educational process in different educational institutions, according to the international standards.
	PC3	Ability to analyze and structure organizational issues; to make managerial decisions and to provide conditions for their implementation.
	PC4	Ability to create and to organize effective communication in management.
	PC5	Ability to use psychological technologies with staff and use and develop human resources efficiently in an institution.
	PC6	Ability to form educational environment using modern methods and technologies for organizing and implementing educational process; readiness for the pedagogical design of educational environment, educational programs and individual educational maps.
	PC7	Ability to develop and implement methodological models, methods, technologies and training methods, to analyze the results of the process of their usage in different types of educational institutions; using ICT tools in specific areas and e-learning management.
	PC8	Ability and readiness to explore, design, organize and evaluate the implementation of management process using innovative management technologies.
	PC9	Ability to design forms and methods for quality control of education, as well as various means of control and evaluation of materials, based on information technologies and foreign experience.
	PC10	Understanding the role of ICT in education and readiness to initiate innovations in ICT using in educational process.
	PC11	Possessing different approaches in using social media in education, through social interaction between students and teachers, understanding the opportunities and skills of using social media to share experience between teachers.

	PC12	The ability to select effective ICT tools to create environment for differentiating the content of students learning with the ability to build individual educational trajectories; ensuring equal access to full education of different categories, trained according to their abilities, individual inclinations and interests; expanding students' socialization opportunities.
	PC13	Ability to design balanced educational elements based on the use of IC technologies, pilot testing, and further integration into the educational process.
	PC14	Ability to use pedagogical technologies and techniques in ICT in the educational environment.
	PC15	Ability to self-development, lifelong learning and effective self-management.
7 –Results of the training Program		
Knowledge and Understanding PRk- Program Results Knowledge	PRk-1	Understanding the essence of the concept of IT infrastructure, requirements to it, the typology of IT infrastructure; its structure, tasks and importance of the IT infrastructure of the educational institution; main IT infrastructure processes; Methodology for building and managing the IT infrastructure of the educational institution.
	PRk-2	Knowledge of methods for determining the information needs of the organization, sources and channels for obtaining information; principles and strategies for the creation and development of information infrastructure; normative, scientific and methodological support of (IT) management processes at the educational institution.
	PRk-3	Knowledge of international standards in management of IT services, digital competence of educators, understanding the significance of digital competence for the whole society and for the education in particular.
	PRk-4	Knowledge of independent cognitive activity, based on the methods of getting knowledge from various sources of information (technical means of study, software, orientation in distance learning systems).
	PRk-5	Knowledge of special computer programs and network services, content creation and interactive media.
	PRk-6	Knowledge and understanding of the e-learning processes, using communication services and technologies on the Internet.
	PRk-7	Basic knowledge how to develop simple applications, which support the implementation of the distance course (eg tests, questionnaires, survey, etc.).
	PRk-8	Knowledge and understanding of the principles of designing and using high-tech informational educational environment in the process of e-learning.
	PRk-9	Basic knowledge of the forms and methods of assessing the quality of the educational institution's informational and educational environment, evaluation criteria.
Skills and Competencies	PRs-1	Ability to optimize IT processes; determine the resources needed to ensure the reliability of the functioning of information systems.

PRs - Program Results Skills	PRs-2	Ability to use cloud technologies in education (software as a service (SaaS), platform as a service (PaaS), infrastructure as a service (IaaS).
	PRs-3	Ability to study, generalize and implement in practice the own and foreign experience of the management of information technologies and systems, information infrastructure, etc.
	PRs-4	Ability to define terms and implement different models of e-learning, analyze criteria for quality assessing.
	PRs-5	Ability to plan own self-education and organize in-service staff training.
	PRs-6	Ability to use different collaborative tools, group and individual projects, peer interaction.
	PRs-7	Ability to find and to use modern information technologies for personalizing e-learning and blended learning.
	PRs-8	Ability to apply modern models of launching and providing information support in an institutional educational environment.
	PRs-9	Ability to design the targeted informational and educational environment for an institution, to select appropriate structural components and practical options to ensure functionality.
	PRs-10	Ability to apply managerial notions, methodologies and means for effective business facilitation, to connect the hierarchial elements of institutional structure
8 – Resource support for the implementation of the program		
Staff assistance	Doctors of sciences, Doctors of Philosophy, guest lecturers	
Material and technical support	Equipped with hardware and specific software, targeted programs for computer classes, STEM-laboratories, Laboratories of embedded systems, ICR-class, e-learning system.	
Information and academic support	Developed e-learning courses, selection of special MOOCs, open electronic resources, electronic scientific editions, Microsoft cloud services, Image Microsoft Academy.	
9 –Academic mobility		
National Credit Mobility		
International Credit Mobility	Student mobility with the universities of European countries is envisaged within the Erasmus + KA2 program	
Teaching foreign students applicants for higher education	The license provides teaching for foreigners and people without citezenship.	

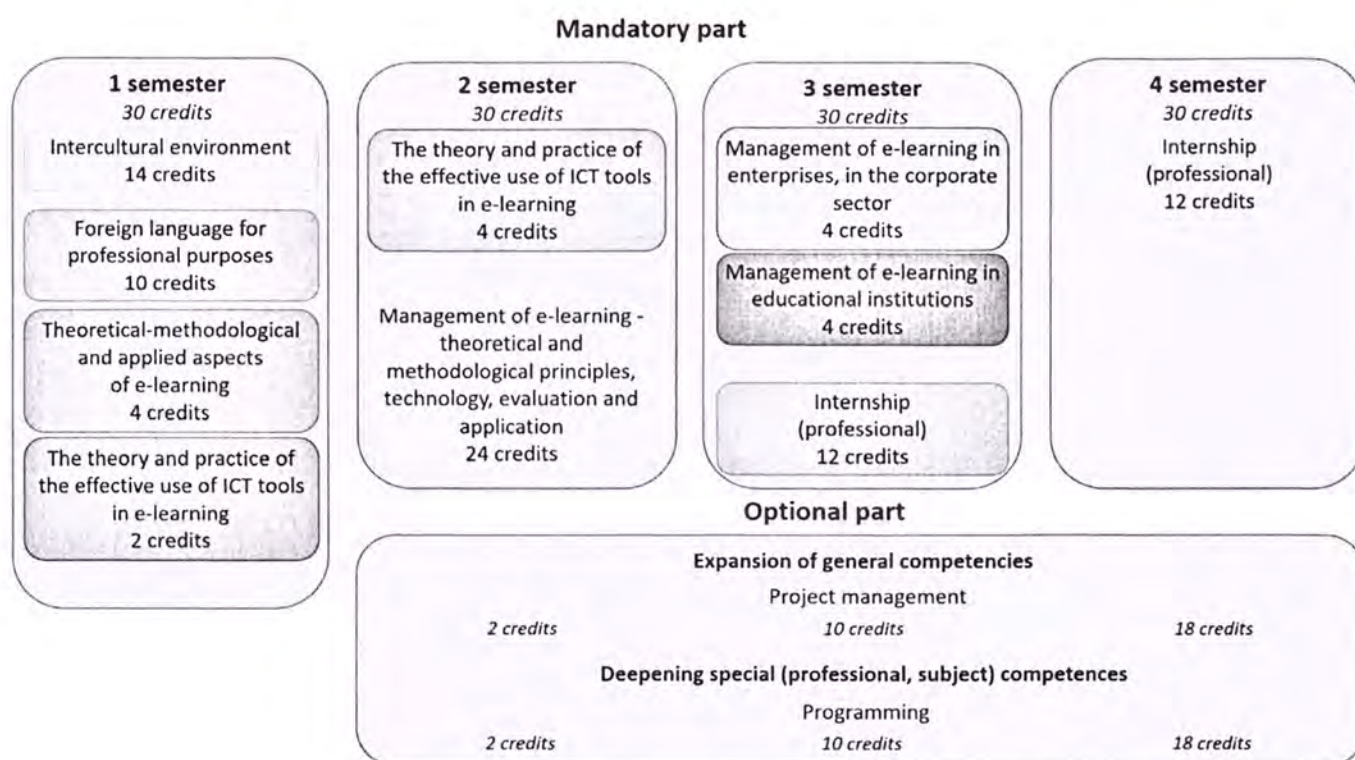
2. The list of components of the educational-professional program and their logical consistency

2.1. List of EP components

Component code	Code e/d	Components of the educational program (curriculum, subjects, projects, practice, qualification papers)	Amount of credits	Evaluation Form
1	2	3	4	5
Compulsory components of EP				
EC 1	CSP.01	Intercultural environment	14	Exam
		<i>Theoretical and practical principles of intercultural education</i>	4	
		<i>Intercultural competencies and methodological foundations of their formation</i>	5	
		<i>Electronic and postgraduate learning in an intercultural environment</i>	5	
EC 2	CSP.02	Foreign language for professional purposes	10	Exam
		<i>Practical English course</i>	5	
		<i>English language of electronic communication</i>	5	
EC 3	CSP.03	Theoretical-methodological and applied aspects of e-learning	4	Exam
EC 4	CSP.04	Theory and practice of the effective use of ICT tools in e-learning	6	Exam
EC 5	CSP.05	Management of e-learning - theoretical and methodological principles, technology, evaluation and application	24	Exam, credit
		<i>Innovation processes in education</i>	1	Credit
		<i>Innovative methods of e-learning</i>	3	Exam
		<i>Internet and Innovative Technologies</i>	2	Exam
		<i>Management of education quality</i>	2	Exam
		<i>Expertise of modern information communication environment</i>	2	Exam
		<i>Pedagogical and psychological principles of interpersonal interaction in a virtual educational environment</i>	2	Credit
		<i>Evaluation in e-learning</i>	2	Exam
		<i>Social media in e-learning</i>	1	Credit
		<i>Processing statistic data</i>	2	Exam
		<i>Methodology and applied computer networks usage</i>	2	Credit
		<i>Modeling of high-tech educational environment</i>	3	Exam
		<i>Tele-communication pedagogical techniques</i>	2	Credit
EC 6	CSP.06	Management of e-learning in businesses	4	Exam

EC 7	CSP.07	Management of e-learning in educational institutions	4	Exam
EC 8	CP.01	On-site (professional) practice	18	Credit
EC 9	CA.01	Preparation of the master's project	4,5	
EC 10	CA.02	Master Project defense	1,5	
Total amount of obligatory components:			90	
Elective components of EP				
Elective Block 1 (Extension of General Competences)				
SC 1.1	ESS 1.1.	Project management	30	Exam
Elective block 2 (Expanding of professional competencies)				
SC 2.1	ESS 2.1.	Programming	30	Exam
Total amount of elective components:			30	
TOTAL OF THE EDUCATIONAL PROGRAM			120	

2.2. Logical Structure of EP



3. Form of certification for higher education applicants

Educational Programme graduates' attestation majoring in 073 "Management" is completed with a final public defence of a Master Project and is certified with a standardized certificate – awarding a master's degree – an MA Diploma of Master of Management, with qualification in E-Learning Management.

Attestation of graduates is open and public.

4. Matrix of compliance program competencies to the components of the educational program

	EC.01	EC.02	EC.03	EC.04	EC.05	EC.06	EC.07	EC.08	EC.09	EC.10	SC.1.1	SC.2.1
GC1	+				+			+	+	+		
GC2				+	+				+			+
GC3						+	+	+	+			+
GC4						+	+				+	
GC5		+			+						+	
GC6			+					+	+	+		
GC7	+					+	+				+	
PC1	+		+		+							
PC2							+		+		+	
PC3						+	+					
PC4	+	+			+							
PC5					+	+	+					
PC6				+	+							
PC7	+			+	+		+		+			
PC8						+	+				+	
PC9				+	+							
PC10				+			+					
PC11	+	+			+							
PC12				+				+	+			
PC13				+			+	+	+			
PC14				+	+							
PC15	+				+			+	+			

5. The matrix of providing educational program results to the relevant components of the curriculum

	EC.01	EC.02	EC.03	EC.04	EC.05	EC.06	EC.07	EC.08	EC.09	EC.10	SC.1.1	SC.2.1
PRk-1				+			+	+				
PRk-2			+		+	+	+					
PRk-3	+		+		+				+			
PRk-4			+		+							+
PRk-5					+				+	+		+
PRk-6	+			+			+	+	+			
PRk-7					+						+	
PRk-8					+							
PRk-9			+		+							
PRs-1					+			+	+			
PRs-2				+				+				
PRs-3	+	+				+	+					
PRs-4					+				+			
PRs-5	+											
PRs-6		+			+						+	
PRs-7				+	+			+	+			
PRs-8					+		+		+			
PRs-9					+				+			
PRs-10						+	+	+				