



EDUCATIONAL PROGRAM

Coordinated with the Quality Assurance Office

Minutes № 16, September 19, 2022

Vice-rector /Assoc. Prof. Dr. Nino Jojua/

Reviewed at the Faculty Board

Minutes № 42, September 26, 2022

Dean of the Faculty /Assoc. Prof. Dr. Ilia Botsvadze/

Approved by the Academic Board

Minutes № 31, September 26, 2022

Rector /Dr. Saffet Bayraktutan/

Bachelor Educational Program in **Business Administration**

(Concentrations: Accounting and Audit, Finance, Management, Marketing, Tourism Management)
(delivered in English)

Tbilisi
2022 year



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Direction: Business Administration - 02

Field/Specialty/Subfield: Accounting – 0201, Finance – 0204, Management – 0203, Marketing – 0202, Tourism and Hospitality Management – 020301

Name of the Educational Programme: Business Administration

Faculty: Business and Technologies

Programme Coordinator(s): Assoc. Prof. Dr. Iliia Botsvadze; Mobile: +995 598 20 20 17; E-mail: ibotsvadze@ibsueu.ge

Education Cycle: Bachelor's (First Cycle of Higher Education)

Type of the Programme: Academic, Major

Awarded Qualification: Bachelor of Business Administration / ბიზნესის ადმინისტრირების ბაკალავრი

Code of Qualification: 02

Language of Education: English

Credit Value of the Programme: 240 ECTS



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Structure of the Programme: University employs European Credit Transfer System (ECTS): 1 ECTS = 25 hours that contain both contact hours and student's independent working hours.

The amount of credits covered by the program is 240 credits, including:

- Academic Writing - 5 credits
- Information Technology - 5 credits
- Compulsory Courses of Business Administration - 120 credits
- Concentration compulsory and elective courses - 45 credits
- Free Credits / Minor Program - 65 credits

Formation of concentrations: When forming concentrations the university is guided by the following policies:

- The minimum number of students on concentration - 10 students
- Maximum number of students on concentration - 50 students
- The minimum number of students to open the elective course - 10 students

Choosing concentration by the student: During the 4th semester the faculty administration and academic personnel organize regular informative meetings with students, informing the contents, perspectives and requirements of each concentration. At the end of the 4th semester each student writes a statement which indicates at least 3 concentrations of his / her priority according to the priorities. The Faculty Board will review all statements and form concentrations. The Board tries to maximally take in consideration students' interests. It is permissible to change the concentration of the student: Such cases are considered by the Faculty Board individually and may be possible to prepare an individual curriculum for the student.



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Programme Admission Precondition: Students are enrolled in the undergraduate program in accordance with the procedure established by the legislation of Georgia - based on the results of the Unified National Exams. One of the obligatory subjects is mathematics/history. Passing English Language is obligatory (minimum competency level (50%+1).

Persons with full secondary education may apply for a bachelor's program.

In cases provided for by law, enrollment may be conducted in accordance with the procedure established by the relevant legislation without passing the Unified National Exams. The conditions for admission to the program for foreign citizens can be found at the link-(<https://iro.ibsu.edu.ge/en/home>)

The Purpose: The goal of the Bachelor program of Business Administration is based on the student-centered teaching (1) to prepare competitive specialists who will be able to perform modern business management activities according to the national and international standards in different sectors, which provides a fine opportunity for employment in Public, Private, and Non-governmental sectors; (2) The program aims to provide students with a thorough knowledge of practical skills and general competences of theoretical and practical aspects of the functional areas of business activities. (3) The program provides opportunity for students to correspond to challenges of the modern business environment and supports them to plan and develop their professional career.

Learning Outcome: After successful completion of Educational Program, graduates should have below given general and field-specific competences:

Knowledge and understanding	<ol style="list-style-type: none"> 1. The graduate has a wide range knowledge of business fields that include critical understanding of theories and principles, can understand complex business issues, basic principles of general management, marketing, finance, accounting, tourism and their intercorrelation; 2. The graduate knows: contents of business processes, market economy infrastructure; principles of using contemporary information and communication technologies (ICT), mathematical, quantitative and statistical methods for business research and management; principles of legal, ethical and intercultural responsibility in the organization and society; <p>In addition, if the full course of appropriate concentration is used, the graduate knows:</p> <p>Concentration of finances:</p> <ol style="list-style-type: none"> 3. The graduate knows: financial Infrastructure and institutes; basic principles of functioning of the financial system; role of financial management in business development; assessment and management of relevant risks. 4. The graduate knows: the essence of financial reporting as an important means of regulation and prognosis; the essence and significance of international finance, the peculiarities and the principles of their use. 5. The graduate knows: the essence and purpose of banking system, principles of management of commercial bank, the essence
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and importance of investments; investment portfolios assessment and management basics.

Management Concentration:

3. The graduate knows: Theoretical and practical aspects of management as an art of management; Basic functions-duties and skills of managers of different levels; The role of management in the development of the organization; Managing stressful and conflict situations;
4. The graduate knows: the essence and importance of organizational structures; Principles and peculiarities of the decision-making process; Effective use of human resources and knowledge and importance of factors affecting their behavior; Extensive knowledge and critical understanding of the internal and external environment of the business; Principles of organizational change and development; The essence and importance of CSR and business ethics;
5. The graduate knows: peculiarities of small and medium business and management methods; Theoretical and practical issues required for entrepreneurial activities; Complex issues in the field of international business management and methods specific to the field.

Marketing concentration:

3. The graduate knows: Effective marketing management tools, marketing information systems, the structure of marketing companies, the growing role and place of marketing in modern business, the fundamental principles of marketing. The nature of these principles in the service industries to which the marketing of the services used and the issues inherent in it require differentiated research and analysis, generalization and analysis;
4. The graduate has mastered the principles of strategic marketing, he / she can participate in the development of the company's marketing strategy, branding, company mission, vision, goals, objectives, corporate structure, business model, segmentation, targeted development, differentiation and positioning, competing and competing. , As well as in the implementation of this strategy in the market;
5. The graduate has studied and understood the main principles and methods of studying and considering consumer behavior; The graduate mastered the laws and norms of consumer behavior, he grasped the intensity of consumer activities and the norms of the dynamics of attracting, retaining, creating, discovering and loyalty to consumers.

Accounting and Audit concentration:

3. The graduate knows: fundamentals of financial and managerial accounting and modern production methods; Accounting information systems;
4. The graduate knows: the essence of financial reporting as an important means of regulation and prognosis and international



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	<p>standards; Tax fundamentals, tax planning and tax administration;</p> <p>5. The graduate knows: fundamentals and methods of financial audit and control, auditing and analysis techniques.</p> <p>Tourism Management Concentration:</p> <p>3. Trends and principles of tourism development; Tourism policy and regulations; On the cultural resources of Georgia included in the list of tourist resources and world cultural heritage monuments;</p> <p>4. Tourism and hospitality, resorts, hotel and event management;</p> <p>5. Peculiarities of managing a travel company and planning, selling and implementing an attractive tourist package.</p>
Applying Knowledge	<p>6. Graduate can: explaining the socio-economic situation of the country, the objective reality of the business environment, analyzing market condition, identification of microeconomic and macroeconomic processes on business firms, preparation of relevant documentation, planning, analyzing and management; communication with local and international institutions within its competence.</p>
Making Judgments	<p>7. Graduate can: making rational economic decisions and managing resources effectively, analyzing and judgmental reporting of scientific works, theories and hypothesis, collecting statistical information and data, studying independently and generalizing results, evaluating the profitability.</p>
Communication Skills	<p>8. Graduate can communicate with specialists and non-specialists regarding business-related ideas, problems and the ways of solutions by providing detailed information and by using communication tools.</p>
Learning Skills and Values	<p>9. Graduate has ability to evaluate his/her knowledge in the field of business in a complex and consistent manner and to determine the necessity for further learning and implementing with high degree of independence; to pursue and implement activities oriented on development in the complex and unforeseen learning/working environment whilst conforming with ethics/academic integrity rules.</p>

Map of Program Goals and Learning Outcomes:

Program Goals	Learning Outcome 1	Learning Outcome 2	Learning Outcome 3	Learning Outcome 4	Learning Outcome 5	Learning Outcome 6	Learning Outcome 7	Learning Outcome 8	Learning Outcome 9



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(1)	✓	✓	✓	✓	✓	✓	✓	✓	✓
(2)			✓	✓	✓	✓	✓	✓	✓
(3)						✓	✓	✓	✓

Learning Outcome Map:

Course / Module / Internship / Research Component	Criteria of Competencies					
	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
Academic Writing	✓	✓	✓	✓	✓	✓
Information Technologies	✓	✓	✓	✓	✓	✓
Mathematics I	✓	✓	✓	✓	✓	
Principles of Microeconomics	✓	✓	✓	✓	✓	✓
Introduction to Business Administration	✓	✓	✓	✓	✓	✓
Mathematics II	✓	✓	✓	✓	✓	
Principles of Macroeconomics	✓	✓	✓	✓	✓	✓



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Principles of Management	✓	✓	✓	✓	✓	✓
Principles of Marketing	✓	✓	✓	✓	✓	✓
Legal Environment of Business	✓	✓	✓	✓	✓	✓
Business English I	✓	✓	✓	✓	✓	
Introduction to Probability and Statistics	✓	✓	✓	✓	✓	✓
Principles of Accounting	✓	✓	✓	✓	✓	
Data Analysis and Business Modeling with Spreadsheets	✓	✓	✓	✓	✓	
Business English II	✓	✓	✓	✓	✓	
Business Statistics	✓	✓	✓	✓	✓	✓
Financial Accounting	✓	✓	✓	✓	✓	
Introduction to Finance	✓	✓	✓	✓	✓	✓
Human Resource Management	✓	✓	✓	✓	✓	✓
Principles of Branding	✓	✓	✓	✓	✓	✓
Logistics	✓	✓	✓	✓	✓	✓
Operation Management and Business Modelling	✓	✓	✓	✓	✓	✓
Internship	✓	✓	✓	✓	✓	✓
Bachelor Thesis	✓	✓	✓	✓	✓	✓
Managerial Finance I	✓	✓	✓	✓	✓	✓
Introduction to Banking	✓	✓	✓	✓	✓	✓
Managerial Finance II	✓	✓	✓	✓	✓	✓
Financial Institutions	✓	✓	✓	✓	✓	✓
International Finance	✓	✓	✓	✓	✓	
Investments and Portfolio Management	✓	✓	✓	✓	✓	✓



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Financial Statements Analysis	✓	✓	✓	✓	✓	✓
Public Finance	✓	✓	✓	✓	✓	✓
Business Russian (B1)	✓	✓	✓	✓	✓	
Principles of Insurance	✓	✓	✓	✓	✓	✓
Money and Banking	✓	✓	✓	✓		
Real Estate Valuation	✓	✓	✓	✓	✓	
Python for Business and Economics	✓	✓	✓	✓	✓	
Business Russian (B2)	✓	✓	✓	✓	✓	
Business Research Foundations	✓	✓	✓	✓	✓	✓
Fundamentals of Risk Management	✓	✓	✓	✓	✓	
EU Integration and Financial Market Reforms	✓	✓	✓	✓	✓	✓
Financial Mathematics	✓	✓	✓	✓	✓	✓
Accounting and Business Operations Program “Balance”	✓	✓	✓	✓	✓	
Securities Analysis	✓	✓	✓	✓	✓	



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Business Ethics and Corporate Social Responsibility	✓	✓	✓	✓	✓	✓
Organizational Changes and Development	✓	✓	✓	✓	✓	✓
Small and Medium Business Management	✓	✓	✓	✓	✓	✓
Organizational Behavior	✓	✓	✓	✓	✓	✓
Entrepreneurship	✓	✓	✓	✓	✓	✓
International Business Management	✓	✓	✓	✓	✓	✓
Public Relations	✓	✓	✓	✓	✓	
Business Communication	✓	✓	✓	✓	✓	✓
Carrier Management	✓	✓	✓	✓	✓	✓
Leadership	✓	✓	✓	✓	✓	✓
Business Contracts' Composition	✓	✓	✓	✓	✓	✓
Business Forecasting	✓	✓	✓	✓	✓	
Quality Management Principles	✓	✓	✓	✓	✓	✓
Marketing Management	✓	✓	✓	✓	✓	✓



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Strategic Marketing	✓	✓	✓	✓	✓	✓
Consumer Behavior	✓	✓	✓	✓	✓	
Marketing Research Principles	✓	✓	✓	✓	✓	✓
Service Marketing	✓	✓	✓	✓	✓	
Sales Management	✓	✓	✓	✓	✓	✓
Sociology	✓	✓	✓	✓	✓	✓
Business to Business Marketing	✓	✓	✓	✓	✓	✓
Retailing	✓	✓	✓	✓	✓	✓
Integrated Marketing Communications	✓	✓	✓	✓	✓	✓
Advertising and Social Marketing	✓	✓	✓	✓	✓	
Online Marketing	✓	✓	✓	✓	✓	
International Marketing	✓	✓	✓	✓	✓	
Direct Marketing	✓	✓	✓	✓	✓	✓
Copywriting for Advertising	✓	✓	✓	✓	✓	



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Managerial Accounting I	✓	✓	✓	✓	✓	
Principles of Taxation	✓	✓	✓	✓	✓	✓
Managerial Accounting II	✓	✓	✓	✓	✓	
Financial Reporting	✓	✓	✓	✓	✓	
Accounting Software Applications (ORIS)	✓	✓	✓	✓	✓	✓
Audit Foundations	✓	✓	✓	✓	✓	✓
Tax Administration	✓	✓	✓	✓	✓	✓
Ethical Issues in Accounting	✓	✓	✓	✓	✓	✓
Accounting for Government and Nonprofit Organizations	✓	✓	✓	✓	✓	
Bank Accounting	✓	✓	✓	✓	✓	
Consolidated Financial Reporting	✓	✓	✓	✓	✓	
Tax Planning and Strategy	✓	✓	✓	✓	✓	✓
Taxation of International Transactions	✓	✓	✓	✓	✓	
Audit and Assurance	✓	✓	✓	✓	✓	✓



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Tourism and Hospitality Management	✓	✓	✓	✓	✓	✓
Hotel Management	✓	✓	✓	✓	✓	✓
Tourism Policy and Regulations	✓	✓	✓	✓	✓	✓
Resort Management	✓	✓	✓	✓	✓	
Cultural Heritage Tourism	✓	✓	✓	✓	✓	✓
Event Management in Tourism	✓	✓	✓	✓	✓	
Tour Operating	✓	✓	✓	✓	✓	✓
History of World Civilization and Travel	✓	✓	✓	✓	✓	✓
Tourism Resources of Georgia	✓	✓	✓	✓	✓	✓
Environment Protection and Ecotourism	✓	✓	✓	✓	✓	✓
Effective Communication in Tourism and Hospitality	✓	✓	✓	✓	✓	
Tourism and Tourist's Psychology	✓	✓	✓	✓	✓	
Cultural Tourism	✓	✓	✓	✓	✓	
Tourism Development and Planning	✓	✓	✓	✓	✓	



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Food and Beverage Mangement	✓	✓	✓	✓	✓	✓
World Tourism Resources	✓	✓	✓	✓	✓	✓

Methods of Attainment of Learning Outcomes:

Study components considered by the program are carried out using following teaching and learning methods:

Lecture – Lectures involve discussion of major theoretical material, concepts, terms, etc. through ensuring students’ active involvement. It is basically oriented on thorough teaching scientific theories and approaches of study material. During lectures subject related issues are deeply explained, students are actively involved in the discussions and clear perception and comprehension of topics using brain-storming and other interactive methods.

Group work – Group work develops the knowledge and skills of planning and fulfillment of specific tasks under cooperative environment. Group work includes discussion of case studies, quizzes, practical assignments, different examples, through which students obtain skills of problem resolution in teams that in turn ensures development of team working skills and the possession of competencies of considering and accepting others opinion.

Practice / lab work – In order to ensure deep understanding and perception of the issues, practice/lab work concentrates on accurate discussion of relevant examples, cases, video materials, exercises and the ways of their resolution, which ensures the formation of students’ ability to use the obtained theoretical knowledge in practice and develop analytic and creative thinking.

Seminar – The aim of seminars is to create the context for students which enables them to get the details, and better understand and realize the issues and topics discussed during lectures. Seminar is the means of knowledge transfer, involves discussion and drawing conclusions, and it is coordinated by a lecturer with certain specific objectives. Seminars are conducted in accordance to specific aims and are in line with the material covered throughout lecturers.

Independent work – Through independent work students deepen and internalize the knowledge obtained throughout the lecturers. Independent work involves searching for the materials through course-books or other sources of information, realizing and learning the obtained information; it also involves completing home-tasks. All these activities deepen the interest in certain issues, the wish to study these issues independently, they help students develop the ability of thinking independently, analyze the obtained information and draw conclusions.



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The teaching and learning methods mentioned above are fulfilled using following activities:

Presentation (by lecturer) – The method consists of narration and speaking through which the information is provided by a teacher to a learner. Through this process teacher transfers knowledge verbally, explains the material and students obtain this knowledge through listening, memorizing and comprehension. It is important to make sure that understanding occurs and information is perceived correctly. In case of necessity additional instruction should be provided. A teacher is giving specific examples and provides detailed explanation.

Demonstration - It demonstrates information visually. It's sufficiently effective when reaching the result because it takes into consideration the interests of different students. Learning material can be demonstrated by lecturer or student. This method helps different steps of learning process to be seen visually and concretize, what should student do independently. At the same time, this strategy visually demonstrates the main point of the subject/problem.

Induction – modern, one of the most effective student-oriented methods. Major objective of this method is to collect much data and by generalizing the observed perspectives discover general principles through which it is possible to discuss the facts, cases and events and explain them. Learning is oriented at relying on facts and developing rules through generalizing these facts, thus, moving from specific facts to general rules.

Deduction – a traditional method of teaching and learning which sees a teacher as a major source of information and students learn general theories through a teacher's supervision. Deductive method of learning determines that kind of any subject knowledge, which presents the process when depending on general knowledge we discover new knowledge, so the process goes from general to concrete.

Analysis – In the modern world majority of disciplines have become complex; accordingly, courses in these fields require complex approaches. The method of analysis helps us to dismantle multi-disciplinary and inter-disciplinary courses into parts which allows dividing an issue under the study into separate aspects. This helps to discuss separate issues in details.

Synthesis - Method of synthesis means back-procedure, using some parts and making the whole with them. This method helps to see the whole problem.

Case Study – active problem-situation analysis method, which presupposes discussing real cases and discussing them which allows students to look at the issues from different perspectives, analyze possible solutions of the problem and choose and justify specific strategies, objectives and expected outcomes. A case presents a context and it is an instrument by itself which allows a student to use specific knowledge obtained through the course and put it into practice in the context which is close to real-life situation.



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Brain Storming - collecting as many/various ideas about the topic/issue as possible. The method enhances development of creative approach towards the problem. It supports the development of creative approaches when students try to see an issue from different perspectives. This approach ensures that every person is involved in the learning process. It is efficient for a large group and is used in stages.

Discussion / Debates – one of the most broadly spread interactive methods; discussion raises the level of student involvement; while discussion different opinions are confronted and the discussion is not limited to the questions asked by a teacher. Overall aim is to synthesise different views. This method develops students' ability of reflection and argumentation.

Simulation, Role Plays and Situational Games – belong to game-type of methods which consist of simulation (role-play) games, didactic or educational games, situational games, game-like approaches and procedures. Games developed through pre-developed scenarios enable students to look at important issues from different perspectives. They help students to form alternative viewpoints. Like discussion, these games develop students' ability to express their own opinion independently and defend their attitudes in a dispute.

Project – This approach is a unity of perceptive methods, which makes it possible to solve a problem through students' independent work and presenting the achieved solutions. This approach raises students' motivation and responsibility; working on the project involves planning, research, practical activities and presenting the results; the projects are complete if the outcomes are presented in a convincable manner through exemplifying specific results; a project could be done individually, in peer or group work; upon completion, the project is presented to a broader audience.

Presentation (by student/students) – Taking into consideration the development of technology presentation is one of the most interactive and effective ways of teaching. It is a combination of teaching and learning methods which allows a student to solve a problem through independent work and presenting the outcomes. This method raises students' motivation to work independently; it also develops specific skills – planning, researching, and presenting data in an effective manner; it develops skills to work in groups or individually.

Teaching though Electronic Sources – The method implies teaching through internet and the means of multimedia. It consists of all the components of teaching process that are realized through specific means of internet and multimedia.

Task Solving – Gradual mastering of theoretical material through solution of specific tasks that ensures development of skills of using theoretical knowledge independently. While solving the tasks the lecturer pays attention to the methods of task solution and to the relevant use of the various schemes or chart drawing techniques or to the techniques of task solution;



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Problem Solving – The method of teaching that enables employment of newly obtained knowledge by students through study, analysis and solution of specific problem. While employing this method it is important to assess and analyze the results received through the solution of a specific problem. By using this method the skills and the ability of a student to use obtained knowledge in practice is developed.

Group Work – Teaching method through which students are divided into the groups and the assignments are given to each of the groups. Group members process the information individually and share their ideas to other group members at the same time. Group members may be assigned different functions depending on the objective defined by the task. This method ensures active involvement of each student in the process of teaching.

Individual Work – The method when a student individually performs the tasks and the assignments determined through the academic process.

Working with a Course-Book – Actively used method in a process of learning through which a student process given material by using given literature and other sources.

Doing Homework – Independent work when students do the home assignments determined through the academic process. Doing home assignments implies reading, processing and studying material determined through the study course as well as doing given assignments in written form or presenting them orally.



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Student Knowledge Evaluation System: The goal of evaluation is to determine student's education results qualitatively in relation to academic program goals and parameters.

Student may be assessed orally and/or in a written way. A student's knowledge and skills are assessed through 100 points grading system. It consists of midterm and final evaluations, sum of which makes up 100 points.

Grading system allows:

a) Five types of positive grades

- 1) (A) Excellent – 91-100 points;
- 2) (B) Very good – 81-90 points;
- 3) (C) Good – 71-80 points;
- 4) (D) Satisfactory – 61-70 points;
- 5) (E) Acceptable – 51-60 points.

b) Two types of negative grades

- 1) (FX) Fail – 41-50 points, meaning that a student requires some more work before passing and is given a chance to sit an additional examination after independent work;
- 2) (F) Fail – 40 points and less, meaning that the work of a student is not acceptable and he/she has to study the subject anew.

For the midterm and final evaluations minimal passing grade is 30% of the relevant assessment.

Midterm and final evaluation grade distribution, their minimal competence levels and assessment criteria are described in the corresponding syllabus.

A credit can be awarded only after the attainment of learning outcomes, envisaged by the course syllabus and following requirements:

- a) Obtaining minimal competence levels set for midterm and final evaluations;



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b) Obtaining minimum 51 points out of 100 points of final grade.

A student is allowed to take an additional (make-up) exam in case he/she scored 41-50 points of final grade or minimum 51 points, but did not obtain minimal competence level set for final evaluation.

Considering its specification, the format and the assessment criteria of mid-term and final evaluations can be determined in the specific course syllabus/bachelor thesis syllabus/internship syllabus.

Specificities of the Organization of the Teaching Process: 240 ECTS covered by the program is distributed in four academic years, eight semesters, 30 credits in each semester.

Credit counting system is based on European Credit Transfer System (ECTS): 1 credit = 25 hours, which cover both contact hours and student's independent working hours.

During the first four semesters students study core courses of Business Administration and starting from the fifth semester they choose a desired concentration.

In the last semester, students are obliged to take either Internship to which 10 ECTS is allocated, and to write a bachelor's thesis, which includes 7 credits.

Within the program, out of 240 credits a student can choose any Minor Program (60 ECTS) throughout the university or 65 ECTS as free credits in the frame of which student is allowed to choose the course from any of the Bachelor Educational Programs throughout the university.

English Language is compulsory if a student cannot prove B2 level of English through testing results. A student is free from English Language in case he/she submits international certificate proving B2 level of English as well.

Four levels of foreign languages are defined as follows: A1, A2, B1, B2. After choosing a foreign language by a student the level of knowledge of chosen foreign language is determined through testing results or presenting international certificate. After which a student can start the chosen foreign language from the relevant level.



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Field of employment: With the help of skills acquired within the Bachelor program of Business Administration, the graduates will be able to work in the public and private sector, in different profile organizations (production and business structures), where it practically performs basic professional functions both independently and in the group. Graduates can continue studying not only business, but also other profiles, taking into consideration the requirements of admission to the relevant Masters Program and the requirements of the legislation.

Information Concerning Material Resources Necessary for the Implementation of the programme: International Black Sea University is fully equipped with all the necessary material resources aimed to fulfil the educational program successfully:

- ✓ Classrooms equipped with different educational facilities;
- ✓ Computer laboratories with full access to internet;
- ✓ University library equipped with modern technologies, internet, and rich paper and electronic books;
- ✓ Corresponding resources to the course relevant topics available through the electronic database of the university (through Smart portal);
- ✓ Other material resources owned by the university.

Compulsory literature indicated in syllabuses is available in the university's library.



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Study Plan

Course / Module / Internship / Research Component	Status	Credit number	Distribution of credits per courses and semesters								Distribution of hours							
			I s.y.		II s.y.		III s.y.		IV s.y.		Contact hours					Independent work	Total number of hours	Number of contact hours per week
			I Semester	II Semester	III Semester	IV Semester	V Semester	VI Semester	VII Semester	VIII Semester	Lecture / Consultation	Seminar / Group Work / Practice / Lab. Work	Midterm exam(s)	Final exam	Total number of contact hours			
Minor Program/Free Credits	Elective	65			10	10	10	10	10	15	364	195	26	26	611	1014	1625	39
Compulsory Courses	Compulsory	130	25	25	20	22	10	5	6	17	526	720	44	46	1336	1914	3250	86
Academic Writing	Compulsory	5	5								15	28	2	2	47	78	125	3
Information Technologies	Compulsory	5	5								14	29	2	2	47	78	125	3
Mathematics I	Compulsory	5	5								28	30	2	2	62	63	125	4
Principles of Microeconomics	Compulsory	5	5								27	16	2	2	47	78	125	3
Introduction to Business Administration	Compulsory	5	5								26	17	2	2	47	78	125	3
Mathematics II	Compulsory	6		6							28	30	2	2	62	88	150	4
Principles of Macroeconomics	Compulsory	5		5							27	16	2	2	47	78	125	3
Principles of Management	Compulsory	5		5							28	15	2	2	47	78	125	3
Principles of Marketing	Compulsory	5		5							18	25	2	2	47	78	125	3
Legal Environment of Business	Compulsory	4		4							28	15	2	2	47	53	100	3
Business English I	Compulsory	5			5*	5*					28	15	2	2	47	78	125	3



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Introduction to Probability and Statistics	Compulsory	5			5					14	29	2	2	47	78	125	3	
Principles of Accounting	Compulsory	5			5					16	27	2	2	47	78	125	3	
Data Analysis and Business Modeling with Spreadsheets	Compulsory	5			5					14	29	2	2	47	78	125	3	
Business English II	Compulsory	5			5*	5*				28	15	2	2	47	78	125	3	
Business Statistics	Compulsory	6			6					20	38	2	2	62	88	150	4	
Financial Accounting	Compulsory	6			6					30	28	2	2	62	88	150	4	
Introduction to Finance	Compulsory	5			5					27	16	2	2	47	78	125	3	
Human Resource Management	Compulsory	5				5				28	15	2	2	47	78	125	3	
Principles of Branding	Compulsory	5				5				25	18	2	2	47	78	125	3	
Logistics	Compulsory	5					5			27	16	2	2	47	78	125	3	
Operations Management and Business Modelling	Compulsory	6						6		30	28	2	2	62	88	150	4	
Internship	Compulsory	10						10*	10*		180		1	181	69	250	12	
Bachelor Thesis	Compulsory	7						7*	7*		45		1	46	129	175	3	
Finances Concentration	Elective	45					15	20	15/20	10/15	254	178	18	18	468	632	1100	30
Compulsory Courses of Concentration	Compulsory	37					11	16	10		198	148	14	14	374	526	900	24
Managerial Finance I	Compulsory	6				6				28	30	2	2	62	88	150	4	
Introduction to Banking	Compulsory	5				5				29	14	2	2	47	78	125	3	
Managerial Finance II	Compulsory	6					6			29	29	2	2	62	88	150	4	
Financial Institutions	Compulsory	6					6			43	15	2	2	62	88	150	4	
International Finance	Compulsory	4					4			26	17	2	2	47	53	100	3	
Investments and Portfolio Management	Compulsory	5						5		28	15	2	2	47	78	125	3	



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Financial Statements Analysis	Compulsory	5							5		15	28	2	2	47	78	125	3
Elective Courses of Concentration	Elective	8					4	4	5/10	10/5	56	30	4	4	94	106	200	6
Principles of Taxation	Elective	4					4				29	14	2	2	47	53	100	3
Public Finance	Elective	4					4				26	17	2	2	47	53	100	3
Principles of Insurance	Elective	4					4				27	16	2	2	47	53	100	3
Business Russian (B1)	Elective	5					5				15	28	2	2	47	78	125	3
Accounting Software Applications (ORIS)	Elective	4						4			16	27	2	2	47	53	100	3
Money and Banking	Elective	4						4			27	16	2	2	47	53	100	3
Real Estate Valuation	Elective	4						4			25	18	2	2	47	53	100	3
Python for Business and Economics	Elective	5						5			16	27	2	2	47	78	125	3
Business Russian (B2)	Elective	5						5			15	28	2	2	47	78	125	3
Fundamentals of Risk Management	Elective	5							5		28	15	2	2	47	78	125	3
Business Research Foundations	Elective	5							5		20	23	2	2	47	78	125	3
EU Integration and Financial Market Reforms	Elective	5							5		29	14	2	2	47	78	125	3
Financial Mathematics	Elective	5								5	26	17	2	2	47	78	125	3
Accounting and Business Operations Program "Balance"	Elective	5								5	16	27	2	2	47	78	125	3
Securities Analysis	Elective	5								5	29	14	2	2	47	78	125	3
Management Concentration	Elective	45					14	19	17/22	10/15	254	193	18	18	483	642	1125	31
Compulsory Courses of Concentration	Compulsory	37					10	15	12		198	163	14	14	389	536	925	25
Managerial Finance I	Compulsory	6					6				28	30	2	2	62	88	150	4



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Business Ethics and Corporate Social Responsibilites	Compulsory	4					4				29	14	2	2	47	53	100	3
Organizational Change and Development	Compulsory	6					6				28	30	2	2	62	88	150	4
Small and Medium-sized Business Management	Compulsory	5					5				28	15	2	2	47	78	125	3
Organizational Behavior	Compulsory	4					4				27	16	2	2	47	53	100	3
Entrepreneurship	Compulsory	6						6			30	28	2	2	62	88	150	4
International Business Management	Compulsory	6						6			28	30	2	2	62	88	150	4
Elective Courses of Concentration	Elective	8					4	4	5/10	10/5	56	30	4	4	94	106	200	6
Public Relations	Elective	4					4				29	14	2	2	47	53	100	3
Business Communication	Elective	4					4				29	14	2	2	47	53	100	3
Business Russian (B1)	Elective	5					5				15	28	2	2	47	78	125	3
Career Management	Elective	4						4			18	10	2	2	32	68	100	2
Business to Business Marketing	Elective	4						4			26	17	2	2	47	53	100	3
Leadership	Elective	4						4			28	15	2	2	47	53	100	3
Business Russian (B2)	Elective	5						5			15	28	2	2	47	78	125	3
Sales Management	Elective	5							5		28	15	2	2	47	78	125	3
Business Research Foundations	Elective	5							5		20	23	2	2	47	78	125	3
Business Contracts' Composition	Elective	5								5	28	15	2	2	47	78	125	3
Business Forecasting	Elective	5								5	29	14	2	2	47	78	125	3
Quality Management Principles	Elective	5								5	25	18	2	2	47	78	125	3
Marketing Concentration	Elective	45					16	20	15/20	10/15	365	254	26	26	671	954	1625	43



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Compulsory Courses of Concentration	Compulsory	38						12	16	10			220	184	16	16	436	614	1050	28
Managerial Finance I	Compulsory	6						6					28	30	2	2	62	88	150	4
Marketing Management	Compulsory	6						6					31	27	2	2	62	88	150	4
Strategic Marketing	Compulsory	6							6				28	30	2	2	62	88	150	4
Consumer Behavior	Compulsory	6							6				31	27	2	2	62	88	150	4
Market Research Principles	Compulsory	4							4				20	23	2	2	47	53	100	3
Services Marketing	Compulsory	5								5			29	14	2	2	47	78	125	3
Sales Management	Compulsory	5								5			28	15	2	2	47	78	125	3
Elective Courses of Concentration	Elective	7						4	4	5/10	10/5		56	30	4	4	94	106	200	6
Sociology	Elective	4						4					26	17	2	2	47	53	100	3
Public Relations	Elective	4						4					29	14	2	2	47	53	100	3
Business Communication	Elective	4						4					29	14	2	2	47	53	100	3
Business Russian (B1)	Elective	5						5					15	28	2	2	47	78	125	3
Business to Business Marketing	Elective	4							4				26	17	2	2	47	53	100	3
Retailing	Elective	4							4				18	25	2	2	47	53	100	3
Integrated Marketing Communications	Elective	4							4				24	19	2	2	47	53	100	3
Business Russian (B2)	Elective	5							5				15	28	2	2	47	78	125	3
Advertising and Social Marketing	Elective	5								5			28	15	2	2	47	78	125	3
Online Marketing	Elective	5								5			24	19	2	2	47	78	125	3
Business Research Foundations	Elective	5								5			20	23	2	2	47	78	125	3
International Marketing	Elective	5									5		29	14	2	2	47	78	125	3



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Direct Marketing	Elective	5							5	28	15	2	2	47	78	125	3	
Copywriting for Advertisement	Elective	5							5	20	23	2	2	47	78	125	3	
Accounting and Audit Concentration	Elective	45					14	20	15/ 20	10/ 15	344	275	26	26	671	954	1625	43
Compulsory Courses of Concentration	Compulsory	36					10	16	10		204	200	16	16	436	614	1050	28
Managerial Accounting I	Compulsory	6					6				26	32	2	2	62	88	150	4
Principles of Taxation	Compulsory	4					4				29	14	2	2	47	53	100	3
Managerial Accounting II	Compulsory	6						6			26	32	2	2	62	88	150	4
Financial Reporting	Compulsory	6						6			30	28	2	2	62	88	150	4
Accounting software applications(ORIS)	Compulsory	4						4			16	27	2	2	47	53	100	3
Audit Foundations	Compulsory	5							5		20	23	2	2	47	78	125	3
Tax Administration	Compulsory	5							5		27	16	2	2	47	78	125	3
Elective Courses of Concentration	Elective	9					4	4	5/ 10	10/ 5	56	30	4	4	94	131	225	6
Public Finance	Elective	4					4				26	17	2	2	47	53	100	3
Introduction to Banking	Elective	5					5				29	14	2	2	47	53	100	3
Ethical Issues in Accounting	Elective	4					4				29	14	2	2	47	53	100	3
Business Russian (B1)	Elective	5					5				15	28	2	2	47	78	125	3
Accounting for Government and Nonprofit Entities	Elective	4						4			28	15	2	2	47	53	100	3
Bank Accounting	Elective	4						4			29	14	2	2	47	53	100	3
Real Estate Valuation	Elective	4						4			25	18	2	2	47	53	100	3
Python for Business and Economics	Elective	5						5			16	27	2	2	47	78	125	3
Business Russian (B2)	Elective	5						5			15	28	2	2	47	78	125	3



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Consolidated Financial Reporting	Elective	5							5		28	15	2	2	47	78	125	3
Financial Statement Analysis	Elective	5							5		15	28	2	2	47	78	125	3
Business Research Foundations	Elective	5							5		20	23	2	2	47	78	125	3
Tax Planning and Strategies	Elective	5							5		27	16	2	2	47	78	125	3
International Taxation	Elective	5							5		29	14	2	2	47	78	125	3
Audit and Assurance	Elective	5							5		18	25	2	2	47	78	125	3
Accounting and Business Operations Program “Balance”	Elective	5							5		16	27	2	2	47	78	125	3
Tourism Concentration	Elective	45					16	20	15/20	10/15	320	299	26	26	671	954	1625	43
Compulsory Courses of Concentration	Compulsory	38					12	16	10		175	229	16	16	436	614	1050	28
Tourism and Hospitality Management	Compulsory	6					6				28	30	2	2	62	88	150	4
Hotel Management	Compulsory	6					6				29	29	2	2	62	88	150	4
Tourism Policy and Regulations	Compulsory	6						6			22	36	2	2	62	88	150	4
Resort Management	Compulsory	4						4			14	29	2	2	47	53	100	3
Cultural Heritage Tourism	Compulsory	6						6			26	32	2	2	62	88	150	4
Event Management in Tourism	Compulsory	5							5		16	27	2	2	47	78	125	3
Tour Operating	Compulsory	5							5		16	27	2	2	47	78	125	3
Elective Courses of Concentration	Elective	7					4	4	5/10	10/5	56	30	4	4	94	106	200	6
History of World Civilization and Travel	Elective	4					4				24	19	2	2	47	53	100	3
Tourism Resources of Georgia	Elective	4					4				16	27	2	2	47	53	100	3
Environment Protection and Ecotourism	Elective	4					4				29	14	2	2	47	53	100	3



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Effective Communication in Tourism and Hospitality	Elective	4					4				29	14	2	2	47	53	100	3
Business Russian (B1)	Elective	5					5				15	28	2	2	47	78	125	3
Tourism and Tourist's Psychology	Elective	4						4			29	14	2	2	47	53	100	3
Cultural Tourism	Elective	4						4			29	14	2	2	47	53	100	3
Tourism Development and Planning	Elective	4						4			21	22	2	2	47	53	100	3
Business Russian (B2)	Elective	5						5			15	28	2	2	47	78	125	3
Business Research Foundations	Elective	5							5		20	23	2	2	47	78	125	3
Food and Beverage Mangement	Elective	5							5		29	14	2	2	47	78	125	3
Services Marketing	Elective	5							5		29	14	2	2	47	78	125	3
Advertising and Social Marketing	Elective	5							5		28	15	2	2	47	78	125	3
World Tourism Resources	Elective	5								5	16	27	2	2	47	78	125	3
Total		240	30	30	30	30	30	30	30	30	1215	1098	92	93	2498	3502	6000	160

Note:

1. Distribution of hours for foreign language is provided as it is in the syllabus for English Language;
2. Distribution of hours for free credits, for the courses of minor program and for the elective courses is tentative.



EDUCATIONAL PROGRAM

Prerequisite Map

Course		Prerequisites		
Academic Writing	-	-	-	-
Information Technologies	-	-	-	-
Mathematics I	-	-	-	-
Principles of Microeconomics	-	-	-	-
Introduction to Business Administration	-	-	-	-
Mathematics II	Mathematics I	-	-	-
Principles of Macroeconomics	Principles of Microeconomics	-	-	-
Principles of Management	-	-	-	-
Principles of Marketing	-	-	-	-
Legal Environment of Business	-	-	-	-
Business English I	English Language B2	English Language B1	English Language A2	English Language A1
Introduction to Probability and Statistics	Mathematics II	Mathematics I	-	-
Principles of Accounting	-	-	-	-
Data Analysis and Business Modeling with Spreadsheets	Information Technology	-	-	-
Business English II	Business English I	English Language B2	English Language B1	English Language A2
Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I	-
Financial Accounting	Principles of Accounting	-	-	-
Introduction to Finance	-	-	-	-
Human Resource Management	Principles of Management	-	-	-
Principles of Branding	Principles of Marketing	-	-	-
Logistics	Principles of Management	-	-	-
Operations Management and Business Modelling	Principles of Management	-	-	-
Internship	Compulsory credits of previous semesters			
Bachelor Thesis	Compulsory credits of previous semesters			



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Managerial Finance I	Introduction to Finance	-	-	-
Introduction to Banking	-	-	-	-
Managerial Finance II	Managerial Finance I	Introduction to Finance	-	-
Financial Institutions	Introduction to Finance	-	-	-
International Finance	Introduction to Finance	-	-	-
Investments and Portfolio Management	Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I
Financial Statements Analysis	Financial Accounting	Principles of Accounting	-	-
Public Finance	Principles of Macroeconomics	Principles of Microeconomics	-	-
Business Russian (B1)	Russian Language A2.2	Russian Language A2.1	Russian Language A1.2	Russian Language A1.1
Principles of Insurance	-	-	-	-
Money and Banking	Principles of Macroeconomics	Principles of Microeconomics	-	-
Real Estate Valuation	Introduction to Statistics and Probability	Mathematics II	Mathematics I	-
Python for Business and Economics	Data Analysis and Business Modeling with Spreadsheets	Information Technology	-	-
Business Russian (B2)	Business Russian (B1)	Russian Language A2.2	Russian Language A2.1	Russian Language A1.2
Business Research Foundations	Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I
Fundamentals of Risk Management	Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I
EU Integration and Financial Market Reforms	Financial Institutions	Introduction to Finance	-	-
Financial Mathematics	Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I
Securities Analysis	Business Statistics	Introduction to Statistics and Probability	Mathematics II	Mathematics I
Accounting and Business Operations Program “Balance”	Principles of Accounting, Introduction to Business Administration	-	-	-
Business Ethics and Corporate Social Responsibilites	Introduction to Business Administration	-	-	-



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Organizational Change and Development	Principles of Management	-	-	-
Small and Medium-sized Business Management	Introduction to Finance, Principles of Marketing	-	-	-
Organizational Behavior	Principles of Management	-	-	-
Entrepreneurship	Small and Medium-sized Business Management	Principles of Management Introduction to Finance, Principles of Marketing	-	-
International Business Management	Principles of Management	-	-	-
Public Relations	Principles of Marketing	-	-	-
Business Communication	Principles of Management	-	-	-
Career Management	Human Resource Management	Principles of Management	-	-
Leadership	Principles of Management	-	-	-
Business Contracts' Composition	Principles of Management Legal Environment of Business	-	-	-
Business Forecasting	Business Statistics	Introduction to Probability and Statistics	Mathematics II	Mathematics I
Quality Management Principles	Principles of Management	-	-	-
Marketing Management	Principles of Marketing	-	-	-
Strategic Marketing	Marketing Management	Principles of Marketing	-	-
Consumer Behavior	Principles of Marketing	-	-	-
Market Research Principles	Principles of Marketing	-	-	-
Services Marketing	Principles of Marketing	-	-	-
Sales Management	Principles of Marketing	-	-	-
Sociology	-	-	-	-
Business to Business Marketing	Principles of Marketing	-	-	-
Retailing	-	-	-	-
Integrated Marketing Communications	Principles of Marketing	-	-	-
Advertising and Social Marketing	Principles of Marketing	-	-	-
Online Marketing	Principles of Marketing	-	-	-



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International Marketing	Marketing Management	Principles of Marketing	-	-
Direct Marketing	Principles of Marketing	-	-	-
Copywriting for Advertisement	Advertising and Social Marketing	-	-	-
Managerial Accounting I	Financial Accounting	Principles of Accounting	-	-
Principles of Taxation	Legal Environment of Business	-	-	-
Managerial Accounting II	Managerial Accounting I	Principles of Accounting	-	-
Financial Reporting	Financial Accounting	Principles of Accounting	-	-
Accounting Software Applications (ORIS)	Principles of Accounting	-	-	-
Audit Foundations	Financial Accounting	Principles of Accounting	-	-
Tax Administration	Principles of Taxation	Legal Environment of Business	-	-
Ethical Issues in Accounting	-	-	-	-
Accounting for Government and Nonprofit Entities	Principles of Accounting	-	-	-
Bank Accounting	Introduction to Banking	-	-	-
Consolidated Financial Reporting	Financial Reporting	Financial Accounting	Principles of Accounting	-
Tax Planning and Strategies	Principles of Taxation	Legal Environment of Business	-	-
International Taxation	Principles of Taxation	Legal Environment of Business	-	-
Audit and Assurance	Audit Foundations	Financial Accounting	Principles of Accounting	-
Accounting and Business Operations Program “Balance”	Principles of Accounting, Introduction to Business Administration	-	-	-
Tourism and Hospitality Management	-	-	-	-
Hotel Management	-	-	-	-
Tourism Policy and Regulations	Legal Environment of Business	-	-	-
Resort Management	-	-	-	-



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Cultural Heritage Tourism	-	-	-	-
Event Management in Tourism	-	-	-	-
Tour Operating	-	-	-	-
History of World Civilization and Travel	-	-	-	-
Tourism Resources of Georgia	-	-	-	-
Environment Protection and Ecotourism	-	-	-	-
Effective Communication in Tourism and Hospitality	-	-	-	-
Tourism and Tourist's Psychology	-	-	-	-
Cultural Tourism	-	-	-	-
Tourism Development and Planning	-	-	-	-
Food and Beverage Mangement	-	-	-	-
World Tourism Resources	-	-	-	-



EDUCATIONAL PROGRAM

Additional Table of Study Plan

№	Course	Code	Semester	Prerequisites	Lecturer	Obligatory Literature
1	Academic Writing	BUS119	I	None	Dr. Maia Chkotua, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Chapman, R. (2007). English for emails. Oxford University Press. 2. Evans, V. (2000). Successful writing. Express Publishing. 3. Gilling, D. A. (2013). The essential handbook for business writing. Greenlink Consulting, Canada. 4. Michel, K. (2008). Business and report writing skills at CSU. Charles Stuart University. 5. Williams, A. (2013). Improve your reading and referencing skills. Academic skills series. Collins, London.
2	Information Technologies	CEN122	I	None	Gela Pataraiia, Master, invited lecturer	<ol style="list-style-type: none"> 1. Laboratory Works, E-Sources, 2. Microsoft Word 2016 Step by Step – Joan Lambert, Microsoft Press, Redmond, Washington, 2015 3. Microsoft PowerPoint 2016 Step by Step – Joan Lambert, Microsoft Press, Redmond, Washington, 2015 4. Microsoft Excel 2016 Step by Step – Curtis Frye, Microsoft Press, Redmond, Washington, 2015



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3	Mathematics I	BUS113	I	None	Prof. Dr. Nino Partsvania Dr. Avtandil Gagnidze, Invited Lecturer	<ol style="list-style-type: none"> 1. R. Barnett, M. Ziegler, and K. Byleen, "Calculus for Business, Economics, Life Sciences, and Social Sciences" (12th edition). Pearson, Prentice Hall, 2011. 2. A. Gagnidze, Lecture Notes on Applied Linear Algebra. Caucasus University, 2008. 3. Weekly Summary of Lectures (http://smart.ibsu.edu.ge).
4	Principles of Microeconomics	BUS221	I	None	Dr. Tatiana Papiashvili, Affiliated Professor Dr. Azer Dilanchiev, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Principles of Economics, Karl E. Case, Ray C. Fair, Pearson, 2012.
5	Introduction to Business Administration	BUS111	I	None	Dr. Tea Kbiltsetskhilashvili, Affiliated Professor Dr. Maka Bughulashvili, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Bovee C.L., Thill J.V (2015) Business in Action, 7th edition, Pearson 2. Pride, Hughes, Kapoor. (2014). Business. 12th ed. Cengage Learning.
6	Mathematics II	BUS114	II	Mathematics I	Prof. Dr. Nino Partsvania Dr. Avtandil Gagnidze, Invited Lecturer	<ol style="list-style-type: none"> 1. R. Barnett, M. Ziegler, and K. Byleen, "Calculus for Business, Economics, Life Sciences, and Social Sciences" (12th edition). Pearson, Prentice Hall, 2011. 2. Weekly Summary of Lectures (http://smart.ibsu.edu.ge).
7	Principles of Macroeconomics	BUS222	II	None	Dr. Tatiana Papiashvili, Affiliated Professor Dr. Azer Dilanchiev, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Principles of Economics, Karl E. Case, Ray C. Fair, Pearson, 2012.
8	Principles of Management	MGT102	II	None	Dr. Teona Maisuradze, Affiliated Associate Professor Dr. Maka Bughulashvili, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Stephen P. Robbins and Mary Coulter, 2016, Management, (Thirteenth Edition), Pearson 2. Daft R. L., Kendrick M., Vershinina N. 2010 – Management – South Western: Cengage Learning;



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						<ol style="list-style-type: none"> 3. Daft R. – Management – 2009 – 9th edition: Cengage Learning; 4. Hard-book, Essentials of Organizational Behavior by Stephen P. Robbins, Tomothy A. Judge, 2015; 5. Lecture Notes by Teona Maisuradze.
9	Principles of Marketing	MKT102	II	None	Dr. Kakhaber Jakeli, Affiliated Associate Professor Dr. Tornike Khoshtaria, Invited Lecturer	<ol style="list-style-type: none"> 1. Armstrong G. and Kotler P. (2014) Marketing Management, 14th edition, Prentice Hall, Pearsons, Millennium Edition.
10	Legal Environment of Business	BUS106	II	None	Dr. Goga Kikilashvili, Invited Lecturer Dr. Malkhaz Chakhnashvili, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Legal Environment of Business (E-Reader), Goga Kikilashvili, 2020; 2. Civil Code of Georgia; 3. Labor Code of Georgia; 4. Law of Georgia on Entrepreneurs.
11	Business English I	BUS117	III	English B2	Dr. Teona Maisuradze, Affiliated Associate Professor	<ol style="list-style-type: none"> 1. Allison J., Emmerson, P. The Business (Upper-Intermediate), Pearson Education Limited. Level B2 2. Tonya Trappe and Graham Tullis, Intelligent Business, Pearson Education, 2011.
12	Introduction to Statistics and Probability	BUS213	III	Mathematics II	Dr. Avtandil Gagnidze, Invited Lecturer	<ol style="list-style-type: none"> 1. "Statistics for Business and Economics" (8th Edition) by Paul Newbold, William L. Carlson, Betty Thorne Elliott. Prentice Hall, 2013 2. Lecture Notes, Handouts, Practice Notes on Smart
13	Principles of Accounting	ACT211	III	None	Dr. Metin Mercan, Affiliated Associate Professor Mikheil Gvatua, Master, invited lecturer	<ol style="list-style-type: none"> 1. Financial Accounting, ACCA Paper F3, Interactive Text, BPP Learning Media, 2011.



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						2. Financial Accounting, ACCA Paper F3, Class Notes, London School of Business and Finance, 2011.
14	Data Analysis and Business Modeling with Spreadsheets	FIN411	III	Information Technology	Aleksandre Dvali, Master, Invited Lecturer	1. Wayne L. Winston, Microsoft Excel 2013: Data Analysis and Business Modeling, 1st Edition, Published in 2014.
15	Business English II	BUS118	IV	Business English I	Dr. Teona Maisuradze, Affiliated Associate Professor	1. Tonya Trappe and Graham Tullis, Intelligent Business, Pearson Education, 2011. 2. Simon Sweeney, English for Business Communication, Cambridge University Press, Second Edition
16	Business Statistics	BUS214	IV	Introduction to Statistics and Probability	Dr. Avtandil Gagnidze, Invited Lecturer	1. Paul Newbold, William L. Carlson, Betty M. Throne, Statistics for Business and Economics, Eighth Edition, Pearson Education, 2013. 2. Handouts and Lecture Notes
17	Financial Accounting	ACT314	IV	Principles of Accounting	Dr. Metin Mercan, Affiliated Associate Professor Mikheil Gvatua, Master, invited lecturer	1. Financial Accounting, ACCA Paper F3, Interactive Text, BPP Learning Media, 2011. 2. Financial Accounting, ACCA Paper F3, Class Notes, London School of Business and Finance, 2011.
18	Introduction to Finance	FIN202	IV	None	Dr. Tea Kbiltsetskhlashvili, Affiliated Professor Dr. Ilia Botsvadze, Affiliated Associate Professor Dr. Salavat Sayfullin, Affiliated Associate	1. Introduction to Finance: Markets, Investments and Financial Management (16 th Edition), Roland W. Melicher, Edgar A. Norton, Wiley, 2017.



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19	Managerial Finance I	FIN301	V	Introduction to Finance	Dr. Metin Mercan, Affiliated Associate Professor Ekaterine Papiashvili, Master, Invited Lecturer	<ol style="list-style-type: none"> Principles of Managerial Finance by Lawrence J. Gitman, 13th Edition, Pearson (2012); Corporate Finance, Berk and DeMarzo, 3th Edition, Pearson (2014).
20	Introduction to Banking	FIN305	V	None	Dr. Salavat Sayfullin, Affiliated Associate Professor Dr. Sophio Khundadze, Invited Lecturer	<ol style="list-style-type: none"> Barbara Casu, Claudia Girardone, Philip Molyneux (2015). Introduction to Banking, second ed; Pearson Education, Prentice Hall. The Parliament of Georgia (2009), Organic Law of Georgia on the National Bank of Georgia, N 1676 - II ს. Tbilisi. National Bank of Georgia (1996), The Law of Georgia on the Banking Activities of Commercial Banks, N 121 - II ს. Tbilisi.
21	Principles of Taxation	ACT305	V	Legal Environment of Business	Shalva Kilasonia, Master, invited lecturer	<ol style="list-style-type: none"> Steven J. Rice, Introduction to Taxation, USA, 1996; Tax Code of Georgia;
22	Managerial Finance II	FIN302	VI	Managerial Finance I	Dr. Metin Mercan, Affiliated Associate Professor Ekaterine Papiashvili, Master, Invited Lecturer	<ol style="list-style-type: none"> Corporate Finance by Jonathan Berk and Peter DeMarzo, Pearson Addison Wesley Publishing, International Edition, 2007 (CF_BD).
23	Financial Institutions	FIN401	VI	Introduction to Finance	Dr. Ketevan Lapachi, Affiliated Professor	<ol style="list-style-type: none"> Financial Markets and Institutions” by Frederick S. Mishkin and Stanley G. Eakins, 7th edition. Pearson International, 2012



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24	International Finance	FIN304	VI	Introduction to Finance	Dr. Tea Kbiltsetskhlashvili, Affiliated Professor	1. David K. Eiteman, Arthur I. Stonehill, Michael H. Moffett, <i>Multinational Business Finance</i> , 14 th Edition, Pearson Edition, 2016.
25	Investments and Portfolio Management	FIN404	VII	Business Statistics	Dr. Ketevan Lapachi, Affiliated Professor	1. Reilly, F. K. and Brown, K. C. (2012). <i>Investment Analysis and Portfolio Management</i> , Tenth Edition, South-Western, Cengage Learning.
26	Financial Statement Analysis	FIN403	VII	Financial Accounting	Dr. Salavat Sayfullin, Affiliated Associate Professor	1. Martin S. Fridson, Fernando Alvarez, "Financial statement analysis: a practitioner's guide", 4th Edition, 2011, John Wiley & Sons, Inc., Hoboken, New Jersey.
27	Fundamentals of Risk Management	FIN406	VII	Business Statistics	Alexi Kochlashvili, Master, Invited Lecturer	1. Essentials of Financial risk management Karen A. Horcher (2012), John Wiley & Sonc Inc. 2. Class notes and handouts
28	Financial Mathematics	FIN402	VIII	Business Statistics	Dr. Davit Paatashvili, Invited Lecturer	1. John C. Hull (2018). <i>Options Futures and Other Derivatives</i> . Tenth edition, Pearson; 2. M. Carpinski, T. Zastavniak <i>Mathematics for Finance (an Introduction to Financial Engineering)</i> .(2003) Springer
29	Internship	BUS414	VIII	Compulsory credits of previous semesters	Dr. Ilia Botsvadze, Affiliated Associate Professor	
30	Public Finance	FIN303	V	Principles of Macroeconomics	Dr. Tatiana Papiashvili, Affiliated Professor	1. Jonathan Gruber (2013). <i>Public Finance and Public Policy</i> , Fourth Edition. New York: Worth Publishers.



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31	Principles of Insurance	FIN306	V	None	Eter Modebadze, Master, Invited Lecturer	<ol style="list-style-type: none"> George E. Rejda, Michael J. McNamara (2017). Principles of Risk Management and Insurance, Pearson Education.
32	Accounting Software Applications (ORIS)	ACT303	V	Principles of Accounting	Ketevan Tabatadze, Master, Invited Lecturer	<ol style="list-style-type: none"> Lecturer course notes prepared according to T. Abesadze, Computerized Accounting software ORIS Accounting Course Book, 4th edition, 2008; http://www.oris.ge, ORIS Accounting, Electronic book
33	Human Resources Management	MGT301	V	Principles of Management	Dr. Teona Maisuradze, Affiliated Associate Professor	<ol style="list-style-type: none"> Human Resource Management: A contemporary approach, by Julie Beardwell, Tim Claydon, 5th edition, Prentice Hall; (Paper Copy); 2017 Human Resources Management 9th edition by Garry Dessler,; 2016 Study Material: BA - Human Resources Management Daft R. L., Kendrick M., Vershinina N. 2010 – Management – South Western: Cengage Learning Daft R. – Management – 2009 – 9th edition: Cengage Learning Hard-book, Essentials of Organizational Behavior by Stephen P.Robbins, Tomothy A. Judge, 2015
34	Business Russian (B1)	BUS323	V	Russian Language A2.2	Dr. Gulnara Diasamidze, Affiliated Associate Professor	<ol style="list-style-type: none"> Диясамидзе Г., Табатадзе Х. «Деловой русский язык» Тбилиси IBSU 2013.
35	Money and Banking	FIN308	VI	Principles of Macroeconomics	Dr. Salavat Sayfullin, Affiliated Associate Professor	<ol style="list-style-type: none"> Mishkin Frederic S. (2016), The Economics of Money, Banking, and Financial Markets



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					Dr. Tatiana Papiashvili, Affiliated Professor	(11th ed.). Pearson, Addison Wesley.
36	Real Estate Valuation	FIN310	VI	Introduction to Statistics and Probability	Aleksi Kochlashvili, Master, Invited Lecturer	1. David M. Geltner, Norman G. Miller, Jim Clayton, Piet Eichholtz (2006). Commercial Real Estate Analysis & Investments (2d Edition), Oncourse Learning.
37	Python for Business and Economics	BUS326	VI	Data Analysis and Business Modeling with Spreadsheets	Dr. Davit Datuashvili, Affiliated Associate Professor	1. Reader: Python for Business and Economics, Davit Datuashvili, IBSU 2019
38	Financial Reporting	ACT304	VI	Financial Accounting	Ekaterine Papiashvili, Master, Invited Lecturer	1. Financial Reporting (F7, ACCA), Study Text, BPP Learning Media Ltd, 2017, for Exams 2017 and 2018; 2. International Financial Reporting Standards (IFRSs), International Accounting Standards Board, 2015; 3. IFRS for SMEs, International Accounting Standards Board (IASB); 2015 amendments (effective 1 January 2017 with early application permitted).
39	Business Russian (B2)	BUS324	VI	Business Russian (B1)	Dr. Gulnara Diasamidze, Affiliated Associate Professor	1. Диасамидзе Г., Табатадзе Х. «Деловой русский язык» Тбилиси IBSU 2013.
40	Business Research Foundations	MGT413	VII	Business Statistics	Dr. Avtandil Gagnidze, Invited Lecturer Dr. Tornike Khoshtaria, Invited Lecturer	1. Research Methods for Business students – Saunders, Lewis, Thornhil, 5th Ed.2009, Prentice Hall.
41	Audit Foundations	ACT401	VII	Financial Accounting	Davit Skhiladze, Master, Invited Lecturer	1. Alvin A. Arens, Randal J. Elder, Mark S. Beasley (2014), Auditing and Assurance Services, 15th edition, Prentice Hall;



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						<ol style="list-style-type: none"> Audit and Assurance (international), ACCA Paper F8, Study Text, BPP Learning Media, 2017; Mark S. Beasley, Frank A. Buckless, Steven M. Glover, Douglas F. Prawitt (2012), Auditing Cases, an Interactive Learning Approach, 5th edition, Pearson.
42	EU Integration and Financial Market Reforms	FIN420	VII	Financial Institutions	Dr. Ketevan Lapachi, Affiliated Professor	<ol style="list-style-type: none"> Financial Markets and Institutions: European Perspective Jacob De Haan, Sander Osterloo, and Dirk Schoenmaker Cambridge University Press, Second edition.
43	Bachelor Thesis	BUS416	VIII	Compulsory credits of previous semesters		
44	Accounting and Business Operations Program "Balance"	ACT320	VIII	Principles of Accounting, Introduction to Business Administration	Mariam Chachkhiani, Master, Invited Lecturer	<ol style="list-style-type: none"> Balance Textbook Balance Workbook
45	Securities Analysis	FIN405	VIII	Business Statistics	Dr. Giorgi Miritadze, Invited Lecturer	<ol style="list-style-type: none"> Essentials of Investments by Zvi Bodie, Alex Kane, Alan J. Marcus - McGraw-Hill (2009), 8th Edition.