

Šiauliai State College

APPLICATION FOR EXCHANGE STUDIES / TRAINEESHIP

Factsheet

List of Erasmus+ subjects for academic year of 2019-2020

Prepared on March, 2019

ŠIAULIAI STATE COLLEGE

2019-2020 a.y. ERASMUS+

FACTSHEET

TITLE	ŠIAULIAI STATE COLLEGE
Country / Code	Lithuania / LTU
ERASMUS code	LT SIAULIA03

Contact Information	
Postal Address	Šiauliai State College, Aušros av. 40, 76241 Šiauliai, Lithuania
Head of International Relations and Project Management Department (Institutional Coordinator)	Kristina Nesovienė
Advisor for Exchange students – ERASMUS+ incomings (Departmental Coordinator)	Gina Zdanavičienė g.zdanaviciene@svako.lt +370 41 43 37 93

Academic Information	
Language of Instruction	Lithuanian, English, Russian
Application procedures for Erasmus+ studies / traineeship	https://www.svako.lt/en/exchange-studies/erasmus-plus/admission-procedure-for-incoming-mobility
Information about Programs	https://www.svako.lt/en/exchange-studies/erasmus-plus/courses-for-incoming-students
Credits generally required for one semester of studies	30 ECTS
Transcript of Records	Issued after students complete the semester's exams

Application for Exchange Students	
Application deadlines for Exchange students	30th June for Autumn semester 30th December for Spring semester Regarding Application deadline please write by e-mail: g.zdanaviciene@svako.lt

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Application procedure	<ol style="list-style-type: none"> 1. Sending institution selects the Exchange students and sends the nominations (name, duration, field of studies, and email address of the nominated students) by email to g.zdanaviciene@svako.lt. 2. All nominated students will receive information on how to apply for exchange students after receiving nomination from the sending institution. 3. Students complete the application form and Learning agreement for studies / traineeship, print them out, sign them and send the SCAN by email to g.zdanaviciene@svako.lt. 4. Upon receiving the Application documents we will process the admission.
Documents required for incoming Exchange students	<ol style="list-style-type: none"> 1. Application form 2. Learning agreement for studies / traineeship
Application documents	https://svako.lt/en/exchange-studies/erasmus-plus/admission-procedure-for-incoming-mobility

Additional documents (for Acceptance and Visa Application)

Documents issued for Incoming students	<ol style="list-style-type: none"> 1. Invitation letter – issued after receiving the application form. This letter will be addressed for the University. 2. Acceptance letter – issued after receiving the Learning agreement for studies / traineeship. This letter will be addressed for the University. 3. Tarpininkavimo raštas (English – Meditorial letter) – issued after receiving copy of student passport. The Meditorial letter will be issued no earlier than 15th June for Autumn semester / 15th December for Spring semester. Meditorial letter contains information about student's studies, place of birth, <u>Home address, accommodation address in Lithuania.</u>
Application	All documents should be sent as a SCAN by email.

Academic Calendar

Autumn Semester	02-09-2019 – 31-01-2020
Spring Semester	03-02-2019 – 30-06-2020

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Housing	
Student Dormitory	
Address	M. K. Čiurlionio 16 A, Šiauliai
Website	https://www.svako.lt/en/degree-studies/accommodation-2
Accommodation costs per month	130 Euros
Accommodation includes	Kitchen, kitchen ware, shower, bed linens, cloths, towels, wi-fi, etc.
Accommodation application	Students mark the necessity for accommodation while completing the Application form

Additional information			
Departure	Upon their departure students will receive:		
	1. Certificate with the dates of mobility 2. Transcript of Records – the Receiving institution's form of TOR concerning the exams taken at the SSC		
Grading system	ECTS	Local	Definition
	A	10	EXCELLENT - outstanding performance with only minor errors
	B	9	VERY GOOD - above the average standard but with some errors
	C	8	GOOD - generally sound work with a number of notable errors
	D	7	SATISFACTORY - fair but with significant shortcomings
	E	6	SUFFICIENT - performance meets the minimum criteria
	E	5	SUFFICIENT - performance meets the minimum criteria
	FX	4	FAIL - some more work required before the credit can be awarded
	FX	3	FAIL - some more work required before the credit can be awarded
	F	2	FAIL - considerable further work is required
	F	1	FAIL - considerable further work is required
	NP	-	NOT PARTICIPATED – student did not participate in the class

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Accounting study programme

Faculty of Business and Technologies
Business and Accounting Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Professional foreign language	English / Russian	6	D.Civilkienė / J.Briedytė	
	Philosophy	English	3	dr. L.Garšvė	
	Sociology	English	3	B.Gudinavičius	
	Applied Mathematics	English	4	dr. I. Vaičiulytė	
	Management	English / Russian	4	dr. Ž.Kavaliauskienė / V.Latvėnienė	
	Financial accounting	English / Russian	6	R.Bužinskienė / A.Barysaitė	
	Basics of Finance	English / Russian	4	L.Kušleikienė	
	Tax system	English / Russian	6	E.Jonuškienė	
	Applied software systems	English / Russian	4	prof. R.Macaitienė	
	Applied research methodology	English / Russian	4	dr. R.Pocevičienė / V.Latvėnienė	
	Financial analysis and management	English / Russian	7	R.Šivickienė	
Spring	Professional foreign language	English / Russian	3	D.Civilkienė / J.Briedytė	
	Basics of Economics	English / Russian	4	F.Smolenskienė	
	Financial accounting	English / Russian	6	R.Bužinskienė / A.Barysaitė	

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	Marketing	English / Russian	4	dr. Ž.Kavaliauskienė	
	Statistics	English / Russian	4	F.Smolenskienė	
	International accounting standards	English	3	A.Prėskienienė	
	Management accounting	English / Russian	3	A.Prėskienienė	
	Business economics	English / Russian	6	L.Kušleikienė	
	Cost accounting	English	3	A.Prėskienienė	
	Establishment and Control of the Budget	English	3	A.Prėskienienė	
	Business ethics	English / Russian	3	P.Papšienė	
	Audit and internal control system	Russian	5	K.Gideikienė	
	Project management	English / Russian	4	R.Šivickienė	

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Business Economics study programme

Faculty of Business and Technologies
Business and Accounting Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Foreign language	English / Russian	6	D.Civilkienė / J.Briedytė	
	Information technologies	English / Russian	6	V.Steponavičienė / I.Morkevičienė	
	Business Mathematics	English	5	dr. I. Vaičiulytė	
	Management	English / Russian	4	dr. Ž.Kavaliauskienė / V.Latvėnienė	
	Business Finance	English / Russian	6	L.Kušleikienė	
	Management accounting	English / Russian	6	A.Prėskienienė	
	Economic Informatics	English / Russian	6	prof. R.Macaitienė	
	Investment economy	English / Russian	6	R.Šivickienė	
	Applied research methodology	English / Russian	4	dr. R.Pocevičienė / V.Latvėnienė	
Spring	Foreign language	English / Russian	3	D.Civilkienė / J.Briedytė	
	Financial accounting	English / Russian	8	dr. R.Bužinskienė / A.Barysaitė	
	Economic statistics	English / Russian	4	F.Smolenskienė	
	Business Economics	English / Russian	4	F.Smolenskienė	
	Economic analysis of enterprises	English / Russian	4	R.Šivickienė	

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	Tax system	English / Russian	4	E.Jonuškienė	
	European Union Single Market	English	3	R.Šivickienė	
	International economics	English / Russian	3	R.Šivickienė	
	Business ethics	English / Russian	3	P.Papšienė	
	Marketing	English	4	dr. Ž.Kavaliauskienė	
	Sociology	English	3	B.Gudinavičius	
	Philosophy	English	3	dr. L.Garšvė	

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Finance study programme

Faculty of Business and Technologies
Business and Accounting Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Business and finance foreign language	English / Russian	6	D.Civilkienė / J.Briedytė	
	Business ethics	English / Russian	3	P.Papšienė	
	Economics	English / Russian	6	F.Smolenskienė	
	Economic statistics	English / Russian	4	F.Smolenskienė	
	Applied Mathematics	English	4	dr. I. Vaičiulytė	
	Management	English / Russian	4	dr. Ž.Kavaliauskienė / V.Latvėnienė	
	Financial accounting	English / Russian	8	R.Bužinskienė / A.Barysaitė	
	Tax system	English / Russian	5	E.Jonuškienė	
	International Finance	English / Russian	5	F.Smolenskienė	
	Internal control and financial audit	Russian	5	K.Gideikienė	
Spring	Business and finance foreign language	English / Russian	6	D.Civilkienė / J.Briedytė	
	Finance	English / Russian	6	L.Kušleikienė	
	Business Economics	English / Russian	4	F.Smolenskienė	
	Marketing	English	4	dr. Ž.Kavaliauskienė	
	Applied research methodology	English / Russian	4	dr. R.Pocevičienė /	

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				V.Latvėnienė	
	Economic Informatics	English / Russian	6	prof. R.Macaitienė	
	Financial Analysis	English / Russian	6	R.Šivickienė	
	Management accounting	English / Russian	6	A.Prėskienienė	
	Financial Markets	English / Russian	6	L.Kušleikienė	
	Project management	English / Russian	4	R.Šivickienė	

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International Business study programme

Faculty of Business and Technologies
Business and Accounting Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Business foreign language	English / Russian	3	D.Civilkienė / J.Briedytė	
	Philosophy	English	3	dr. L.Garšvė	
	Sociology	English	3	B.Gudinavičius	
	Economics	English / Russian	6	F.Smolenskienė	
	Statistics	English / Russian	4	F.Smolenskienė	
	Applied Mathematics	English	4	dr. I. Vaičiulytė	
	Management	English / Russian	5	dr. Ž.Kavaliauskienė / V.Latvėnienė	
	Accounting and Finance	English / Russian	5	R.Šivickienė	
	International sales management	English / Russian	5	F.Smolenskienė	
	Project management	English / Russian	4	R.Šivickienė	
Spring	Business foreign language	English / Russian	3	D.Civilkienė / J.Briedytė	
	Information technologies	English / Russian	6	V.Steponavičienė / I.Morkevičienė	
	Applied research methodology	English / Russian	4	dr. R.Pocevičienė / V.Latvėnienė	
	International marketing	English / Russian	5	dr. Ž.Kavaliauskienė	
	International business	English / Russian	5	dr. R.Bužinskienė	

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	organization				
	Quality management	English / Russian	5	P.Papšienė	
	Business ethics	English / Russian	3	P.Papšienė	
	Services management	English	6	dr. D.Labanauskaitė	
	Accounting and Finance	English / Russian	5	dr. R.Bužinskienė / R.Šivickienė	
	Intercultural communication and negotiation (1 foreign language)	English	4	dr. R.Pocevičienė	

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Tourism and Hotels study programme

Faculty of Business and Technologies
Business and Accounting Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Professional foreign language	English / Russian	4	D.Civilkienė / J.Briedytė	
	Sociology	English	3	B.Gudinaičius	
	Theory of services and hospitality	English	4	dr. D.Labanauskaitė	
	Applied Mathematics	English	4	dr. I. Vaičiulytė	
	Applied statistics	English / Russian	4	F.Smolenskienė	
	Management	English / Russian	6	dr. Ž.Kavaliauskienė / V.Latvėnienė	
	Professional activities practice II	English / Russian	6		
	Applied software systems	English / Russian	5	prof. R.Macaitienė	
	Applied research methodology	English / Russian	4	dr. R.Pocevičienė / V.Latvėnienė	
	Intercultural communication and negotiation (I foreign language)	English	4	dr. R.Pocevičienė	
	Management	English / Russian	6	dr. Ž.Kavaliauskienė / V.Latvėnienė	
Spring	Professional foreign language	English /	4	D.Civilkienė /	

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		Russian		J.Briedytė	
	Professional activities practice I	English / Russian	6	J. Stulpinaitė	
	Tourism sector and its development	English	7	dr. D.Labanauskaitė	
	Business Economics	English / Russian	4	F.Smolenskienė	
	Accounting and finance	English / Russian	6	R.Šivickienė	
	Tourism marketing	English / Russian	6	dr. Ž.Kavaliauskienė	
	Entrepreneurship and leadership	English	4	dr. R.Pocevičienė	
	Business ethics	English / Russian	3	P.Papšienė	
	Project management	English / Russian	6	R.Šivickienė	

Office Administration study programme¹

Faculty of Business and Technologies
Management and Communication Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Professional Foreign Language I English	English	6	D. Civilkienė	Administrator's profession. Education. Career prospects. Qualities of a good employee. Office equipment, supplies, machinery. Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles.
	Foreign Language II (English)	English	4	D. Civilkienė	The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication. The students study: English phonetics, roles of reading words. Family. Time. Habits. Hobbies. Leisure time. Travels. Weather. Profession. Biography. Verbs to be to have, articles. Numerals. Noun. Adjective. Pronoun
	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing Main topics: 1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae. 2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions. 3. Professional language (study programme specific). Vocabulary of professional terms

¹ Company and Organization Administration

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	Foreign Language II (German)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a basic knowledge of German language.</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense. 2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense. 3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice
	Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a elementary knowledge of Lithuanian language</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense. 2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions. 3. Weather and seasons. Clothes and colours. Adjectives
	Professional Foreign Language I (English)	English	6	dr. N. Litevkienė	<p>The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of Office administration study programme consolidate and develop English language skills, to form and develop professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students learn the professional vocabulary, prepare presentations, develop communication skills. The students able to manage information and documents using office equipment, information systems and technologies. The students study: business communication, the work of an administrator in an office, management of an enterprise, its finances, Intercultural communication. The students study the peculiarities of the profession of office administration</p>
	Foreign Language II (English)	English	4	dr. N. Litevkienė	<p>The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication.</p> <p>The students study: English phonetics, roles of reading words. Family. Time. Habits. Hobbies. Leisure time. Travels. Weather. Profession. Biography. Verbs to be to have, articles.</p>

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					Numerals. Noun. Adjective. Pronoun
	Professional Foreign Language I (English)	English	6	J. Korosteliová	The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties, stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
	Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
	Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane). Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb
	Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Administrator's profession: job description, working conditions, customer service, dress code. Business events: meetings, trade fairs, exhibitions, conferences. Business trips. Office equipment, supplies, machinery. Business documentation. Business communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Business etiquette. Companies, organisations. Company Structure. Departments. Roles
	Business Russian	Russian	4	J. Briedytė	Business communication. Forms of business communication. International communication. Dress code. Oral communication: business events, meetings, trade fairs, exhibitions, conferences, negotiations. Presentations. Business telephoning. Business trips. Booking a hotel. Written communication: business documentation, emailing, business letter. Company: structure, departments, roles, products / services. Advertisement. Business plan. Trademark. Employment (CV, cover letter). Professional ethics
	Quality Management	Russian	4	dr. Ligita Šalkauskienė	The aim of the course is to introduce quality management theories, principles, methods of quality assessment, systems, standardization and achievements of practice, to be able to

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				apply quality management methods in all areas of organizations' organization by organizing business, managing organization and making strategic decisions.
Creative Industries	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop creative thinking skills by designing and implementing creative ideas by creating a real creative product, taking advantage of modern information and communication technologies.
Social Media	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop analytical thinking, based on the ability to assess and analyze the opportunities provided by social media, and to develop creative abilities to create information products for social media and to select appropriate dissemination channels
Public Relations Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to acquire knowledge about the regularities of public and mass communication, principles of organization of information production and publicity, to develop skills using modern public communication technologies, and to develop the practical skills necessary to represent the organization through various communication channels to different target audiences, write SEO articles, layout newsletters and analyze the traffic on your website
Practice of Public Relations	English / Russian	6	G. Kulbeckienė	The aim of the course is to develop the practical skills needed to represent the organization in the public information environment, to develop and implement information dissemination programs of the organization, using information search, systemization, processing technologies, to apply the principles of image fostering and communication.
Creative projects Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to gain knowledge about project development and management principles, application of innovative solutions in constantly changing environment. Develop the ability to prepare project applications by analyzing calls for project proposals. Develop critical thinking in selecting and substantiating the project idea, applying resource planning, accounting and management techniques, developing and delivering information to target audiences using information technology
Creative Media	English / Russian	4	G. Kulbeckienė	The aim of the subject is to develop analytical thinking, to teach to evaluate and analyze the possibilities provided by creative media and to develop the creative abilities needed to create new products using information technologies.
Lithuanian Language (elementary)	English	4	G. Kulbeckienė	The aim of the course is to develop basic general practical skills of the Lithuanian language
	Russian	4	J. Macienė	
Writing Styles and Techniques	Russian	5	J. Macienė	The object is to develop skills for SEO text writing, newsletter development and website traffic analysis. During theoretical sessions, examples of SEO articles and newsletters are analyzed. Practical sessions develop abilities to write SEO articles, layout newsletters, and

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				analyze website traffic using Google Analytics. Intermediate settlements are designed to test how these abilities were consolidated during the practical sessions
	Communication Theory	English	5	L. Tamutienė
		Russian	5	J. Macienė
	Public Relations Management	English	6	L. Tamutienė
	Public speaking	English / Russian	4	N. Trinkaitė

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					between verbal and non-verbal communication means; know search methods of supportive material and effective structuring of information, critically-based thinking, debates
	Basics of the media	English / Russian	4	N. Trinkaitė	The course is designed for students to gain knowledge on the conception of the background of mass media and apply skills in a real situation. The basic aim is to give knowledge about theories of mass media functions, develop capabilities to manage information, plan, perform, analyze, evaluate communication and processes of public relations in organization, speak reasonably, search for information independently, create and organize public information, take decisions and work in a multicultural environment. In theoretical part students are taught to contemplate analytically, communicate and cooperate with partners in his/her mother-tongue and foreign languages. During the practical activities students develop self-study skills – do information search independently, collect data for articles in mass media, select mass media channels and evaluate the specifics of the presented information, plan actions of public relations and prepare texts for advertising, analyze and evaluate them. After completion of the course students are able to observe information, select it and use it in presentations
	Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students' negotiation through intercultural communication norms and rules, recognition and acceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations. Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making
	Management	English / Russian	4	dr. Rasa Pocevičienė	The aim of the subject is to understand the concept of management and it's development, main ideas of classical and latest management theories, and decision-making process, to master the main functions of management, the laws and principles of business management. To develop ability to choose appropriate management decision methods and ability to communicate effectively, work in a team. During practical sessions and case

					<p>studies, skills of applying principles of business (also international) management are developed. Self-studying is intended to consolidate skills of implementation of management functions, identification of activity problems, search for solutions and activity improvement ways and teamwork.</p> <p>Main topics: The concept of management; Management theories; Management environment; The concept and meaning of management; Planning of Organization activities; functions of management and Planning Steps; Organization and Management structures in it; Organization goals and objects Management, Management styles, Leadership. Motivation. Entrepreneurship; Human Principles of teamwork resources management; Business control</p>
	Quality Management	English	4	dr. Rasa Pocevičienė	<p>The aim of quality management is to acquaint with quality management principles, quality assessment methods, systems, standardization and achievements of practice, quality management theories, to be able to apply quality management methods in all areas of organization and business, managing organization and making strategic decisions. Practical skills are developed by selecting and solving real practice problems. Self-study is meant to interpret the application of quality management methods in an organization to solve a problem using a universal problem-solving model.</p> <p>Main topics: Quality management concepts and development directions; Assessment of the organization's quality level; Quality planning: Quality policy, goals. Choice of user type. Planning quality, hindering development programs; Quality management: Quality management objects, quality measurement. Comparison and Assessment. Process quality management. Improving Quality: Fixed quality problems. Creating a quality improvement program. Execution of individual quality improvement projects. Quality Improvement Tools and Methods. LEAN methodology; International quality management system standards: ISO 9000 series standards. Principles of quality management; Quality audit: Internal audit of the organization's quality management system evaluating quality costs; Legal quality regulation in the European Union and Lithuania</p>
	Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.</p>

	Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities.</p> <p>Studying this subject, students will be able to creatively and innovatively make decisions developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>
	Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
	Business Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Business ethics aims to provide knowledge of business ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills.</p> <p>Practical sessions analyze the ethical issues of the public and business sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended</p>

					<p>to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution.</p> <p>Main topics: The concept of business ethics and theories of ethics: The concept of business ethics. Professional principles and values. Ethical theories; Ethical problems in business; Codes of Ethics and Conduct: The concept and objectives of the Code of Ethics. Form and content of codes. Code Administration. Advantages and disadvantages of codes, their importance; Business moral and social responsibility; Business Social Responsibility Concept; Ethical decisions and their adoption by a business organization; Etiquette in a business organization: Negotiation ethics. Business etiquette</p>
	Organizational Behavior and Problem Solving Processes	English / Russian	6	dr. Rasa Pocevičienė	<p>Acquire theoretical knowledge about the peculiarities of organizational behavior by arguing to help an organization understand the system as a solid social system in which each element is significant. Develop students' ability to collaborate effectively, lead, pursue organizational goals, meet personal needs, plan social activities, and make decisions. The object is to provide theoretical knowledge and to develop practical skills for teamwork and client as a member of the organization. Theoretical lectures will analyze the peculiarities of organizational behavior that help to highlight the organization as a whole related to the social system, provide knowledge about decision-making principles and processes. Practical sessions teach stress management strategies, analyze effective communication, organizational aspects, organizational culture, and plan change management motivation. Intermediate settlements are devoted to the understanding of theoretical knowledge and their application in a particular situation, the preparation of a change - motivation plan</p>
	Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	<p>To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities. During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method.</p> <p>Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass</p>

					communication, their differences, similarities, peculiarities
	Entrepreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	<p>Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
	Applied Mathematics	English	4	dr. Vaičiulytė Ingrida	<p>1. Financial calculations. Percentages. Simple and compound interest. Current and future value. Self-studying: practical work</p> <p>2. The matrix theory. The concept of matrix. Operations with matrices. Calculation of determinants. Finding the inverse matrix.</p> <p>3. Systems of linear equations. Cramer's method. Inverse matrix method. Gauss method. Gauss-Jordan method.</p> <p>4. The economic system balance. Systems of linear equations in economics. The productivity condition of Leontief model. Self-studying: test.</p> <p>5. Linear inequalities and optimal planning. Creation of the mathematical model. Linear programming problems. Geometric interpretation.</p> <p>6. Elements of mathematical statistics. Samples and their numerical characteristics. Correlation and regression coefficients.</p> <p>7. Computer-aided mathematical systems. Solving of linear programming problems using MathCad software package: preparation of the model of the problem, use of commands Minimize / Maximize</p>
	Philosophy/Sociology	English	3	dr. Garšvė Lina	1. Historical evolution of the world's philosophical thought. Purpose of philosophy and its

					<p>place in culture. The philosophy of Being and Mind in antiquity and the Middle Ages.</p> <p>2. New Times: the victory of rationalism: advantages and vices. Renaissance era and philosophy. Metaphysics and the problem of relation of natural sciences.</p> <p>3. The contemporary history: the triumph of rationalism and its rationalization. The dialogue of the rational mind with nature – the world. Voluntarism, positivism, existentialism as principles forming philosophy.</p> <p>Self-studying: dispute</p> <p>4. Human existence and expression (activity) as a basis of worlding. Moral values and ways of life actualization. The link between a man, nature and technologies.</p> <p>5. Philosophical aspects of politics. Philosophical problems of the state and society development. Rise of a modern state. The possibility of a democratic state</p>
	Management and Analysis of Enterprise Performance Data	English	4	Morkevičienė Ingrida	<p>1. Application of mathematical, logical, financial, database, statistical spreadsheet functions for solving economic and statistical problems.</p> <p>2. Special data analysis tools: Tables of function values, selection of values of function arguments, scenarios, optimization problems. Lists and reports. Graphic data representation.</p> <p>3. Preparation of graphic and textual information and publishing online.</p> <p>4. Data analysis using Excel and SPSS (PSPP) programmes: Computer statistical analysis systems. Description of data (variables). Descriptive statistics and its objectives. Single and multi-variable frequency tables. Variable connection measurements. Correlation and regression analysis. Testing of parametric statistical hypotheses</p>
	Communication Psychology	English	4	Laima Milkintaitė	<p>1. The concept of communication. Communication needs. Models of the communication process. Basic components of interpersonal communication and their characteristics. Characteristics of effective communication.</p> <p>2. Social perception and I image in the communication process. The concept, forms and development of I image. Self-awareness and assessment, self-assessment levels. Self-esteem and its impact on interpersonal communication. Peculiarities of perception of oneself and other persons in the international environment. Errors of social perception and ways to avoid them.</p> <p>Self-studying: test</p> <p>3. Verbal (oral) and non-verbal communication. The concept of the message, types of messages. Language. Functions and types of the language. The concept and types of non-verbal communication. The ratio of non-verbal and verbal communication, its importance in</p>

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					<p>the communication process.</p> <p>4.Listening. Listening processes and types. Listening styles. Active listening skills. Effective speaking.</p> <p>5.Conflicts. The concept of the conflict, types of conflicts. The cycle of conflict. Strategies of solving conflicts. Solution of internal personality conflicts.</p> <p>6. Factors influencing the psychological and ethical climate. Social status.</p>
Spring	Professional Foreign Language I English	English	6	D. Civilkienė	<p>Administrator's profession. Education. Career prospects. Qualities of a good employee. Office equipment, supplies, machinery. Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles.</p>
	Foreign Language II (English)	English	4	D. Civilkienė	<p>The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication.</p> <p>The students study: English phonetics, roles of reading words. Family. Time. Habits. Hobbies. Leisure time. Travels. Weather. Profession. Biography. Verbs to be to have, articles. Numerals. Noun. Adjective. Pronoun</p>
	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	<p>This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae. 2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions. 3. Professional language (study programme specific). Vocabulary of professional terms
	I Foreign Language II (German)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a basic knowledge of German language.</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense.

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				<p>2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense.</p> <p>3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice</p>
Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a elementary knowledge of Lithuanian language</p> <p>Main topics:</p> <p>1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense.</p> <p>2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions.</p> <p>3. Weather and seasons. Clothes and colours. Adjectives</p>
Professional Foreign Language I (English)	English	6	dr. N. Litevkienė	<p>The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of Office administration study programme consolidate and develop English language skills, to form and develop professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students learn the professional vocabulary, prepare presentations, develop communication skills. The students able to manage information and documents using office equipment, information systems and technologies. The students study: business communication, the work of an administrator in an office, management of an enterprise, its finances, Intercultural communication. The students study the peculiarities of the profession of office administration</p>
Foreign Language II (English)	English	4	dr. N. Litevkienė	<p>The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication.</p> <p>The students study: English phonetics, roles of reading words. Family. Time. Habits. Hobbies. Leisure time. Travels. Weather. Profession. Biography. Verbs to be to have, articles. Numerals. Noun. Adjective. Pronoun</p>
Professional Foreign Language I (English)	English	6	J. Korosteliova	<p>The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties,</p>

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				stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane). Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb
Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Administrator's profession: job description, working conditions, customer service, dress code. Business events: meetings, trade fairs, exhibitions, conferences. Business trips. Office equipment, supplies, machinery. Business documentation. Business communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Business etiquette. Companies, organisations. Company Structure. Departments. Roles
Business Russian	Russian	4	J. Briedytė	Business communication. Forms of business communication. International communication. Dress code. Oral communication: business events, meetings, trade fairs, exhibitions, conferences, negotiations. Presentations. Business telephoning. Business trips. Booking a hotel. Written communication: business documentation, emailing, business letter. Company: structure, departments, roles, products / services. Advertisement. Business plan. Trademark. Employment (CV, cover letter). Professional ethics
Quality Management	Russian	4	dr. Ligita Šalkauskienė	The aim of the course is to introduce quality management theories, principles, methods of quality assessment, systems, standardization and achievements of practice, to be able to apply quality management methods in all areas of organizations' organization by organizing business, managing organization and making strategic decisions.
Creative Industries	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop creative thinking skills by designing and implementing creative ideas by creating a real creative product, taking advantage of modern information

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				and communication technologies.
Social Media	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop analytical thinking, based on the ability to assess and analyze the opportunities provided by social media, and to develop creative abilities to create information products for social media and to select appropriate dissemination channels
Public Relations Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to acquire knowledge about the regularities of public and mass communication, principles of organization of information production and publicity, to develop skills using modern public communication technologies, and to develop the practical skills necessary to represent the organization through various communication channels to different target audiences, write SEO articles, layout newsletters and analyze the traffic on your website
Practice of Public Relations	English / Russian	6	G. Kulbeckienė	The aim of the course is to develop the practical skills needed to represent the organization in the public information environment, to develop and implement information dissemination programs of the organization, using information search, systemization, processing technologies, to apply the principles of image fostering and communication.
Creative projects Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to gain knowledge about project development and management principles, application of innovative solutions in constantly changing environment. Develop the ability to prepare project applications by analyzing calls for project proposals. Develop critical thinking in selecting and substantiating the project idea, applying resource planning, accounting and management techniques, developing and delivering information to target audiences using information technology
Creative Media	English / Russian	4	G. Kulbeckienė	The aim of the subject is to develop analytical thinking, to teach to evaluate and analyze the possibilities provided by creative media and to develop the creative abilities needed to create new products using information technologies.
Lithuanian Language (elementary)	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop basic general practical skills of the Lithuanian language
	Russian	4	J. Macienė	
Writing Styles and Techniques	Russian	5	J. Macienė	The object is to develop skills for SEO text writing, newsletter development and website traffic analysis. During theoretical sessions, examples of SEO articles and newsletters are analyzed. Practical sessions develop abilities to write SEO articles, layout newsletters, and analyze website traffic using Google Analytics. Intermediate settlements are designed to test how these abilities were consolidated during the practical sessions
Communication Theory	English	5	L. Tamutienė	The primary objectives of this course are a) to examine the basic concepts of communication theory; b) to understand models of communication process, c) to develop abilities to apply

					<p>theoretical communication models in organizational communication activities.</p> <p>Topics:</p> <p>Overview of the history of communication.</p> <p>Introduction of key concepts of communication.</p> <p>An examination of the communication process, terms and models.</p> <p>Introduction of semiotics.</p> <p>Messages, signs and meanings in communication.</p> <p>Overview of the development of communication studies</p>
	Public Relations Management	English	6	L. Tamutienė	<p>The primary objectives of this course are a) to introduce the fundamentals of public relations management; b) to examine the role of public relations in the organization; c) to develop understanding of the specific audiences and communication purposes; d) to provide skills on how to develop a basic communications plan.</p> <p>Topics:</p> <p>Overview of history and theory of corporate public relations.</p> <p>Introduction of models of public relations.</p> <p>Communication channels (e.g., paid advertising, media relations) and key audiences.</p> <p>Potential blocks or barriers to effective communication.</p> <p>Organizational image and communication issues in public relations.</p> <p>Strategies, tactics, and techniques of public relations programs.</p> <p>Effective communication strategies in the corporate environment.</p> <p>Value of strategic communication planning. Public relations and communication campaign projects</p>
	Public speaking	English / Russian	4	N. Trinkaitė	<p>The course is designed for students to gain public speaking knowledge and skills. During the theoretical part of the course students are taught to contemplate analytically, express reasonable thoughts, develop their mother-tongue and foreign language speaking skills in communication with Lithuanian and foreign partners, also arrange various written and oral texts, public speeches, use information search, structure and processing technologies.</p> <p>During the practical activities students practice in preparing oral and written texts, analyze types of public speeches, their functions, methodology, learn how to present various types of speeches, know basic style requirements for public speeches, analyze the correlation between verbal and non-verbal communication means; know search methods of supportive material and effective structuring of information, critically-based thinking, debates</p>
	Basics of media	English / Russian	4	N. Trinkaitė	<p>The course is designed for students to gain knowledge on the conception of the background of mass media and apply skills in a real situation. The basic aim is to give knowledge about</p>

					theories of mass media functions, develop capabilities to manage information, plan, perform, analyze, evaluate communication and processes of public relations in organization, speak reasonably, search for information independently, create and organize public information, take decisions and work in a multicultural environment. In theoretical part students are taught to contemplate analytically, communicate and cooperate with partners in his/her mother-tongue and foreign languages. During the practical activities students develop self-study skills – do information search independently, collect data for articles in mass media, select mass media channels and evaluate the specifics of the presented information, plan actions of public relations and prepare texts for advertising, analyze and evaluate them. After completion of the course students are able to observe information, select it and use it in presentations
	Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students' negotiation through intercultural communication norms and rules, recognition and acceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations.</p> <p>Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making</p>
	Management	English / Russian	4	dr. Rasa Pocevičienė	<p>The aim of the subject is to understand the concept of management and it's development, main ideas of classical and latest management theories, and decision-making process, to master the main functions of management, the laws and principles of business management. To develop ability to choose appropriate management decision methods and ability to communicate effectively, work in a team. During practical sessions and case studies, skills of applying principles of business (also international) management are developed. Self-studying is intended to consolidate skills of implementation of management functions, identification of activity problems, search for solutions and activity improvement ways and teamwork.</p>

					Main topics: The concept of management; Management theories; Management environment; The concept and meaning of management; Planning of Organization activities; functions of management and Planning Steps; Organization and Management structures in it; Organization goals and objects Management, Management styles, Leadership. Motivation. Entrepreneurship; Human Principles of teamwork resources management; Business control
	Quality Management	English	4	dr. Rasa Pocevičienė	The aim of quality management is to acquaint with quality management principles, quality assessment methods, systems, standardization and achievements of practice, quality management theories, to be able to apply quality management methods in all areas of organization and business, managing organization and making strategic decisions. Practical skills are developed by selecting and solving real practice problems. Self-study is meant to interpret the application of quality management methods in an organization to solve a problem using a universal problem-solving model. Main topics: Quality management concepts and development directions; Assessment of the organization's quality level; Quality planning: Quality policy, goals. Choice of user type. Planning quality, hindering development programs; Quality management: Quality management objects, quality measurement. Comparison and Assessment. Process quality management. Improving Quality: Fixed quality problems. Creating a quality improvement program. Execution of individual quality improvement projects. Quality Improvement Tools and Methods. LEAN methodology; International quality management system standards: ISO 9000 series standards. Principles of quality management; Quality audit: Internal audit of the organization's quality management system evaluating quality costs; Legal quality regulation in the European Union and Lithuania
	Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.
	Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities. Studying this subject, students will be able to creatively and innovatively make decisions

					<p>developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>
	Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
	Business Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Business ethics aims to provide knowledge of business ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills. Practical sessions analyze the ethical issues of the public and business sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution.</p> <p>Main topics: The concept of business ethics and theories of ethics: The concept of business ethics. Professional principles and values. Ethical theories; Ethical problems in business;</p>

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					Codes of Ethics and Conduct: The concept and objectives of the Code of Ethics. Form and content of codes. Code Administration. Advantages and disadvantages of codes, their importance; Business moral and social responsibility; Business Social Responsibility Concept; Ethical decisions and their adoption by a business organization; Etiquette in a business organization: Negotiation ethics. Business etiquette
	Organizational Behavior and Problem Solving Processes	English / Russian	6	dr. Rasa Pocevičienė	Acquire theoretical knowledge about the peculiarities of organizational behavior by arguing to help an organization understand the system as a solid social system in which each element is significant. Develop students' ability to collaborate effectively, lead, pursue organizational goals, meet personal needs, plan social activities, and make decisions. The object is to provide theoretical knowledge and to develop practical skills for teamwork and client as a member of the organization. Theoretical lectures will analyze the peculiarities of organizational behavior that help to highlight the organization as a whole related to the social system, provide knowledge about decision-making principles and processes. Practical sessions teach stress management strategies, analyze effective communication, organizational aspects, organizational culture, and plan change management motivation. Intermediate settlements are devoted to the understanding of theoretical knowledge and their application in a particular situation, the preparation of a change - motivation plan
	Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities. During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method. Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities
	Entrepreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in

					<p>dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
	Accounting and Finance	English	6	Bužinskienė Rita	<p>1. Essential features of accounting. The essence of accounting information, users of accounting information, requirements for accounting information. Types of accounting. Regulation of accounting, generally accepted accounting principles. Accounting policy.</p> <p>2. Financial accountability. The essence of the assets, ownership and liabilities of the enterprise in accounting, composition and structure. Fundamental accounting equality and influence of economic events / operations on it. The composition, content of the set of financial statements and the principles of its preparation and announcement. Preparation of profit (loss) statement and balance sheet.</p> <p>3. The accounting process and its organization. Accounts in accounting. Double-entry and recording of transactions in accounting. The chart of accounts. Consistency of the accounting process. Initial accounting documents and accounting registers. Performance of inventory. Procedures of the end of the accounting cycle.</p> <p>4. Accounting of income and expenditures Types of income. Recognition and accounting of income. Differences between income and receipts. Types of expenditures. Recognition and accounting of expenditures. Differences between expenditures and costs.</p> <p>5. Asset Accounting Classification and accounting of fixed assets. Depreciation methods and their application. Classification and accounting of current assets. Accounting of stocks and identification of net</p>

					<p>cost.</p> <p>6. Accounting of personal capital and liabilities Funding sources of the economic entity. The essence and accounting of personal capital of the economic entity. Types of liabilities of the economic entity and their accounting. Accounting of settlements with the employees of the enterprise.</p> <p>7. Basics of the tax system of the Republic of Lithuania. Value-added tax. Residents' income tax. State social insurance tax and mandatory health insurance tax. Profit tax.</p> <p>8. Financial analysis The concept and significance of the financial analysis. Dynamic analysis of financial statements. Structural analysis of financial statements. Financial relative indicators and their assessment.</p> <p>9. The national financial system and the place of the enterprise in it. The mechanism of the financial system, its participants, their functions, centralized and decentralized finances, their classification. Funding sources of economic entities.</p>
	Management	English / Russian	4	dr. Rasa Pocevičienė	<p>The aim of the subject is to understand the concept of management and it's development, main ideas of classical and latest management theories, and decision-making process, to master the main functions of management, the laws and principles of business management. To develop ability to choose appropriate management decision methods and ability to communicate effectively, work in a team. During practical sessions and case studies, skills of applying principles of business (also international) management are developed. Self-studying is intended to consolidate skills of implementation of management functions, identification of activity problems, search for solutions and activity improvement ways and teamwork.</p> <p>Main topics: The concept of management; Management theories; Management environment; The concept and meaning of management; Planning of Organization activities; functions of management and Planning Steps; Organization and Management structures in it; Organization goals and objects Management, Management styles, Leadership. Motivation. Entrepreneurship; Human Principles of teamwork resources management; Business control</p>
	Quality Management	English	4	dr. Rasa Pocevičienė	<p>The aim of quality management is to acquaint with quality management principles, quality assessment methods, systems, standardization and achievements of practice, quality management theories, to be able to apply quality management methods in all areas of organization and business, managing organization and making strategic decisions. Practical</p>

					<p>skills are developed by selecting and solving real practice problems. Self-study is meant to interpret the application of quality management methods in an organization to solve a problem using a universal problem-solving model.</p> <p>Main topics: Quality management concepts and development directions; Assessment of the organization's quality level; Quality planning: Quality policy, goals. Choice of user type. Planning quality, hindering development programs; Quality management: Quality management objects, quality measurement. Comparison and Assessment. Process quality management. Improving Quality: Fixed quality problems. Creating a quality improvement program. Execution of individual quality improvement projects. Quality Improvement Tools and Methods. LEAN methodology; International quality management system standards: ISO 9000 series standards. Principles of quality management; Quality audit: Internal audit of the organization's quality management system evaluating quality costs; Legal quality regulation in the European Union and Lithuania</p>
	Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.</p>
	Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities.</p> <p>Studying this subject, students will be able to creatively and innovatively make decisions developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>

	Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
	Business Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Business ethics aims to provide knowledge of business ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills. Practical sessions analyze the ethical issues of the public and business sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution.</p> <p>Main topics: The concept of business ethics and theories of ethics: The concept of business ethics. Professional principles and values. Ethical theories; Ethical problems in business; Codes of Ethics and Conduct: The concept and objectives of the Code of Ethics. Form and content of codes. Code Administration. Advantages and disadvantages of codes, their importance; Business moral and social responsibility; Business Social Responsibility Concept; Ethical decisions and their adoption by a business organization; Etiquette in a business organization: Negotiation ethics. Business etiquette</p>
	Organizational Behavior and Problem Solving Processes	English / Russian	6	dr. Rasa Pocevičienė	<p>Acquire theoretical knowledge about the peculiarities of organizational behavior by arguing to help an organization understand the system as a solid social system in which each element is significant. Develop students' ability to collaborate effectively, lead, pursue organizational goals, meet personal needs, plan social activities, and make decisions.</p> <p>The object is to provide theoretical knowledge and to develop practical skills for teamwork</p>

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					and client as a member of the organization. Theoretical lectures will analyze the peculiarities of organizational behavior that help to highlight the organization as a whole related to the social system, provide knowledge about decision-making principles and processes. Practical sessions teach stress management strategies, analyze effective communication, organizational aspects, organizational culture, and plan change management motivation. Intermediate settlements are devoted to the understanding of theoretical knowledge and their application in a particular situation, the preparation of a change - motivation plan
	Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	<p>To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities.</p> <p>During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method.</p> <p>Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities</p>
	Entrepreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	<p>Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities.</p> <p>During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to</p>

					innovation and otherness, personal and social responsibility, lifelong learning will be developed
	Accounting and Finance	English	6	Bužinskienė Rita	<p>1. Essential features of accounting. The essence of accounting information, users of accounting information, requirements for accounting information. Types of accounting. Regulation of accounting, generally accepted accounting principles. Accounting policy.</p> <p>2. Financial accountability. The essence of the assets, ownership and liabilities of the enterprise in accounting, composition and structure. Fundamental accounting equality and influence of economic events / operations on it. The composition, content of the set of financial statements and the principles of its preparation and announcement. Preparation of profit (loss) statement and balance sheet.</p> <p>3. The accounting process and its organization. Accounts in accounting. Double-entry and recording of transactions in accounting. The chart of accounts. Consistency of the accounting process. Initial accounting documents and accounting registers. Performance of inventory. Procedures of the end of the accounting cycle.</p> <p>4. Accounting of income and expenditures Types of income. Recognition and accounting of income. Differences between income and receipts. Types of expenditures. Recognition and accounting of expenditures. Differences between expenditures and costs.</p> <p>5. Asset Accounting Classification and accounting of fixed assets. Depreciation methods and their application. Classification and accounting of current assets. Accounting of stocks and identification of net cost.</p> <p>6. Accounting of personal capital and liabilities Funding sources of the economic entity. The essence and accounting of personal capital of the economic entity. Types of liabilities of the economic entity and their accounting. Accounting of settlements with the employees of the enterprise.</p> <p>7. Basics of the tax system of the Republic of Lithuania. Value-added tax. Residents' income tax. State social insurance tax and mandatory health insurance tax. Profit tax.</p> <p>8. Financial analysis The concept and significance of the financial analysis. Dynamic analysis of financial</p>

					<p>statements. Structural analysis of financial statements. Financial relative indicators and their assessment.</p> <p>9. The national financial system and the place of the enterprise in it.</p> <p>The mechanism of the financial system, its participants, their functions, centralized and decentralized finances, their classification. Funding sources of economic entities.</p>
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Information Services study programme

Faculty of Business and Technologies
Management and Communication Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing Main topics: 1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae. 2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions. 3. Professional language (study programme specific). Vocabulary of professional terms
	Foreign Language II (German)	English	4	dr. N. Jurgaitis	The aim of this course is to provide students with a basic knowledge of German language. Main topics: 1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense. 2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense. 3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice
	Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	The aim of this course is to provide students with a elementary knowledge of Lithuanian language Main topics: 1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense. 2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions. 3. Weather and seasons. Clothes and colours. Adjectives
	Professional Foreign Language I (English)	English	6	dr. N. Litevkiene	The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of Information Services study programme consolidate and develop English language skills, to form and develop

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				professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students learn the professional vocabulary, prepare presentations, develop communication skills. The students study: Formal letters. E-mail. Letter writing etiquette. Applying for a job. Motivation letter. CV. Job interview. Telephone conversation. Telephone etiquette. Giving information by phone. Information professional. Libraries. The history of books and libraries. Famous librarians. The book. Structure of the book. Periodicals. The computer. Databases. Ways and systems of searching for information. Reading as communication. Students' reading habits. Services of libraries and information centres. Communication with customers. Book-crossing. Mobile libraries. Libraries and information centres of the world. Information resources of libraries. Library and self-study centre. Professional terms. Museums of the world. Archival science
Foreign Language II (English)	English	4	dr. N. Litevkienė	The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication. The student study: Alphabet. Phonetic symbols. Reading rules. Making introductions. Family. Appearance and character. Home. Time. Daily routines. Hobbies. Leisure activities. Weather. Climate. Seasons. Traditions. Lithuania. Cities and countries. Travelling. Professions. Biography. CV. Plans for the future. Telephone conversation. Applying for a job. Providing information by phone. Verb „be“. Verb „have“. Construction there is/there are. Word order in the sentence. Numeral. Article. Preposition. Tenses of the Verb. Noun. Adjective. Adverb. Pronoun. Numeral. Questions
Professional Foreign Language I (English)	English	6	J. Korosteliová	The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties, stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations.

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				Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane). Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb
Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Professions of Information Management (librarian, archivist, museologist, office manager etc.). Professional activities: job description, skills, knowledge, competencies, working conditions, customer service. Information Management: information classification, information resources, storage devices, services, information seeking. Digitalization. Information computer equipment. Databases. Multimedia. Business communication: forms and types. Business etiquette. Business telephoning. Emailing. Presentations. International communication. Institutions: libraries, archives, museums, information / cultural / business centers. Professional innovations.
Creative Industries	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop creative thinking skills by designing and implementing creative ideas by creating a real creative product, taking advantage of modern information and communication technologies.
Public Relations Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to acquire knowledge about the regularities of public and mass communication, principles of organization of information production and publicity, to develop skills using modern public communication technologies, and to develop the practical skills necessary to represent the organization through various communication channels to different target audiences, write SEO articles, layout newsletters and analyze the traffic on your website
Practice of Public Relations	English / Russian	6	G. Kulbeckienė	The aim of the course is to develop the practical skills needed to represent the organization in the public information environment, to develop and implement information dissemination programs of the organization, using information search, systemization, processing technologies, to apply the principles of image fostering and communication.
Creative Projects Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to gain knowledge about project development and management principles, application of innovative solutions in constantly changing environment. Develop the ability to prepare project applications by analyzing calls for project proposals. Develop critical thinking in selecting and substantiating the project idea, applying resource planning, accounting and management techniques, developing and delivering information to target audiences using information technology

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	Creative Media	English / Russian	4	G. Kulbeckienė	The aim of the subject is to develop analytical thinking, to teach to evaluate and analyze the possibilities provided by creative media and to develop the creative abilities needed to create new products using information technologies.
	Lithuanian Language (elementary)	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop basic general practical skills of the Lithuanian language
	Communication Theory	English	5	L. Tamutienė	<p>The primary objectives of this course are a) to examine the basic concepts of communication theory; b) to understand models of communication process, c) to develop abilities to apply theoretical communication models in organizational communication activities.</p> <p>Topics:</p> <p>Overview of the history of communication.</p> <p>Introduction of key concepts of communication.</p> <p>An examination of the communication process, terms and models.</p> <p>Introduction of semiotics.</p> <p>Messages, signs and meanings in communication.</p> <p>Overview of the development of communication studies</p>
	Public Relations Management	English	6	L. Tamutienė	<p>The primary objectives of this course are a) to introduce the fundamentals of public relations management; b) to examine the role of public relations in the organization; c) to develop understanding of the specific audiences and communication purposes; d) to provide skills on how to develop a basic communications plan.</p> <p>Topics:</p> <p>Overview of history and theory of corporate public relations.</p> <p>Introduction of models of public relations.</p> <p>Communication channels (e.g., paid advertising, media relations) and key audiences.</p> <p>Potential blocks or barriers to effective communication.</p> <p>Organizational image and communication issues in public relations.</p> <p>Strategies, tactics, and techniques of public relations programs.</p> <p>Effective communication strategies in the corporate environment.</p> <p>Value of strategic communication planning. Public relations and communication campaign projects</p>
	Public speaking	English / Russian	4	N. Trinkaitė	The course is designed for students to gain public speaking knowledge and skills. During the theoretical part of the course students are taught to contemplate analytically, express reasonable thoughts, develop their mother-tongue and foreign language speaking skills in communication with Lithuanian and foreign partners, also arrange various written and oral texts, public speeches, use information search, structure and processing technologies. During

				the practical activities students practice in preparing oral and written texts, analyze types of public speeches, their functions, methodology, learn how to present various types of speeches, know basic style requirements for public speeches, analyze the correlation between verbal and non-verbal communication means; know search methods of supportive material and effective structuring of information, critically-based thinking, debates
Basics of the media	English / Russian	4	N. Trinkaitė	The course is designed for students to gain knowledge on the conception of the background of mass media and apply skills in a real situation. The basic aim is to give knowledge about theories of mass media functions, develop capabilities to manage information, plan, perform, analyze, evaluate communication and processes of public relations in organization, speak reasonably, search for information independently, create and organize public information, take decisions and work in a multicultural environment. In theoretical part students are taught to contemplate analytically, communicate and cooperate with partners in his/her mother-tongue and foreign languages. During the practical activities students develop self-study skills – do information search independently, collect data for articles in mass media, select mass media channels and evaluate the specifics of the presented information, plan actions of public relations and prepare texts for advertising, analyze and evaluate them. After completion of the course students are able to observe information, select it and use it in presentations
Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students' negotiation through intercultural communication norms and rules, recognition and acceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations. Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making
Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the

				learning organization, to identify the influence of knowledge for innovative processes of the organization.
Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities.</p> <p>Studying this subject, students will be able to creatively and innovatively make decisions developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>
Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
Professional Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Professional ethics aims to provide knowledge of Professional ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills. Practical sessions analyze the ethical issues of the public and Professional sectors, the</p>

				classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution
Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	<p>To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities.</p> <p>During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method.</p> <p>Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities</p>
Entrepreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	<p>Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
Organization of Educational Environment	English	3	R. Jakutienė	Concept of educational environment; Learning environment in the organization; Learning environment in the communities of activity

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	Philosophy/Sociology	English	3	dr. Garšvė Lina	<p>1. Historical evolution of the world's philosophical thought. Purpose of philosophy and its place in culture. The philosophy of Being and Mind in antiquity and the Middle Ages.</p> <p>2. New Times: the victory of rationalism: advantages and vices. Renaissance era and philosophy. Metaphysics and the problem of relation of natural sciences.</p> <p>3. The contemporary history: the triumph of rationalism and its rationalization. The dialogue of the rational mind with nature – the world. Voluntarism, positivism, existentialism as principles forming philosophy.</p> <p>Self-studying: dispute</p> <p>4. Human existence and expression (activity) as a basis of worlding. Moral values and ways of life actualization. The link between a man, nature and technologies.</p> <p>5. Philosophical aspects of politics. Philosophical problems of the state and society development. Rise of a modern state. The possibility of a democratic state</p>
	Communication Psychology	English	4	Laima Milkintaitė	<p>1. The concept of communication. Communication needs. Models of the communication process. Basic components of interpersonal communication and their characteristics. Characteristics of effective communication.</p> <p>2. Social perception and I image in the communication process. The concept, forms and development of I image. Self-awareness and assessment, self-assessment levels. Self-esteem and its impact on interpersonal communication. Peculiarities of perception of oneself and other persons in the international environment. Errors of social perception and ways to avoid them.</p> <p>Self-studying: test</p> <p>3. Verbal (oral) and non-verbal communication. The concept of the message, types of messages. Language. Functions and types of the language. The concept and types of non-verbal communication. The ratio of non-verbal and verbal communication, its importance in the communication process.</p> <p>4. Listening. Listening processes and types. Listening styles. Active listening skills. Effective speaking.</p> <p>5. Conflicts. The concept of the conflict, types of conflicts. The cycle of conflict. Strategies of solving conflicts. Solution of internal personality conflicts.</p> <p>6. Factors influencing the psychological and ethical climate. Social status.</p>
Spring	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	<p>This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing</p> <p>Main topics:</p> <p>1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae.</p>

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				<p>2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions.</p> <p>3. Professional language (study programme specific). Vocabulary of professional terms</p>
Foreign Language II (German)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a basic knowledge of German language.</p> <p>Main topics:</p> <p>1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense.</p> <p>2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense.</p> <p>3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice</p>
Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a elementary knowledge of Lithuanian language</p> <p>Main topics:</p> <p>1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense.</p> <p>2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions.</p> <p>3. Weather and seasons. Clothes and colours. Adjectives</p>
Professional Foreign Language I (English)	English	6	dr. N. Litevkienė	<p>The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of Information Services study programme consolidate and develop English language skills, to form and develop professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students learn the professional vocabulary, prepare presentations, develop communication skills. The students study: Formal letters. E-mail. Letter writing etiquette. Applying for a job. Motivation letter. CV. Job interview. Telephone conversation. Telephone etiquette. Giving information by phone. Information professional. Libraries. The history of books and libraries. Famous librarians. The book. Structure of the book. Periodicals. The computer. Databases. Ways and systems of searching for information. Reading as communication. Students' reading habits. Services of libraries and information centres. Communication with customers. Book-crossing. Mobile libraries. Libraries and information centres of the world. Information resources of libraries. Library and self-study centre. Professional terms. Museums of the world. Archival science</p>
Professional Foreign Language II (English)	English	4	dr. N. Litevkienė	<p>The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in</p>

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				groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication. The student study: Alphabet. Phonetic symbols. Reading rules. Making introductions. Family. Appearance and character. Home. Time. Daily routines. Hobbies. Leisure activities. Weather. Climate. Seasons. Traditions. Lithuania. Cities and countries. Travelling. Professions. Biography. CV. Plans for the future. Telephone conversation. Applying for a job. Providing information by phone. Verb „be“. Verb „have“. Construction there is/there are. Word order in the sentence. Numeral. Article. Preposition. Tenses of the Verb. Noun. Adjective. Adverb. Pronoun. Numeral. Questions
Foreign Language I (English)	English	6	J. Korosteliová	The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties, stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane). Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb
Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Professions of Information Management (librarian, archivist, museologist, office manager etc.). Professional activities: job description, skills, knowledge, competencies, working conditions, customer service. Information Management: information classification, information resources, storage devices, services, information seeking. Digitalization. Information computer equipment.

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				Databases. Multimedia. Business communication: forms and types. Business etiquette. Business telephoning. Emailing. Presentations. International communication. Institutions: libraries, archives, museums, information / cultural / business centers. Professional innovations
Creative Industries	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop creative thinking skills by designing and implementing creative ideas by creating a real creative product, taking advantage of modern information and communication technologies.
Public Relations Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to acquire knowledge about the regularities of public and mass communication, principles of organization of information production and publicity, to develop skills using modern public communication technologies, and to develop the practical skills necessary to represent the organization through various communication channels to different target audiences, write SEO articles, layout newsletters and analyze the traffic on your website
Practice of Public Relations	English / Russian	6	G. Kulbeckienė	The aim of the course is to develop the practical skills needed to represent the organization in the public information environment, to develop and implement information dissemination programs of the organization, using information search, systemization, processing technologies, to apply the principles of image fostering and communication.
Creative Projects Management	English / Russian	4	G. Kulbeckienė	The aim of the course is to gain knowledge about project development and management principles, application of innovative solutions in constantly changing environment. Develop the ability to prepare project applications by analyzing calls for project proposals. Develop critical thinking in selecting and substantiating the project idea, applying resource planning, accounting and management techniques, developing and delivering information to target audiences using information technology
Creative Media	English / Russian	4	G. Kulbeckienė	The aim of the subject is to develop analytical thinking, to teach to evaluate and analyze the possibilities provided by creative media and to develop the creative abilities needed to create new products using information technologies.
Lithuanian Language (elementary)	English / Russian	4	G. Kulbeckienė	The aim of the course is to develop basic general practical skills of the Lithuanian language
Communication Theory	English	5	L. Tamutienė	The primary objectives of this course are a) to examine the basic concepts of communication theory; b) to understand models of communication process, c) to develop abilities to apply theoretical communication models in organizational communication activities. Topics: Overview of the history of communication. Introduction of key concepts of communication. An examination of the communication process, terms and models. Introduction of semiotics.

				<p>Messages, signs and meanings in communication.</p> <p>Overview of the development of communication studies</p>
Public Relations Management	English	6	L. Tamutienė	<p>The primary objectives of this course are a) to introduce the fundamentals of public relations management; b) to examine the role of public relations in the organization; c) to develop understanding of the specific audiences and communication purposes; d) to provide skills on how to develop a basic communications plan.</p> <p>Topics:</p> <p>Overview of history and theory of corporate public relations.</p> <p>Introduction of models of public relations.</p> <p>Communication channels (e.g., paid advertising, media relations) and key audiences.</p> <p>Potential blocks or barriers to effective communication.</p> <p>Organizational image and communication issues in public relations.</p> <p>Strategies, tactics, and techniques of public relations programs.</p> <p>Effective communication strategies in the corporate environment.</p> <p>Value of strategic communication planning. Public relations and communication campaign projects</p>
Public speaking	English / Russian	4	N. Trinkaitė	<p>The course is designed for students to gain public speaking knowledge and skills. During the theoretical part of the course students are taught to contemplate analytically, express reasonable thoughts, develop their mother-tongue and foreign language speaking skills in communication with Lithuanian and foreign partners, also arrange various written and oral texts, public speeches, use information search, structure and processing technologies. During the practical activities students practice in preparing oral and written texts, analyze types of public speeches, their functions, methodology, learn how to present various types of speeches, know basic style requirements for public speeches, analyze the correlation between verbal and non-verbal communication means; know search methods of supportive material and effective structuring of information, critically-based thinking, debates</p>
Basics of media	English / Russian	4	N. Trinkaitė	<p>The course is designed for students to gain knowledge on the conception of the background of mass media and apply skills in a real situation. The basic aim is to give knowledge about theories of mass media functions, develop capabilities to manage information, plan, perform, analyze, evaluate communication and processes of public relations in organization, speak reasonably, search for information independently, create and organize public information, take decisions and work in a multicultural environment. In theoretical part students are taught to contemplate analytically, communicate and cooperate with partners in his/her mother-tongue and foreign languages. During the practical activities students develop self-study skills – do</p>

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					information search independently, collect data for articles in mass media, select mass media channels and evaluate the specifics of the presented information, plan actions of public relations and prepare texts for advertising, analyze and evaluate them. After completion of the course students are able to observe information, select it and use it in presentations
	Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students’ negotiation through intercultural communication norms and rules, recognition and exceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations. Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making
	Information and Knowledge Management	English	6	dr. Rasa Pocevičienė	-
	Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.
	Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities. Studying this subject, students will be able to creatively and innovatively make decisions developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities Main topics: Concept of innovations and the innovative activity; Characteristics of the

				innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan
Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
Professional Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Professional ethics aims to provide knowledge of Professional ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills. Practical sessions analyze the ethical issues of the public and Professional sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution</p>
Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	<p>To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities.</p> <p>During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to</p>

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				<p>summarize the concept of communication and application areas, to analyze communication messages using the semiotic method.</p> <p>Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities</p>
Enterpreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	<p>Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
Bibliographic Description	English	5	R. Jakutienė	<p>Information resources description;</p> <p>Unique identifiers; Types of citation systems; APA citation format</p>
Information retrieval	English	5	R. Jakutienė	<p>Difference between information seeking and information searching; Information searching; Search models; Search tactics; Search moves; Information-seeking strategies; Search strategies; Factors affecting information searching</p>
Information and Knowledge Management	Russian	6	V. Stasėnaitė	<p>Информационная наука и ее структура. Управление информацией и знаниями. Документальная коммуникация. Сущность знаний, их отношение к данным и информации. Способы формирования организационных знаний. Модели управления знаниями. Инструменты управления знаниями. Этапы развития информационной деятельности. Типология и функции информационных учреждений. Современные тенденции в специализированной информационной деятельности</p>
Services of Informations	Russian	6	V. Stasėnaitė	<p>Концепция информационных услуг. Формы обслуживания клиентов. Современные информационные услуги (традиционные и электронные), их типология. Доступ к</p>

	((Информационные услуги))				оцифрованным и электронным досье. Инструменты Web 2.0. Социальные сети. Оценка качества информационных услуг. Маркетинг информационных услуг.
	Communication Psychology	English	4	Laima Milkintaitė	<p>1. The concept of communication. Communication needs. Models of the communication process. Basic components of interpersonal communication and their characteristics. Characteristics of effective communication.</p> <p>2. Social perception and I image in the communication process. The concept, forms and development of I image. Self-awareness and assessment, self-assessment levels. Self-esteem and its impact on interpersonal communication. Peculiarities of perception of oneself and other persons in the international environment. Errors of social perception and ways to avoid them. Self-studying: test</p> <p>3. Verbal (oral) and non-verbal communication. The concept of the message, types of messages. Language. Functions and types of the language. The concept and types of non-verbal communication. The ratio of non-verbal and verbal communication, its importance in the communication process.</p> <p>4. Listening. Listening processes and types. Listening styles. Active listening skills. Effective speaking.</p> <p>5. Conflicts. The concept of the conflict, types of conflicts. The cycle of conflict. Strategies of solving conflicts. Solution of internal personality conflicts.</p> <p>6. Factors influencing the psychological and ethical climate. Social status.</p>

Production and Logistics Management

Faculty of Business and Technologies
Management and Communication Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	<p>This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae. 2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions. 3. Professional language (study programme specific). Vocabulary of professional terms
	Foreign Language II (German)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a basic knowledge of German language.</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense. 2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense. 3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice
	Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a elementary knowledge of Lithuanian language</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense. 2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions. 3. Weather and seasons. Clothes and colours. Adjectives
	Professional Foreign Language I (English)	English	6	dr. N. Litevkienė	<p>The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of</p>

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				Production and Logistics Management study programme specialists consolidate and develop English language skills, to form and develop professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students learn the professional vocabulary, prepare presentations, develop communication skills. The students study: business communication, telephoning, work in an enterprise, types of enterprises, career opportunities, the process of production, client service, logistics, customs, problems of logistics
Foreign Language II (English)	English	4	dr. N. Litevkienė	The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication. The students study: the basics of English. Phonetics. Family. Time. Hobby. Travels. Weather. Countries and cities. Biography. Studies in the college. Telephoning. Ver. Numerals. Article. Noun. Adjective. Pronoun
Professional Foreign Language I (English)	English	6	J. Korosteliova	The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties, stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane).

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				Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb.
Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Business communication. Forms of business communication. Business telephoning. Business meetings. Emailing. Presentation. Career prospects. Employment (CV, cover letter). Professional ethics. Logistics. Logistics management. Logistic companies. Types of logistic companies. Customer care. 3P logistics. Safety at work. Logistics information systems. Warehousing. Freight insurance. Customs. Troubleshooting.
Quality Management	Russian	4	dr. Ligita Šalkauskienė	Dalyko tikslas – supažindinti su kokybės vadybos teorijomis, principais, kokybės vertinimo metodais, sistemomis, standartizavimu ir praktikos pasiekimais, sugebėti pritaikyti kokybės valdymo metodus visuose organizacijų veiklos srityse organizuojant verslą, valdant organizaciją ir priimant veiklos strateginius sprendimus
Lithuanian Language (elementary)	English / Russian	4	G. Kulbeckienė	Dalyko tikslas – ugdyti pagrindinius bendruosius praktinius lietuvių kalbos gebėjimus
Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students' negotiation through intercultural communication norms and rules, recognition and acceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations. Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making
Management	English / Russian	4	dr. Rasa Pocevičienė	The aim of the subject is to understand the concept of management and it's development, main ideas of classical and latest management theories, and decision-making process, to master the main functions of management, the laws and principles of business management. To develop ability to choose appropriate management decision methods and ability to communicate effectively, work in a team. During practical sessions and case studies, skills of applying principles of business (also international) management are developed. Self-studying is intended to consolidate skills of implementation of management

				<p>functions, identification of activity problems, search for solutions and activity improvement ways and teamwork.</p> <p>Main topics: The concept of management; Management theories; Management environment; The concept and meaning of management; Planning of Organization activities; functions of management and Planning Steps; Organization and Management structures in it; Organization goals and objects Management, Management styles, Leadership. Motivation. Entrepreneurship; Human Principles of teamwork resources management; Business control</p>
Quality Management	English	4	dr. Rasa Pocevičienė	<p>The aim of quality management is to acquaint with quality management principles, quality assessment methods, systems, standardization and achievements of practice, quality management theories, to be able to apply quality management methods in all areas of organization and business, managing organization and making strategic decisions. Practical skills are developed by selecting and solving real practice problems. Self-study is meant to interpret the application of quality management methods in an organization to solve a problem using a universal problem-solving model.</p> <p>Main topics: Quality management concepts and development directions; Assessment of the organization's quality level; Quality planning: Quality policy, goals. Choice of user type. Planning quality, hindering development programs; Quality management: Quality management objects, quality measurement. Comparison and Assessment. Process quality management. Improving Quality: Fixed quality problems. Creating a quality improvement program. Execution of individual quality improvement projects. Quality Improvement Tools and Methods. LEAN methodology; International quality management system standards: ISO 9000 series standards. Principles of quality management; Quality audit: Internal audit of the organization's quality management system evaluating quality costs; Legal quality regulation in the European Union and Lithuania</p>
Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.</p>
Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative</p>

					<p>action plan and manage innovation activities.</p> <p>Studying this subject, students will be able to creatively and innovatively make decisions developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>
	Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
	Business Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Business ethics aims to provide knowledge of business ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills.</p> <p>Practical sessions analyze the ethical issues of the public and business sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution.</p>

					<p>Main topics: The concept of business ethics and theories of ethics: The concept of business ethics. Professional principles and values. Ethical theories; Ethical problems in business; Codes of Ethics and Conduct: The concept and objectives of the Code of Ethics. Form and content of codes. Code Administration. Advantages and disadvantages of codes, their importance; Business moral and social responsibility; Business Social Responsibility Concept; Ethical decisions and their adoption by a business organization; Etiquette in a business organization: Negotiation ethics. Business etiquette</p>
	Organizational Behavior and Problem Solving Processes	English / Russian	6	dr. Rasa Pocevičienė	<p>Acquire theoretical knowledge about the peculiarities of organizational behavior by arguing to help an organization understand the system as a solid social system in which each element is significant. Develop students' ability to collaborate effectively, lead, pursue organizational goals, meet personal needs, plan social activities, and make decisions. The object is to provide theoretical knowledge and to develop practical skills for teamwork and client as a member of the organization. Theoretical lectures will analyze the peculiarities of organizational behavior that help to highlight the organization as a whole related to the social system, provide knowledge about decision-making principles and processes. Practical sessions teach stress management strategies, analyze effective communication, organizational aspects, organizational culture, and plan change management motivation. Intermediate settlements are devoted to the understanding of theoretical knowledge and their application in a particular situation, the preparation of a change - motivation plan</p>
	Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	<p>To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities. During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method.</p> <p>Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities</p>

	Enterpreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	<p>Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
	Communication Psychology	English	4	Laima Milkintaitė	<p>1. The concept of communication. Communication needs. Models of the communication process. Basic components of interpersonal communication and their characteristics. Characteristics of effective communication.</p> <p>2. Social perception and I image in the communication process. The concept, forms and development of I image. Self-awareness and assessment, self-assessment levels. Self-esteem and its impact on interpersonal communication. Peculiarities of perception of oneself and other persons in the international environment. Errors of social perception and ways to avoid them.</p> <p>Self-studying: test</p> <p>3. Verbal (oral) and non-verbal communication. The concept of the message, types of messages. Language. Functions and types of the language. The concept and types of non-verbal communication. The ratio of non-verbal and verbal communication, its importance in the communication process.</p> <p>4. Listening. Listening processes and types. Listening styles. Active listening skills. Effective speaking.</p> <p>5. Conflicts. The concept of the conflict, types of conflicts. The cycle of conflict. Strategies of solving conflicts. Solution of internal personality conflicts.</p> <p>6. Factors influencing the psychological and ethical climate. Social status.</p>
	Applied Mathematics	English	4	dr. Vaičiulytė	1. Financial calculations. Percentages. Simple and compound interest. Current and future

				Ingrida	<p>value.</p> <p>Self-studying: practical work</p> <p>2. The matrix theory. The concept of matrix. Operations with matrices. Calculation of determinants. Finding the inverse matrix.</p> <p>3. Systems of linear equations. Cramer's method. Inverse matrix method. Gauss method. Gauss-Jordan method.</p> <p>4. The economic system balance. Systems of linear equations in economics. The productivity condition of Leontief model.</p> <p>Self-studying: test.</p> <p>5. Linear inequalities and optimal planning. Creation of the mathematical model. Linear programming problems. Geometric interpretation.</p> <p>6. Elements of mathematical statistics. Samples and their numerical characteristics. Correlation and regression coefficients.</p> <p>7. Computer-aided mathematical systems. Solving of linear programming problems using MathCad software package: preparation of the model of the problem, use of commands Minimize / Maximize</p>
	Philosophy/Sociology	English	3	dr. Garšvė Lina	<p>1. Historical evolution of the world's philosophical thought. Purpose of philosophy and its place in culture. The philosophy of Being and Mind in antiquity and the Middle Ages.</p> <p>2. New Times: the victory of rationalism: advantages and vices. Renaissance era and philosophy. Metaphysics and the problem of relation of natural sciences.</p> <p>3. The contemporary history: the triumph of rationalism and its rationalization. The dialogue of the rational mind with nature – the world. Voluntarism, positivism, existentialism as principles forming philosophy.</p> <p>Self-studying: dispute</p> <p>4. Human existence and expression (activity) as a basis of worlding. Moral values and ways of life actualization. The link between a man, nature and technologies.</p> <p>5. Philosophical aspects of politics. Philosophical problems of the state and society development. Rise of a modern state. The possibility of a democratic state</p>
	Management and Analysis of Enterprise Performance Data	English	4	Morkevičienė Ingrida	<p>1. Application of mathematical, logical, financial, database, statistical spreadsheet functions for solving economic and statistical problems.</p> <p>2. Special data analysis tools: Tables of function values, selection of values of function arguments, scenarios, optimization problems. Lists and reports. Graphic data representation.</p> <p>3. Preparation of graphic and textual information and publishing online.</p>

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					4. Data analysis using Excel and SPSS (PSPP) programmes: Computer statistical analysis systems. Description of data (variables). Descriptive statistics and its objectives. Single and multi-variable frequency tables. Variable connection measurements. Correlation and regression analysis. Testing of parametric statistical hypotheses
Spring	Professional Foreign Language I (German)	English	6	dr. N. Jurgaitis	<p>This course is designed for students with at least B1 level to further develop professional German skills in listening, speaking, reading and writing</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Studies and getting hired. Studies at the university of applied sciences, job search, motivation letter, curriculum vitae. 2. Work in a company. Types and structure of German companies, presentation of a company, business correspondence, commercial proposals, phone calls, formal meetings, exhibitions. 3. Professional language (study programme specific). Vocabulary of professional terms
	Foreign Language II (German)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a basic knowledge of German language.</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Reading rules. Basic phrases. Numbers. Family and hobbies. Time. Daily activities. Verbs, nouns, pronouns, present tense. 2. Home. Food and drinks. Travelling. Buying a ticket, booking a hotel, asking for directions. Restaurant, shopping. Prepositions. Present perfect tense. 3. Weather and seasons. Clothes and colours. Health. Adjectives, future tense, passive voice
	Lithuanian Language (elementary)	English	4	dr. N. Jurgaitis	<p>The aim of this course is to provide students with a elementary knowledge of Lithuanian language</p> <p>Main topics:</p> <ol style="list-style-type: none"> 1. Alphabet. Pronunciation. Numbers. Family. Personal pronouns, conjugation of verbs, present tense. 2. At home. Time. Daily activities. Food and drinks. Travelling. Declention of nouns. Prepositions. 3. Weather and seasons. Clothes and colours. Adjectives
	Professional Foreign Language I (English)	English	6	dr. N. Litevkiene	<p>The subject is designed to develop general practical English language skills (listening, speaking, reading, writing) necessary in professional communication, to help the students of Production and Logistics Management study programme specialists consolidate and develop English language skills, to form and develop professional vocabulary during practical activities and self-study. The course involves the analysis of professional texts, the students</p>

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				learn the professional vocabulary, prepare presentations, develop communication skills. The students study: business communication, telephoning, work in an enterprise, types of enterprises, career opportunities, the process of production, client service, logistics, customs, problems of logistics
Foreign Language II (English)	English	4	dr. N. Litevkienė	The subject is designed to acquire and develop English language listening, speaking, reading, writing skills. During the course students develop basic English language communication skills in groups and individually, prepare presentations, participate in conversations, learn professional vocabulary. After the course the students will be able to communicate in the English language in everyday environment, communicate on the phone, introduce themselves and the students study: resent college in English, will correctly use grammar structures in the process of communication. The students study: the basics of English. Phonetics. Family. Time. Hobby. Travels. Weather. Countries and cities. Biography. Studies in the college. Telephoning. Ver. Numerals. Article. Noun. Adjective. Pronoun
Professional Foreign Language I (English)	English	6	J. Korosteliova	The aim of the course is to improve students' general practical and communication English (as a foreign) language skills, build and develop professional vocabulary. The following topics will be covered during the course: Administrator's profession and education. Work duties, stationery and office supplies. Office equipment. Business communication (business letters, emails, making contact by phone). Making appointments. Greeting visitors. Giving directions. Small talk. Conferences. Agendas. Taking minutes. Types of business organizations. Company profile. Company structure and personnel management. Basics of Accounting. Annual reports, etc.
Business English	English	6	D. Civilkienė	Business Communication (making contact, welcoming visitors, getting acquainted, telephoning, emailing, networking). Trade Fairs, Exhibitions, Conferences. Business Trips. Negotiations. Companies, organisations. Company Structure. Departments. Roles. Business Environment. Doing Business Abroad. Different Business Styles. Intercultural Communication. Ethical Trading. Changing the World. Job satisfaction
Foreign Language II (Russian)	English	4	J. Briedytė	Alphabet. Phonetic symbols. Reading rules. Introductions. Getting Acquainted. Family and Friends. Appearance and Character. Home. Environment. Time Expressions. Daily Activities. Leisure Time and Hobby. Cities and Countries. Nationalities. Travelling (by train, bus, plane). Ticket Reservation. Booking a Hotel. Shopping. Banking. Telephoning. Language Etiquette. Grammar: noun, verb, adjective, pronoun, numeral, preposition, adverb.

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	Professional Foreign Language I (Russian)	Russian	6	J. Briedytė	Business communication. Forms of business communication. Business telephoning. Business meetings. Emailing. Presentation. Career prospects. Employment (CV, cover letter). Professional ethics. Logistics. Logistics management. Logistic companies. Types of logistic companies. Customer care. 3P logistics. Safety at work. Logistics information systems. Warehousing. Freight insurance. Customs. Troubleshooting.
	Quality Management	Russian	4	dr. Ligita Šalkauskienė	Dalyko tikslas – supažindinti su kokybės vadybos teorijomis, principais, kokybės vertinimo metodais, sistemomis, standartizavimu ir praktikos pasiekimais, sugebėti pritaikyti kokybės valdymo metodus visuose organizacijų veiklos srityse organizuojant verslą, valdant organizaciją ir priimant veiklos strateginius sprendimus
	Lithuanian Language (elementary)	English / Russian	4	G. Kulbeckienė	Dalyko tikslas – ugdyti pagrindinius bendruosius praktinius lietuvių kalbos gebėjimus
	Intercultural Communication and Negotiation	English / Russian	4	dr. Rasa Pocevičienė	The purpose of the subject is to provide knowledge about the concepts of culture, cultural differences and their influence on our behavior, communication, cooperation etc., intercultural communication and peculiarities of business negotiations and logics of negotiation decision making in the field of intercultural communication. Students' negotiation through intercultural communication norms and rules, recognition and acceptance of cultural differences skills, skills of constructive behavior in intercultural societies are developed during practical classes, case analysis and modeling the business negotiation situations. Main topics: business negotiations in the communication system; intercultural communication theories (E. Hall's, R.D. Lewis, G. Hofstede, E. D. Hirsh's etc. theories; preparation for business negotiations; cultural differences and their influence on negotiations; argumentation tactics in business negotiations; intercultural discussion logic and peculiarities of behavior in negotiation; decision-making and peculiarities of intercultural negotiating decision-making
	Management	English / Russian	4	dr. Rasa Pocevičienė	The aim of the subject is to understand the concept of management and it's development, main ideas of classical and latest management theories, and decision-making process, to master the main functions of management, the laws and principles of business management. To develop ability to choose appropriate management decision methods and ability to communicate effectively, work in a team. During practical sessions and case studies, skills of applying principles of business (also international) management are developed. Self-studying is intended to consolidate skills of implementation of management functions, identification of activity problems, search for solutions and activity improvement ways and teamwork.

				<p>Main topics: The concept of management; Management theories; Management environment; The concept and meaning of management; Planning of Organization activities; functions of management and Planning Steps; Organization and Management structures in it; Organization goals and objects Management, Management styles, Leadership. Motivation. Entrepreneurship; Human Principles of teamwork resources management; Business control</p>
Quality Management	English	4	dr. Rasa Pocevičienė	<p>The aim of quality management is to acquaint with quality management principles, quality assessment methods, systems, standardization and achievements of practice, quality management theories, to be able to apply quality management methods in all areas of organization and business, managing organization and making strategic decisions. Practical skills are developed by selecting and solving real practice problems. Self-study is meant to interpret the application of quality management methods in an organization to solve a problem using a universal problem-solving model.</p> <p>Main topics: Quality management concepts and development directions; Assessment of the organization's quality level; Quality planning: Quality policy, goals. Choice of user type. Planning quality, hindering development programs; Quality management: Quality management objects, quality measurement. Comparison and Assessment. Process quality management. Improving Quality: Fixed quality problems. Creating a quality improvement program. Execution of individual quality improvement projects. Quality Improvement Tools and Methods. LEAN methodology; International quality management system standards: ISO 9000 series standards. Principles of quality management; Quality audit: Internal audit of the organization's quality management system evaluating quality costs; Legal quality regulation in the European Union and Lithuania</p>
Knowledge Management	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about information and main knowledge management principles, importance of the learning organization in the context of the knowledge society, to develop the ability to apply knowledge management models in practice, to develop abilities to integrate individual knowledge into collective knowledge creating the knowledge base of the organization. Independent works are intended to identify and systematize criteria of the learning organization, to identify the influence of knowledge for innovative processes of the organization.</p>
Management of Innovations	English / Russian	4	dr. Rasa Pocevičienė	<p>To provide knowledge about innovations and management of innovative activities. To develop the ability to create the innovative idea, product, activity, to prepare the innovative action plan and manage innovation activities.</p> <p>Studying this subject, students will be able to creatively and innovatively make decisions</p>

				<p>developing the innovative idea, product, activity, preparing the innovative activity implementation plan. Independent work is intended for consolidation of innovation creation and planning knowledge and abilities</p> <p>Main topics: Concept of innovations and the innovative activity; Characteristics of the innovative enterprise; Classification of innovations; stages of the innovative activity. Life cycle of innovations. Participants of the innovative activity; Management of the innovative activity (Innovation strategies. Planning, organization and monitoring of the innovative activity. Management solutions of the innovative activity); Creation of new ideas. Creation, assessment and implementation of new ideas; Plan of the innovative activity (product). Structure of the innovative action plan</p>
Methodology of Applied Sciences	English / Russian	4	dr. Rasa Pocevičienė	<p>The purpose of applied research methodology is to provide knowledge about the essential principles of applied research methodology; to form an understanding of the purpose of the applied research; to develop the ability to compile a research plan and to select the appropriate theoretical and practical research methods to study the formulated problem; process, submit and justify reliable data necessary for decision making; developing the practical skills of information retrieval, collection and reliable data processing, presentation and argumentation, understanding the purpose of the investigator and methods of operation.</p> <p>Students will develop the skills of working with scientific sources, learn how to acquire and independently realize the essential methodological requirements of the first research work, master the most important research methods that enable them to get acquainted with the business environment and the processes taking place therein, universal design requirements of the research, know the ethics of the research work.</p> <p>In practice, students learn to use the possibilities offered by information technologies, systems and databases in studies, prepare themselves to perform their first research work (course work, final work), work in a team and constructively cooperate</p>
Business Ethics	English / Russian	4	dr. Rasa Pocevičienė	<p>Business ethics aims to provide knowledge of business ethics values, theories, ethical issues and ways of solving them, ethics of negotiation, developing ethical communication skills. Practical sessions analyze the ethical issues of the public and business sectors, the classification of ethical problems, the ethical decision making process. Self-study is intended to analyze the ethical problem according to the chosen model of ethical decision-making and to evaluate the irreversibility of the solution.</p> <p>Main topics: The concept of business ethics and theories of ethics: The concept of business ethics. Professional principles and values. Ethical theories; Ethical problems in business;</p>

					Codes of Ethics and Conduct: The concept and objectives of the Code of Ethics. Form and content of codes. Code Administration. Advantages and disadvantages of codes, their importance; Business moral and social responsibility; Business Social Responsibility Concept; Ethical decisions and their adoption by a business organization; Etiquette in a business organization: Negotiation ethics. Business etiquette
	Organizational Behavior and Problem Solving Processes	English / Russian	6	dr. Rasa Pocevičienė	Acquire theoretical knowledge about the peculiarities of organizational behavior by arguing to help an organization understand the system as a solid social system in which each element is significant. Develop students' ability to collaborate effectively, lead, pursue organizational goals, meet personal needs, plan social activities, and make decisions. The object is to provide theoretical knowledge and to develop practical skills for teamwork and client as a member of the organization. Theoretical lectures will analyze the peculiarities of organizational behavior that help to highlight the organization as a whole related to the social system, provide knowledge about decision-making principles and processes. Practical sessions teach stress management strategies, analyze effective communication, organizational aspects, organizational culture, and plan change management motivation. Intermediate settlements are devoted to the understanding of theoretical knowledge and their application in a particular situation, the preparation of a change - motivation plan
	Organization Communication	English / Russian	4	dr. Rasa Pocevičienė	To acquire knowledge about basic communication theories, to understand models of the communication process, manifestation of convergence, developing abilities to apply theoretical communication models in organizational communication activities. During studies of the communication theory, students are introduced to the models of the communication process, the principles of convergence of communication. During theoretical classes, concepts and models of the communication theory are analysed. The study subject focuses on the development of students' critical thinking. Intermediate reporting is intended to summarize the concept of communication and application areas, to analyze communication messages using the semiotic method. Main topics: The conception and areas of communication. Communication models. The convergence theory. Process and semiotics communication schools. Basic models of the communication process. Signs and meanings in communication. Classification of communication by contexts. Interpersonal, group, organizational, public, mass communication, their differences, similarities, peculiarities
	Entrepreneurship and Leadership	English / Russian	4	dr. Rasa Pocevičienė	Entrepreneurship and leadership aims to gain the knowledge and skills, enabling to realize today's entrepreneurial and leadership importance and essence; to develop entrepreneurial

				<p>and leadership competencies; to apply them in professional and personal activities in dealing with multi-cultural business partners and customers.</p> <p>During studies, students will be acquainted with the modern concepts of entrepreneurship and leadership, the position of competencies to the general competence system, the significance of a person, organization, and society. During theoretical studies entrepreneurship and leadership competencies content will be analysed in personal and professional competencies system, resolution and education (learning) opportunities. During practical activities, skills of communication, teamwork, collaboration while offering individual proposals and decision-making process will be developed, the entrepreneurial, leadership competencies expression, and opportunities for improvement will be analyzed. The entrepreneurial and leadership in the context of the relevant provisions as openness to innovation and otherness, personal and social responsibility, lifelong learning will be developed</p>
Accounting and Finance	English	6	Bužinskienė Rita	<p>1. Essential features of accounting. The essence of accounting information, users of accounting information, requirements for accounting information. Types of accounting. Regulation of accounting, generally accepted accounting principles. Accounting policy.</p> <p>2. Financial accountability. The essence of the assets, ownership and liabilities of the enterprise in accounting, composition and structure. Fundamental accounting equality and influence of economic events / operations on it. The composition, content of the set of financial statements and the principles of its preparation and announcement. Preparation of profit (loss) statement and balance sheet.</p> <p>3. The accounting process and its organization. Accounts in accounting. Double-entry and recording of transactions in accounting. The chart of accounts. Consistency of the accounting process. Initial accounting documents and accounting registers. Performance of inventory. Procedures of the end of the accounting cycle.</p> <p>4. Accounting of income and expenditures Types of income. Recognition and accounting of income. Differences between income and receipts. Types of expenditures. Recognition and accounting of expenditures. Differences between expenditures and costs.</p> <p>5. Asset Accounting Classification and accounting of fixed assets. Depreciation methods and their application.</p>

					<p>Classification and accounting of current assets. Accounting of stocks and identification of net cost.</p> <p>6. Accounting of personal capital and liabilities Funding sources of the economic entity. The essence and accounting of personal capital of the economic entity. Types of liabilities of the economic entity and their accounting. Accounting of settlements with the employees of the enterprise.</p> <p>7. Basics of the tax system of the Republic of Lithuania. Value-added tax. Residents' income tax. State social insurance tax and mandatory health insurance tax. Profit tax.</p> <p>8. Financial analysis The concept and significance of the financial analysis. Dynamic analysis of financial statements. Structural analysis of financial statements. Financial relative indicators and their assessment.</p> <p>9. The national financial system and the place of the enterprise in it. The mechanism of the financial system, its participants, their functions, centralized and decentralized finances, their classification. Funding sources of economic entities.</p>
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Automation and Electronics Engineering study programme

Faculty of Business and Technologies
Electrical Engineering Department

Semester	Subject	Language	Teacher	No. Credits	
Fall	Basics of Automation	English/Russian	4	A. Kontautas	
	PLC Programming	English/Russian	6	A. Kontautas	
	Applied Electronics	English/Russian	6	A. Kontautas	
	Pneumatic Drives Control Systems	English/Russian	4	A. Kontautas	
	Automation of Technological Processes	English/Russian	5	A. Kontautas	
	Electric Drives Control Systems	English/Russian	6	M. Kernagis	
Spring	Automation of Technological Processes	English	3	A. Kontautas	
	Systems of PLC	English	4	A. Kontautas	
	Electromechanical Converters	English/Russian	4	M. Kernagis	
	Consumers Electrical Networks	English/Russian	6	G. Muliuolis	
	Electric Drives	English/Russian	3	M. Kernagis	
	Automation	English/Russian	3	A. Kontautas	
	Companies Electrical Equipment	English/Russian	3	M. Kernagis	
	Electricity Supply Networks	English/Russian	6	G. Muliuolis	

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Automobile Technical Exploitation study programme

Faculty of Business and Technologies
Transport Engineering Department

Semester	Subject	Language	Teacher	No. Credits	Content
Fall	Automobiles	English/ Russian	S. Palepšaitis	3	The overall design and development trend of the automobiles. Engine: crank mechanism. Gas distribution mechanism. Cooling system. Lubrication system. Otto motor power systems. Diesel engine power systems. Ignition system. Starter.
	Consumables	English/ Russian	R. Ignatavičius, R. Palepšaitienė	3	1. Consumables Chemistry; 2. Car Fuel; 3. Car oils; 4. Characteristics of plastic lubricants, their labelling and application possibilities; 5. Technical fluids.
	Information Technologies	English/ Russian	D. Dervinis	4	1. Means of the management of a large volume of text-based document The structure of the document, styles. 2. Management technology of the documents with elements of the design in pixel units. Data formats and their editing. 3. The presentation programmes for the preparation of the information in the presentation. The main steps in the preparation of the presentation. 4. The Car's technical database. The concept of a database, the types of databases.
	Engineering and Computer Graphics	Russian	R. Juknevičius	4	1. The common part. Introduction to engineering graphics. 2. Geometry of drawing. 3. Projection of grid drawing. The design of models in three and six-plane projection. 4. Engineering drawings of the equipment. The main rules for the drawings. Detailed drawings, sketches and threaded connections. 5. The application of the computer program AutoCAD in Drawings.
	Mathematics	English/ Russian	A. Rimkevičienė	7	1. Matrix. 2. Systems of linear equations. 3 Linear inequalities and the planning. 4. The function limit. 5. Differential calculations. 6. Integral calculations. 7. Differential equations, their solution and application. 8. Events and their probability. 9. Computer systems in Mathematics.
	Materials Science	Russian	Z. Sluckuvienė	3	1. Criteria for the selection of materials. Mechanical, technological properties. 2. Structure of the material and its regularities in the formation. 3. Ferrous metals. 4. Non-ferrous metals and their alloys. 5. The basics of heat processing. 6. Non-metallic construction materials. 7. Trends in the development of new materials.
	Automobile Electric and	English/	D. Dervinis,	5	1. Use of electric power in the car. 2. Electric power sources. 3. Starter. 4. Ignition

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	Electronic Equipment	Russian	J. Skiauteris		system and its elements. 5. Lighting, signalling and auxiliary devices. 6. Sensors and controllers. 7. Car diagnostic electronic equipment. 8. Examination of the schemes of electrical and electronic equipment. 9. Electronic ignition systems. 10. Fuel injection systems. 11. Electronic equipment of antilock braking system.
	Work Safety	Russian	J. Skiauteris	3	The legal regulation of health and safety. Accidents at work and occupational diseases. Prevention of occupational diseases and accidents at the workplace. The assessment of the working environment and working conditions in the work environment settings. Hygiene standards. The laboratory work. Organization of safe work in technological processes.
	Metal Technology	Russian	Z. Sluckuvienė	4	1. Welding and soldering the materials. General knowledge about soldering. 2. Foundry fundamentals. 3. Processing of metals by pressure. 4. The basics of Metalwork. 5. Methods of metal-cutting. 6. Establishment of surface coatings.
	Engine Management Systems	English/ Russian	T. Kalinauskis	6	Electronic management of Otto engine power systems. Continuous gasoline injection system. Periodic injection system. Central injection system. Combined injection system. Gasoline direct injection systems. Battery gasoline direct injection system. Electronic management of diesel engines.
	Automobile Technical Expertise	English/ Russian	R. Ignatavičius, S. Palepšaitis	6	1. Determination of the value of the motor vehicle. 2. The estimate of the damage after a motor vehicle accident. 3. Determination of the residual value of the car. 4. Evaluation of necessary material and parts for the reconstruction of the motor vehicle. 5. Examination of vehicles after the design change procedure. 6. The order of restoration expertise of vintage cars.
Spring	Professional English Language	English	D. Civilkienė	6	1. Work search. 2. Analysis of professional topics.
	Professional Russian Language	Russian	J. Briedytė	6	1. Work search. 2. Analysis of professional topics.
	Automobiles	English/ Russian	S. Palepšaitis	4	The car's bodywork. The car's transmission: clutch. Manual-shift gearbox. Automatic gearbox. Cardan-shaft. Wheel drive. The car's chassis: frame, and bridges. Hangers. Wheels and tires. The steering mechanisms of the car: steering devices. Braking mechanisms. Hydraulic and mechanical brake actuator. Pneumatic brake gear. Antilock braking system (ABS). Traction control (TCS) and driving stability control system (SCS) Electro mobiles: the development and construction of the electro mobiles. Hybrid automobiles. Mototrains: trucks. Trailers and semi-trailers.
	Engineering and Computer Graphics	Russian	R. Juknevičius	3	The application of the computer program AutoCAD in Drawings. Spatial models in 3D.

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	Electrotechnics and Electronics	English/Russian	A. Kontautas, M. Kernagis	4	1. DC circuit. 2. Single-phase AC and three-phase circuits. 3. Transformers. Direct and alternating-current electric machines. 4. Electro vacuuming devices. 5. The Ionic (gas-fired) devices and their use. 6. Semi conducting diodes. 7. AC semiconductor diode rectifiers. 8. The transistors. 9. Two-load transistors. 10. The Thyristors. 11. Semi conducting devices, operating on the principle of changing of conductivity. 12. Optoelectronic devices. 13. Analogue switches. 14. Operational amplifiers. 15. Logic units. 16. The low and medium-grade logic circuits.
	Technical Mechanics	English/Russian	A. Kovierienė	6	Statics. Systems of spatial forces. Kinematics and dynamics. The resistance of materials. Machine elements. Course paper.
	Automobile Diagnostics	English/Russian	T. Kalinauskis	4	1. Basics of car diagnostics. 2. General car diagnostics. 3. The use of databases in diagnostics of car steering system.
	Technology of Automobile Repair	English/Russian	A. Sabaliauskas	4	1. Car capacity indicators. 2. Main concepts of repair technology. 3. Car repair factory process. 4. Technological processes of renewal of parts. 5. The quality of repair work.
	Technologies of Car Service Companies	Russian	J. Skiauteris	4	1. Structures of car service business. 2. Organization of technological processes in car service companies. The main process of service. 3. Information systems used in car service companies. 4. Use of technical databases while organising technological processes in car service companies. 5. Technological equipment of car service companies. 6. Design of a simple service equipment. 7. Financial support of technological processes of car service companies.
	Safe Exploitation of Automobiles	Russian	J. Skiauteris	3	Car safety, reliability and cost effectiveness. Car technical screening/check. The influence of the forces of the car for road safety. The car's performance. The specific road safety issues.
	Special and Specialized Automobiles	English	M. Bagavičius	3	1. General knowledge about the special and specialized automobiles. 2. Special service vehicles. 2.1 Fire and rescue service vehicles. 2.2 Ambulance vehicles. 2.3 Police vehicles. 3. Specialized vehicles. 3.1 Emergency services vehicles. 3.2 Road maintenance and repair vehicles. 3.3 Timber vehicles.
	Car Service Technological Equipment	English/Russian	R. Ignatavičius	3	1. Technological equipment and its layout in the premises. 2. Diagnostic equipment and its selection according to the workplace. 3. Tools, their selection. 4. Lifting, transporting equipment, its evaluation according to the workplace. 5. Washing equipment. 6. Equipment for bodywork repair, the selection of technology and application in production.
	Body Repair	English/Russian	R. Ignatavičius	6	1. Theoretical fundamentals of bodywork repair. 2. Contact spot welding of bodywork parts. 3. Repair technology of welded elements of the bodywork. 4. Substitution of permanently interconnected elements of the bodywork. 5. Welding of plastic elements

					of the bodywork. 6.The technical plane, stretching and measuring equipment of bodywork. 7. The geometry of the bodywork restoration, changing separate parts. 8. Materials used in the repair of bodywork.9. Preparation of the surface of bodywork for repair. 10. Painting of bodywork.
	Engine Repair	English/ Russian	R. Ignatavičius	6	1. Technology of engine repair.1.1. External washing of engines.1.2. Engine disassembly.1.3. Washing and cleaning of the parts. 1.4. Sorting of the faulty engine parts:2. Repair of knots and parts. 2.1. Repair of crank mechanism.2.2. Repair of gas distribution mechanism. 2.3. Repair of cooling system .2.4. Repair of lubrication system.2.5. Repair of power and starting system.

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Motor Transport Electronics study programme

Faculty of Business and Technologies
Transport Engineering Department

Semester	Subject	Language	Teacher	No. Credits	Content
Fall	Automobiles	English/ Russian	S. Palepšaitis	3	The overall design and development trend of the automobiles. Engine: crank mechanism. Gas distribution mechanism. Cooling system. Lubrication system. Otto motor power systems. Diesel engine power systems. Ignition system. Starter.
	Engineering and Computer Graphics	Russian	R. Juknevičius	4	1. General part. 2. Descriptive geometry. 3. Projection drawing. 4. Engineering equipment drawings. 5. Schemes. 6. Making of drawings with AutoCAD computer program.
	Mechanical Engineering	Russian	Z. Sluckuvienė	5	1. Basic concepts of statics. 2. Basic concepts of strength of materials. 3. Hydraulics and pneumatics basics. Liquid and gas physical properties. 4. Machine elements. 5. Hydraulic and pneumatic actuators.
	Engineering Information Technologies	English/ Russian	D. Dervinis	5	Basics of working with operating systems. Documentation and report development with text editors. Design and management of the documents with computational elements using spreadsheets. Automation of the document applying macro commands for solution of specific problems using. Searching for information in public databases. Basics of engineering programming. Search for automotive units and schemes in specialized databases. Algorithm reading and creation.
	Mathematics	English/ Russian	A. Rimkevičienė	7	1. Sets and functions. 2. Limit of a function. Limits calculation. 3. Matrices. 4. Systems of linear equations. 5. Differential calculations. Applications of differential calculations. 6. Integral calculations. Applications of integral calculations. 7. Computer mathematics systems. Differential equations, their solutions and applications. 8. Linear inequalities and optimal planning. 9. Theory of chances. 10. Computer mathematics systems.
	Automobile Electronic Equipment	English	D. Dervinis	7	1. Electricity use in cars. 2. Automotive electrical components and systems. 3. Analysis of electrical equipment schemes
	Automobile Communication System	English	D. Dervinis	4	Classification of external and internal communications. Analog signal transmission techniques and application. Digital modulation methods. Wireless digital connection. Aerials and their types. CAN bus. LIN bus. Optical network usability in transport. GPS in transport. Transport safety systems based on communication solutions. Image

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					processing application in transport .The concept of intelligent transport system.
	Design of Electronic System	English	D. Dervinis	4	1. Electronic systems Requirements for electronic systems; principal electric schemes reading.2. Noise, its effects and sources, electromagnetic compatibility Noise sources and its importance.3. Electronic equipment design and production Mounting circuit board component layout principles.4. High frequency design errors and failures. Their elimination methods
	Automobile Diagnostics	English/Russian	T. Kalinauskis	4	1. Car diagnostic objectives, purpose, methods. 2. Car diagnostic equipment, its accuracy and selection. 3. Database use in the diagnosis of control systems in the car BOSCH [ESI]tronic, AUTODATA. 4. Development of automotive electronic system diagnostic algorithms. 5. CAN system analysis. CAN signal and faults. 6. Analysis of petrol engine power supply and ignition systems.
	Automobile Technical Maintenance and Repair	English/Russian	R. Ignatavičius	6	1. Car maintenance tools and materials. 2. Car maintenance periodicity, evaluation of the quality of the works carried out, possible repair methods.3. Engine mechanisms and systems technical maintenance and running repair. 4. Automobile transmission technical maintenance and running repair. 5. Car chassis maintenance and running repair. 6. Car control systems maintenance and running repair. 7. Car body technical maintenance.8. Automobile towed rolling-stock maintenance and running repair.
	Transport Economics	English/Russian	L. Meškienė	5	1. Macro-economic and micro-economic processes. 2. Business environment. 3. Establishment of a company, its business planning. 4. Company assets and the essence of property. 5. Work organization and payment. 6. Marketing. Market research. A concept of marketing. 7. Economic-financial evaluation of the transport company performance.
	Otto Engine Control Systems	English/Russian	T. Kalinauskis	3	1. Otto engine power systems and electronic control. Unit petrol injection systems.
	Diesel Engine Control System	English/Russian	T. Kalinauskis	3	1. Diesel engine systems and electronic control.
Spring	Professional English Language	English	D. Civilkienė	6	Job search. Analysis of professional topics.
	Professional Russian Language	Russian	J. Briedytė	6	Job search. Analysis of professional topics.
	Automobiles	English/Russian	S. Palepšaitis	4	Car body. Car transmission. Car chassis. Car control mechanisms. Electric cars. Road trains.
	Automobile Electric Equipment	Russian	J. Skiauteris	4	1. Electricity use in cars. 2. Automotive electrical components and systems. 3. Analysis of electrical equipment schemes

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	Electrotechnics and Electronics	English/Russian	M. Kernagis, A. Kontautas	6	1. DC circuits. 2. AC single-phase and three-phase circuits. 3. Transformers. 4. Electro-vacuum devices. 5. Ion (gas) devices and their use. 6. Semiconductor diodes. 7. Semiconductor diode AC rectifiers. 8. Field transistors. 9. Two-charged transistors. 10. Thyristors. 11. Semiconductor devices, operating on conductivity variation principle. 12. Optoelectronic devices. 13. Analog switches. 14. Operational amplifiers. 15. Logic elements. 16. Combination logics. 17. Sequential logics. 18. Registers and counters. 19. Car control system digital and analog signals.
	Engineering Materials	Russian	Z. Sluckuvienė	4	1. The criteria for selecting materials. 2. Structure of the materials and their formation patterns. 3. Ferrous metals. 4. Non-ferrous metals and their alloys. 5. Non-metallic construction materials. 6. Electronic materials. 7. Dielectric materials. 8. Trends in the development of new materials.
	Automobile Diagnostics	English/Russian	T. Kalinauskis	7	1. Analysis of diesel engine power supply systems Crankshaft, camshaft sensors. 2. Transmission and chassis systems analysis Speed. 3. Brake control system analysis Wheel speed sensors. 4. Comfort systems analysis Wheel speed, distance, temperature, motion sensors, control units. 5. Analysis of trailers and semi-trailers control systems Wheel speed sensors. 6. Analysis of electric cars and hybrid automotive systems Control units.
	Work Safety	Russian	J. Skiauteris	3	1. The impact of motor-transport on the environment. 2. Occupational safety and health standard documents. 3. Accidents at work, occupational diseases. 4. Working environment and evaluation of the working conditions.
	Microprocessors and their Programming	English	S. Niauronis	5	1. Microprocessors and microcontrollers. Microprocessor development. 2. Schemotechnical solutions and data communication interfaces. 3. Control algorithms and programming. Basics of control algorithm creation and reading. 4. Microcontrollers in cars Microcontrollers and their functions in cars.
	Otto Engine Control Systems	English/Russian	T. Kalinauskis	3	2. General computerized engine control system components and operating principles. 3. Ignition systems. General knowledge. Ignition system development. 4. Catalytic exhaust cleaning.
	Diesel Engine Control System	English/Russian	T. Kalinauskis	3	1. Diesel engine systems and electronic control. 2. Diesel engine start-up facilitation techniques and devices.
	Automotive Gearbox Control System	English/Russian	T. Kalinauskis	6	1. The requirements raised for transmission 2. Transmission types and basic parameters 3. Transmission control and car periphery 4. Transmission and control systems technical characteristic 5. Hydrodynamic drive 6. ZF automatic gearbox 7. Automatic gearboxes of CVT type 8. Autotronis CVT transmission 9. GS 19 automatic gearboxes 10. Voith automatic gearboxes 11. Hybrid car transmission control 12.

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					Mechanical gearbox electronic control 13. Transmission and control systems diagnostics 14. Transmission and control systems faults and repair
	Suspension Control System	English/Russian	T. Kalinauskis	6	1. Electronic suspension control equipment. 2. Suspension power schemes. 3. Suspension control schemes. 4. Suspension electronic control equipment diagnostic equipment. 5. Suspension control equipment technical characteristics. 6. Suspension diagnostics. Diagnosing suspension sensors 7. Suspension control component layout. 8. Suspension control equipment faults and repair.
	Braking Control System	English/Russian	T. Kalinauskis	6	1. Hydraulic anti-locking brake system 2. Anti-locking brake system (ABS) types and performance 3. Key components of anti-locking brake system (ABS) 4. Hydraulic power-modulators 5. ABS sensor design 6. "Teves" Anti-locking brake system design and performance principle 7. Electronic stability program (ESP) types 8. Electronic stability program (ESP) design and performance principle. 9. Pneumatic anti-locking brake system, its design and performance principle 10. Electronic brake control equipment 11. Brake power schemes 12. Brake control schemes 13. Electronic brake control equipment diagnostic equipment 14. Brake testing. 15. Brake control equipment repair.
	Automobile Comfort Systems	English/Russian	T. Kalinauskis	3	1. Survey of automobile comfort systems. 2. Comfort system diagnostics 3. Comfort system components layout 4. Comfort system faults and repair
	Smart Automobile Systems	English	D. Dervinis	3	1. A survey of smart automobile systems. 2. The impact of smart systems on the driver's work safety and comfort. 3. Intelligent cars and their future trends.

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Transport Logistics Technologies study programme

Faculty of Business and Technologies

Transport Engineering Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Engineering Graphics	English/ Russian	A. Sabaliauskas	4	1. General part. 2. Descriptive geometry. 3. Projection drawing. 4. Engineering equipment drawings. 5. Schemes. Signs and requirements. 6. Making of drawings with AutoCAD computer program.
	Mathematics	English/ Russian	I. Vaičulytė	7	1. The theory of sets 2. Functions. Calculation of limits 3. The matrix theory 4. Systems of linear equations 5. Differential calculation 6. Integral calculation 7. Computer mathematics systems
	Materials Science	Russian	Z. Sluckuvienė	3	1. The criteria for selecting materials. 2. Structure of materials. 3. Ferrous metals. 4. Non-ferrous metals and their alloys. Aluminum and its alloys. 5. Basics of thermal treatment. 6. Non-metallic construction materials. Plastics. 7. Trends in the development of new materials.
	Technical Mechanics	English/ Russian	A. Kovierienė	4	1. Basic concepts of statics. 2. Basic concepts of kinematics. 3. Basic concepts of strength of materials. 4. Machine elements.
	Road vehicles	English	M. Bagavičius	3	1. Types of road vehicles 2. Engine crankshaft mechanism 3. Engine gas distribution mechanism. 4. Operation and structure of turbochargers 5. Engine power system. 6. Engine Start System
	Technical Exploitation of Automobiles	English/ Russian	R. Ignatavičius	4	1. General requirements for automotive technical maintenance. 2. Vehicle exploitation characteristics and exploitation indicators. 3. Selection of car technical maintenance and current repair technological equipment. 4. Technical requirements for automotive technical maintenance and car technical maintenance technology. 5. Technical maintenance quality control.
	Transportation of Passengers	English	M. Bagavičius	5	1. Basic of passenger transportation activities . 2. Means of transport to carry passengers. 3. Passenger transport performance indicators . Control work No. 1 (1–3 topics) 4. Transport route network 5. A study on passenger flows . Control work No. 2 (4–5 topics) 6. Traffic management in passenger transportation enterprises 7. Information systems in passenger transportation business 8. Course work

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	Expedition and Insurance	Russian	V. Laužikas	3	1. Peculiarities of expeditionary activities 2. Transport expeditionary operations 3. Payment for expeditionary services 4. Transport expeditionary service development trends 5. Insurance system and its concept 6. The concept and definition of risk Control work 7. Insurance risk classes and types 8. Cargo insurance 9. Vehicle insurance
	Digital Technology	English	D. Dervinis	6	1. Principles of safe working with operating systems 2. Computer networks and information security 3. Documentation and report preparation with text editors 4. Designing and managing documents with computational elements using electronic spreadsheet 5. Document automation using macro-commands 6. Making and analyzing transport charts 7. Searching for information in various databases 8. Text specialized files 9. Electronic maps for their application 10. Online billing systems 11. Electronic document formats
	Professional English Language	English	D. Civilkienė	6	1. Job search. 2. Analysis of professional texts.
	Professional Russian Language	Russian	J. Briedytė	6	1. Job search. 2. Analysis of professional texts.
Spring	Road vehicles	English	M. Bagavičius	6	1. Car transmission.2. Vehicle controls and car chassis.3. Engine lubrication system 4. Engine cooling system 5. Trailers and semi-trailers. 6. Selection of the vehicle.
	Environmental and Human Safety	Russian	J. Skiauteris	4	1. The impact of land transport on the environment 2. Occupational safety and health standard documents 3. Accidents at work, occupational diseases. 4. Working environment. 5. Safety of technological process works.
	Electrotechnics	English/Russian	A. Kontautas, M. Kernagis	3	1. DC linear electric circuits. 2. Calculation of DC linear electric circuits. 3. Single-phase sinusoidal circuits.
	Transport Economics and Management	Russian	L. Meškienė	6	1. Macro-economic and micro-economic processes. 2. Analysis of the business environment. 3. Establishment and management of the company. 4. Marketing. 5. Organisation of the work and payment. 6. Financial results of transport activities. 7. Planning of transport activities.
	Expedition and Insurance	Russian	V. Laužikas	3	1. Peculiarities of expeditionary activities 2. Transport expeditionary operations Control work 3. Payment for expeditionary services 4. Transport expeditionary service development trends. Individual work: Analysis of expedition company performance 5. Insurance system and its concept 6. The concept and definition of risk. Control work. 7. Insurance risk classes and types. 8. Cargo insurance . 9. Vehicle insurance
	Passenger terminals	English	M. Bagavičius	3	1. Classification of transport terminals.2. Concept of transport terminals.4. Passenger Terminals for Road Transport.5. Rail transport passenger terminals.6. Sea transport passenger terminals. 7. Air Passenger Terminals.

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	Transportation of Dangerous Cargo	English	M. Bagavičius	6	1. Legal requirements for transportation of dangerous goods. 2. Participants of dangerous goods transportation, their responsibilities. 3. Classification and identification of dangerous goods. 4. Dangerous goods packaging. 5. Dangerous goods transportation documents. 6. Requirements for vehicles carrying dangerous goods. 7. Selection of a vehicle when carrying dangerous goods. 8. Requirements for dangerous goods packaging, loading, unloading and handling. 9. Labeling of vehicles that carry dangerous goods. 10. Safety and control of dangerous goods transportation.
	The second foreign language (English)	English	D. Civilkienė	4	1. Introduction 2. Time 3. Cities and Countries
	Second foreign language (russian)	Russian	J. Briedytė	4	1. Introduction 2. Time 3. Cities and Countries

Construction study programme

Faculty of Business and Technologies
Construction and Environmental Engineering Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Chemistry	English / Russian	3	R. Palepšaitienė	<p>1. Introduction, chemical nomenclature. Chemicals and laboratory glassware, properties of substances, density. Mixtures and separation of mixtures. Quantitative composition of substances. Physical and chemical phenomena;</p> <p>2. Structure of substances. Structure of the atom, elementary and complex substances. Relative atomic and molecular mass. Mass and mole. Chemical bond. Metals and non-metals. Alkali metals, halogens, inert gases.</p> <p>3. Chemical kinetics. Speed of chemical reactions, the dependence of speed on the nature of reacting substances, concentration of reagents, temperature, catalysts and inhibitors. Chemical equilibrium, equilibrium constants.</p> <p>4. Energetics of chemical processes. Key concepts of thermochemistry: exothermic and endothermic reactions. Enthalpy and entropy. Gibbs energy.</p> <p>5. Solutions and other disperse systems. Understanding of disperse systems: systems of large particles, colloidal solutions, true solutions. Dissolution, methods of expression of concentrations of solutions.</p> <p>6. Water chemistry, ecological problems. Structure and characteristics of water molecules. Electrolytes and non-electrolytes. Water pollution and its effects. pH indicator.</p> <p>7. Electrochemical processes. Redox processes, potential of metals. Chemical current sources, electrolysis. Galvanic cells.</p> <p>8. Corrosion of metals. Types of corrosion of metals. Methods of protection of metals from corrosion.</p> <p>9. Chemistry of technically important materials. The main inorganic high-molecular compounds. Organic polymeric materials. Fuel chemistry. Crude oil and its processing techniques.</p>
	Construction Drawing	English	6	L. Skridailaitė	<p>1. Formatting drawings. National standards. Drawing tools and accessories. Formats, scales, lines, fonts, sizes, symbols of materials on sections.</p> <p>2. Projection drawing. Projection methods. Projections of a point and a segment of a line. Projections of geometrical figures. Finding actual size of the section.</p> <p>3. Technical drawing. Views and the rules of drawing layout. Rectangular and axonometric projections of models with sections. Threaded products, bolt, and stud.</p> <p>4. Construction drawing. Key concepts. Normative technical construction documents. Modular system of dimensions. Symbols of materials, building elements. Drawings of buildings.</p> <p>5. Fundamentals of design of buildings. AutoCAD course overview, basic concepts of the system. Drawing two-dimensional drawings in AutoCAD computer-aided design system.</p> <p>6. Drawing and modifying 3D objects</p>
	Applied Physics	Russian	3	A. Garbaliuskas	<p>1. Introduction. Work and mechanical energy. Physical quantities and units of their measurement. Physical measurements and errors, evaluation of measurement errors. Mechanical work. Power. Mechanical energy. Wind power. Hydropower. Principle of conservation of mechanical energy. Coefficient of efficiency of mechanisms.</p> <p>2. Mechanical oscillations and waves. Concepts and quantities defining oscillations. Mechanical resonance. Vibrations.</p> <p>3. Laws of thermodynamics. Structure and properties of gases, liquids and solids. Phases and transitions. Transport phenomena. Heat exchange.</p> <p>4. Geometric optics. Geometric optics. Laws of rectilinear propagation, reflection and refraction of light. Lenses and drawing images formed by lenses. Photometry.</p>

				5. Basics of electrostatics and electrodynamics. Elements of modern physics and semiconductor physics. Electric charge. Direct current. Alternating current. Elements of semiconductor physics. Solar energy.
Mathematics	English / Russian	6	A. Rimkevičienė	<p>1. Linear algebra. Concept of matrix. Determinants. Inverse matrix. Systems of linear equations.</p> <p>2. Vector algebra. Concept of vector. Coordinates of the vector in Cartesian coordinate system. Linear vector operations. Vector scalar product, vector and mixed product, their properties.</p> <p>3. Analytical geometry. Straight line on a plane. Curves of the second order.</p> <p>4. Functions. Limits. Continuity. Concept of the function, ways of expression, graph of a function, the main characteristics. The limit of a function. Calculation of limits. Continuity of the function.</p> <p>5. Derivative and differential of a function. Concept of derivative of a function. Differentiation of implicit, logarithmic function. Differential of a function. Higher order derivatives. Derivative applications. Partial derivative of a function of several variables.</p> <p>6. Complex numbers. Concept of a complex number, algebraic, trigonometric, exponential forms. Operations with complex numbers.</p> <p>7. Indefinite integral. Concept of indefinite integral, main properties, table of integrals. Methods of direct integration, integration by parts, by change of a variable. Integration of rational and irrational functions.</p> <p>8. Definite integral. Concept of definite integral, geometric and physical meaning, properties. Newton-Leibniz formula. Calculation of the definite integral. Application of the definite integral in mechanics: work done by variable force, mass of the inhomogeneous rod, static moments, moments of inertia of a plane figure.</p> <p>9. Differential equations. Basic concepts. First order differential equations with separable variables. First order linear differential equations. First order homogeneous differential equations. Differential equations of the second order. Application of differential equations to calculate beam deflection.</p>
Building Materials	Russian	3	D. Nesovas / L. Kelpšienė	<p>1. Standards and quality control of building materials. Basics of standardisation. CE marking. Self-study of technical construction regulations and LST EN standards.</p> <p>2. Main characteristics of building materials and their indicators, formulae, units of measurement. Structural characteristics. Properties to describe the relationship with water. Properties to describe relationship to the heat. Mechanical properties of materials. Self-study of technical construction regulations and LST EN standards.</p> <p>3. Natural stone materials and products. Classification of minerals and rocks according to their origin, physical and mechanical properties, recyclability. Natural stone extraction, processing and protection against weathering. Self-study of LST EN standards and other literature.</p> <p>4. Painting materials. Composition, components, classification of paint. Matrixes. Pigments and fillers. General purpose primers and putties. Water-based paint. Water dispersion paint. Synthetic paint. Paint storage and transportation. Factors affecting ecological safety. Self-study of LST EN standards and other literature.</p> <p>5. Building ceramics. Ceramic raw materials. Additives. Ceramic masonry products. Ceramic products for internal and external decoration. Sanitary ceramics. Self-study of LST EN standards and other literature.</p> <p>6. Concrete. Classification of concrete. Properties of fresh concrete. Chemical admixtures for concrete mixes. Properties of hardened concrete. Hardening of concrete in winter and summer. Lightweight and cellular concrete. Prefabricated and monolithic reinforced concrete products. Transparent, heavy, regenerative, bendable concrete. Self-study of LST EN standards and other literature.</p> <p>7. Building mortars. Classification of mortars, marking. Technical requirements for components of mortars. Properties of mortar mix. Properties of mortar. Production, transportation of mortars, storage of dry mixes. Self-study of LST EN standards and other literature.</p> <p>8. Inorganic binders. Classification, raw material, production, marking, use of binders. Gypsum binders. Liquid glass and</p>

				<p>acid-resistant cement. Hydraulic lime. Cements. Self-study of LST EN standards and other literature.</p> <p>9. Structural metals and products. Classification of structural metals. Raw materials. Heat treatment of steel. Mechanical properties of steel. Assortment of metals and their products. Corrosion of metals and protection against it. Self-study of LST EN standards and other literature.</p> <p>10. Products of inorganic binders. Sand-lime bricks and blocks. Cellular silicate concrete products. Sawdust-cement boards. Gypsum plaster panels. Self-study of LST EN standards and other literature.</p> <p>11. Bituminous binders and their products. Petroleum bitumen. Asphalt concrete. Rolled covering. Bituminous tiles. Storage of bituminous materials. Self-study of LST EN standards and other literature.</p> <p>12. Wood and wood products. Types of wood used in construction. Structure and properties of wood. Wood defects. Wood protection. Assortment of wood. Glued structures. Storage. Self-study of LST EN standards and other literature</p> <p>13. Insulation materials. Purpose, classification, properties of insulation materials. Acoustic materials. Complex products. Sealants. Waterproofing materials. Self-study of LST EN standards and other literature.</p> <p>14. Structural glass and glass products. Raw materials, composition and properties of glass. Sheet glass. Glass products. Self-study of LST EN standards and other literature</p> <p>15. Polymeric materials and products. Classification, types, properties of polymers. Polymeric materials and products: floor covering, lining, structures, adhesives and mastics, membranes, linear products. Factors affecting ecological safety. Self-study of LST EN standards and other literature.</p>
Environmental and Human Safety	English / Russian	4	D. Nesovas	<p>1. General principles of organization of occupational health and safety in the European Union and Lithuanian companies. Working time and rest time. Requirements for work equipment and its use</p> <p>2. Rights and duties of the employer and employee in the area of occupational safety and health. Rights and duties of the employer and the employee. Health and safety requirements for work environment, workplaces, organization of work. Economic measures and responsibility</p> <p>3. Implementation of the measures for occupational safety and health in the company. Staff training, instruction and assessment. Procedures of preparation of occupational safety and health instructions. Legal acts regulating the organization of instruction of employees</p> <p>4. Rules of health and safety on the construction site. Danger zones. Equipment of the construction site. Work at a height. Safety rules for earth work, masonry work, installation of reinforced concrete structures, installation of the roof</p> <p>5. Risks of the working environment and personal safety measures on the construction site. Risk factors in the working environment, risk assessment and prevention. Construction site accidents and occupational diseases. Fire protection and actions in case of fire. Protective devices, equipment, clothing and hard hats, footwear used at the construction site</p> <p>6. General principles of organization of safe work on the construction site. Building and use of scaffolding. The use of portable ladders. Rules for safe use of elevating cranes. Manual handling of loads. Rules for safe use of the excavator, pile drivers, roller. Occupational safety and health in earth work, masonry work</p> <p>7. Requirements for environmental protection on the construction site. Basic normative legal acts regulating environmental protection on the construction site. Construction waste, its management and assessment of environmental impact</p> <p>8. Assessment of working environment and working conditions. Parameters of working environment. Hygiene norms.</p>
Geotechnics	English / Russian	3	D. Nesovas	<p>1. General knowledge of soils. Identification of indicators of physical properties of soils. Genesis and characteristics of Lithuanian soils. Classification of soils. Indicators of physical properties of soil.</p> <p>2. Mechanical properties of soils. Methods of soil testing. Compression, filtration permeability, shear strength tests. Plate loading test. Field shear strength test, cone penetration test, dynamic probing.</p> <p>3. Ground water. Types, physical properties and chemical composition. Hydrogeological conditions of Lithuania.</p>

				<p>4. Stresses in soil. Stress caused by self-weight of the soil and the additional load. Contact stresses, soil strength</p> <p>5. Strength and stability of the ground, deformations. Slope stability, pressure on the base surface. Methods for calculation of ground deformations. Active pressure, passive pressure, pressure at rest</p> <p>6. Principles of design of grounds and foundations. Spread, slab, deep, natural, artificial. Types, design and production of shallow footings. Bored, displacement, friction, bearing piles, continuous flight auger and displacement cast iron piles.</p> <p>7. Piles and pile installation methods. Traditional bored, continuous flight auger, secant bored piles, jacked, screw, energy piles</p> <p>8. Retaining walls and their anchors. Retaining walls for dry foundation pit. Waterproof retaining walls. Retaining walls in the ground. Long term and short term anchors.</p> <p>9. Methods of ground and foundation reconstruction. Artificial grounds. Strengthening of grounds and foundations by classical and specific methods. Deep soils compaction. Soil stabilization by injection.</p> <p>10. Ways of solution of environmental problems of geotechnics. Geotextiles. Application of geotextiles in geotechnical construction</p>
Construction Economics	Russian	5	F. Smolenskienė	<p>1. The concept of business, its significance and setting up The concept, structure, functions, and types of business. The conditions for the formation of small and medium business. Entrepreneurship success factors. Ways to set up a business. The concept and objectives of a business company. Establishment and registering of construction companies, and legislation regulating their activities</p> <p>2. Influence of microeconomic and macroeconomic processes on the activities of a construction company Significance of construction industry in the economic system. Results of the economic activities and economic resources. Market structures. Competition and its types. Demand and supply, the balance between them in the market. The main macroeconomic problems (unemployment, inflation, economic growth and the cyclical nature)</p> <p>3. Environment of the construction company Economic equilibrium of the activities of the company. The factors of direct and indirect impact of external environment of the company. Factors of internal environment. Business risk factors</p> <p>4. Resource management and work organization in the construction company Organization of work. Staff of the company. Calculation of the need for the number of employees and planning the structure. Staff turnover, search methods. Principles, models and forms of organization of remuneration for work, costs of labour resources</p> <p>5. Marketing of the construction company Concept of marketing. Market and its segments. Market research techniques. Components of the marketing mix (product, price, place, promotion).</p> <p>6. Assets of the construction company The concept of assets. Fixed assets, their assessment. Current assets, their structure. Efficient use of working capital.</p> <p>7. Economic evaluation of activities of the construction company Expenses of companies and their classification. Elements of economic expenses. The system of performance indicators. Revenue of the company. Profit of the company, its indicators. Break-even point. Taxes. The company's pricing. Solvency of the company. Bankruptcy of the company</p> <p>8. Financial evaluation of activities of the company Financing the business company and its sources: equity and debt. Financial planning. Business funding (loans, credit, financing of current assets, etc.). Investment decisions. Financial reporting of the company</p> <p>9. Business plan Objectives of preparation of the business plan, its structure and content</p>
Technology of Construction Work	Russian	6	E. Mockienė	<p>1. General issues of technology and organization of construction works. Construction and its implementation areas. The rates of production and the relation between them. Classification of labour costs. Construction processes and their classification. The profession, qualification of workers. Energy efficiency of buildings. Certification of energy performance of buildings. 3D printed houses</p> <p>2. Transportation of construction loads. Rules for storage of materials.</p>

					<p>3. Earth works. Protection of structures from atmospheric and ground water. Land grading. Installation of excavations and embankments. Occupational and environmental safety.</p> <p>4. Pile installation work. Methods of driven piles and rebate driving, technology of installation of monolithic piles. Installation of grillage</p> <p>5. Masonry work. Bricklayer crews, teams and organization of their work. Bricklaying techniques. Solid brick walls and cavity walls. Bricklaying of various elements of structures. Scaffolding. Masonry works quality control, occupational safety.</p> <p>6. Erection of prefabricated structures. Methods of erection. Erection of various structures. Erection of framed buildings and their elements. Erection of large panel structures. Erection of metal structures. Quality control and acceptance of erection works, work safety, tolerances.</p> <p>7. Monolithic concrete and reinforced concrete works. Formwork. Reinforcing work. Concreting of various structures. Machinery for concrete and reinforced concrete works. Winter concreting. Quality control and acceptance of works, occupational and environmental safety, tolerances.</p> <p>8. Wood works. Installation of window and door blocks. Methods of jointing of wooden structures. Installation of roof wooden structures and wooden ceilings. Installation of wooden buildings</p> <p>9. Roofing work. Installation of flat and pitched roofs. Tools and devices for roofing work. Work quality control and environmental safety, tolerances.</p> <p>10. Insulation work. Purpose, types, technology of application of waterproofing, heat insulation. Work quality control, occupational and environmental safety</p> <p>11. Installation of the floor. Installation of floor framing. Wooden floor installation. Installation of rolled material flooring. Installation of tiled (ceramic, stoneware, etc.) floors. Installation of laminate and other materials floors. Floor installation tools. Quality control and acceptance of the work, work safety</p> <p>12. Surface finishing work. Technologies of surface plastering, painting, paperhanging. Covering by siding, sheet material, stone, tiles. Building lightweight framed partitions. Suspended ceiling installation. Work quality control, occupational safety, tolerances</p> <p>13. Landscaping works. Landscaping technologies. Quality control of the work, occupational and environmental safety</p> <p>14. General knowledge of building repair and reconstruction works. Reconstruction of the building, capital and running repair, demolition and dismantling works. Modernisation of buildings</p> <p>15. Rationing and estimates: Introduction. Construction processes and working time. Rationing of work. Wages in construction. Price and cost of construction output. Principles of estimating, types of estimates. Estimated value of construction</p> <p>16. Course project. To calculate the volume of works of the analyzed construction process, the need for labour, materials and machinery expenditure. To select mechanisms, machinery and tools. To calculate the parameters of the crane and select them. To plan and calculate the number and composition of the brigade, teams, workers. To analyze, choose and apply the optimal work execution techniques and technologies. To plan safe working methods. To prepare the technological card of execution of the analyzed construction process, considering the quality control and work safety requirements.</p>
	Town Planning	English / Russian	3	D. Nesovas	<p>1. Town. Concept of the town. Development of towns. Residents. Town in the system of settlements.</p> <p>2. Town planning. The concept of planning. Object. Participants. Types of planning. Methods.</p> <p>3. The purpose of planning. Strategic objectives of the city. Objectives of physical planning. Norms. Evaluation of planning. Impact on the residents and the environment.</p> <p>4. Basis of planning. Urban development. Concepts. Ways of development. Sustainable development. Management of urban development.</p>

				<p>5. Urban structure. Functional and physical elements of the structure. Formation of the structure. Types of urban structure. Influence of types of transport and transport services on urban structure. Evolution of the transport system and the town.</p> <p>6. Transport System. The need for transport and opportunities. Means of transport. Objectives of the transport planning. The ways to implement the objectives of transport.</p> <p>7. Street networks. Residential area. The need for housing. Types of housing. Functional structure of residential areas. Physical structure of residential areas. Situation of residential territory in the urban structure.</p> <p>8. Industrial areas. Protection zones. Sizes of industrial areas. Functional structure of industrial areas. Physical structure of industrial areas. Sanitary and other protection zones.</p> <p>9. The centre of the town. The town centre, the system of centres. Objectives of planning the town centre. Centres in the structure of the town.</p> <p>10. Green areas.</p> <p>11. Technical infrastructure.</p>
	Engineering Research	Russian	3	L. Kelpšienė <p>1. Introduction. Definition of scientific and engineering activities. Regulations of general engineering activities. Responsibility for the reliability of research results. Research ethics.</p> <p>2. Organization and funding of scientific research and experimental development (SR & ED) work. International, public and private funding sources. The system of organization and funding of science in Lithuania and the European Union.</p> <p>3. Sources of scientific and technical information, search systems, international databases. Literature review and preparing a reference list.</p> <p>4. Process of the research, its structure. Theoretical and experimental studies. The concept of quantitative and qualitative research. Methods of research: observation, experiment, interview, survey, etc. Appropriate choice of research topic, problem, purpose, objectives, formulation of hypotheses.</p> <p>5. Technical creation, methods (trial and error, copying from the nature, aggregation, brainstorming, synectics, etc.). Personal, social and economic motives of technical creation.</p> <p>6. Planning an experiment (test). Selection of samples. Test equipment and conditions. Measurement accuracy and errors. Conditions and criteria for evaluation of the results obtained.</p> <p>7. Engineering design. Initial project data. Preparation, implementation, expertise and submission of the project. Innovation projects and their evaluation criteria.</p> <p>8. Formulation of the technical task for the research or project. Search for analogues and prototypes, identification of their technical level.</p> <p>9. Intellectual property. Inventions. International classification of inventions. Patents and licences</p> <p>10. Formalization of engineering researches, projects. Presentation of information and publishing. The problem of plagiarism.</p>
	Organization of Construction Work	Russian	3	E. Mockienė <p>1. Basics of organization of construction. Key concepts. Participants in the construction process, their responsibilities and rights. Methods of construction works. Types of construction work, features of organization of construction works. Organization of construction works based on the principles of sustainable construction.</p> <p>2. Logistic support of construction. Provision of material and technical resources for construction. Value of construction production. Planning the stock of materials, products, and work tools for the construction project. Transportation of construction loads.</p> <p>3. Preparation of construction technology and organization documentation. General provisions. Building preparation and organization solutions. Construction work technology projects. The main tasks of the management of the construction process. Procedure of recognizing a structure suitable for use. Warranty period for the building.</p>

					<p>4. Scheduling. Technological models of construction projects. Rules for drafting construction schedules. Preparatory period of construction. Stage of construction of the above-ground and underground part of the building. Stage of completion works. Features of organization and execution, guidelines. Schedule of labour requirement. Planning materials inventory, material consumption and delivery schedules. Schedule of plant and equipment requirement.</p> <p>5. Network scheduling. Network scheduling. Strengths and weaknesses of a network diagram. Elements, rules for preparing, optimization of network diagrams</p> <p>6. Self-study: Comparative analysis of the processes and documents of organization of construction of three different countries</p> <p>7. Organization of flow construction. Essence of the flow method. Types and parameters of flows. Calculation of the duration of the rhythmical flow. Calculation of repetitive and irregular rhythm flows.</p> <p>8. Management of quality of building production. Quality management, quality of construction, formation of quality of building production, construction and installation works and production quality control methods and system.</p> <p>9. State regulation of construction. State supervision of construction, its administrative entities, functions. Removal of consequences of wilful construction. Suspension of construction or design activities.</p> <p>10. Site planning. Site plans, the key elements, sequence of the design. Location of construction machinery on the site. Danger zones on the construction site. Temporary roads and their design. Temporary warehouses, their types, design. Design of administrative premises and personal service rooms. Temporary engineering networks and their design.</p> <p>11. Organization of safe work and environmental protection. The concept of industrial accidents. Specificity of the construction works. Interaction between workers and the production environment. Principles of organization of safety at work.</p> <p>12. Organization of construction companies. Selection of employees. Features of a construction company. Types and objectives of construction companies. Planning of construction works in the company. Labour resource system of the construction company.</p> <p>13. Digital construction. Innovation. Adaptation of BIM in the organization of construction work. "Digital engineer". Practical application of 3D model in BIM processes. 5D modelling, BIM, Cloud modelling.</p>
Spring	Mathematics	English / Russian	3	A. Rimkevičienė	<p>1. Linear algebra. Concept of matrix. Determinants. Inverse matrix. Systems of linear equations.</p> <p>2. Vector algebra. Concept of vector. Coordinates of the vector in Cartesian coordinate system. Linear vector operations. Vector scalar product, vector and mixed product, their properties.</p> <p>3. Analytical geometry. Straight line on a plane. Curves of the second order.</p> <p>4. Functions. Limits. Continuity. Concept of the function, ways of expression, graph of a function, the main characteristics. The limit of a function. Calculation of limits. Continuity of the function.</p> <p>5. Derivative and differential of a function. Concept of derivative of a function. Differentiation of implicit, logarithmic function. Differential of a function. Higher order derivatives. Derivative applications. Partial derivative of a function of several variables.</p> <p>6. Complex numbers. Concept of a complex number, algebraic, trigonometric, exponential forms. Operations with complex numbers.</p> <p>7. Indefinite integral. Concept of indefinite integral, main properties, table of integrals. Methods of direct integration, integration by parts, by change of a variable. Integration of rational and irrational functions.</p> <p>8. Definite integral. Concept of definite integral, geometric and physical meaning, properties. Newton-Leibniz formula. Calculation of the definite integral. Application of the definite integral in mechanics: work done by variable force, mass of the inhomogeneous rod, static moments, moments of inertia of a plane figure.</p> <p>9. Differential equations. Basic concepts. First order differential equations with separable variables. First order linear</p>

				<p>differential equations. First order homogeneous differential equations. Differential equations of the second order. Application of differential equations to calculate beam deflection.</p>
Building Materials (if the student is continuing studies)	Russian	4	D. Nesovas / L. Kelpšienė	<p>1. Standards and quality control of building materials. Basics of standardisation. CE marking. Self-study of technical construction regulations and LST EN standards.</p> <p>2. Main characteristics of building materials and their indicators, formulae, units of measurement. Structural characteristics. Properties to describe the relationship with water. Properties to describe relationship to the heat. Mechanical properties of materials. Self-study of technical construction regulations and LST EN standards.</p> <p>3. Natural stone materials and products. Classification of minerals and rocks according to their origin, physical and mechanical properties, recyclability. Natural stone extraction, processing and protection against weathering. Self-study of LST EN standards and other literature.</p> <p>4. Painting materials. Composition, components, classification of paint. Matrixes. Pigments and fillers. General purpose primers and putties. Water-based paint. Water dispersion paint. Synthetic paint. Paint storage and transportation. Factors affecting ecological safety. Self-study of LST EN standards and other literature.</p> <p>5. Building ceramics. Ceramic raw materials. Additives. Ceramic masonry products. Ceramic products for internal and external decoration. Sanitary ceramics. Self-study of LST EN standards and other literature.</p> <p>6. Concrete. Classification of concrete. Properties of fresh concrete. Chemical admixtures for concrete mixes. Properties of hardened concrete. Hardening of concrete in winter and summer. Lightweight and cellular concrete. Prefabricated and monolithic reinforced concrete products. Transparent, heavy, regenerative, bendable concrete. Self-study of LST EN standards and other literature.</p> <p>7. Building mortars. Classification of mortars, marking. Technical requirements for components of mortars. Properties of mortar mix. Properties of mortar. Production, transportation of mortars, storage of dry mixes. Self-study of LST EN standards and other literature.</p> <p>8. Inorganic binders. Classification, raw material, production, marking, use of binders. Gypsum binders. Liquid glass and acid-resistant cement. Hydraulic lime. Cements. Self-study of LST EN standards and other literature.</p> <p>9. Structural metals and products. Classification of structural metals. Raw materials. Heat treatment of steel. Mechanical properties of steel. Assortment of metals and their products. Corrosion of metals and protection against it. Self-study of LST EN standards and other literature.</p> <p>10. Products of inorganic binders. Sand-lime bricks and blocks. Cellular silicate concrete products. Sawdust-cement boards. Gypsum plaster panels. Self-study of LST EN standards and other literature.</p> <p>11. Bituminous binders and their products. Petroleum bitumen. Asphalt concrete. Rolled covering. Bituminous tiles. Storage of bituminous materials. Self-study of LST EN standards and other literature.</p> <p>12. Wood and wood products. Types of wood used in construction. Structure and properties of wood. Wood defects. Wood protection. Assortment of wood. Glued structures. Storage. Self-study of LST EN standards and other literature.</p> <p>13. Insulation materials. Purpose, classification, properties of insulation materials. Acoustic materials. Complex products. Sealants. Waterproofing materials. Self-study of LST EN standards and other literature.</p> <p>14. Structural glass and glass products. Raw materials, composition and properties of glass. Sheet glass. Glass products. Self-study of LST EN standards and other literature.</p> <p>15. Polymeric materials and products. Classification, types, properties of polymers. Polymeric materials and products: floor covering, lining, structures, adhesives and mastics, membranes, linear products. Factors affecting ecological safety. Self-study of LST EN standards and other literature.</p>
Basics of	English /	4	D. Nesovas	<p>1. General knowledge of buildings and structures. The concept of the building and the structure: key concepts and terms, the most extraordinary buildings of the world, classification of structures. Buildings, requirements for buildings,</p>

	Construction	Russian			<p>classification. Essential requirements for structures. Normative technical documentation for construction</p> <p>2. History of architecture. Development of the world architecture and construction from ancient times to the present day, specific features of construction. Architectural styles</p> <p>3. Types of construction of the structure Construction of the new structure. Reconstruction of the structure. Repair of the structure. Capital and running repair of the structure. Demolition of the structure. Participants of construction</p> <p>4. Peculiarities of classification of buildings. Classification of buildings in Lithuania and abroad. Classification of structures in accordance with their purpose: residential and non-residential buildings</p> <p>5. Buildings of cultural heritage. The key concepts. The concept of heritage and its change. The concept, stocktaking and protection of values of immovable cultural heritage. Conservation of the values of heritage, UNESCO World Heritage objects in Lithuania</p> <p>6. Life cycles of the structure. Design, construction, maintenance (management), stages of the lifecycle of the structure</p> <p>7. The concept of advanced construction. Classification of low energy consumption buildings. The concept of a smart house and space management</p> <p>8. Energy-efficient buildings. Low energy consumption buildings. Passive buildings. Thatch houses. Log houses</p> <p>9. Industrial buildings. General knowledge. Material handling equipment. Framework of single-storey, multi-storey industrial buildings</p>
	Applied Mechanics	Russian	4	E. Mockienė / A. Kovierienė	<p>THEORETICAL MECHANICS</p> <p>1. Statics. Basic concepts and definitions. Scalar and vector quantities. External and internal forces. Axioms of statics. Free body. Restrained body. Relations and their reactions.</p> <p>2. Coplanar system of concurrent forces.</p> <p>Analytical determination of the resultant of two concurrent forces. Conditions and equations of equilibrium of the coplanar system of concurrent forces.</p> <p>3. Couple of forces. The moment of a couple. The moment of a couple of forces – the vector quantity. Equivalence of couples. Composition of couples.</p> <p>4. Coplanar system of randomly located forces. Parallel transfer of a force. Resultant of the coplanar force system. Conditions of equilibrium and equations of the coplanar force system. Trusses, calculation of truss forces.</p> <p>5. Spatial system of forces: Spatial system of concurrent forces. Equilibrium conditions and equations of the spatial system of concurrent forces.</p> <p>STRENGTH OF MATERIALS</p> <p>6. Key concepts. Elastic and plastic deformations. Loads. Main types of bar deformation. Stresses.</p> <p>7. Tension and compression. Tension and compression deformations along the axis of the bar. Hooke's law. Modulus of elasticity. Poisson's ratio. Tensile strength testing of materials. Compression tests of materials.</p> <p>8. Shearing, splitting, bearing compression.</p> <p>9. Geometrical characteristics of plane sections. Moments of inertia. Radii of inertia. Moments of resistance. The most important moments of inertia.</p> <p>10. Bending of the straight beam. Crossbeam and bending moment. Making transverse forces and bending moments diagrams. Determining critical sections of a beam. Linear and angular displacements in bent beams. Mohr's integral. Vereschiagin's rule.</p> <p>STRUCTURAL MECHANICS</p> <p>11. Key concepts and assumptions. Purpose of structural mechanics. Elastic bar systems.</p> <p>12. Compound beams. Beam supports, support reactions. Stresses in beams. Drawing beam diagrams. Design of a compound beam.</p>

				<p>13. Statically determinate frames. Design of cantilever frames and frames with two supports: drawing diagrams of bending moments, cross forces and axial forces.</p> <p>14. Design of statically determinate trusses</p> <p>Making computational schemes of plane trusses. Influence lines of statically determinate trusses. Design of roof trusses.</p>
Professional English Language	English	6	J. Korosteliova	<p>1. Business conversation. Introduction. Telephone conversations. Business meeting.</p> <p>2. Written and oral communication in business Job opportunities. Job interview. Business letter.</p> <p>3. Construction company. Structure. Main areas of activity. Partners. The most successful projects.</p> <p>4. Building materials. Structures and materials. Natural and artificial building materials. Innovations in building materials industry.</p> <p>5. Construction of the building. Requirements for buildings. Types of buildings. The building and its parts. The progress of the construction work, its organization and scheduling. Human and environmental safety.</p>
Professional Russian Language	Russian	6	J. Briedytė	<p>1. Business conversation. Introduction. Telephone conversations. Business meeting.</p> <p>2. Written and oral communication in business Job opportunities. Job interview. Business letter.</p> <p>3. Construction company. Structure. Main areas of activity. Partners. The most successful projects.</p> <p>4. Building materials. Structures and materials. Natural and artificial building materials. Innovations in building materials industry.</p> <p>5. Construction of the building. Requirements for buildings. Types of buildings. The building and its parts. The progress of the construction work, its organization and scheduling. Human and environmental safety.</p>
Technology of Construction Work (if the student is continuing studies)	Russian	6	E. Mockienė	<p>1. General issues of technology and organization of construction works. Construction and its implementation areas. The rates of production and the relation between them. Classification of labour costs. Construction processes and their classification. The profession, qualification of workers. Energy efficiency of buildings. Certification of energy performance of buildings. 3D printed houses</p> <p>2. Transportation of construction loads. Rules for storage of materials.</p> <p>3. Earth works. Protection of structures from atmospheric and ground water. Land grading. Installation of excavations and embankments. Occupational and environmental safety.</p> <p>4. Pile installation work. Methods of driven piles and rebate driving, technology of installation of monolithic piles. Installation of grillage</p> <p>5. Masonry work. Bricklayer crews, teams and organization of their work. Bricklaying techniques. Solid brick walls and cavity walls. Bricklaying of various elements of structures. Scaffolding. Masonry works quality control, occupational safety.</p> <p>6. Erection of prefabricated structures. Methods of erection. Erection of various structures. Erection of framed buildings and their elements. Erection of large panel structures. Erection of metal structures. Quality control and acceptance of erection works, work safety, tolerances.</p> <p>7. Monolithic concrete and reinforced concrete works. Formwork. Reinforcing work. Concreting of various structures. Machinery for concrete and reinforced concrete works. Winter concreting. Quality control and acceptance of works, occupational and environmental safety, tolerances.</p> <p>8. Wood works. Installation of window and door blocks. Methods of jointing of wooden structures. Installation of roof wooden structures and wooden ceilings. Installation of wooden buildings</p> <p>9. Roofing work. Installation of flat and pitched roofs. Tools and devices for roofing work. Work quality control and environmental safety, tolerances.</p> <p>10. Insulation work. Purpose, types, technology of application of waterproofing, heat insulation. Work quality control, occupational and environmental safety</p> <p>11. Installation of the floor. Installation of floor framing. Wooden floor installation. Installation of rolled material flooring.</p>

				<p>Installation of tiled (ceramic, stoneware, etc.) floors. Installation of laminate and other materials floors. Floor installation tools. Quality control and acceptance of the work, work safety</p> <p>12. Surface finishing work. Technologies of surface plastering, painting, paperhanging. Covering by siding, sheet material, stone, tiles. Building lightweight framed partitions. Suspended ceiling installation. Work quality control, occupational safety, tolerances</p> <p>13. Landscaping works. Landscaping technologies. Quality control of the work, occupational and environmental safety</p> <p>14. General knowledge of building repair and reconstruction works. Reconstruction of the building, capital and running repair, demolition and dismantling works. Modernisation of buildings</p> <p>15. Rationing and estimates: Introduction. Construction processes and working time. Rationing of work. Wages in construction. Price and cost of construction output. Principles of estimating, types of estimates. Estimated value of construction</p> <p>16. Course project. To calculate the volume of works of the analyzed construction process, the need for labour, materials and machinery expenditure. To select mechanisms, machinery and tools. To calculate the parameters of the crane and select them. To plan and calculate the number and composition of the brigade, teams, workers. To analyze, choose and apply the optimal work execution techniques and technologies. To plan safe working methods. To prepare the technological card of execution of the analyzed construction process, considering the quality control and work safety requirements.</p>
Inžinerinės sistemas	English / Russian	4	D. Nesovas	<p>1. Heating of buildings. Centralized, local heat supply systems. Renewable energy sources: solar, wind, and geothermal energy, biomass. Diagrams of boiler rooms. Heat balance of the premises. Classification of heating systems, basic schemes, installation of the systems. Heating appliances. Ground source heat pumps</p> <p>2. Ventilation of buildings. Air parameters. Natural and mechanical ventilation systems, their schemes, equipment, installation of the systems. Air conditioning systems.</p> <p>3. Water supply in buildings. Cold water supply systems in buildings, their purpose, types, main schemes, piping, equipment. Hot water supply systems in buildings, their purpose, main schemes, piping, equipment, installation of the systems. Advanced water heating systems: photovoltaic, solar collectors</p> <p>4. Wastewater removal plant of buildings. Classification, characteristics, basic schemes of wastewater removal plant, equipment, installation of the systems.</p>
Organization of Construction Work (if the student is continuing studies)	Russian	3	E. Mockienė	<p>1. Basics of organization of construction. Key concepts. Participants in the construction process, their responsibilities and rights. Methods of construction works. Types of construction work, features of organization of construction works. Organization of construction works based on the principles of sustainable construction.</p> <p>2. Logistic support of construction. Provision of material and technical resources for construction. Value of construction production. Planning the stock of materials, products, and work tools for the construction project. Transportation of construction loads.</p> <p>3. Preparation of construction technology and organization documentation. General provisions. Building preparation and organization solutions. Construction work technology projects. The main tasks of the management of the construction process. Procedure of recognizing a structure suitable for use. Warranty period for the building.</p> <p>4. Scheduling. Technological models of construction projects. Rules for drafting construction schedules. Preparatory period of construction. Stage of construction of the above-ground and underground part of the building. Stage of completion works. Features of organization and execution, guidelines. Schedule of labour requirement. Planning materials inventory, material consumption and delivery schedules. Schedule of plant and equipment requirement.</p> <p>5. Network scheduling. Network scheduling. Strengths and weaknesses of a network diagram. Elements, rules for preparing, optimization of network diagrams</p>

					<p>6. Self-study: Comparative analysis of the processes and documents of organization of construction of three different countries</p> <p>7. Organization of flow construction. Essence of the flow method. Types and parameters of flows. Calculation of the duration of the rhythmical flow. Calculation of repetitive and irregular rhythm flows.</p> <p>8. Management of quality of building production. Quality management, quality of construction, formation of quality of building production, construction and installation works and production quality control methods and system.</p> <p>9. State regulation of construction. State supervision of construction, its administrative entities, functions. Removal of consequences of wilful construction. Suspension of construction or design activities.</p> <p>10. Site planning. Site plans, the key elements, sequence of the design. Location of construction machinery on the site. Danger zones on the construction site. Temporary roads and their design. Temporary warehouses, their types, design. Design of administrative premises and personal service rooms. Temporary engineering networks and their design.</p> <p>11. Organization of safe work and environmental protection. The concept of industrial accidents. Specificity of the construction works. Interaction between workers and the production environment. Principles of organization of safety at work.</p> <p>12. Organization of construction companies. Selection of employees. Features of a construction company. Types and objectives of construction companies. Planning of construction works in the company. Labour resource system of the construction company.</p> <p>13. Digital construction. Innovation. Adaptation of BIM in the organization of construction work. "Digital engineer". Practical application of 3D model in BIM processes. 5D modelling, BIM, Cloud modelling.</p>
	Building Maintenance	English / Russian	3	D. Nesovas	<p>1. Facility maintenance. The concept of facility. Legal regulation of facilities. Management of facilities of different purpose buildings. Facilities of residential buildings. Features of management of non-residential buildings.</p> <p>2. Evaluation of the condition of the structures of buildings. Diagnosis of technical condition of the building. The influence of the environmental action on the condition of structures of the building</p> <p>3. Organization of maintenance of buildings. Building maintenance rules. The process of organization of maintenance of buildings. Maintenance documentation forms, completing and keeping of maintenance documentation. Procedures for the use of buildings and organizations providing maintenance of buildings.</p> <p>4. Essential requirements for buildings. Mechanical resistance and stability. Hygiene, health, protection of the environment. Protection against noise. Saving energy and heat retention. Layout of the main premises.</p> <p>5. Fire safety of buildings. Fire safety essential requirements. Engineering aspects of fire safety. Fire safety provisions applied to structures or their parts and building products.</p> <p>6. Technical expert examination of the building. Obligation of expert examination of buildings. Composition of expert examination of the building. Evaluation of the technical condition of the building. Participants in the expert examination of the building, customer, contractors, managers.</p> <p>7. Wear of buildings. Types, reasons for wear of buildings</p>

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Information Systems Technology study programme

Faculty of Business and Technologies
Information Engineering Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Applied Mathematics 1	English/ Russian	5	A. Rimkevičienė	To develop, deepen and systematize knowledge of mathematics. To develop logical and critical thinking, the need to take interest in application of mathematics methods in economics and statistics. To analyze and ground results (solutions).
	Discrete Mathematics	English/ Russian	4	R. Macaitienė	To get familiarised with theories of sets, combinatorics, mathematical logic, graphs and coding, to analyze discrete objects and structures, to analyse real processes and phenomena, to create their discrete mathematical models, to apply known algorithms, realization principles and methods of solving practical problems.
	Information Technologies	English/ Russian	4	V. Steponavičienė / I. Morkevičienė	To know the usage of computers and modern tools of information and communication technology in various areas; to be able to legally and systematically process information using tools and methods of information technology.
	Basics of Algorithmization	English	3	I. Vaičiulytė	To know the principles of building algorithms, their operation, applying mathematical data structures and functions, to develop the ability to rationally choose the algorithm for the task, to identify initial data, main and auxiliary variables and expected results, to build and analyze algorithms of various structures, to interpret their operation with real data.
	Physics	Russian	6	A. Garbaliuskas	To apply basic knowledge of mechanics, electricity, semiconductor physics required for electrotechnics, electronics, optics and other subjects related to physics, to solve problems and, doing laboratory work, to logically simulate the sequence of operations, this way enabling to work independently and make decisions.
	Internet Technologies	English	6	V. Steponavičienė	Know and understand W3C requirements for websites, website design principles, HTML, CSS, JavaScript, CMS, SEO optimization basics. To be able to independently design, develop, test web sites and place on a remote server.
	Computer Graphics 1	English/ Russian	3	G. Tautvydienė	To provide the knowledge and abilities to use possibilities provided by computer graphics, to apply the requirements for formatting of drawings, to create webpage design, to draw and edit vector drawings, to process raster images, to design and

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				edit three-dimensional images of objects, to prepare technical documentation.
Engineering Materials	English/ Russian	3	M. Kernagis	Will know the parameters and characteristics of the most important engineering materials used in computing and processes taking place in them, possibilities and fields of application of materials.
Computer Hardware	English/ Russian	6	L. Kaklauskas	To understand processes taking place in the computer, to evaluate and optimally select parameters of constituents of a modern personal computer, performing installation, adjustment, maintenance and repair of the computer and its peripheral equipment. To select hardware and software meeting the needs of the company. To know how to replace the broken electronic components in the computers, to acquire practical work skills with soldering equipment.
Object-Oriented Programming 1	English/ Russian	5	S. Milašauskas	To know and understand the differences between procedural (structured) and object-oriented programming, to be able to use basic object-oriented programming language commands, components and structures, software design tools and to prepare programs using object-oriented programming tools.
Management of Operating Systems	English/ Russian	7	L. Kaklauskas	To be able to install and configure operating systems of Unix, Linux, Windows families and mobile devices, to solve main management problems of operating systems and software, to administer users, access rights.
Philosophy of Technology / Sociology	English/ Russian	3	L. Garšvė	Student will know and understand the origins of the concept of technology; will analyze and evaluate technology as a phenomenon of human being; will think critically and integrate a diversity of technical features into a single whole philosophically and will review in the structure of human activities and knowledge
Applied Research Methodology	English/ Russian	3	R. Macaitienė	
Enterprise Economy and Management	English/ Russian	5		To understand microeconomic and macroeconomic processes of the market and their impact on the activities of the IT enterprise, e-commerce principles; to know the diversity of forms of business organization, legal acts regulating the procedures of their establishment and activities; to apply managerial laws in the activities of the business enterprise; to be able to distinguish environment factors influencing business and to project potential risks; be able to assess the need for resources (financial, human, material) necessary for the activities of the enterprise and effectiveness of the use; to calculate costs (nest cost) of creation of IT products and services, price and profitability.

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	Computer Network Technologies and Security	English/ Russian	9	L. Kaklauskas	To understand processes taking place in computer networks, to be able to configure hardware of the network, to adjust the network using TCP / IP and other protocols, to know how to administer the network, access to resources in different operating systems, to ensure its safety and to diagnose faults and eliminate their causes, to have knowledge of telecommunication networks
Spring	Computer Graphics 2	English/ Russian	3	G. Tautvydienė	To provide the knowledge and abilities to use possibilities provided by computer graphics, to apply the requirements for formatting of drawings, to create webpage design, to draw and edit vector drawings, to process raster images, to design and edit three-dimensional images of objects, to prepare technical documentation.
	Applied Mathematics 2	English/ Russian	3	A. Rimkevičienė	To develop, deepen and systematize knowledge of mathematics. To develop logical and critical thinking, the need to take interest in application of mathematics methods in economics and statistics. To analyze and ground results (solutions)
	Database Management	English	6	J. Urnikienė	To design, develop and administer relational databases meeting the user's needs. Add various SQL queries using specialized cells of databases. To use the obtained SQL results in forms and reports.
	Electronics	English	3	D. Dervinis / A. Kontautas	Upon completion of the course, students will know the structure, purpose and marking of electronic components used in computers and computer networks, understand schemes of electronic devices, design and test electronic devices
	Basics of Programming	English/ Russian	6	S. Milašauskas	To know and understand programming environments, the structure of the programme, the purpose of variables, arrays, functions, procedures, modules, condition and loop structures, graphics and animation development tools, possibilities of using files, to be able to program in high-level programming languages, combine information, formulate and detail objectives, design and submit universal programs.
	Object-Oriented Programming 2	English/ Russian	3	S. Milašauskas	To know and understand the differences between procedural (structured) and object-oriented programming, to be able to use basic object-oriented programming language commands, components and structures, software design tools and to prepare programs using object-oriented programming tools.
	Information Security	Russian	3	D. Daugirdas	To provide knowledge about legal aspects of information security related to legal protection of privacy and personal data and knowledge of regulation of information security, to familiarise with security assurance possibilities.
	Computer Networks and	English	6	L. Kaklauskas	To understand processes taking place in computer networks, to be able to configure hardware of the network, to adjust the network using TCP / IP and other protocols, to know how to administer the network, access to resources in different operating

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	Telecommunications				systems, to ensure its safety and to diagnose faults and eliminate their causes, to have knowledge of telecommunication networks.
	Professional Ethics	English	3	V. Gudonis	To know norms of professional ethics and etiquette requirements in communication, collaboration, organization of socially responsible activities. To be able to apply professional ethics norms solving ethical problems.
	Communication Psychology	English	3	V. Gudonis	To develop positive personal and social abilities in the context of communication and cooperation in the professional area.
	Human Safety and Ergonomics	English/ Russian	3	M. Bagavičius / Z. Sluckuvienė	To know legal acts on occupational safety and health, procedures of preparing and giving instructions, to perform prevention of accidents at work and occupational diseases, to assess the working environment, working conditions and occupational risks, to organize safe work installing information systems technologies.
	Professional English Language	English	6	J. Korosteliova / D. Civilkienė	To improve general practical and communicative English language abilities, to form the professional vocabulary.
	Implementation and Maintenance of Infrastructure of Workgroup System Server	English/ Russian	6	L. Kaklauskas	To understand operating principles of groupware systems, to create, modify and manage databases. To be able to install, maintain, manage and update groupware systems, be able to administer users, databases, services.
	Programming Network Management	English/ Russian	3	L. Kaklauskas	To understand programmatic management principles of network servers and services, using interfaces of the network operating system, applying scripts and / or networking solutions of programming languages and specialized protocols.
	Network Operating Systems, their Administration	English/ Russian	6	L. Kaklauskas	To design, carry out maintenance of computer networks, to configure and administer network operating systems. To understand processes taking place in computer networks, to be able to manage them and allocate resources for network customers, find faults in the network, effectively remove them and perform the network productivity analysis.

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Multimedia Technologies study programme

Faculty of Business and Technologies
Information Engineering Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Basics of Algorithmization	English / Russian	3	I. Vaičiulytė	To know the principles of building algorithms, their operation, applying mathematical data structures and functions, to develop the ability to rationally choose the algorithm for the task, to identify initial data, main and auxiliary variables and expected results, to build and analyze algorithms of various structures, to interpret their operation with real data.
	Data Transfer and Management Technologies	English / Russian	4	L. Kaklauskas	To know data transfer and management technologies, operation principles, standards of operating systems and computer networks, to be able to select their application solutions appropriate for implementation of multimedia solutions, to apply data security solutions.
	Physics	Russian	6	A. Garbaliuskas	To apply basic knowledge of mechanics, electricity, semiconductor physics required for electrotechnics, electronics, optics and other subjects related to physics, to solve problems and, doing laboratory work, to logically simulate the sequence of operations, this way enabling to work independently and make decisions.
	Graphic Design 1	English / Russian	4	A. Toleikis	To get familiarised with the specifics of graphic design, to master graphic design expression, tools, means, to raise and implement creative ideas, to link graphic design project objectives with selection of means of expression, the cultural context, to critically evaluate graphic design solutions.
	Information Technologies	English / Russian	4	V. Steponavičienė / I. Morkevičienė	To know the usage of computers and modern tools of information and communication technology in various areas; to be able to legally and systematically process information using tools and methods of information technology.
	Applied Mathematics 1	English / Russian	5	A. Rimkevičienė	To develop, deepen and systematize knowledge of mathematics. To develop logical and critical thinking, the need to take interest in application of mathematics methods in economics and statistics. To analyze and ground results (solutions).
	Audio and Video Technologies	English / Russian	9	V. Žalys	To master principles of digital video and audio technologies and constructing their products, possibilities and specificity of applying technologies, to develop multimedia

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					products.
	Internet Technologies	English	9	V. Steponavičienė	To know and understand W3C requirements for websites, principles of website design, search engine optimization (SEO). To know the syntax of HTML, CSS, JavaScript languages and be able to independently design, develop and test web sites and place on a remote server. To be able to develop websites using content management system (CMS).
	Programming	English / Russian	7	S. Milašauskas	To know and understand programming environments, program structure, differences between procedural (structured) and object-oriented programming, the purpose of variables, arrays, functions, procedures, modules, conditions and loop structures, differences and possibilities of using files and data bases in the program, to be able to program using highlevel programming languages, to combine information, formulate and elaborate tasks, design and present universal programs.
	Information Security	Russian	3	D. Daugirdas	To provide knowledge about legal aspects of information security related to legal protection of privacy and personal data and knowledge of regulation of information security, to familiarise with security assurance possibilities.
	Philosophy of Technology / Sociology	English / Russian	3	L. Garšvė	Student will know and understand the origins of the concept of technology; will analyze and evaluate technology as a phenomenon of human being; will think critically and integrate a diversity of technical features into a single whole philosophically and will review in the structure of human activities and knowledge
	Applied Research Methodology	English / Russian	3	R. Macaitienė	-
Spring	Graphic Design 2	English / Russian	4	A. Toleikis	To get familiarised with the specifics of graphic design, to master graphic design expression, tools, means, to raise and implement creative ideas, to link graphic design project objectives with selection of means of expression, the cultural context, to critically evaluate graphic design solutions.
	Applied Mathematics 2	English / Russian	5	A. Rimkevičienė	To develop, deepen and systematize knowledge of mathematics. To develop logical and critical thinking, the need to take interest in application of mathematics methods in economics and statistics. To analyze and ground results (solutions).
	Multimedia Signals	English	3	S. Niauronis	To get familiarised with audio and video recording devices, their parameters and output signals. To understand basic principles of audio and video transfer by various communication media and analyze the most popular standards of transfer of such data. To be able to distinguish between these standards analyzing the given hardware. To be able to choose the appropriate multimedia data transfer interface and components of recording, amplifying and playback hardware.

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	Database Management	English	6	J. Urnikienė	To design, develop and administer relational databases meeting the user's needs. Add various SQL queries using specialized cells of databases. To use the obtained SQL results in forms and reports
	Materials Science	Russian	3	Z. Sluckuvienė	To master the basics of materials science, classification of materials, their basic physical and chemical properties, to understand and evaluate optical, magnetic properties of materials, basic methods of analysis and engineering applications of materials in advertising and graphic arts.
	Multimedia Hardware	English / Russian	5	L. Kaklauskas	To know multimedia hardware for work with graphics, video recordings, sound and mobile devices and its operating principles. To maintain and modernize multimedia devices. To be able to choose hardware suitable for work with multimedia applications
	Programming	English / Russian	7	S. Milašauskas	To know and understand programming environments, program structure, differences between procedural (structured) and object-oriented programming, the purpose of variables, arrays, functions, procedures, modules, conditions and loop structures, differences and possibilities of using files and data bases in the program, to be able to program using highlevel programming languages, to combine information, formulate and elaborate tasks, design and present universal programs
	Enterprise Economy and Management	English / Russian	5		To understand microeconomic and macroeconomic processes of the market and their impact on the activities of the IT enterprise, e-commerce principles; to know the diversity of forms of business organization, legal acts regulating the procedures of their establishment and activities; to apply managerial laws in the activities of the business enterprise; to be able to distinguish environment factors influencing business and to project potential risks; be able to assess the need for resources (financial, human, material) necessary for the activities of the enterprise and effectiveness of the use; to calculate costs (nest cost) of creation of IT products and services, price and profitability.
	Internet Marketing	English / Russian	3	G. Kulbeckienė	To know and understand Internet marketing, consumer behaviour on the Internet, possibilities of using social networks, direct marketing to achieve support aims. To develop skills of segmentation in the cyberspace, application of Internet marketing mix measures, planning of online support measures.
	Computer Graphics and Visualisation	English / Russian	6	G. Tautvydienė	To provide knowledge and abilities to use possibilities provided by computer graphics, to master three-dimensional design, visualization application, animation development principles, to create and edit spatial models, to visualize and animate them.
	Practice of Graphic	English /	6	S. Milašauskas / A.	-

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	Design and Programming	Russian		Toleikis	
	Human Safety and Ergonomics	English / Russian	3	M. Bagavičius / Z. Sluckuvienė	To know legal acts on occupational safety and health, procedures of preparing and giving instructions, to perform prevention of accidents at work and occupational diseases, to assess the working environment, working conditions and occupational risks, to organize safe work installing information systems technologies.
	Professional English Language	English	6	J. Korosteliova / D. Civilkienė	To improve general practical and communicative English language abilities, to form the professional vocabulary

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Cosmetology study programme

Faculty of Health Care
Rehabilitation Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Anatomy, Physiology and Pathology	Russian	7	E. Kairienė	To provide knowledge of anatomy, physiology and general pathology, forming the basic basis of theoretical knowledge for further studies: to develop abilities to explain the most common terms of anatomy, physiology and pathology, to characterize human body structures, to indicate the position of organs and their projection in the human body; to describe morphological and physiological changes in the body related to age; to develop an understanding of the functioning of human organs and organ systems, their interrelation, mechanisms of functional regulation, to acquire the skills of problem-thinking, describing the peculiarities of the emergence, progression and outcome of patient processes.
	Citology and Microbiology	English / Russian	5	R. Palepšaitienė	To provide knowledge about the genetics of bacteria and viruses, to be able to evaluate the structure of the bacterial genome, the influence of microorganisms on the condition of the skin, the principles of biochemistry of the organism, to develop abilities to evaluate heredity and pathological biochemical reactions, to evaluate metabolic processes and pathologies and their influence on the condition of the skin.
	Professional Foreign Language (English)	English	3	N. Litevkienė	Improve communication skills in English, develop practical skills to use professional vocabulary of cosmetology specialist in subject communication.
	Professional Foreign Language (Russian)	Russian	3	J. Briedytė	Improve communication skills in Russian develop practical skills to use professional vocabulary of cosmetology specialist in subject communication.
	Professional Foreign Language (German)	English	3	N. Jurgaitis	Improve communication skills in German develop practical skills to use professional vocabulary of cosmetology specialist in subject communication.
	Health Informatics	English / Russian	4	L. Leščinskienė	To provide knowledge about the functioning of e-health information system and subsystems, to develop skills of modern information and communication technology tools and abilities to apply information technologies in the professional activity of cosmetologist, to develop ability to analyze the results of quantitative research.
	Physical Education	English /	3	V. Padgureckas	To develop the principles of healthy lifestyle, emphasizing the importance of

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		Russian			physical activity and movement, to strengthen the self-consciousness of the future specialist, to take care of the image of the profession and to develop the physical qualities that are important in everyday and professional activities.
	Image Creation	English	3	E. Mockevičienė	To provide knowledge about image, principles of image creation, overview of person's image and face shape, peculiarities of language and communication, to develop abilities to create single image projects, to evaluate personal (client) external data, to use artistic expression tools and to develop creativity, forming individual approach to image development.
	Basics of Nutrition	English	3	V. Pranevičienė	To provide knowledge of nutrition, to develop abilities to explain the importance of nutrition in the maintenance and strengthening of health, to describe the structure of essential nutrients, food groups, to explain the principles and rules of healthy nutrition; to raise awareness of the main methods of assessing the nutrition of the population and the principles of healthy eating.
	Basics of Dietetics	English	3	V. Vaikasienė	To provide knowledge about the composition of food, healthy and dietary nutrition, to develop an understanding of the influence of dietary nutrition on health, to develop abilities to apply the recommendations of healthy and dietary nutrition in menus, to develop abilities to advise on healthy nutrition.
	Business Organization and Management of Health Projects	English	5	E. Mockevičienė	To provide business organization and management knowledge, develop abilities to prepare and present health projects, develop critical thinking by selecting and substantiating project ideas, developing project resource planning, accounting and management skills using information sources and information technologies.
	Leisure Time Physical Education	English/ Russian	3	V. Padgureckas	Provide knowledge on the development of leisure sports (basketball, football, volleyball, table tennis, badminton, darts). Develop skills for fair play, competitions, self-control, communication, and collaboration by promoting activity, creativity, and self-expression through sports.
	Physical Activity and Healthy Lifestyle	English / Russian	3	V. Padgureckas	Provide knowledge about the impact of physical education on human health and well-being, develop a modern approach to physical activity, shape the right approach to health as a value, and develop health-care and empowerment skills
Spring	Internal Diseases And Urgent Medical Aid	English / Russian	4	V. Gerikienė	To provide knowledge about the etiological and risk factors of internal diseases and life-threatening conditions, clinics, diagnostics, first aid, possible skin changes during various internal diseases. To develop abilities to analyze signs of a disorder of vital functions during internal diseases and life-threatening conditions and to provide first aid.

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	Practical Philosophy	English	3	L. Garšvė	To acquaint students with the general philosophical field of cognition, ethics and social problems; to present the phenomena of beauty and aesthetics from philosophical aspects; develop abilities to raise and critically analyze today's topical social, ethical phenomena at the level of individual and public philosophical issues
	Health Sociology	English / Russian	3	B. Gudiniavičius	To provide theoretical and practical knowledge of sociology of health by developing abilities to analyze the structure of society as a social system in terms of health, complex elements of health sociology and social social phenomena (birth rate, social stratification and mobility, morbidity, aging and mortality), individual socialization process, its dynamics, socio-cultural the significance of the environment to the health of the individual, to provide knowledge about the process of sociological research, methods to create the practical skills to analyze the results of sociological research in the context of cognition of public health.
	Customer Service Psychology	Russian	3	A. Juodraitis	To provide business organization and management knowledge, develop abilities to prepare and present health projects, develop critical thinking by selecting and substantiating project ideas, developing project resource planning, accounting and management skills using information sources and information technologies.
	Physical Education	English / Russian	3	V. Padgureckas	To develop the principles of healthy lifestyle, emphasizing the importance of physical activity and movement, to strengthen the self-consciousness of the future specialist, to take care of the image of the profession and to develop the physical qualities that are important in everyday and professional activities.
	Basics Nursing (Integrated Practice)	English	6	V. Vaikasienė	To develop abilities to understand the health care process, to develop critical thinking, to substantiate indications and contraindications of nursing interventions, to be able to determine the norm and pathology of vital activities, to be able to assess the client's basic vital functions, to be able to apply individual nursing to meet the needs of the client, to perform nursing interventions.
	Applied Research Methodology	English / Russian	4	V. Gerikienė	To provide students with knowledge of applied research, their methodological parameters, quantitative and qualitative research methods, their application principles, developing practical skills to independently conduct research, collecting and analyzing data, using different research techniques, applying various research instruments and presenting evidence-based results, summarizing research results based on theoretical concepts
	Final Practice / Pre-graduation Practice	English	12	E. Mockevičienė	To develop abilities to systematize theoretical knowledge acquired during studies and to apply them in practice, to perform procedures of therapeutic cosmetics and decorative cosmetics, to evaluate the quality of procedures, to forecast the results

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					of work, to form a business plan, to accumulate and disseminate information on cosmetology innovations.
	Leisure Time Physical Education	English / Russian	3	V. Padgureckas	Provide knowledge on the development of leisure sports (basketball, football, volleyball, table tennis, badminton, darts). Develop skills for fair play, competitions, self-control, communication, and collaboration by promoting activity, creativity, and self-expression through sports.
	Physical Activity and Lealthy Lifestyle	English / Russian	3	V. Padgureckas	Provide knowledge about the impact of physical education on human health and well-being, develop a modern approach to physical activity, shape the right approach to health as a value, and develop health-care and empowerment skills

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Physiotherapy study programme

Faculty of Health Care
Rehabilitation Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Human Anatomy and Physiology	Russian	8	E. Kairienė	To acquire knowledge of human anatomy and physiology, forming the basic basis of theoretical knowledge for further studies: to develop abilities to explain the most common terms of anatomy and physiology, stages of human body development; to describe human body forms, structures, position of organs and their projection in the human body; to describe morphological and physiological changes in the body related to age; to develop understanding of the functioning of human organs and organ systems, their interrelation, mechanisms of functional regulation and to acquire the skills of problematic thinking, describing the main vital functions.
	Professional Foreign Language (English)	English	3	N. Litevkienė	To acquire general communicative skills in English, to form and expand vocabulary of professional terms necessary for the occupational physician.
	Professional Foreign Language (Russian)	Russian	3	J. Briedytė	To acquire general communicative Russian language skills, to form and expand vocabulary of professional terms necessary for the professional activities of a physical therapist.
	Professional Foreign Language (German)	English	3	N. Jurgaitis	To acquire general communicative German language skills, to form and expand the vocabulary of professional terms necessary for the occupational physician.
	Physical Education	English / Russian	3	V. Padgureckas	To develop the principles of healthy lifestyle, emphasizing the importance of physical activity and movement, to strengthen the self-consciousness of the future specialist, to take care of the image of the profession and to develop the physical qualities that are important in everyday and professional activities.
	Methods of Physiotherapy	English	8	V. Berneckė	To acquire knowledge about the methods applied in physiotherapy and to develop the ability to perform technically methodologies, to develop critical thinking by choosing the right methodology, taking into account the physical and functional condition of the

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					person.
	Health Education and Medical First Aid	English / Russian	3	V. Gerikienė	To acquire knowledge of health education and first aid, develop abilities to apply the principles of health education and first aid to individuals of all ages, in the preparation and implementation of health education programs and in the recognition of life-threatening or life-threatening disorders and demonstration of first aid measures.
	Health Project Management	English / Russian	4	E. Mockevičienė	To provide project management knowledge, develop abilities to prepare and present health care projects, develop critical thinking in selecting and substantiating project ideas, apply resource planning, accounting and management techniques using information sources and information technologies.
	Leisure Time Physical Education	English / Russian	3	V. Padgureckas	Provide knowledge on the development of leisure sports (basketball, football, volleyball, table tennis, badminton, darts). Develop skills for fair play, competitions, self-control, communication, and collaboration by promoting activity, creativity, and self-expression through sports.
	Physical Activity and Healthy Lifestyle	English / Russian	3	V. Padgureckas	Provide knowledge about the impact of physical education on human health and well-being, develop a modern approach to physical activity, shape the right approach to health as a value, and develop health-care and empowerment skills
Spring	Health Education and Medical First Aid	English / Russian	3	V. Gerikienė	To acquire knowledge of health education and first aid, develop abilities to apply the principles of health education and first aid to individuals of all ages, in the preparation and implementation of health education programs and in the recognition of life-threatening or life-threatening disorders and demonstration of first aid measures.
	Curative Exercises	English	5	V. Berneckė	Acquire knowledge about the types of therapeutic exercises, the features of the technique and the possibilities of application. To develop abilities to perform medical exercises, develop critical thinking by selecting and applying exercises depending on the level of physical and functional disorder and for disease prevention purposes.
	Clinical Physiotherapeutic Patient Examination	English	6	J. Bubelis	Acquire theoretical knowledge about the physical and functional state of the body's systems of research and evaluation and develop the ability to independently conduct a clinical kinesiotherapy examination.
	Health Informatics	English / Russian	4	L. Leščinskienė	To acquire knowledge of the National Electronic Health System, electronic health services, information systems and subsystems, to develop the ability to use commercial

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				and open source computer software, to develop specialized electronic documentation and to analyze quantitative data.
Practical Philosophy	English	3	L. Garšvė	To acquaint students with the general philosophical field of cognition, ethics and social problems; to present the phenomena of beauty and aesthetics from philosophical aspects; develop abilities to raise and critically analyze today's topical social, ethical phenomena at the level of individual and public philosophical issues
Health Sociology	English / Russian	3	B. Gudiničius	To acquire knowledge of theoretical and practical sociology of health, developing abilities to analyze the structure of society as a social system in relation to health, complex elements of health sociology and social social phenomena (birth rate, social stratification and mobility, morbidity, aging and mortality), individual socialization process, its dynamics, sociocultural the significance of the environment to the health of the individual, to provide knowledge about the process of sociological research, methods to create the practical skills to analyze the results of sociological research in the context of cognition of public health.
Physical Education	English / Russian	3	V. Padgureckas	To develop the principles of healthy lifestyle, emphasizing the importance of physical activity and movement, to strengthen the self-consciousness of the future specialist, to take care of the image of the profession and to develop the physical qualities that are important in everyday and professional activities.
Pre-graduation Practice	English	21	V. Berneckė E. Mockevičienė	To acquire, develop practical skills to work in the team of rehabilitation specialists, to independently assess physical and functional disorders of the patient and / or client and to perform rehabilitation procedures.
Leisure Time Physical Education	English / Russian	3	V. Padgureckas	Provide knowledge on the development of leisure sports (basketball, football, volleyball, table tennis, badminton, darts). Develop skills for fair play, competitions, self-control, communication, and collaboration by promoting activity, creativity, and self-expression through sports.
Physical Activity and Lealthy Lifestyle	English / Russian	3	V. Padgureckas	Provide knowledge about the impact of physical education on human health and well-being, develop a modern approach to physical activity, shape the right approach to health as a value, and develop health-care and empowerment skills

General Practice Nursing study programme

Faculty of Health Care
Biomedical Science Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	General Nursing	English	9	Vilija Vaikasienė	The object is to acquire the knowledge of nursing theory and nursing techniques, to apply the principles of modern nursing. Theoretical sessions analyze nursing concepts, types of nursing, nursing goals, nursing functions and responsibilities, nursing models, nursing processes. Practices develop an approach to patient-centered care, develop abilities to evaluate patient's vital activities, plan care, perform nursing and treatment procedures, and evaluate nursing outcomes. Intermediate payments are designed to assess theoretical knowledge and practical skills.
	Communication psychology	English	3	Laima Milkintaitė	The subject is to acquire knowledge about the main regularities of the communication process and the peculiarities of psychosocial behavior of people of different ages in different communication situations, to develop the ability to communicate effectively with patients, their family members and team members, to discuss the importance of communication for self-expression, for the development of relationships, for the application of knowledge in practical activities. Theoretical lectures analyze the concept of effective communication, the components, the similarities and differences of verbal and non-verbal communication, the impact on the communication partner. Practical classes develop effective communication skills, self-presentation and other perception skills. Interim reporting is designed to evaluate conflict resolution.
	Pediatric Nursing	English	3	Vilija Vaikasienė	Subject is for acquisition of knowledge and skills of ill children's dysfunction of vital signs, evaluation and care.
					During theoretical lectures dysfunction of vital signs during the disease of children at different age are analyzed; students learn to choose correct and effective actions to solve the nursing problems occurred
	Practice of Pediatric Nursing	English	6	Vilija Vaikasienė	During practice special abilities to evaluate nursing problems, plan patient care, perform nursing and treatment actions, adjust the nursing plan in the care process, apply modern nursing techniques in solving healthcare problems are developed. Social and personal skills are trained: to integrate into the team health care activities at all

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				levels in accordance with professional work ethics in collaboration with patients and family members and encouraging them to participate in the care process. Self-studies are to develop the ability to individualize nursing at all stages of the nursing process, analyze and summarize the results of nursing, independently perform nursing and treatment actions, to evaluate the quality of nursing, provide for and educate patients on healthcare prevention
Methodology of applied research	English	4	Vitalija Gerikienė	1. Cognition: empirical and theoretical. Concept of methodology. Conception of scientific research method trends and methods. Concept of scientific applied research process: structure and its principles. 2. Applied research planning. Formulation of a topic. Research problem. Research questions. Research object. Hypothesis. 3. Aim and objectives of the research. Research methods: theoretical and empirical research methods and construction of their instrument. 4. Research sources: sampling and analytical principles. 5. Research sample: identification, selection methods. Reliability of the research data. 6. Research organization principles. Ethical issues and principles of the research. Empirical data collection, their processing and analysis. Presentation and discussion of the research results. 7. Formulation of conclusions and practical recommendations. 8. Formal requirements for applied research. Coherence of the research process structure: headings, sections and subsections, text, links, tables, figures, references and appendices. 9. Public presentation of the work: structure, development principles, eloquence, success.
Fitoterapy	English	3	Vida Motiekaitytė	The object is to provide phytotherapy knowledge and skills about medicinal plants, their active ingredients and their application, to form an understanding of the importance of medicinal plants to health. To develop abilities: to characterize the distinctive features of medicinal plants and their raw materials, the conditions of collection, drying and storage; to analyze herbal recipes, composition of herbal preparations, indications of their use, contraindications, dosage, adverse reactions; to advise the patient about the use of medicinal plants, to select suitable plants.
Health Sociology	English	3	Benas Gudiničius	The subject is to acquire knowledge and skills in conducting research on health sociology. Theoretical sessions analyze the concept of health sociology and its complex elements, the structure of society as a social system in relation to health, the social phenomena, the socialization of the individual and its dynamics, the significance of the socio-cultural environment for the individual's health. Practical sessions include the development of sociological research (generation of research ideas, strategy selection, problematic issues, object, purpose, formulation of tasks, selection of

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					methods and instrumentation, sample identification, data collection and processing and analysis). Intermediate payments are intended for the assessment of theoretical knowledge.
Spring	Surgical Nursing	English	5	Asta Dockienė	Subject is to acquire knowledge and skills needed to care for patients with surgical diseases or after injuries. During theoretical lectures surgical work organization principles, hospital infection prevention techniques, perioperative period nursing features are analyzed
	Practice of Surgical Nursing	English	6	Asta Dockienė	During practice the ability to recognize clinical symptoms of the most common surgical diseases and injuries, to evaluate early and late complications in the perioperative period, plan nursing are trained. Self-study is intended to develop the capacity to do surgical nursing interventions, to prepare the patient for instrumental and laboratory tests, care for patients after surgical interventions and traumas and to document nursing actions
	Pharmacology	English	3	Vida Motiekaitytė	1. General pharmacology and prescriptions. 2. Drugs that affect the autonomic nervous system. 3. Drugs that affect respiratory system. Drugs that affect skeletal muscle and joint system. 4. Drugs that affect cardiovascular system. Drugs that affect lipid metabolism. 5. Drugs that affect digestive system. Drugs that affect endocrine system and metabolism. 6. Drugs that affect blood production and coagulation. Vitamins and minerals. 7. Drugs that affect nervous system and psyche. 8. .Drugs to treat infections.
	Professional ethics	English	3	Aleksandra Sakalauskienė	Subject is for acquisition of ethical knowledge and its application skills; social skills to take responsibility for the quality of professional activities, personal skills to understand moral responsibility for one's own professional activities. During theoretical lectures the concept of ethics, basic theories, levels and traditions of medical ethics, values and norms, problems of bioethics are analyzed. During group discussions and seminars personal and social skills are developed and analyzed the situation. Self-studies are for understanding and application of valuable conceptions, report development and presentation
	Nursing Management	English	3	Vitalija Gerikienė	Subject is for students to gain knowledge in nursing management and understand the main principles of the organization's management. During workshops nursing management functions, their content and role in effective planning, organizing, managing and controlling patient-centered nursing are analyzed. Self-study is to develop the ability to solve the problem of nursing management
	Therapeutic Nursing	English	5	Vilija Vaikasienė	1. Therapeutic care – a part of health care. Disease. Holistic nursing team principle. Geriatrics. The objectives of geriatric medicine. Internal disease risk factors, causes.

					<p>Secondary, tertiary prevention principles. Clinical allergology. 2. Health status evaluation of patients sick with internal diseases, selection of the nursing system. The main internal disease diagnostic tests. 3. Health status evaluation of patients sick with internal diseases, selection of the nursing system. The main internal disease diagnostic tests. 4. Cardiovascular diseases. Nursing of the patients suffering from cardiovascular diseases. 5. Hematopoietic diseases. Nursing of the patients suffering from hematopoietic diseases. 6. Digestive diseases. Nursing of the patients suffering from digestive diseases. 7. Kidney and urinary tract diseases. Nursing of the patients suffering from kidney and urinary tract diseases. 8. Endocrine and metabolic diseases. Nursing of the patients suffering from endocrine and metabolic diseases. 9. Motoric organ diseases. Nursing of the patients suffering from motoric organ diseases. 10. The object of neuroscience. Neurological patient examination methods. Key techniques of neurological nursing. Nursing of the patients suffering from diseases of the peripheral nervous system. 11. Nursing of the patients suffering from neurologic infections. Multiple sclerosis. Headaches. Epilepsy. Nursing features. 12. Brain and spinal cord blood flow disorders. Nursing of the patients suffering from brain and spinal cord blood flow disorders. CNS tumors.</p>
	Practice of Therapeutic Nursing	English	9	Vilija Vaikasienė	<p>Practice is to develop skills to work in a team, develop communication and cooperation skills. To analyze and evaluate basic disorders of vital functions, internal and neurological disease risk factors, disease prevention, care problems, their solutions and efficiency of care. To take care of patients with internal and neurological diseases, to perform various medical and nursing manipulations</p>

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Social Work study programme

Faculty of Health Care
Social Work Department

Semester	Subject	Language	No. Credits	Teacher	Content
Fall	Introduction to Psychology	English / Russian	3	L. Milkintaitė	Concept of Psychology. Cognitive Processes. Emotional and volitional behavior regulation. Personality. Personality purposefulness and motivation. Individual Psychological Personality Characteristics. Mental health and disorders. Methods of psychological help.
	Communication Psychology	English / Russian	3	L. Milkintaitė	Components of interpersonal communication. Peculiarities of self and other people's perception. Creating self-presentation strategies and image. Verbal communication. Non-verbal communication. Listening.
	Professional Career Design	English / Russian	3	L. Milkintaitė	Professional career concept and purpose. Knowledge of personality in career designing. Career design knowledge, skills. Career Solutions. Career changes. Career plans.
	PHILOSOPHY	English	3	dr. L. Garšvė	The conception of philosophy, its trends and methods. Peculiarities of ancient philosophy. The person and the problem of the freedom of will. Human existence and expression (activity) as the basis of existence in the world. The universal welfare as a social-ethical aim.
	INTEGRATION OF THE DISABLED	English	5	A. Čepienė	The concept of disability. Work with the disabled. Social and functional integration. Special needs and social problems of the disabled person. Organisation of social rehabilitation. The concept of psychosocial rehabilitation. The social worker's role in the process of psychosocial rehabilitation. Vocational rehabilitation of the disabled.
	SOCIAL INNOVATIONS	English	6	dr. Neringa Povilaitienė	Social programmes. Identification and assessment of the need for the programme. Preparation of leisure programmes. Coordination and implementation of the prevention programme. Project: concept, features, diversity, classification, properties. Non-governmental organizations (NGOs). The role of the team in a non-governmental organization.
	Gender Psychology	English / Russian	3	L. Milkintaitė	The concept of gender/ sex. Gender stereotypes and roles. Psychological and social gender differences. Sex Identification Disorders. Homosexuality. Intercultural gender differences. Improving communication between genders.

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	Sociology and Social Culture	English / Russian	3	B. Gudiniavičius	1. The role of sociology science in public awareness; 2. Sociological research; 3. Sociological knowledge of society; 4. Dynamics of socialization process; 5. The structure of society as a social system; 6. Social control and non-standard (deviant) behavior.
	Volunteering and Experiential Learning	English / Russian	3	B. Gudiniavičius	1. The essence of volunteering; 2. Volunteering as a learning process; 3. Experiential learning stages; 4. Practical experience of experiential learning.
	Social Work Research	English	6	B. Gudiniavičius / L. Leščinskienė	1. The role of social work research; 2. Qualitative research; 3. Quantitative research; 4. Research sample selection; 5. Research ethics; 6. Data analysis and conclusions.
	Media in Social Work Practice	English	3	B. Gudiniavičius	1. Media as a tool to work; 2. Media tools and sources; 3. Media as a tool to work with social work clients.
Spring	Introduction to Psychology	English / Russian	3	L. Milkintaitė	Concept of Psychology. Cognitive Processes. Emotional and volitional behavior regulation. Personality. Personality purposefulness and motivation. Individual Psychological Personality Characteristics. Mental health and disorders. Methods of psychological help.
	Communication Psychology	English / Russian	3	L. Milkintaitė	Components of interpersonal communication. Peculiarities of self and other people's perception. Creating self-presentation strategies and image. Verbal communication. Non-verbal communication. Listening.
	Professional Career Design	English / Russian	3	L. Milkintaitė	Professional career concept and purpose. Knowledge of personality in career designing. Career design knowledge, skills. Career Solutions. Career changes. Career plans.
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