



საქართველოს ტექნიკური უნივერსიტეტი  
GEORGIAN TECHNICAL UNIVERSITY

Approved by  
Resolution № 733 of the  
Academic Council of GTU  
Dated July 6, 2012

Amended by  
Resolution № 01-05-04/176 of the  
Academic Council of GTU  
dated November 24, 2022

## Master's Educational Program

### Program Title

ბიზნესის ადმინისტრირება

Business Administration

### Faculty

ბიზნესტექნოლოგიები

Business Technologies

### Program Head/Heads

Professor Merab MIKELASHVILI; Professor Nino KAVTARADZE

### Qualification to be Awarded and the Extent of the Program in terms of Credits

Master of Business Administration

It will be awarded in case of completion of at least 120 credits of the educational program

### Language of Teaching

Georgian

### Prerequisite for Admission to the Program

A person with a bachelor's degree or an academic degree equivalent to it, who is enrolled based on the results of the master's exams and the English language - level B2, has the right to study in the master's program. Applicants are exempted from the said exam if they present a document confirming the B2 level of English. Questions/tests for internal university exams will be posted on the website of the Study Process Management Department of GTU at least one month before the exams.

Enrollment in the program without passing the master's exams is possible according to the rules established by the Ministry of Education and Science of Georgia.

## Program Description

### Study duration:

The duration of the program is defined as 2 years (4 semesters). The semester includes 20 weeks. There are 15 academic weeks (auditory classes) and 5 sessional (mid-semester, final and additional exams) during one semester at GTU.

### Program volume in credits:

The program is designed according to the European Credit Transfer System (ECTS), 1 credit equals 25 hours and includes contact and independent work hours. The distribution of credits is presented in the curriculum. According to the master's degree program, the student acquires at least 120 (ECTS) credits. The educational program includes both educational and research components: educational component - 90 (ECTS) credits, research component - 30 (ECTS) credits;

### Program structure:

The program includes: 75 (ECTS) credits of compulsory education courses corresponding to the main field of study and elective courses - 15 (ECTS) credits.

Research component: completion and defense of the master's thesis - a person who has completed all the educational components provided by the educational program will be allowed to defend the master's thesis. The completed qualifying thesis is the result of the independent research work of the master's student. The submission, public defense and evaluation of the completed qualification work are performed once, the evaluation is done with 100 points. The evaluation rule and procedure are determined by the "Rule for evaluation of the research component of the master's educational program" approved by the Academic Council of the University on June 26, 2012, by Resolution No. 704.

Before submitting the master's thesis to the defense, the master's student, along with the master's thesis, must submit to the dean a written conclusion of the supervisor, as well as a request to check the presence of plagiarism in the master's thesis.

The plagiarism of the work done at the Georgian Technical University is regulated by "the procedure for checking the existence of plagiarism of the work done at the Georgian Technical University".

## Program Objective

The objective of the educational program is:

- ✓ to teach the student the multifaceted theoretical and practical issues of the functioning, planning, leadership and work of organizations in compliance with the principles of corporate social responsibility;
- ✓ to equip the student with the skills of optimal managerial decision-making, practical, scientific and creative work in the field of business administration, oriented towards the development of competitive, innovative and creative ideas, compatible with the requirements of the labor market;

## Learning Outcomes/Competences (general and professional)

Possesses modern approaches to business administration in the digital era, deep and systematic knowledge of preparing and making management decisions, evaluating the social, organizational, economic, financial and other results of their implementation, practical skills and abilities, the specifics of defending one's point of view with arguments and realizing business management

functions;

In order to ensure the efficient operation of the organization, determines human resources management strategies, the structure of the supply chain of the enterprise;

Can manage business processes, using quantitative and qualitative methods of scientific analysis, select business process modeling forms based on the interpretation of the obtained results;

With deep and systematic knowledge of business management principles based on social and ethical responsibility, identifies existing problems and plans their solutions, both locally and internationally;

In order to evaluate the effectiveness of innovations, can analyze new and complex ideas related to innovative and investment opportunities of the enterprise;

Carries out systematization of features characteristic of different business models of the organization (including strategic management, corporate finance, marketing management, tax policy, etc.), integration-evaluation with various features, development of recommendations for actions to be performed and prediction of possible results;

Based on the use of one's own intellectual and cultural skills, demonstrates the readiness for professional development, self-development, self-realization and realization of creative potential, as well as the ability to plan a professional career;

Based on the generalization and critical evaluation of the results obtained by Georgian and foreign researchers, identification and formulation of current problems, prepares argumentative conclusions and presentations for the academic and professional society in Georgian and English languages;

Develops the ability to independently carry out research using the latest methods and approaches in an unfamiliar or multidisciplinary environment and to evaluate leadership, interpersonal communication and communication channels in the process of teamwork.

Using the latest methods and approaches, conducts research independently while adhering to the principles of academic integrity.

## Methods of Achieving Learning Outcomes (teaching-learning)

Lecture     Seminar (group work)     Practical     Laboratory      
Practice     Course work/Project     Master's thesis     Consultation   

Independent work

In the learning process, depending on the specifics of a particular study course program, the following activities of the teaching-learning methods are used, which are outlined in the relevant study course programs (syllabi):

**Discussion/debate;**

**Cooperative learning;**

**Collaborative work**

**Problem-based learning (PBL)**

**Case study;**

**Brain storming;**

**Role-playing and situational games;**

**Demonstration method;**

**Inductive method**

**Deductive method**

**Method of analysis**

**Synthesis method**

**Verbal or oral method;**

**Writing work method;**

**Explanatory method;**

**Activity-based learning;**

## Student's Knowledge Assessment System

The student's knowledge is assessed on a 100-point scale. Positive grades are:

- (A)-Excellent - 91-100 points;
- (B)-Very Good – 81-90 points;
- (C)-Good – 71-80 points;
- (D)-Satisfactory – 61-70 points;
- (E)-Sufficient – 51-60 points.

Negative grades are:

- (FX) - Failed to pass – 41-50 points, which means that the student needs more work to pass and is allowed to take an additional exam once with independent work;
- (F) - Failed - 40 points or less, which means that the work done by the student is insufficient and he/she will have to study the subject again.

In case of FX, an additional exam is prescribed, not less than 5 days after the announcement of the results. The mark obtained in the additional exam is not added to the mark obtained in the final assessment.

Detailed information is provided on the website of GTU.

Regulations of the Master's Degree of Technical University of Georgia

Instructions for managing the educational process at the Georgian Technical University

## Fields of employment

The graduate will be able to be employed as a middle and upper ring manager, analyst:

- in state, government institutions and agencies;
- in state and local self-government bodies;
- in local and foreign insurance, brokerage, distribution, finance, auditing companies, corporations, investment funds, export-import agencies;
- in analytical structures;
- in state and private higher educational institutions;
- in international organizations;
- in state and private enterprises of various branches of the economy;
- in small and medium businesses;
- in the non-governmental sector;

## Opportunities for continuing education

Doctoral educational programs

## Human and material resources needed to implement the program

The program is provided with appropriate human and material resources. Additional information is provided in the attached documents.

**Number of attached syllabi:** 27