

Information sheet for the course Lifelong Education Management

University: <i>Alexander Dubček University of Trenčín</i>	
Faculty: <i>Faculty of Social and Economic Relations</i>	
Course unit code: <i>KMaREZ/lz25Vd/10</i>	Course unit title: <i>Lifelong Education Management</i>
Type of course unit: <i>elective</i>	
Planned types, learning activities and teaching methods: <i>Lecture: 2 hours weekly/28 hours per semester of study; face to face</i> <i>Seminar:</i>	
Number of credits: <i>3</i>	
Recommended semester: <i>6th semester 3rd year</i>	
Degree of study: <i>I. (bachelor)</i>	
Course prerequisites: <i>none</i>	
Assesment methods: <i>During the semester there is one seminar paper worth 30 points: Evaluation A - at least 28 points, Evaluation B - at least 25 points, Evaluation C - at least 22 points, Evaluation D - at least 19 points, Evaluation E - at least 16 points. Credit is not granted to a student who obtains less than 16 points from the seminar paper. At the end of the semester during the examination period: examination (test). Final evaluation: Achieved average.</i>	
Learning outcomes of the course unit: <i>A student completing the course obtains an overview of the theoretical basis of management of lifelong learning in pursuit of rational decision-making with the aim order to achieve greater efficiency and effectiveness in achieving the goals of education. The student will understand the principles of formal, non-formal and informal learning, while maintaining ethical principles. The student will understand the issues of economy, efficiency and effectiveness of the management of lifelong learning in connection with the obsolescence of knowledge in a global context and current issues of educational methods in enterprises. After successful completion of a learning process, the student is ready to pursue further university studies.</i>	
Course contents: <i>1. Introduction to the lectures - content of the course, recommended literature, the conditions for the test, terminology.</i> <i>2. Characteristics of education, basic concepts, functions of education in schools, enterprises and institutions of continuous learning.</i> <i>3. Social, economic and cultural conditions and factors of the development of people in a society and enterprise.</i> <i>4. Definition of the workforce needs and its properties.</i> <i>5. Learning organizations.</i> <i>6. Identification and analysis of educational needs. The proposal of the training program, its implementation, monitoring and evaluation of the effectiveness of education.</i> <i>7. Characteristics of educational methods, selection and application.</i> <i>8. Explicit and tacit knowledge and its sharing.</i> <i>9. The self-learning techniques.</i> <i>10. Working in groups and discussion methods, case studies, simulation methods.</i> <i>11. Development of case studies, lectures and methods of presentation.</i> <i>12. E-learning.</i> <i>13. Information and communication technologies in education.</i>	
Recommended of required reading: <i>Armstrong, M.: Personální management. Grada Publishing, Praha 1999</i>	

Armstrong, M.: Řízení lidských zdrojů. Nejnovější trendy a postupy. Grada Publishing, Praha 2007

Dědina, J. – Odcházal, J.: Management a moderní organizování firmy. Grada Publishing, Praha 2007

Doonely, J. H. – Gibson, J. L. – Ivancevich, J. M.: Management. Grada Publishing, Praha 2006

Európska komisia: Memorandum o celoživotnom vzdelávaní sa

Zákon č. 568/2009 Z.z. o celoživotnom vzdelávaní v znení neskorších predpisov

MŠ SR: Národný kvalifikačný rámec Slovenskej republiky

MŠ SR: Stratégia celoživotného vzdelávania 2011

MŠ SR: Akčný plán stratégie celoživotného vzdelávania 2011

Elektronické zdroje: Hospodárske noviny: www.hnonline.sk

Trend: www.etrend.sk Moderní řízení: <http://modernirizeni.ihned.cz>

Časopis FSEV – Sociálno–ekonomická revue. <http://fsev.tnuni.sk/index.php?id=218>

Odporúčané články a štúdie

Language: Slovak

Remarks:

The course is offered in the summer semester of the third year of full-time undergraduate studies and in the summer semester of the third year of external undergraduate studies. This course is elective.

Evaluation history:

A	B	C	D	E	FX
59.15	24.65	10.56	2.11	2.82	0.7

Lectures:

Ing. Jana Tomanovičová, PhD.

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Supervisor: doc. Mgr. Sergej Vojtovič, DrSc.