

MINISTRY OF EDUCATION & TRAINING
HO CHI MINH CITY UNIVERSITY OF TECHNOLOGY & EDUCATION

UNDERGRADUATE PROGRAM

Major of
INDUSTRIAL MANAGEMENT

JUNE 2019

UNDERGRADUATE PROGRAM

Education Program: Industrial Management

Level: Undergraduate

Major: Industrial Management

Type of Program: Full time

(Decision No.....date....on.....)

1. Duration of Study: 4 years

2. Student Enrollment: High-school Graduates

3. Grading System, Curriculum and Graduation Requirements

Grading System: 10

Curriculum: Based on regulations of Decision No 43/2007/BGDDT

Graduation Requirements:

General condition: Based on regulations of Decision No 43/2007/BGDDT

Condition of specialty: None

4. The objectives and Expected Learning Outcomes

Goals

Graduates have the ability to administer production and business operations in many areas such as production management, quality management, human resource management and marketing management. Having communication skills in business environment and international integration; teamwork and leadership skills. Ability to analyze, synthesize and handle problems; capable of proposing solutions to improve the operational efficiency of enterprises.

Objectives

PO1: Apply knowledge of foundation sciences, economics and management

PO2: Self-study, think systematically, and solve problems in production systems

PO3: Lead and work in a team, communicate effectively

PO4: Conceive ideas, design, implement, and operate production systems in enterprises

Program Expected Learning Outcomes

A. Apply knowledge of foundation sciences, economics and management

ELO 1. Apply knowledge of basic science in industrial management

ELO 2. Illustrate general knowledge of management in production, business, trade and service

ELO3. Implement knowledge of industrial management such as production management, quality management, human resources management, and marketing management

B. Self-study, think systematically, and solve problems in production systems

ELO 4. Analyze, evaluate and solve problems in production and business

ELO 5. Do a research in business operations

ELO 6. Conduct systematic thinking

ELO 7. Show professional working attitudes, international integration and lifelong learning capacity

ELO 8. Be aware of professional ethics

C. Lead and work in a team, communicate effectively

ELO 9. Work independently; lead and work in a team.

ELO 10. Communicate effectively in various methods: written communication, electronics communication, graphics and presentation.

ELO 11. Use English in communication.

D. Conceive ideas, design, implement, and operate production systems in enterprises

ELO 12. Conceive ideas of production system improvement

ELO 13. Design production system and planning

ELO 14. Implement a plan or a project

ELO 15. Operate and manage production systems

ELO 16. Form ideas of start-up

5. Blocks of knowledge in the whole program: 123 credits (without Physical Education, Military Education, and Supplementary Courses)

6. Allocation of credits

Name	Credits		
	Total	Compulsory	Selective
General Knowledge	34	30	4
Political Education and General Laws	13	13	
Introduction to Industrial Management	3	3	0
Information Technology	2	2	
Mathematics	12	12	
Social Science	4	0	4
Fundamental Knowledge	30	24	6
Specialized Knowledge and Thesis	59	53	6
Specialized	50	44	6
Internship/Enterprise Seminar	4	4	
Thesis	5	5	
Total	123	107	16

7. Program content

7.1. General courses: 33

No.	Course's ID	Course name	Credits	Note
I.	Political Education and General Laws		13	
1.1	LLCT130105E	Philosophy of Marxism and Leninism	3	
1.2	LLCT120205E	Political economics of Marxism and Leninism	2	
1.3	LLCT120405E	Scientific socialism	2	
1.4	LLCT120314E	Ho Chi Minh's ideology	2	
1.5	LLCT220514E	History of Vietnamese communist party	2	
1.6	GELA220405E	General Laws	2	
II.	Introduction to Industrial Management		3	
2.1	INMA130106E	Introduction to Industrial Management	2+1	1 Practice
III.	Informatics		2	
3.1	APCM220307E	Applied computing	1+1	1 lab
V.	Mathematics		12	
5.1	MATH132701E	Mathematical Economics 1	3	
5.2	MATH132801E	Mathematical Economics 2	3	
5.3	MATH132901E	Probability and Applied Statistics	3	
5.4	BSTA231006E	Business Statistics	3	
VI.	Social Science (choose 02 among the 5 courses)		4	
6.1	PLSK320605E	Planning Skill	2	
6.2	BPLA121808E	Entrepreneurship Plan	2	
6.3	SYTH220505E	Systems Thinking	2	
6.4	INLO220405E	Introduction to Logics	2	
6.5	PRSK320705E	Presentation Skill	2	
VII.	Supplementary Courses		11	
7.1	EHQT130137E	Academic English 1	3	
7.2	EHQT230237E	Academic English 2	3	
7.3	EHQT330337E	Academic English 3		
7.4	EHQT430437E	Academic English 4		
7.6	BENG230706E	Business English 1	3	
7.7	BENG220806E	Business English 2	2	
VIII.	Physical Education		3	
8.1	PHED110513E	Physical Education 1	1	
8.2	PHED110613E	Physical Education 2	1	
8.3	PHED130715E	Physical Education 3	1	
IX.	National Defense Education		165 periods	

7.2. Fundamental Courses

7.2.1. Compulsory courses: 24

No.	Course's ID	Course name	Credits	Note
1.	BLAW220308E	Business Law	2	

2.	ECON230206E	Economics	3	
3.	PRAC230407E	Principles of Accounting	3	
4.	FUMA230806E	Fundamental Management	3	
5.	EDDG220120E	Engineering Drawings	2	
6.	BCOM320106E	Business Communication	2	
7.	OPRE230706E	Operation Research	3	
8.	RMET220306E	Research Method	2(1+1)	
9.	DANA220606E	Data Analysis	2(1+1)	
10.	SCWR220706E	Scientific Writing	2	

7.2.2. Selective courses (group A): 6

No.	Course's ID	Course name	Credits	Note
Choose 02 among 04 courses				
1.	CADM230320E	Computer-Aided Design and Manufacturing	3	
2.	AMAP432225E	Automation of Production Process	3	
3.	ELEN232044E	Electrical Engineering	3	
4.	WEDE330484E	Web Design	3(2+1)	

7.3. Specialized courses: 59

7.3.1. Compulsory courses

No.	Course's ID	Course name	Credits	Note
Production management knowledge			11	
1.	OPMA340806E	Operation Management	4	
2.	INMA321506E	Inventory Management	2	
3.	LEAN420806E	Lean Manufacturing	2	
4.	TEMA321406E	Technology Management	3	
5.	SCMA430706E	Supply Chain Management		Selective
Quality management knowledge			8	
6.	TQMA331606E	Total Quality Management	3	
7.	SPCR431606E	Statistical Process Control		Selective
8.	SSFU420906E	Six Sigma Fundamental	2	
9.	MAIM330406E	Maintenance Management	3	
Human resource management knowledge			8	
10.	HRMA331206E	Human Resource Management	3	
11.	MAAC331307E	Managerial Accounting	3	
12.	BCUL320506E	Corporate Culture	2	
13.	ORBE330306E	Organization Behavior		Selective
Marketing and business knowledge			17	
14.	FIMA430807E	Financial Management	3	
15.	ECOM431308E	Ecommerce	3	
16.	PROM430506E	Project Management	3	
17.	MAMA330906E	Marketing Management	3	
18.	BPLA420606E	Business Planning	2	
19.	MAIS430306E	Management Information System	3	

7.3.2. Selective courses (group B): 06

No.	Course's ID	Course name	Credits	Note
Choose 02 among 07 courses				

1.	PRAN331106E	Project Analysis and Evaluation	3	
2.	SEMA330907E	Security Market	3	
3.	ERPS431208E	Enterprise Resource Planning	3	
4.	ORBE330306E	Organization Behavior	3	
5.	SPCR431606E	Statistical Process Control	3	
6.	SCMA430706E	Supply Chain Management	3	
7.	STMA430406E	Strategic Management	3	

7.3.3. Internship and Thesis: 9

No.	Course's ID	Course name	Credits	Note
1	ENPR221106E	Enterprise Seminar	2	
2	INTE421106E	Internship	2	
3	IMGR451206E	Thesis	5	

8. Plan of courses

Semester 1:

No	Course Code	Course Title	Credits	Note
1	ECON230206E	Economics	3	
2	INMA130106E	Introduction to Industrial Management	3(2+1)	
3	GELA220405E	General Laws	2	
4	LLCT130105E	Philosophy of Marxism and Leninism	3	
5	LLCT120205E	Political economics of Marxism and Leninism	2	
6	MATH132701E	Economical Maths 1	3	
7	<i>EHQT130137E</i>	<i>Academic English 1</i>	3	
8	<i>EHQT230237E</i>	<i>Academic English 2</i>	3	
9	<i>PHED110513E</i>	<i>Physical Education 1</i>		
Total			22	

Semester 2:

No	Course Code	Course Title	Credits	Note
1	BLAW220308E	Business Law	2	
2	PRAC230407E	Principles of Accounting	3	
3	FUMA230806E	Fundamental Management	3	
4	MATH132801E	Economical Maths 2	3	
5	LLCT120405E	Scientific socialism	2	
6	LLCT120314E	Ho Chi Minh's ideology	2	
7	APCM220307E	Applied Computing	2	
8	Choose 1 selective among general courses in social science		2	
9	<i>EHQT330337E</i>	<i>Academic English 3</i>		

10	<i>PHED110613E</i>	<i>Physical Education 2</i>		
Total			19	

Semester 3:

No	Course Code	Course Title	Credits	Note
1	BCOM320106E	Business Communication	2	
2	ECOM431308E	Ecommerce	3	
3	OPRE230706E	Operation Research	3	
4	MATH132901E	Probability and Applied Statistics	3	
5	LLCT220514E	History of Vietnamese communist party	2	
6	EDDG220120E	Engineering Drawings	2	
7	RMET220306E	Research Method	2(1+1)	
8	Choose 1 selective among general courses in social science		2	
9	<i>EHQT430437E</i>	<i>Academic English 4</i>		
10	<i>PHED130715E</i>	<i>Physical Education 3</i>		
Total			19	

Semester 4:

No	Course Code	Course Title	Credits	Note
1	BCUL320506E	Corporate Culture	2	
2	OPMA340806E	Operation Management	4	
3	BSTA231006E	Business Statistics	3	
4	DANA220606E	Data Analysis	2(1+1)	
5	SCWR220706E	Scientific Writing	2	
6	Choose 1 selective in fundamental courses (group A)		3	
7	<i>BENG230706E</i>	<i>Business English 1</i>	3	
Total			19	

Semester 5:

No	Course Code	Course Title	Credits	Note
1	MAAC331307E	Managerial Accounting	3	
2	MAIS430306E	Management Information System	3	
3	MAMA330906E	Marketing Management	3	
4	INMA321506E	Inventory Management	2	
5	FIMA430807E	Financial Management	3	
6	Choose 1 selective in fundamental courses (group A)		3	
7	<i>BENG220806E</i>	<i>Business English 2</i>	2	
Total			19	

Semester 6:

No	Course Code	Course Title	Credits	Note
1	BPLA420606E	Business Planning	2	
2	MAIM330406E	Maintenance Management	3	
3	TQMA331606E	Total Quality Management	3	
4	TEMA321406E	Technology Management	3	
5	HRMA331206E	Human Resource Management	3	
6	PROM430506E	Project Management	3	
7	Choose 1 selective in Specialized courses (group B)		3	
Total			20	

Semester 7:

No	Course Code	Course Title	Credits	Note
1	SSFU420906E	Six Sigma Fundamental	2	
2	LEAN420806E	Lean Manufacturing	2	
3	ENPR221106E	Enterprise Seminar	2	
4	INTE421106E	Internship	2	
5	Choose 1 selective in Specialized courses (group B)		3	
Total			11	

Semester 8:

No	Course Code	Course Title	Credits	Note
1	IMGR451206E	Thesis	5	
Total			5	

8. Lecturer plan (*Expectation, and only main semesters: 1, 2, ..., 8*)

No .	Course's ID	Course name	Credits	Semester	Lecturers
1.	ECON230206E	Economics	3	1	Nguyễn Thị Thanh Vân Nguyễn Thị T.Thúy
2.	INMA130106E	Introduction to Industrial Management	2+1	1	Nguyễn Khắc Hiếu Nguyễn Thị Thanh Vân
3.	GELA220405E	General Laws	2	1	
4.	LLCT150105E	Principles of Marxism-Leninism	5	1	
5.	MATH132701E	Mathematical Economics 1	3	1	
		Total	15		
6.	BLAW220308E	Business Law	2	2	Nguyễn Thị Tuyết Nga
7.	PRAC230407E	Principles of Accounting	3	2	Đàng Quang Vǎng/ Nguyễn Thị H.Trâm
8.	FUMA230806E	Fundamental Management	3	2	Phan Thị Thanh Hiền
9.	MATH132801E	Mathematical Economics 2	3	2	
10.	EDDG220120E	Engineering Drawings	2	2	
11.	LLCT230214E	Vietnamese Communist Party Policy of Revolution	3	2	
12.	Choose 1 selective among general courses in social science		2	2	
		Total	20		
13.	BCOM320106E	Business Communication	2	3	Hồ Thị Hồng Xuyên Nguyễn Phan Anh Huy
14.	ECOM431308E	Ecommerce	3	3	Nguyễn Phan Anh Huy
15.	APCM220307E	Applied Computing	2	3	Đàng Quang Vǎng
16.	OPRE230706E	Operation Research	3	3	Nguyễn Thị C.Long Nguyễn Thị Anh Vân
17.	MATH132901E	Probability and Applied Statistics	3	3	
18.	LLCT120314E	Ho Chi Minh's Ideology	2	3	
19.	Choose 1 selective among general courses in social science		2	3	
		Total	17		
20.	RMET220306E	Research Method	2(1+1)	4	Nguyễn Thị Thanh Vân
21.	PROM430506E	Project Management	3	4	Nguyễn Khắc Hiếu Nguyễn Văn Đại
22.	OPMA340806E	Operation Management	4	4	Nguyễn Thị Mai Trâm
23.	BSTA231006E	Business Statistics	3	4	Nguyễn Khắc Hiếu Nguyễn Phan N.Ngọc
24.	PREM320806E	Practice of Enterprise Management	2	4	
25.	Choose 1 selective in fundamental courses (group A)		3	4	

		Total	17		
26.	MAAC331307E	Managerial Accounting	3	5	Đào Thị Kim Yên Đàng Quang Vắng
27.	MAIS430306E	Management Information System	3	5	Nguyễn Phan Anh Huy
28.	DANA220606E	Data Analysis	2(1+1)	5	Nguyễn Khắc Hiếu
29.	SCWR220706E	Scientific Writing	2	5	Nguyễn Thị T.Thúy
30.	MAMA330906E	Marketing Management	3	5	Vòng Thành Nam/ Nguyễn Thị Hồng
31.	INMA321506E	Inventory Management	2	5	Nguyễn Thị Mai Trâm
32.	FIMA430807E	Financial Management	3	5	Summit Dull Nguyễn Quốc Khánh
33.	Choose 1 selective in fundamental courses (group A)		3	5	
		Total	20		
34.	BPLA420606E	Business Planning	2	6	Nguyễn Thị Hồng
35.	MAIM330406E	Maintenance Management	3	6	Nguyễn Phương Quang
36.	TQMA331606E	Total Quality Management	3	6	Nguyễn Thị Anh Vân Phạm Ngọc Lâm
37.	TEMA321406E	Technology Management	3	6	Gustavo/ Phạm Bạch Dương
38.	HRMA331206E	Human Resource Management	3	6	Phan Thị Thanh Hiền
39.	Choose 1 selective in Specialized courses (group B)		3	6	
		Total	17		
40.	SSFU420906E	Six Sigma Fundamental	2	7	Nguyễn Thị Anh Vân Đình Duy Vinh
41.	LEAN420806E	Lean Manufacturing	2	7	Nguyễn Thị Mai Trâm Trần Thị Tuyết Phương
42.	ENPR221106E	Enterprise Seminar	2	7	Nguyễn Khắc Hiếu
43.	INTE421106E	Internship	2	7	
44.	Choose 1 selective in Specialized courses (group B)		3	7	
		Total	11		
45.	IMGR451206E	Thesis	5	8	
		Total	5		
46.	Choose 2 selectives among general courses in social science				
47.	PLSK320605E	Planning Skill	2		
48.	BPLA121808E	Entrepreneurship Plan	2		Nguyễn Phương Nam
49.	SYTH220505E	Systems Thinking	2		
50.	INLO220405E	Introduction to Logics	2		
51.	PRSK320705E	Presentation Skill	2		Phạm Bạch Dương
52.	Choose 02 selectives in fundamental courses (group A)				
53.	CADM230320E	Computer-Aided Design and Manufacturing	3		Hồ Ngọc Bốn
54.	AMAP432225E	Automation of Production Process	3		Nguyễn Trường Thịnh

55.	ELEN232044E	Electrical Engineering	3		Lê Mỹ Hà
56.	WEDE330484E	Web Design	3(2+1)		
57.	Choose 02 selectives in Specialized courses (group B)				
58.	PRAN331106E	Project Analysis and Evaluation	3		Trần Thụy Ái Phương Nguyễn Khắc Hiếu
59.	SEMA330907E	Security Market	3		Nguyễn Thị Lan Anh
60.	ERPS431208E	Enterprise Resource Planning	3		Nguyễn Phan Anh Huy
61.	ORBE330306E	Organization Behavior	3		Hà Nguyễn Minh Quân
62.	SPCR431606E	Statistical Process Control	3		Nguyễn Thị Anh Vân Phạm Ngọc Lâm
63.	BCUL320506E	Corporate Culture	2		Phan Thị Thanh Hiền
64.	SCMA430706E	Supply Chain Management	3		Hồ Thị H.Xuyên/ Nguyễn T.T.Dương
65.	STMA430406E	Strategic Management	3		Nguyễn Thị Hồng
66.	Supplementary Courses				
67.	EHQT130137E	Academic English 1	3		
68.	EHQT230237E	Academic English 2	3		
69.	EHQT330337E	Academic English 3	3		
70.	EHQT430437E	Academic English 4	3		
71.	BENG230706E	Business English 1	3		Lê Trường Diễm Trang
72.	BENG220806E	Business English 2	2		Hà Nguyễn Minh Quân

9. Brief description of courses

Applied computing

Number of credits: 02

Learning time duration: 2 (1/1/4)

Prerequisite subjects: None

Previous subjects: None

Course objectives:

This course covers all basic and advanced knowledge and skills of computing for office such as: creating text, editing and processing spreadsheet and creating presentation files. Learners can use this knowledge to master their Microsoft Office (specializing in Excel, pivotable tool and VBA) skills so that they can design documents for studying, researching and professional purpose. In addition, this course also helps students with soft skills such as teamwork and advanced presentation skills.

Text book: Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch, Eric Legault, Ben M. Schorr, Ciprian Adrian Rusen, Microsoft Office Professional 2013 Step By Step, O'Reilly, 2013.

Business communication

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: None

Previous subjects: Business psychology.

Course objectives:

The course provides students with the theoretical foundations of communication activities such as: concepts, roles and meanings of communication ... In addition, students will learn the principles of effective communication, and how to apply skills and techniques to communicate in real life, especially in business activities.

Text book: Cenere, P., Gill, R., Lawson, C., & Lewis, M. (2015). Communication Skills for Business Professionals 7. Cambridge University Press

Business English 1

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: None

Course objectives:

This course helps students reinforce and develop knowledge in grammar, sentence structure and vocabulary concentrating on building sentences and paragraphs used in communication and business letter. It provides knowledge, vocabulary and terminology in business environment. Moreover, students have opportunities to practice skills of expressing ideas, brainstorming, generating ideas and making presentation in business environment.

Text book: Commerce 1, Martyn Hobbs and Julia Starr Keddle, Oxford University Press 2006

Business English 2

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: Business English 1

Course objectives:

This course helps students develop skills of assessing work, forecast results and select decisions. It provides knowledge, vocabulary and terminology in business environment. Moreover, students have opportunities to be creative for business effectiveness.

Text book: : Intelligent business, Tonya Trappe, Graham Tullis, Pearson Education Limited 2005

Business English 3

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Business English 1,2

Previous subjects:

Course objectives:

The module consists of different units on a variety of topics in the field of business and management. In each lesson, students improve their vocabulary and listening, speaking, reading and writing skills. In addition, the course also focuses on broadening the specialized knowledge such as: Branding, marketing, finance - currency, reform and innovation, corporate forms, etc.

Text book: Ian MacKenzie, **English for Business Studies**, Cambridge University Press, 2002.

Business law

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: None

Previous subjects: General law

Course objectives:

This course is aimed to bring learner the basic and general knowledge of business law which is governed by Vietnamese law. Learner will be equipped the legal concepts of business law; the legal form of enterprises, the law of contract, the law of bankruptcy, dispute settlement in Business.

Text book: Enterprise Law 2014, Bankruptcy Law 2014, Investment Law 2014, Commercial Law 2005, Civil Code 2015, Civil Procedure Code 2015, Commercial Arbitration Law 2010.

Business Planning

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Fundamental Management

Previous subjects: Financial Management, Marketing Management.

Course objectives:

This course provides a basic view of business planning, including the role of business planning, the structure of a business plan, functional business plans such as marketing plan, operational plan, financial plan. With these provided knowledge, students will have ability to write a business plan.

Text book: Mike McKeever (2011). How to Write a Business Plan. Delta Printing Solutions, Inc.

Business statistics

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: Probability and Applied Statistics

Course objectives:

This course provides students with general knowledge about the application of statistics in business. The knowledge includes: Simple linear regression, Multiple regression, time series forecasting, statistics in quality management and making decision. In addition, the course also equips students with skills to use specialized software to solve statistical problems.

Text book: Anderson & et al (2015) Modern business statistics, 4th edition: Cengage Learning.

Corporate Culture

Number of credits: 03

Learning time duration: 2 (2/0/4)

Prerequisite subjects: None

Previous subjects: Fundamental Management.

Course objectives:

This course provides students with knowledge of the formation, structure, types and importance of corporate culture in the process of corporate formation and development; theories and practical knowledge of culture as well as the deep aspects of corporate culture. With these, students can contribute to building effective corporate culture for the corporations as a member or consultant of them.

Text book: Edgar H. Schein, The Corporate Culture Survival Guide, Josey Bass, A Wiley Imprint, USA, 2009

Data Analysis

Number of credits: 03

Learning time duration: 3 (2/2/4)

Prerequisite subjects: Research Method

Previous subjects: None

Course objectives:

This course provides students the ability to implement a research when a research proposal is available. Implementation includes data collection, data analysis and writing the research results. The course also provides students communication and teamwork skills.

Text book: Mark Saunders (2007). Research Methods for Business Students. 4th Edition. Pearson Education Limited.

Electronic Commerce**Number of credits: 03***Learning time duration:* 3 (3/0/6)*Prerequisite subjects:* Fundamental Management*Previous subjects:* Applied Computing.*Course objectives:*

This course provide students specialized knowledge of E-commerce, how to apply and implement the project of e-commerce, can apply appropriate e-commerce strategies in the enterprise, understand the most effective implementation methods to enhance the competitiveness in the digital age.

Text book: Laudon, Kenneth C., and Carol Guercio Traver. E-commerce: business, technology, society. 2016.

Economics**Number of credits: 03***Learning time duration:* 3 (3/0/6)*Prerequisite subjects:* None*Previous subjects:* None*Course objectives:*

The course can provide students basic theories to analyze economics activities in the market economics under micro and macroeconomic' perspective. With this knowledge, students can understand, apply the principles to solve specific situations.

Text book: Gregory Mankiw, *Principles of Economics*, 2014

Enterprise Resource Planning**Number of credits: 03***Learning time duration:* 3 (3/0/6)*Prerequisite subjects:* Fundamental Management*Previous subjects:* Applied Computing*Course objectives:*

The focus of this module is on illustrating procurement, production, and sales business by ERP systems. Students could use SWOT analysis on deploying ERP. This course will study the use of information technology for the formulation and implementation of strategy in the organization; Understand the most effective deployment method for a specific or popular ERP system. This course uses of some ERP software to demonstrate and practice in order to have deeper understanding of the systems.

Text book: Bradford, M. (2015). *Modern ERP: select, implement, and use today's advanced business systems*. Lulu. com.

Fundamental Management**Number of credits: 03***Learning time duration:* 3 (3/0/6)*Prerequisite subjects:* None*Previous subjects:* None

Course objectives:

This course provides students a basic knowledge of business management, including basic functions of management (planning, organizing, leading, and controlling) and business environmental factors which effect the organization performance. Therefore, students will have ability to analyze business environment factors of an organization, and apply basic management tools to solve basic management problems.

Text book: Management, Stephen P. Robbins, Mary Coulter 11th edition, Prentice Hall, 2010.

Human Resource Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects:

Course objectives:

The unit provides students with the necessary knowledge about human resource management such as human resource planning, job analysis, recruitment and selection, training and development, compensation and benefits management, and labor relations within organizations. After this course, students have the ability to forecast the supply and demand of human resources within organizations, analyze jobs, plan and conduct recruitment, plan and conduct training and development, develop a system of performance appraisal standards and set up a system of payroll scales for organizations.

Text book: Human Resource Management: Theory and Practice (2019), R. C. Sharma & Nipun Sharma, SAGE Publications Pvt. Ltd.

Introduction to Industrial Management

Number of credits: 03

Learning time duration: 3 (2/2/4)

Prerequisite subjects: None

Previous subjects: None

Course objectives:

This course aims to introduce students Expected Learning Outcomes (ELOs), the curriculum of Industrial Management, and employment of students after graduation. The course also provides students with learning methods, presentation skills, and teamwork skills so that they can study better specialized courses. This course also outlines the specialized knowledge taught in industry management program which helps the learners have specific directions for their future career and research.

Text book: John Vu (2015). Departure - Advises for Vietnamese students, General Publishing House of Ho Chi Minh City.

Inventory Management

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Operation Management

Previous subjects:

Course objectives:

Inventory management is one of the main functions of the enterprise, it impacts on the result of company operation directly. In addition, the important role of managing inventories in global supply chains cannot be negated. This course provides students the concepts, terminology in the field of inventory as well as the specialized knowledge and skills to apply inventory models in different cases. This is a majored subject which helps students master the theory and apply it in practice in the manufacturing and service enterprises.

Text book: Richard J. Tersine, Principles of Inventory and Materials Management (4th Edition), Prentice Hall.

Lean Manufacturing

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Operation Management

Previous subjects:

Course objectives:

Manufacturing is one of the main functions of the enterprise. It is the process of creating products and services for the market. Lean manufacturing has an important role in operating company, it impacts on the result of the company operation through continuous improvement and process changes for reducing non-value added activities and elimination of wastes. This course provide students the fundamental concepts, terminology related to lean manufacturing such as the seven wastes and lean tools, principles, lean manufacturing system and ect.. This is a majored subject which helps students master the theory and apply it in practice in the manufacturing and service enterprises, and it is also Six sigma's prerequisite course.

Text book: Lonnie Wilson (2010), How to implement lean manufacturing, Mc Graw Hill.

Maintenance Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects:

Course objectives:

Maintenance Management is a subject aiming at providing students with the knowledge on modern maintenance management. After the course, the students are expected to enhance their management skills and have acquired updated maintenance methods. Hence, they are able to apply highly effective approaches in the reality of maintenance management and to analyse problems related to maintenance procedures. Moreover, based on the solutions worked out, they are capable of systemizing these procedures. Start-up ideas are expected after the course.

Text book: Anthony Kelly (2006), MANAGING MAINTENANCE RESOURCES, Published by Elsevier Ltd.

Managerial Accounting

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Principles of Accounting

Previous subjects:

Course objectives:

This course provides basic information about the natures, objectives, tasks, content and methods of management accounting; basic knowledge of cost and price classification in management accounting. On that basis, we will develop costing methods, estimation methods, cost control, cost-volume-profit analysis as well as creating and providing appropriate information for the short-term and long-term decision-making process of the manager.

Text book: Managerial Accounting - Ray H. Garrison, Eric W. Noreen và Peter C. Brewer.

Marketing Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: None

Course objectives:

- Introducing modern business philosophies for practical implementation in the general market economy.
- Providing fundamental foundation concepts of Marketing Management
- Helping learners to learn how to analyze and select the potential markets of various fields.
- Understanding and implementing various marketing strategies through the main 4 tools of marketing mix: product, price, distribution, promotion.

Text book: Kotler, G. & Armstrong, G.(2006). *Principles of marketing* 11th Edition. New Jersey: Prentice Hall.

Management Information Systems

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects: Applied Computing

Course objectives:

This course provide students specialized knowledge of E-commerce, how to apply and implement the project of e-commerce, can apply appropriate e-commerce strategies in the enterprise, understand the most effective implementation methods to enhance the competitiveness in the digital age.

Text book: Kenneth C. Laudon, and Jane.P Laudon. , *Management Information Systems: Managing the Digital firm.* 2016.

Operation Management

Number of credits: 04

Learning time duration: 4 (4/0/8)

Prerequisite subjects: None

Previous subjects: Fundamental Management.

Course objectives:

This course provides students the fundamental concepts, terminology, principles, methodologies and techniques as well as practices in Operation Management. Topics include operation strategy, operational decision, capacity planning, forecasting, facilities location, aggregate planning, production scheduling, material requirement planning and facilities layout. This is a majored subject which helps students master the theory and apply it in practice in the manufacturing enterprises and service providers.

Text book: Roberta S. Russell and Bernard W. Taylor III. (2003), Operations Management, Third edition, Prentice-Hall, Inc.

Operations Research

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: Math 1; Math 2

Course objectives:

This course provides concepts of operations research (OR) such as the origins, nature, and impacts of OR. Students are guided to define the problems, gather data and prepare applying the mathematical models. Beside, students also are introduced some methods including the Simplex method, Streamlined Simplex method to solve operations problems through exercises and case studies.

Text book: Frederick S. Hillier and Gerald J. Lieberman, *Introduction to Operations Research*-9th Ed, The McGraw-Hill Companies, 2010.

Organizational Behavior

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental management

Previous subjects:

Course objectives:

The module provides a basic understanding of organizational behavior patterns, the factors that influence the behavior of individuals and groups within an organization, communication issues, leadership, structure and culture in an organization.

Text book: **James L. Gibson**, *Organizations: Behavior, Structure, Processes*, McGraw-Hill Companies, Inc., 2011

Principles of Accounts

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: Automatic Control System.

Course objectives:

This course in Principles of Accounts helps students to develop an understanding of a range of theoretical and practical techniques used in accounting. It helps to develop skills that

should enable them to participate more effectively and responsibly in today's business environment, to improve the management of personal financial activities. Moreover, the course helps students to appreciate the importance of accountability in organizations and appreciate the use of accounting practice as a tool for efficient business management. In addition, this course prepares students for post-graduated and professional studies in accounting.

Text book:

Project Analysis and Evaluation

Number of credits: 02

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects:

Course objectives:

This course equips students with basic knowledge about project analysis such as market analysis, technical and technological analysis, human resource analysis, financial analysis. The course also equips students with criteria for selecting projects such as: NPV, IRR, B/C ... In addition, it also provides knowledge of inflation and the impact of inflation on the project cash flow. At the end, students are also shared about risk analysis tools such as sensitivity analysis, situation analysis and Monte Carlo simulation.

Text book:

Project Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects: Business Statistics

Course objectives:

This course provide students specialized knowledge of project management, from basic project concepts, project classification, Gantt chart, network diagrams to advanced concepts such as schedule management, quality management and cost management. In addition, the course also provides students project risk management tools for managing the project risk.

Text book: Pinto (2013) Project Management – Achieving competitive advantage, 3th edition: Pearson.

Research methods

Number of credits: 02

Learning time duration: 1+1 (1/2/4)

Prerequisite subjects: None

Previous subjects: None

Course objectives:

The course can provide the basic knowledge about scientific research, thus students can be developed thinking, analyzing and evaluating skills. In addition, students also practice a specific study. At the end of the module, students can write a complete research proposal.

Text book: Uma Sekaran and Roger Bougie, 2016. *Research methods for business – Seventh edition*, Wiley.

Scientific Writing

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: None

Previous subjects: Automatic Control System.

Course objectives:

This course aims to demystify the writing process and teach the fundamentals of effective scientific writing. Instruction will focus primarily on the process of writing and generating scientific manuscripts. In addition, the course will provide general knowledge of writing graduation thesis.

Text book: American Psychological Association (2009). *Publication Manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Securities Market

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Economics

Previous subjects:

Course objectives:

This module provides students basic knowledge about securities market, market participants, and different kinds of financial instruments in stock market such as stocks, bonds, and derivatives. Moreover, students will be learnt about the structure, operation, and trading on securities market. Analysis and valuation are also mentioned in this module to help students in market forecast and deep understanding of this market.

Text book: Assoc. Prof. Bui Kim Yen, Dr. Than Thi Thu Thuy (2013), *Securities Market*, HCMC University of Economics, HCMC Economic Publisher.

Six Sigma Fundamentals

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Business Statistics

Previous subjects: Lean Manufacturing, Total Quality Management

Course objectives:

This course provides concepts of six sigma method to improve quality in enterprises. Students are introduced DMAIC process to define, measure, analyze, improve and control problems to enhance quality improvements. Beside, students also are guided using Minitab software to solve practical six-sigma projects.

Text book: Kishore K. Pochampally & Surendra M. Gupta - *Six Sigma Case Studies with Minitab* - Taylor & Francis Group, LLC- 2014

Statistical Process Control

Number of credits: 02

Learning time duration: 2 (2/0/4)

Prerequisite subjects: Business Statistics

Previous subjects: Total Quality Management

Course objectives:

This course provides concepts of statistical process control for quality assurance in enterprises. Students are introduced some statistical tool to improve quality. Beside, students also are guided solving practical case studies to attain depth knowledge.

Text book: Stephen B. Vardeman & J. Marcus Jobe- *Statistical Methods for Quality Assurance*, 2nd edition, Springer-Verlag New York, 2016.

Strategic Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects:

Course objectives:

The unit provides students with a basic view of strategic management, including the concept of business vision, mission, strategy, business environment, organizational level strategies, strategic business unit level strategies, function-level strategies, competitive strategies and supportive strategies. With these provided knowledge, students will have ability to analyze the business environment, identify opportunities, create the mission, and develop strategies for companies.

Text book: Luis Angle Guerras Martin & Jose Emilio Navas Lopez (2013). *Fundamentals of Strategic Management*. Thomson Reuters Ltd.

Supply Chain Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: None

Previous subjects: Automatic Control System.

Course objectives:

Supply chain management is a new discipline, a professional profession in Vietnam and in the world today. The course provides learners with fundamental knowledge of the supply chain management. Learners will be provided with concepts, definitions, goals, values, models, strategies and methods for building, operating and evaluating a supply chain. This subject helps learners understanding the theory and apply it in practice at production or service providers.

Text book: Sunil Chopra, Peter Meindl, *Supply chain management*, Pearson, 2013.

Technology Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Fundamental Management

Previous subjects: Operation Management

Course objectives:

Technology management (TM) plays a role in promoting the technology development investment of enterprises and creating competitiveness in the market economy. Technology governance is the foundation for a nation's strong economic growth. The Technology Management module provides basic knowledge to help students apply management science into the field of exploiting and using technology to serve the production and business plan of the enterprise, which achieves high efficiency through the activities of evaluation, selection of appropriate technology to make the decision to innovate and implement technology transfer.

Text book: Laure Morel (2005), Management of technology: Key Success Factors for Innovation and Sustainable Development.

Total Quality Management

Number of credits: 03

Learning time duration: 3 (3/0/6)

Prerequisite subjects: Business Statistics

Previous subjects: Fundamental Management

Course objectives:

This course provides basic concepts of quality management (QM) including the history of QM, quality philosophers, quality cost, and etc. Besides, this course also introduces some methods and tools in quality management such as: statistical process control, 5S and 6-sigma.

Text book: - James R. Evans and William M. Lindsay - Total Quality Management, 9th edition, - Cengage Learning, 2016.

10. Program guide

- Credit hour is calculated as:

1 credit	= 15 lecture hours
	= 30 laboratory hours
	= 45 hours practice
	= 45 hours self -study
	= 90 workshop hours.
	= 45 hours for project, thesis.

- Graduation thesis: conduct a research project to solve specific problems related to the major.

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