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## Introduction

### Introduction

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## Teaching profile

### Learning outcomes

The aim of this minor, exclusively intended for students taking a baccalaureate in computing science, is, for one, to give them a deeper understanding of business studies and for another, to add to their knowledge of human sciences acquired over the course of their baccalaureate as well as possibly giving them a better platform from which to go on to study for a master's in business studies.

**On successful completion of this programme, each student is able to :**

1. **Maîtriser, avec la rigueur exigée par les sciences de gestion, les fondements théoriques (connaissances, concepts, outils, ...) qui constituent les prérequis indispensables dans une perspective de (ré)orientation vers le master en sciences de gestion.**
2. **S'approprier et maîtriser les fondements de la démarche scientifique (méthodologie de recherche et outils méthodologiques spécifiques aux sciences de gestion), prérequis indispensables dans une perspective de (ré)orientation vers le master en sciences de gestion.**
3. **Faire preuve d'une bonne capacité d'analyse et de raisonnement spécifiques aux sciences de gestion, avec la rigueur requise.**
4. **Appréhender, questionner, analyser, discuter et résoudre une problématique de gestion, en mobilisant les fondements disciplinaires et méthodologiques pertinents.**
5. **Développer un angle de lecture et une analyse critique et réflexive spécifiques aux sciences de gestion.**

### Detailed programme

#### PROGRAMME BY SUBJECT

- Mandatory
- △ Courses not taught during 2016-2017
- ⊕ Periodic courses taught during 2016-2017
- ⊗ Optional
- ⊖ Periodic courses not taught during 2016-2017
- Activity with requisites

Click on the course title to see detailed informations (objectives, methods, evaluation...)

*La mineure totalise 30 crédits, qui se répartissent en 15 crédits en deuxième année et 15 crédits en troisième année.*

Year
2 3

#### ○ Cours fondamentaux (10 credits)

○ LECGE1221	Economic Law and Taxation	Michel.Dewolf Patrick.Dewolf	60h	5 Credits	1q	x	x
○ LECGE1113C	Accounting I - C. Cerrada Cristia, Y. De Ronge, M. De Wolf	Karine.Cerrada	45h+15h	5 Credits	1q	x	

#### ○ Cours relevant de la discipline de la gestion (20 credits)

○ LECGE1213	Marketing	Nicolas.O.kervyn	30h+15h	4 Credits	1q	x	x
○ LECGE1223	Production and Operations Management	Pierre.Semal	30h	4 Credits	1q	x	x
○ LECGE1315V	Business Strategy - A. Vas	Alain.Vas	20h+10h	4 Credits	2q	x	x
○ LECGE1321	Human Management	Nathalie.Delobbe Patrice.Gobert (compensates Nathalie Delobbe)	30h+15h	4 Credits	2q	x	x
○ LECGE1332	Finance ■	Sophie.Bereau Philippe.Gregoire (compensates Sophie Béreau)	30h+15h	4 Credits	1q		x

### COURSE PREREQUISITES

A document entitled [en-prerequis-2016-min-igesc100i.pdf](#) specifies the activities (course units - CU) with one or more pre-requisite(s) within the study programme, that is the CU whose learning outcomes must have been certified and for which the credits must have been granted by the jury before the student is authorised to sign up for that activity.

These activities are identified in the study programme: their title is followed by a yellow square.

As the prerequisites are a requirement of enrolment, there are none within a year of a course.

The prerequisites are defined for the CUs for different years and therefore influence the order in which the student can enrol in the programme's CUs.

In addition, when the panel validates a student's individual programme at the beginning of the year, it ensures the consistency of the individual programme:

- It can change a prerequisite into a corequisite within a single year (to allow studies to be continued with an adequate annual load);
- It can require the student to combine enrolment in two separate CUs it considers necessary for educational purposes.

For more information, please consult [regulation of studies and exams](#).

## **THE PROGRAMME'S COURSES AND LEARNING OUTCOMES**

For each UCL training programme, a [reference framework of learning outcomes](#) specifies the competences expected of every graduate on completion of the programme. You can see the contribution of each teaching unit to the programme's reference framework of learning outcomes in the document "In which teaching units are the competences and learning outcomes in the programme's reference framework developed and mastered by the student?"

The document is available by clicking [this link](#) after being authenticated with UCL account.

## Information

### Liste des bacheliers proposant cette mineure

> [Bachelor in Computer Science](#) [en-prog-2016-sinf1ba]

### Admission

The minor is only available to students taking a baccalaureate in computing science.

### Possible trainings at the end of the programme

Any bachelor of computing science who has taken this minor in management has automatic access to the master's in management science at UCL, provided :

- 1. S/he can demonstrate s/he has the required linguistic knowledge (English and Dutch or German or Spanish) by passing a test when s/he starts the master's or through a certificate attesting to the required skills.

Should the student fail to demonstrate sufficient knowledge, language classes will be added (up to 3 credits in English and 6 credits in Dutch or German or Spanish) to the master's program.

- 2. The addition of two management courses on the first year of the master's:

ECGE1211

COURSE STRUCTURE [30h+15h] (3 credits)

Yves De Rongé, Michel De Wolf

ECGE1315

COURSE STRUCTURE [30h] (3 credits)

André de Béthune, Alain Vas

- 3. The student must have completed an " introduction to blue collar work " and have written an analysis report on the subject. This offer consists of one week of work, primarily of a manual nature, in a company, association, etc.

### Contacts

### Curriculum Management

Entite de la structure SESP

Acronyme	<b>SESP</b>
Dénomination	Bureau du premier cycle
Adresse	Place Montesquieu, 1 bte L2.08.08 1348 Louvain-la-Neuve Tél 010 47 41 16 - Fax 010 47 45 61
Secteur	Secteur des sciences humaines (SSH)
Faculté	Faculté des sciences économiques, sociales, politiques et de communication (ESPO)
Commission de programme	Bureau du premier cycle (SESP)

**Academic Supervisor :** [Manuel Kolp](#)

### Usefull Contacts

Responsible administrative : [Marie Lefevre](#)

## Infos

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### Enrolling on the minor

#### 1. Organizational details

Minor courses take place during the day on Tuesday mornings, on Wednesdays and Thursdays all day and on Friday mornings.

Academic in charge: M. de Wolf

Contact person : D. Arnould (IAG) [arnould@iag.ucl.ac.be](mailto:arnould@iag.ucl.ac.be)

Enrollment details:

1st level

#### 2. Admission to the minor

Not applicable

#### 3. Enrolling on the minor

Once s/he has enrolled on BAC12, the student enrolls on the elective on the website:

<http://www.uclouvain.be/optionbac>

In BAC13, the student is automatically enrolled on the minor on which s/he was enrolled in BAC12.

#### 4. Follow-up to the minor enrollment

The follow-up to the minor enrollment request can be carried out via the BAC12 enrollment program which is available on the web.

#### 5. Changes to the minor enrollment

Any student who wishes to change his/her choice must consult his/her son conseiller aux études (course adviser) from his/her own faculty.

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### Course times

#### 1. Consulting the course times

<http://www.uclouvain.be/espo-mineures.html>

#### 2. Resolving timetable clashes

Once s/he starts on the BAC12 course, the student puts together his/her BAC12 and BAC13 timetable, paying attention to the minor course times.

If a timetable clash arises, several solutions are possible :

Postponing courses :

Should a timetable clash arise in BAC12 (major course/ and elective course), the student may ask to postpone one of the two course until the following year, taking account of the sequences of the courses (requirement). The course to be postponed may be the major course or elective course.

Students are not obliged to follow the 15 elective credits every year. Each year of study should ideally include 60 credits. The student must set out his/her program evenly over the two years in order to be in the best position to obtain, for the BAC13, 30 elective credits and 150 major credits.

The student must obtain the consent of the conseiller aux études (course adviser) to postpone course until the next year. The course adviser will also look at how evenly the program is spread out over the two years.

Bringing courses forward :

Should there be a timetable clash in BAC13 (major course/ and elective course), the student may bring forward one of the two courses. The course to be brought forward may be the major course or elective.

Students are not obliged to take the 15 elective credits each year. Each year of study should include 60 credits. The student must spread his/her program out evenly over two years of study in order to obtain, for the BAC13, 30 elective credits and 150 major credits.

The student must ask the conseiller aux études (course adviser) for permission to bring a course from the next year forward. The course adviser will also check that courses are spread out evenly over the two years.

Accepting the clash :

In some cases, the student may benefit from pedagogical alternatives when there is a clash of course and thus not have to attend the class in question.

If the student cannot attend the class, s/he must obtain the prior consent of the teacher.

Information on alternative pedagogical arrangements, if such arrangements exist, is available in every detailed course description (above).

Finding an equivalent course that does not lead to a timetable clash:

Useful information is available in every detailed course description (above). The student must obtain the prior consent of the conseiller aux études (course adviser) for the choice of equivalent course.

Contact people:

Conseillère aux études (course adviser) : Cécile Delannay [delannay@sesp.ucl.ac.be](mailto:delannay@sesp.ucl.ac.be)

[Information](#) : Frédérique Rotsaert, [rotsaert@sspo.ucl.ac.be](mailto:rotsaert@sspo.ucl.ac.be) tel. : 010474996

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## Signing up for minor activities

### 1. Information on entry requirements

This information is available in the detailed elective program (above).

### 2. Signing up for minor program activities

Students sign up on a paper form which is available on the site: <http://www.uclouvain.be/optionbac> .

The form must be returned to the secretariat of the student's own faculty.

### 3. Obtaining a "visa" from the person in charge of the minor

The 1st level secretariat will deal with matters relating to "visa" requests.

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## Available support

### 1. Information on the course service

Useful information will be given in class

### 2. Consulting the table of available support for each activity

Useful information is available in each detailed course program (above).

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## Organization of exams

### 1. Registering for exams

Students follow the same procedure to register for exams as for when they register for major course exams.

### 2. Consulting exam times

Elective course exams take place over the course of a special week in the session, in order to avoid timetable clashes.

The time grid is available on the website: <http://www.uclouvain.be/espo-mineures.html>

