

<b>Study program:</b> Finance, accounting and banking, Management of business and logistics, Business informatics and e-business, Management of food technology and gastronomy			
<b>Course name:</b> Basics of organization			
<b>Professor:</b> Mile D. Bogdanović, PhD			
<b>Subject status:</b> compulsory course			
<b>ECTS:</b> 5			
<b>Requirements:</b> no requirements			
<b>Aim of the course</b> The aim of the course is for students to acquire both theoretical and practical knowledge on organization of business systems and to become aware of the importance of organization in the modern business environment.			
<b>Outcome of the course</b> After successfully completing the course, the students will have acquired the necessary skills and knowledge which will enable them to identify and efficiently solve problems that modern organization face today.			
<b>Content of the course</b> <i>Theoretical lectures</i> Introduction to organizations; The notion and importance of organization; Theory of organization; The development of organization sciences; Principles, techniques, assets and instruments of an organization; Elements of an organization; Organization of business systems; Organizational forms; Organizational structures; Organizational function; Organizational behavior; Organization of work process; Labor productivity; Institutional forms of organizing. <i>Practical course work</i> Theory of organization; Administrative theory; Bureaucratic organization; Behavioral theories in organizations; Modern organization theories; Organization of work; Production process organization; Basic organizational functions; Basic organizational models.			
<b>Literature</b> <ul style="list-style-type: none"> <li>• Петковић, М., <i>Организација</i>, Економски факултет, Београд, 2006.</li> <li>• Јанићијевић, Н. <i>Организационе промене и развој</i>, Економски факултет, Београд, 2002.</li> <li>• Цвијановић, Ј. <i>Организационе промене</i>, Економски институт, Београд, 2004.</li> </ul>			
<b>Total number of active teaching classes</b>		<b>Lectures: 30</b>	<b>Practical course work: 30</b>
<b>Teaching methods</b> Lectures; practical course work, presentations of good examples of professional practice, case studies, preparation and presentation of term papers.			
<b>Evaluation (maximum points 100)</b>			
<b>Pre-exam activities</b>	Points	<b>Final exam</b>	Points
active participation in lecture classes	5	Written exam	
active participation in practical course work	5	Oral exam	45
Colloquium	30	.....	
Term papers	15		