

ҚАЗАҚ ҰЛТТЫҚ ҚЫЗДАР ПЕДАГОГИКАЛЫҚ УНИВЕРСИТЕТІ
КАЗАХСКИЙ НАЦИОНАЛЬНЫЙ ЖЕНСКИЙ ПЕДАГОГИЧЕСКИЙ УНИВЕРСИТЕТ
KAZAKH NATIONAL WOMEN'S TEACHER TRAINING UNIVERSITY
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ҚОСЫМША (MINOR) БІЛІМ БЕРУ БАҒДАРЛАМАЛАРЫ
МЕНЕДЖЕР-АНАЛИТИК

ДОПОЛНИТЕЛЬНЫЕ ОБРАЗОВАТЕЛЬНЫЕ ПРОГРАММЫ (MINOR)
МЕНЕДЖЕР-АНАЛИТИК

ADDITIONAL EDUCATIONAL PROGRAMS (MINOR)
MANAGER-ANALYST

Алматы/ Almaty 2023

Қазақ ұлттық қыздар педагогикалық университетінің Ғылыми Кеңесінің шешімімен баспаға ұсынылған. (Хаттама № ***, «***» ***** 2023 ж.)

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**ADDITIONAL EDUCATIONAL PROGRAM (MINOR)
"MANAGER-ANALYST"**

For whom it is intended: The program (Minor) "MANAGER-ANALYST" is intended for students of all major educational programs.

Relevance: Within the framework of this minor, students who study outside of managerial (non-managerial) training are offered training in specific disciplines in order to carry out management activities with analytical research in an accessible form. In addition, students on the management basis of business work receive an assessment of management decisions and responsibility for their implementation, based on data from planning, regulatory, technological, accounting, analytical, future development planning and internal reporting using special methods.

Justification: The student under the educational program masters the skills of organizing and conducting management research and is able to apply it in practice. Within the framework of the program, students are provided with knowledge on legal management methods of the Republic of Kazakhstan, organization of market management methods (accounting, analysis, forecasting, planning, personnel management) within the specified disciplines. Based on the acquired knowledge, it prepares reports on the implementation of the development plan in various areas of professional activity, advises, and evaluates information. In business activities, a professionally competent specialist is trained who is able to provide planning for future development through management accounting and analysis methods when making the right decisions. While studying under this program, a student can work as a specialist-Manager-analyst. Students who study outside of management education have the opportunity to choose and study this program, get acquainted with management activities at all large enterprises and analyze social processes. In any organization, when managing people, they understand that organization plays an important role. Organizational culture, personnel management, performance evaluation, and consulting will have advantages.

Purpose: The program provides training for students in the aspect of management and analysis. Training and qualification of a specialist Manager-analyst in an additional program of new quality, competitive, adapted to the consumer market, motivated to professional growth in demand in the labor market;

Program Description:

1. The program (Minor) consists of 3 disciplines, each discipline has 5 credits, in total the student must master 15 credits.
2. The program (Minor) «MANAGER-ANALYST» does not require pre-requisites.
3. The number of credits for obtaining a bachelor's degree remains unchanged at least 240 credits.

Program content:

Name of the discipline	Description of the discipline	Teaching outcomes
Preparation and submission of an expert report	This course shows the principles and methods of measuring social characteristics, the formation of various types of sample sets in accordance with the goals and objectives of the study. Within the framework of the course, special attention is paid to the consideration of the main methods of collecting, processing and analyzing social information, forms of presenting the results of research and analytical work.	able to process and analyze data to prepare expert decisions, opinions, and suggestions;
Introduction to marketing research and focus group method	This course consists in obtaining a general idea of the possibilities of the method of collecting social and marketing information using focus groups and acquiring knowledge and skills in organizing, maintaining, analyzing the information collected.	uses knowledge and practical skills in management activities and-effectively use sociological methods of collecting social information to develop management tasks;
Sociological examination of social decisions	The academic discipline in combination with other disciplines is designed to provide future specialists with a holistic view of the role of the place of experts and expert activity in making social decisions in state, public, professional, creative and other organizations, as well as in the preparation of analytical materials, the preparation of research and management programs and projects.	makes effective decisions using a system of management methods;