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## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/AJ-ASYS EÚ-d/19		<b>Course name:</b> Administrative System of the EU			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 3.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> PhDr. Tomáš Alman, PhD.					
<b>Date of last modification:</b> 03.11.2021					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/AJAIREU-st/19	<b>Course name:</b> Administrative and Institutional Framework of the EU
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 1	
<b>Recommended semester/trimester of the course:</b> 5., 6..	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Obtaining the required number of credits in the composition prescribed by the curriculum.	
<b>Learning outcomes:</b> Verification of the acquired competences of the student in accordance with the profile of the graduate.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Administrative system of the European Union - the origin, development, conceptual definition.</li> <li>2. European Council (the origin, development, general characteristics, powers).</li> <li>3. Council of the European Union (the origin, development, general characteristics, powers).</li> <li>4. European Commission (the creation, development, general characteristics, powers).</li> <li>5. Council of the European Union (the creation, development, general characteristics, powers).</li> <li>6. The European Parliament (the creation, development, general characteristics, powers).</li> <li>7. Financial institutions of the European Union and the administrative apparatus of the European Council, the Council of the European Union, the European Commission and the European Parliament.</li> <li>8. Committee of the Regions (the general characteristics, creation and composition, powers and activities).</li> <li>9. Economic and Social Committee (the general characteristics, creation and composition, powers and activities).</li> <li>10. European Ombudsman.</li> <li>11. Court of Auditors and the bodies of the European Union providing training activities for European civil servants.</li> <li>12. European Publications Office and the publications database, the European Personnel Selection Office and the categorisation of posts in the European Union</li> <li>13. Court of Justice of the European Union (the characteristics, competences).</li> <li>14. Institutions covering the foreign and security policy of the European Union.</li> <li>15. Institutions covering the area of freedom, security and justice in the European Union.</li> </ol>	
<b>Recommended literature:</b>	
<b>Course language:</b>	

English Language					
<b>Notes:</b>					
<b>Course assessment</b>					
Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 22.08.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-ASP-EVS-d/19	<b>Course name:</b> Applied Social Policy
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 4.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Continuous assessment (test, individual work ...): 2 continuous exams, pwp presentation Final assessment (exam, final work ...): written exam The mid-term exam, midterm test and presentation on a given topic are not conditional on obtaining a minimum number of points. However, it is necessary to reach min. 30 points. In case the student does not get the necessary min. The number of points (30) required to advance to the exam is entitled to 1 corrective exam. In this revision, it must reach min. 30 points (out of 50). If the student does not meet these conditions, he / she cannot proceed to the examination. If the student fulfills the conditions for passing the exam (min. 30 and max 50 points during the semester), these will be added to the number of points obtained in the written exam, which consists of a test of 50 questions, each of 1 point / total. -50 points. Here it is necessary to achieve at least 21 points (21 + 30 - minimum number of points for the exam and semester = 51 points) which is an "E" rating). Presentation in pwp is always on a specified topic given at the beginning of the semester with a schedule of presentation at the first or second seminar. It is attended by 2 students. The originality of processing (formal and content), clarity, brevity, accuracy, visibility-resolution, interestingness are evaluated. It is also important to select the relevant processing sources, which must be at least 5. Duration of at least 10, maximum 15 minutes. the student submits one presentation carrier marked with the names of the students who are the authors.	
<b>Learning outcomes:</b> To acquaint students with characteristics of social policy, principles, functions, theoretical and ideological concepts in theory and application to practice. Emphasis is placed on understanding social policy both as a scientific discipline and as a practical activity, which focuses not only on the problems of social security of the population against the negative social consequences of the economic and political transformation process, but also on policies with significant reactivation stimulative and developmental aspects. This course also aims to synthesize knowledge from already completed subjects of social policy, sociology, law, political science and economics, both in theoretical and practical areas.	

<p>These characteristics of SP are applied in the course to selected current problematic social events in the framework of employment policy, health policy, housing and family policy, especially in Slovakia.</p>					
<p><b>Brief outline of the course:</b></p> <ul style="list-style-type: none"> <li>- definition of the concept of social policy, political system of the Slovak Republic, legislative process in the National Council of the Slovak Republic, specifics of the SP in the Slovak Republic</li> <li>- basic principles and goals of social policy, application to practice in Slovakia</li> <li>- types and models of social policy, application to practice in Slovakia</li> <li>- functions and tools of social policy, application to practice in Slovakia</li> <li>- the role of the state in the SP; welfare state, application to practice in SR</li> <li>- HP and SP relationship; concept of social market economy</li> <li>- education policy, theoretical concept and current issues</li> <li>- employment policy, theoretical concept and current issues</li> <li>- family policy, theoretical concepts and current issues</li> <li>- health policy, theoretical concept and current issues</li> <li>- housing policy, theoretical concept and current problems</li> </ul>					
<p><b>Recommended literature:</b></p>					
<p><b>Course language:</b></p>					
<p><b>Notes:</b></p>					
<p><b>Course assessment</b> Total number of assessed students: 0</p>					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<p><b>Provides:</b> doc. PhDr. Richard Geffert, Ph.D.</p>					
<p><b>Date of last modification:</b> 20.01.2020</p>					
<p><b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka</p>					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/ AJ-ESBP1-d/19	<b>Course name:</b> Bachelor Thesis Seminar I.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. JUDr. Mgr. Michal Jesenko, PhD., doc. JUDr. Martin Vernarský, PhD., JUDr. Róbert Gyuri, PhD., doc. JUDr. Peter Molitoris, PhD., doc. JUDr. Vladimíra Žofčinová, PhD., JUDr. Martina Kantorová, PhD., PhDr. Tomáš Alman, PhD.	
<b>Date of last modification:</b> 31.01.2022	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ- ESBP1-d/19	<b>Course name:</b> Bachelor Thesis Seminar I.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> <ol style="list-style-type: none"> <li>1. Active participation on individual consultations for the thesis with the supervisor.</li> <li>2. Individual study.</li> <li>3. On an ongoing basis, the student submits and, if necessary, revises the following documents according to the instructions:               <ul style="list-style-type: none"> <li>- the main goal and the sub-goals of the bachelor thesis,</li> <li>- description of methods and methodology,</li> <li>- structure of the thesis,</li> <li>- list of literature relevant to the topic in accordance with ISO 690: 2012,</li> <li>- formulation of the benefits of the thesis,</li> <li>- literature review.</li> </ul> </li> </ol>	
<b>Learning outcomes:</b> By completing the course, students will gain the following knowledge about: <ul style="list-style-type: none"> <li>- the structure of the bachelor's thesis,</li> <li>- an overview of sources of information,</li> <li>- methods that can be used,</li> <li>- bibliographic references and correct citations,</li> <li>- requirements for the processing of the bachelor's thesis resulting from the Dean's instruction no. 4/2021,</li> <li>- the procedure for the defense of the bachelor thesis.</li> </ul> By completing the course, students will acquire the following skills: <ul style="list-style-type: none"> <li>- will be able to define the problem,</li> <li>- formulate the goal and benefits of the thesis,</li> <li>- create a structure of thesis,</li> <li>- identify suitable methods for the thesis,</li> <li>- prepare a list of literature in accordance with STN ISO 690: 2012.</li> </ul> By completing the course, students will acquire the following competencies: <ul style="list-style-type: none"> <li>- develop the goal of the into a set of sub-goals,</li> </ul>	

- identify relevant literature and sources,
- process the required part of the thesis in accordance with the requirements for this type of the thesis
- prepare a presentation for the defense of the thesis.

#### **Brief outline of the course:**

1. Bachelor thesis, its importance.
  2. Bachelor thesis structure and requisites.
  3. Problem definition. Formulation of the main goal and partial goals of the thesis.
  4. Sources of information for the thesis. Working with databases.
  5. Methods and methodology.
  6. Quote and paraphrase, Citation and list of bibliographic references.
  7. Citation according to ISO 690: 2012. Protocol on control of originality.
  8. Formal arrangement of the bachelor thesis.
  9. Preparation and the defense of the bachelor thesis.
  10. - 13. Individual consultations with the supervisor on the content of the thesis.
- Individual consultations with the supervisor take place throughout the semester and within the consultation hours.

#### **Recommended literature:**

##### **Mandatory:**

1. Pokyn dekana č. 4/2021 o základných náležitostiach záverečných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platný pre Univerzitu Pavla Jozefa Šafárika v Košiciach, Fakultu verejnej správy [online]. [cit. 1.10.2021]. Košice, 1.10.2021. Dostupné na internete: <https://www.upjs.sk/fakulta-verejnej-spravy/informacieprestudentov/13133/>
2. STN ISO 690: 2012 Informácie a dokumentácia. Návod na tvorbu bibliografických odkazov na informačné pramene a ich citovanie. Bratislava: Slovenský ústav technickej normalizácie, 2012.
3. MŠ SR: Metodické usmernenie č. 56/2011 o náležitostiach záverečných prác, ich bibliografickej registrácii, uchovávaní a sprístupňovaní [online] [cit. 27.9.2021]. Dostupné na internete: <http://cms.crzp.sk/metodicke-usmernenia.aspx>

##### **Recomended:**

4. Smernica č. 1/2011 o základných náležitostiach záverečných prác, rigorózných prác a habilitačných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platná pre Univerzitu Pavla Jozefa Šafárika v Košiciach a jej súčasti; v znení dodatkov
5. KATUŠČÁK, Dušan, 2008. Ako písať záverečné a kvalifikačné práce. 5.vyd. Nitra: Enigma. ISBN 9788089132454.
6. MEŠKO, Dušan et al., 2004. Akademická príručka. Martin: Osveta. 316 s. ISBN 80-8063-150-6.
7. KUCIANOVÁ, Anna, 2015. Citovanie dokumentov podľa STN ISO 690:2012 [online] [cit. 27.9.2021]. Dostupné na internete: <https://www.upjs.sk/public/media/13133/ezp-Kucianovacitovanie-2015.pdf>
8. MATUŠOVIČOVÁ, Eva, 2015. Citovanie a odkazovanie podľa normy ISO 690: 2012 [online]. UK UPJŠ v Košiciach [cit. 27.9.2021]. Dostupné na internete: [https://www.upjs.sk/public/media/2731/citovanie\\_2015.pdf](https://www.upjs.sk/public/media/2731/citovanie_2015.pdf)
9. KUCIANOVÁ, Anna a Peter HALKO, 2013. Najpodstatnejšie zmeny v norme STN ISO 690: 2012 pri citovaní podľa harvardského systému [online] [cit. 17.9.2019]. Dostupné na internete: <http://www.pulib.sk/web/data/pulib/subory/stranka/ezp-ISO690.pdf>
10. GRMAN, Ján., 2016. Ako čítať a interpretovať Protokol o kontrole originality

[online]. [cit. 17.9.2019]. Dostupné na internete: <a href="https://www.upjs.sk/public/media/13133/manual_protokol_antiplag_v20.pdf">https://www.upjs.sk/public/media/13133/manual_protokol_antiplag_v20.pdf</a>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b>	
Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> prof. Ing. Viktória Bobáková, CSc., doc. Ing. Anna Čepelová, PhD., Ing. Eva Mihaliková, PhD., univerzitný docent, Ing. Eva Výrostová, PhD., univerzitný docent, Ing. Zuzana Hrabovská, PhD., Ing. Lenka Pčolinská, PhD., PhDr. Darina Koreňová, PhD.	
<b>Date of last modification:</b> 17.10.2021	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-ESBP1-d/19	<b>Course name:</b> Bachelor Thesis Seminar I.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. Mgr. Gabriela Kravčáková, PhD., doc. PhDr. Lenka Lachytová, PhD., MBA, PhDr. Eliška Zásadová, PhD., Mgr. Denisa Rovenská, PhD.	
<b>Date of last modification:</b> 25.05.2019	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ- ESBP1-d/19	<b>Course name:</b> Bachelor Thesis Seminar I.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> The condition for completing the course is participation in a joint introductory seminar organized by the Department of Public Policy and Theory of Public Administration, as well as regular participation in consultations according to the instructions of the supervisor. The condition for completing the course can also be the continuous submission of tasks and assignments according to the requirements of the supervisor (eg bibliography, formulated the main goal of the work and partial goals of the work, the structure of the work and the expected benefits of the work). The student completes the course based on the assessment of the degree of fulfillment of the above conditions by the supervisor.	
<b>Learning outcomes:</b> The aim of the course is to introduce the student to the issue of writing a thesis. The course provides the student with basic information about the prerequisites that the bachelor's thesis should meet and the requirements that are placed on this type of final thesis. The course focuses on mastering the methodology of writing the final thesis, increasing the student's ability to search for information sources and work with them, as well as to improve the ability to think critically and distinguish relevant sources from untrustworthy sources. The student will get acquainted with basic information about electronic databases available within the UPJŠ University Library. Emphasis is also placed on gaining the ability to cite and paraphrase the sources used, both formally and ethically, and then the correct presentation of bibliographic references. The student acquires knowledge of the correct processing of all formal requirements of the bachelor's thesis, including the introduction and conclusion of the bachelor's thesis. By completing the seminar, the student should gain the ability to independently develop the final thesis as a whole. At the same time, it obtains information on the method of submitting the final thesis, the course of the final thesis defenses and also recommendations on how to properly prepare for the defenses.	
<b>Brief outline of the course:</b> Basic instructions on the timetable - work plan for the semester • Basic instructions for final theses valid for UPJŠ and FVS • Searching for resources, so-called search - libraries, electronic databases, free internet • Structure of work, determination of hypothesis, main goal and sub-goals • Work with sources - Citation, paraphrasing, listing bibliographic references • Formal arrangement of work,	

methodology and stylistics of writing • Introduction and conclusion of the work • Defense of the final thesis Individual consultations during the semester: • The content of the consultation during the semester can complement and deepen the information provided at the introductory seminar, and in addition is given by individual agreement between the student and the tutor depending on the tasks assigned by the tutor and the topic itself, the nature of the work

**Recommended literature:**

POKYN DEKANA č. 4/2021 o základných náležitostiach záverečných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platný pre Univerzitu Pavla Jozefa Šafárika v Košiciach, Fakultu verejnej správy.

Smernica č. 1/2011 o základných náležitostiach záverečných prác, rigorózných prác a habilitačných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platná pre Univerzitu Pavla Jozefa Šafárika v Košiciach a všetky jej dodatky.

Norma o citovaní dokumentov podľa Harvardského systému. STN ISO 690: 2012. Informácie a dokumentácia. Návod a tvorbu bibliografických odkazov na informačné pramene a ich citovanie. Informácie o dezinformáciách a nedôveryhodných zdrojoch napr. na stránke <https://www.overujsfakty.sk> alebo [www.euvdisinfo.eu](http://www.euvdisinfo.eu)

**Course language:**

**Notes:**

Education will be carried out by distance or full-time method in accordance with the valid orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the Dean's guidelines on organization and conditions of the pedagogical process at the Faculty of Public Administration UPJŠ in Košice in the academic year 2021/2022.

**Course assessment**

Total number of assessed students: 0

abs	neabs
0.0	0.0

**Provides:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka, doc. Ing. PhDr. Stanislav Konečný, PhD., PhDr. Miroslav Fečko, PhD., doc. PhDr. Richard Geffert, Ph.D., Mgr. Veronika Džatková, PhD., Mgr. Katarína Miňová, PhD.

**Date of last modification:** 23.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ- ESBP2-d/19	<b>Course name:</b> Bachelor Thesis Seminar II.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 6.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> The condition for completing the course is participation in a joint introductory seminar organized by the Department of Public Policy and Theory of Public Administration, as well as regular participation in consultations according to the instructions of the supervisor. The condition for completing the course can also be the continuous submission of tasks and assignments according to the requirements of the supervisor (eg bibliography, formulated the main goal of the work and partial goals of the work, the structure of the work and the expected benefits of the work). The student completes the course based on the assessment of the degree of fulfillment of the above conditions by the supervisor.	
<b>Learning outcomes:</b> The aim of the course is to introduce the student to the issue of writing a thesis. The course provides the student with basic information about the prerequisites that the bachelor's thesis should meet and the requirements that are placed on this type of final thesis. The course focuses on mastering the methodology of writing the final thesis, increasing the student's ability to search for information sources and work with them, as well as to improve the ability to think critically and distinguish relevant sources from untrustworthy sources. The student will get acquainted with basic information about electronic databases available within the UPJŠ University Library. Emphasis is also placed on gaining the ability to cite and paraphrase the sources used, both formally and ethically, and then the correct presentation of bibliographic references. The student acquires knowledge of the correct processing of all formal requirements of the bachelor's thesis, including the introduction and conclusion of the bachelor's thesis. By completing the seminar, the student should gain the ability to independently develop the final thesis as a whole. At the same time, it obtains information on the method of submitting the final thesis, the course of the final thesis defenses and also recommendations on how to properly prepare for the defenses	
<b>Brief outline of the course:</b> Basic instructions on the timetable - work plan for the semester • Basic instructions for final theses valid for UPJŠ and FVS • Searching for resources, so-called search - libraries, electronic databases, free internet • Structure of work, determination of hypothesis, main goal and sub-goals • Work with sources - Citation, paraphrasing, listing bibliographic references • Formal arrangement of work,	

methodology and stylistics of writing • Introduction and conclusion of the work • Defense of the final thesis Individual consultations during the semester: • The content of the consultation during the semester can complement and deepen the information provided at the introductory seminar, and in addition is given by individual agreement between the student and the tutor depending on the tasks assigned by the tutor and the topic itself, the nature of the work

**Recommended literature:**

POKYN DEKANA č. 4/2021 o základných náležitostiach záverečných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platný pre Univerzitu Pavla Jozefa Šafárika v Košiciach, Fakultu verejnej správy.

Smernica č. 1/2011 o základných náležitostiach záverečných prác, rigorózných prác a habilitačných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platná pre Univerzitu Pavla Jozefa Šafárika v Košiciach a všetky jej dodatky.

Norma o citovaní dokumentov podľa Harvardského systému. STN ISO 690: 2012. Informácie a dokumentácia. Návod a tvorbu bibliografických odkazov na informačné pramene a ich citovanie. Informácie o dezinformáciách a nedôveryhodných zdrojoch napr. na stránke <https://www.overujsfakty.sk> alebo [www.euvdisinfo.eu](http://www.euvdisinfo.eu)

**Course language:**

**Notes:**

Education will be carried out by distance or full-time method in accordance with the valid orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the Dean's guidelines on organization and conditions of the pedagogical process at the Faculty of Public Administration UPJŠ in Košice in the academic year 2021/2022.

**Course assessment**

Total number of assessed students: 0

abs	neabs
0.0	0.0

**Provides:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka, doc. Ing. PhDr. Stanislav Konečný, PhD., PhDr. Miroslav Fečko, PhD., doc. PhDr. Richard Geffert, Ph.D., Mgr. Veronika Džatková, PhD., Mgr. Katarína Miňová, PhD.

**Date of last modification:** 21.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/ AJ-ESBP2-d/19	<b>Course name:</b> Bachelor Thesis Seminar II.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 6.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. JUDr. Mgr. Michal Jesenko, PhD., doc. JUDr. Martin Vernarský, PhD., JUDr. Róbert Gyuri, PhD., doc. JUDr. Peter Molitoris, PhD., doc. JUDr. Vladimíra Žofčinová, PhD., JUDr. Martina Kantorová, PhD., PhDr. Tomáš Alman, PhD.	
<b>Date of last modification:</b> 31.01.2022	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-ESBP2-d/19	<b>Course name:</b> Bachelor Thesis Seminar II.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 6.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. Mgr. Gabriela Kravčáková, PhD., doc. PhDr. Lenka Lachytová, PhD., MBA, PhDr. Eliška Zásadová, PhD., Mgr. Denisa Rovenská, PhD.	
<b>Date of last modification:</b> 25.05.2019	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ- ESBP2-d/19	<b>Course name:</b> Bachelor Thesis Seminar II.
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 0 / 2 <b>Per study period:</b> 0 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 6.	
<b>Course level:</b> I.	
<b>Prerequisites:</b> KEaRVS/ESBP1-d/14	
<b>Conditions for course completion:</b> 1. Participation in individual consultations for the bachelor thesis with the supervisor. 2. Individual study and work. 3. On an ongoing basis, the student submits and, if necessary, revises the following documents according to the instructions: - updated structure of the bachelor thesis, - elaborated chapter on goals, methods and methodology of work, - an updated list of literature relevant to the topic, drawn up in accordance with ISO 690: 2012, - processing the results of the bachelor's thesis, - elaboration of at least 60% of the content of the bachelor thesis. The bachelor thesis is the result of the student's own work. It must not show elements of academic fraud and must meet the criteria of good research practice defined in the Rector's Decision no. 21/2021, which lays down the rules for assessing plagiarism at Pavel Jozef Šafárik University in Košice and its components. Fulfillment of criteria is verified mainly in the process of creating the thesis and in the process of defense of the thesis. Non-compliance with these rules is a reason for initiating disciplinary proceedings.	
<b>Learning outcomes:</b> The bachelor's thesis demonstrates the capability to process theory and terminology in the field of study, acquisition of knowledge, skills and competences in accordance with the declared profile of the graduate of the study program, as well as the ability to apply them creatively in solving selected field problems. The bachelor thesis may have elements of compilation. The student demonstrates the ability of independent professional work in terms of content, formal and ethical. Further details on the bachelor thesis are determined by Directive no. 1/2011 on the basic requirements of final theses and the Study Regulations of UPJŠ in Košice for the 1st, 2nd and joint 1st and 2nd degree and the Dean's instruction no. 4/2021 on the basic requirements of final theses, their publication and availability and verification of originality.	
<b>Brief outline of the course:</b> 1. Structure of bachelor thesis. 2. Problem definition. Formulation of the main goal and partial goals of the thesis.	

3. Sources of information .
4. Methods and methodology.
5. Citation and list of bibliographic references.
6. Plagiarism. Verification of originality.
7. Formal arrangement of the thesis.
8. Presentation of the results.
9. Criteria for evaluation of the thesis.
10. Preparation of the thesis defence.
11. Individual consultations with the supervisor on the content of the thesis.
12. Individual consultations with the supervisor on the content of the thesis.
Individual consultations with the supervisor on the content of the thesis take place throughout the semester and within the consultation hours.

#### **Recommended literature:**

1. Pokyn dekana č. 4/2021 o základných náležitostiach záverečných prác, ich zverejnení a sprístupnení po dobu ich uchovávaní a kontrole originality platný pre Univerzitu Pavla Jozefa Šafárika v Košiciach, Fakultu verejnej správy.
2. STN ISO 690: 2012 Informácie a dokumentácia. Návod na tvorbu bibliografických odkazov na informačné pramene a ich citovanie. Bratislava: Slovenský ústav technickej normalizácie, 2012.
3. MŠ SR: Metodické usmernenie č. 56/2011 o náležitostiach záverečných prác, ich bibliografickej registrácii, uchovávaní a sprístupňovaní [online] [cit. 27.9.2021]. Dostupné na internete: <http://cms.crzp.sk/metodicke-usmernenia.aspx>
4. Eco, U. 2015. How to write a thesis. MIT Press.

#### **Course language:**

English

#### **Notes:**

#### **Course assessment**

Total number of assessed students: 0

abs	neabs
0.0	0.0

**Provides:** prof. Ing. Viktória Bobáková, CSc., doc. Ing. Anna Čepelová, PhD., Ing. Eva Mihaliková, PhD., univerzitný docent, Ing. Eva Výrostová, PhD., univerzitný docent, Ing. Zuzana Hrabovská, PhD., Ing. Lenka Pčolinská, PhD., PhDr. Darina Koreňová, PhD.

**Date of last modification:** 01.02.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ- BaPvEÚ-d/21	<b>Course name:</b> Banking and Insurance in the EU countries
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Conditions for continuous assessment: 1. Participation in teaching in accordance with the study rules and instructions of the teacher. 2. Activity in the LMS or in the seminar (student can get max. 5 points). 3. continuous control of studies- 15 b. 4. Assignment presentation (max. 10 points). 5. Self-study of recommended literature. Final evaluation: written exam - max. 60 points. To complete the course, it is necessary to obtain for continuous assessment and a written exam of min. 52 b. Conditions for successful completion of the course: 1. Participation in teaching in accordance with the study regulations and according to the instructions of the teacher; 2. Mastering the conditions of the interim and final evaluation in an overall expression of at least 60%.	
<b>Learning outcomes:</b> The aim of the course is to increase students' financial literacy. The course focuses on banking and insurance as part of the national economy, defines the legislative framework of these sectors. Students will have the opportunity to get acquainted with the organization of the banking system in Slovakia, the position of the National Bank of Slovakia, Central European Bank and other banks in the market system. they will learn to use payment instruments, they will have the opportunity to get acquainted with the basic steps and documentation when concluding credit agreements. At the same time, the aim of the course is to ensure that students understand how the single insurance market works, so that they can orientate themselves in insurance products and industries.	
<b>Brief outline of the course:</b> 1. Financial system: The role of the financial system, financial markets and financial instruments, participants in financial markets, regulation of financial markets. 2. Nature and characteristics of banking. History and development of international banking. Historical development of banks. 3. Monetary developments in Europe. European banking and international financial centers.	

4. Money circulation management and issuance of banknotes and coins. Monetary policy.
5. European banking systems. Types of organization of the European banking sector. Universal banking system. Specialized European system.
6. Characteristics of banking development in Europe today. European system (European System of Central Banks and Eurosystem, European Central Bank).
7. Multilateral financial institutions: European Bank for Reconstruction and Development, European Investment Bank, International Monetary Fund, World Bank.
8. The role of national central banks in European banking. Breakdown and functions of commercial banks.
9. Slovak Insurance and the EU. Insurance theories and insurance systems. Risk classification and financial coverage of risks.
10. Premiums and its optimization. Characteristics of life and non-life insurance. Contractual and legal insurance.
11. Liability insurance. Reinsurance and its importance.
12. Specialized banking and bancassurance in Europe. Bancassurance - causes and reasons for its occurrence.
13. Electronic banking.

**Recommended literature:**

**Course language:**

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** PhDr. Lucia Rožová, PhD.

**Date of last modification:** 16.05.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPaTVS/AJ-KPSVŠ-d/19		<b>Course name:</b> Comparison of Political Systems of Selected States			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 3.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. PhDr. Richard Geffert, Ph.D., PhDr. Ondrej Mital', PhD.					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/ AJ-USTEU-d/19		<b>Course name:</b> Constitutional Law of the EU			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 2.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. JUDr. Mgr. Michal Jesenko, PhD.					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/AJ-KaDOvEÚ/21		<b>Course name:</b> Control and Supervisory Bodies in the European Union			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 3.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> PhDr. Tomáš Alman, PhD.					
<b>Date of last modification:</b> 16.10.2021					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/AJ-RPPSK-d/21	<b>Course name:</b> Decision-making Processes and Principles of Administrative Proceedings
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. JUDr. Peter Molitoris, PhD.	
<b>Date of last modification:</b> 04.10.2021	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPaTVS/AJ-OBH-EBP/19		<b>Course name:</b> Defence of Bachelor Thesis			
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 14					
<b>Recommended semester/trimester of the course:</b> 5., 6..					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KSS/ AJ-OBH-EBP/19		<b>Course name:</b> Defence of Bachelor Thesis			
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 14					
<b>Recommended semester/trimester of the course:</b> 5., 6..					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KEaRVS/AJ-OBH-EBP/19		<b>Course name:</b> Defence of Bachelor Thesis			
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 14					
<b>Recommended semester/trimester of the course:</b> 5., 6..					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 22.06.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/AJ-OBH-EBP/19		<b>Course name:</b> Defence of Bachelor Thesis			
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 14					
<b>Recommended semester/trimester of the course:</b> 5., 6..					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPaTVS/AJ- EGvoVS-EVS/19		<b>Course name:</b> E-government			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 2.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka, PhDr. Miroslav Fečko, PhD.					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ-HG-EVSb/21	<b>Course name:</b> Economic Geography
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 4.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> Ing. Lenka Pčolinská, PhD.	
<b>Date of last modification:</b> 07.11.2021	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPaTVS/AJ-HPEU-d/19		<b>Course name:</b> Economic Policy of the European Union			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 2.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka, PhDr. Ondrej Mital', PhD.					
<b>Date of last modification:</b> 16.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KEaRVS/AJ-EVS- d/19		<b>Course name:</b> Economics of Public Sector			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 3.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Ing. Anna Čepelová, PhD., Ing. Lenka Pčolinská, PhD.					
<b>Date of last modification:</b> 17.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/AJ-ESPR-d/19		<b>Course name:</b> European Administrative Law			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 4.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. JUDr. Martin Vernarský, PhD.					
<b>Date of last modification:</b> 16.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/ AJ-EPP-d/19		<b>Course name:</b> European Labor Law			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 5.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. JUDr. Vladimíra Žofčinová, PhD., Mgr. Andrea Košíková					
<b>Date of last modification:</b> 16.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-ESP- d/19	<b>Course name:</b> European Social Policy
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 3.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> 2 mid-term tests (max. 40 points), presentation (max. 10 points) Final assessment: written exam. max. 100 points, min. 51 points.	
<b>Learning outcomes:</b> At the end of the course students should be able to understand social policy both in theoretical and practical level. To identify selected social events, basic principles, functions, tools of social policy, their genesis and creation in the current and historical context. Understand the types and models of welfare state and its subsystems.	
<b>Brief outline of the course:</b> <ul style="list-style-type: none"> <li>- definition of social policy</li> <li>- the basic principles and objectives of social policy</li> <li>- types and models of social policy</li> <li>- social policy functions and instruments</li> <li>- the role of the state in the SP; welfare state, history of social policy</li> <li>- human social rights</li> <li>- social policy areas</li> <li>- HP and SP relationship; concept of social market economy</li> <li>- education policy</li> <li>- employment policy</li> <li>- family policy</li> <li>- health policy</li> <li>- model of social policy of the Slovak Republic in the context of EU membership</li> </ul>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b> The mid-term exam, midterm test and presentation on a given topic are not conditional on obtaining a minimum number of points. However, it is necessary to achieve min. 30 points. In case the student does not get the necessary min. The number of points (30) required to advance	

to the exam is entitled to 1 corrective exam. In this revision, it must reach min. 30 points (out of 50). If the student fails to meet these conditions, he / she cannot proceed to the examination (X is evaluated).

If a student fulfills the conditions for passing the exam (min. 30 and max 50 points during the semester), they are added to the number of points obtained in the written exam, which consists of a test of 50 questions, each of 1 point / total. -50 points. Here it is necessary to achieve at least 21 points (21 + 30 - minimum number of points for the exam and semester = 51 points) which is an "E" rating).

Presentation in pwp is always on a specified topic given at the beginning of the semester with a schedule of presentation at the first or second seminar. 2 students participate (depending on the number of students in the seminar group and the decision of the training teacher). The originality of processing (formal and content), clarity, brevity, accuracy, visibility-resolution, interestingness are evaluated. It is also important to select the relevant processing sources, which must be at least 5. Duration of at least 10, maximum 15 minutes. the student submits one presentation carrier marked with the names of the students who are the authors.

The student is obliged to attend seminar exercises prepared in terms of syllabuses. If it is not ready, it can be scored with a minus point as well, if it is ready, it will be scored with plus points, which are added to the total for the semester.

Students are required to participate 100% in seminars. For each absence in seminars the teacher determines substitute written performance. Up to 3 absences can be replaced. Addition: the teacher assesses, based on the severity of the absence, whether he / she determines the written performance or justifies the student's absence without written performance.

#### **Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** doc. PhDr. Richard Geffert, Ph.D.

**Date of last modification:** 20.01.2020

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/ AJ-EI/19	<b>Course name:</b> European Integration
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 1	
<b>Recommended semester/trimester of the course:</b> 5., 6..	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Obtaining the required number of credits in the composition prescribed by the curriculum.	
<b>Learning outcomes:</b> Verification of the acquired competences of the student in accordance with the graduate profile.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. The emergence and development of the European integration after 1950</li> <li>2. European principles of good governance</li> <li>3. Public administration reforms in the European context with an emphasis on decentralisation and modernisation processes</li> <li>4. The power sharing in the European Union (vertical and horizontal) and the basic principles of the exercise of power in the Union.</li> <li>5. Sources of primary and secondary law of the European Union</li> <li>6. Administrative acts in the European administrative area</li> <li>7. Fundamental rights and freedoms in the European Union</li> <li>8. Area of freedom, security and justice in the European Union (EU citizenship, Schengen system, visa, asylum, migration and immigration policy)</li> <li>9. The EU common commercial policy</li> <li>10. The EU monetary policy</li> <li>11. European agencies as the administrative bodies of the European Union</li> <li>12. Administrative supervision in the European Union law and judicial review of public administration in the European administrative area</li> <li>13. Macroeconomic context of public finances (fiscal policy, its instruments, multiplier effects, types of fiscal policy and their impacts)</li> <li>14. Coordination of budgetary policies within the EU (Stability and Growth Pact. Excessive deficit procedure)</li> <li>15. The EU debt crisis and its causes. Selected EU and euro area measures in response to the debt crisis (European Stability Mechanism, Treaty on Stability, Coordination and Governance in the Economic and Monetary Union)</li> </ol>	
<b>Recommended literature:</b>	

<b>Course language:</b> English language					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 23.08.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ-FÚaV VS/19	<b>Course name:</b> Financial Accounting and Reporting the Public Administration
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 3.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Test and credit test - student can get together max. 40 points. To pass the exam the student needs to achieve at least 21 points for the semester. Written exam. Student can get max. 60, min. 31 points. Grading Scale (in %): 91 – 100 = A (excellent) , 81 – 90 = B (very good), 71 – 80=C (good), 61 – 70=D (satisfactory), 52 – 60=E (sufficient), 51 and less = FX (failed)	
<b>Learning outcomes:</b> The student will understand the basic principles of accounting, reporting and auditing of financial statements in public administration organizations taking into account international accounting standards. The student will be able to implement accounting records in selected accounting cases.	
<b>Brief outline of the course:</b> Financial accounting. Legislation in accounting. International accounting standards for the public sector and their application in the Slovak accounting system. Documentation in accounting. Assets, liabilities, classification, accounting. Costs, revenues and profit or loss. Financial Statements - Individual, Consolidated. The main components of the financial statements - balance sheet, profit and loss statement. Control and audit in accounting. International Auditing Standards and their Application in the Slovak Republic. Financial statements as part of financial reporting. Process of Disclosure of Financial Statements.	
<b>Recommended literature:</b> 1. Herve Stolowy, Michel J. Lebas, Yuan Ding: Financial accounting and reporting a global perspective. Fourth Edition, ISBN 978-1-4080-6662-1	

2. Belverd E.Needles, Marian Powers, Susan V. Crosson: Financial and Managerial Accounting. International Edition, ISBN 978-1-133-95900-7
3. Management accounting (official terminology), Bratislava: Iura Edition, ISBN 80-89047-59-9

**Course language:**

English

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** Ing. Eva Mihaliková, PhD., univerzitný docent

**Date of last modification:** 13.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJFINEU-st/19	<b>Course name:</b> Financing of the EU
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 1	
<b>Recommended semester/trimester of the course:</b> 5., 6..	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Obtaining the required number of credits in the composition prescribed by the study plan	
<b>Learning outcomes:</b> Verification of the acquired competences of the student in accordance with the graduate profile	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. The development of the EU financial system (the most important impacts on the development of the financial system, in particular on the revenue and expenditure of the EC or EU budget).</li> <li>2. Multiannual Financial Framework and its relevance (characteristics including legal basis, purpose, ceilings, payment and commitment appropriations, MFF structure, non-MFF instruments).</li> <li>3. Basic characteristics of the EU budget (characteristics of the budget, its differences from national budgets, internal structure of the EU budget, budgetary relations between the SR and the EU).</li> <li>4. The EU budget revenues (own resources system and its ceiling, the corrections of budgetary imbalances and other exceptions, the advantages and disadvantages of individual resources, the possible future developments)</li> <li>5. The EU budget expenditures by headings of the 2014-2020 multiannual financial framework and their characteristics.</li> <li>6. The budgetary process and budgetary principles applicable to the general EU budget.</li> <li>7. The EU financial operations outside the EU general budget (repayable financing sources, focusing on the EIB and the EIF, their roles, sources and use of resources and the European Development Fund)</li> <li>8. Public finances of the EU Member States (public finances and their functions, public budget, extra-budgetary funds, budgetary system, international standards and methodologies used in budgeting).</li> <li>9. The public expenditures in the EU Member States (the characteristics and classification of public expenditures with application to the EU countries, the factors influencing the volume, structure and dynamics of public expenditure, the macro and microeconomic aspects of public expenditure).</li> <li>10. The Public revenues in the EU Member States with an emphasis on tax revenue (the characteristics and classification of public revenue, taxes and tax system requirements, a tax burden in the EU countries).</li> </ol>	

11. Tax coordination and harmonisation in the EU (the current status and prospects for its development). 12. Short- and long-term fiscal imbalances in the EU countries (a deficit and public debt, its causes and consequences, ways of covering it). 13. A public choice as an instrument of decision-making in the public sector. 14. Public economics, the public sector and basic economic issues. 15. Public sector efficiency.					
<b>Recommended literature:</b>					
<b>Course language:</b> English language					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 23.08.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/ AJ-EP-d/19		<b>Course name:</b> Human Rights and their Protection			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 4.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. JUDr. Mgr. Michal Jesenko, PhD.					
<b>Date of last modification:</b> 16.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPaTVS/AJ-IPE- d/19		<b>Course name:</b> Integration Processes in Europe			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 3.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					
<b>Date of last modification:</b> 25.05.2019					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ- MBaEVS-d/21	<b>Course name:</b> International Security and European Public Administration
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 4.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Interim evaluation: introductory word (max. 10 points), activity at seminars (10 points) presentation of seminar project (max. 40 points), continuous written exam (max. 40 points) Final evaluation: If the sum of points for the interim evaluation is not sufficient, in such a case, the student receives the possibility of a substitute performance determined by the teacher	
<b>Learning outcomes:</b> After completing the course, the student has knowledge of the theoretical aspects of the study of international security and security policy in the V4 region and the wider European region. The student understands the basic way of looking at security in security and political science, and knows the content of various aspects of security. The graduate of the course understands what security factors affect the functioning of European public administration. Understands the processes of strategic security policy-making at the national, subregional and regional levels and is able to apply this knowledge in the context of the functioning of European public administration. Within this course, the intention is for the student not only to acquire theoretical knowledge, but also to be able to apply them and through them to identify, analyze and evaluate security phenomena in the context of European public administration.	
<b>Brief outline of the course:</b> 1. Forming the security agenda, forms of research and development 2. Security and its basic theoretical definition 3. Conceptual interpretation - security risk, security threat, security environment, etc. 4. Strategic studies and security studies 5. Sectoral security in a global security environment 6. Security strategies, concepts and doctrines shaping global security policy 7. Security strategies, concepts and doctrines shaping security policy in the Eastern Partnership region 8. Security policy of international organizations - UN, OSCE 9. Security policy of international organizations - NATO, EU 10. International military and non-military security operations 11. Crisis management at the international level 12. Security issues, challenges and risks of European public administration 13. Perspectives and limits of security policy in the European context	
<b>Recommended literature:</b> UŠIAK, J. 2020. Bezpečnostná politika Slovenskej republiky a vybrané bezpečnostné dokumenty. Banská Bystrica: Belianum. ISBN 978-80-557-1795-1. 266s. LASICOVÁ, J.,	

UŠIAK, J. 2012. Bezpečnosť ako kategória. Bratislava: Slovenská akadémia vied. ISBN 978-80-224-1284-1. 263s JURČÁK, V. a kol. 2020. Teoretické prístupy k skúmaniu bezpečnosti. Ostrava: KEY Publishing, s.r.o.. ISBN 978-80-7418-358-4. 134s. KULAŠIK, P. a kol. 2002. Slovník bezpečnostných vzťahov. Bratislava: Smaragd pedagogické nakladateľstvo, s. r. o. 2002. ISBN 80-89063-08-X. 270 s. Bezpečnosť -Nový rámec pre analýzu. Brno: Centrum strategických štúdií. 2005. ISBN 80-903333-6-2. 267 s. DANICS, Š. 2017. Extremismus, radikalizmus, populizmus a euroskepticismus. Bratislava: Univerzita J. Amosa Komenského. 2017. ISBN 9788074521225 UŠIAK, Jaroslav. Security and strategic culture of the Visegrad group countries. Rec. Pavel Nečas, Jana Lasicová. 1. vyd. Banská Bystrica, Slovensko : Univerzita Mateja Bela, 2013. 200 s. ISBN 978- 80-557-0515-6. KULAŠIK, P. a kol. 2002. Slovník bezpečnostných vzťahov. Bratislava: Smaragd pedagogické nakladateľstvo, s. r. o. 2002. ISBN 80-89063-08-X. 270 s.

**Course language:**

English

**Notes:**

Education will be carried out by distance or full-time method in accordance with the valid orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the Dean's guidelines on organization and conditions of the pedagogical process at the Faculty of Public Administration UPJŠ in Košice in the academic year 2021/2022.

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** Mgr. Katarína Miňová, PhD.

**Date of last modification:** 27.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-IK-EVS-d/21	<b>Course name:</b> Interpersonal Communication
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 4., 6.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Conditions for continuous assessment: 1. Attendance at lessons in accordance with the study rules and instructions of the teacher. 2. Elaboration of a project corresponding to the content of the subject - maximum number of points 10 points. 3. Continuous written test - maximum number of points 20. 4. Activity at the seminar, processing of individual assignments - maximum number of points 10. 5. Seminar paper (in agreement with the teacher) in written form. The maximum number of points from the interim evaluation is 40 and the minimum is 21. Conditions for the final evaluation: Final written exam (maximum number of points is 60 and minimum number of points is 31). Conditions for successful completion of the course: 1. Participation in teaching in accordance with the study regulations and according to the instructions of the teacher; 2. Mastering the conditions of the mid-term and final evaluation in the overall expression at a level of at least 80% seminar paper	
<b>Learning outcomes:</b> After completing the course, the student should be able to communicate clearly and convincingly, explain technical information to non-technical audiences involved in policy making. During the course, students will become familiar with a wide range of strategies and techniques and improve skills related to communication planning, meaning transfer, conflict resolution, and their persuasive skills. They know how to identify potential barriers to effective communication in the public sector, as well as describe techniques on how to overcome or avoid barriers. After completing the course, students are able to demonstrate their ability to monitor, analyze and adapt their communication behavior.	
<b>Brief outline of the course:</b> 1. Importance of study of communication, types and functions 2. Elements of communication process, communication principles and strategies, models and forms 3. Active listening, empathy and emotional intelligence 4. Assertiveness in communication 5. Prosocial behavior and emotions as a part of communication 6. Manipulation in communication 7. Individual principles and causality of persuasion in communication 8. Non-verbal communication and interpretation of non-verbal expressions, means of non-verbal communication 9. Understanding interpersonal conflicts and their solution 10. Communication in crisis situations 11. Communication of the office with citizens,	

modern means of communication to increase work efficiency with the client 12. Barriers of communication 13. Online communication					
<b>Recommended literature:</b> Lachytová, L. Sociálna komunikácia. Prešov: VŠMP ISM Slovakia v Prešove, 2011. Heger, V. Komunikace ve veřejné správě. Praha: Grada, 2012. DeVito, J. A. Základy mezilidské komunikace. Praha: Grada, 2008. Jiřincová, B. Efektivní komunikace pro manažery. Praha: Grada, 2010. Plamínek, J. Komunikace a prezentace. Umění mluvit, slyšet a rozumět. Praha: Grada, 2008. Praško, J., Prašková, H. Asertivitou proti stresu. Praha: Grada, 2007. Borg, J. Umění přesvědčivé komunikace. Jak ovlivňovat názory, postoje a činy druhých. Praha: Grada, 2013.					
<b>Course language:</b>					
<b>Notes:</b> "Education will be carried out by distance or full-time method in accordance with the current orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the dean's guidelines. on the organization and conditions of the pedagogical process at the Faculty of Public Administration Pavol Jozef Šafárik University in Košice in the academic year 2021/2022. "					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. PhDr. Lenka Lachytová, PhD., MBA, PhDr. Eliška Zásadová, PhD.					
<b>Date of last modification:</b> 16.05.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KVPD/AJ-MDvEU-d/19		<b>Course name:</b> Local Democracy in EU			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 4.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> PhDr. Tomáš Alman, PhD.					
<b>Date of last modification:</b> 03.11.2021					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ-MAK- d/19	<b>Course name:</b> Macroeconomy
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 1.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b> <p>Výsledky vzdelávania Počas priebežného a záverečného hodnotenia študent preukáže primerané zvládnutie obsahového štandardu predmetu, ktorý je definovaný požadovanou a odporúčanou literatúrou, a predvedie zvládnutie výkonnostného štandardu. Absolvent kurzu získa základné teoretické znalosti z makroekonómie a medzinárodných ekonomických vzťahov na úrovni najnovších poznatkov svetovej ekonomickej vedy. Študent sa naučí terminológiu a porozumie súvislostiam medzi jednotlivými makroekonomickými kategóriami. Študent zvládne faktory ovplyvňujúce makroekonomickú rovnováhu a determinanty ekonomického rastu. Pozná príčiny cyklického vývoja ekonomiky a vzťah medzi infláciou a nezamestnanosťou. Naučí sa základy makroekonómie otvorenej ekonomiky a porozumie integračným procesom určeným medzinárodnými menovými vzťahmi. Získa teoretické a metodologické predpoklady pre štúdium príbuzných aplikovaných ekonomických disciplín, ktoré sú dôležité pre získanie znalostí potrebných na poznanie fungovania verejnej správy v európskych krajinách.</p> <p>Learning outcomes During the continuous and final evaluation, the student will demonstrate adequate mastery of the content standard of the course, which is defined by the required and recommended literature, and will demonstrate mastery of the performance standard. The graduate of the course will acquire basic theoretical knowledge of macroeconomics and international economic relations at the level of the latest knowledge of world economic science. The student will learn the terminology and understand the connections between individual macroeconomic categories. The student will master the factors influencing the macroeconomic balance and determinants of economic growth. He knows the causes of cyclical development of the economy and the relationship between inflation and unemployment. They will learn the basics of macroeconomics of an open economy and understand the integration processes determined by international monetary relations. He will gain theoretical and methodological prerequisites for the study of related applied economic disciplines, which are important for acquiring the knowledge needed to know the functioning of public administration in European countries</p>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	

1. Gregory N. Makiw. 2016. Principles of Macroeconomics. 6th. edition. University of Minnesota Libraries Publishing. ISBN 978-0538453066
2. Robert Frank, Ben Bernanke, Kate Antonovics, Ori Heffe. 2019. Principles of Macroeconomics. McGraw Hill, ISBN 978-1230110920.
3. Karl, F, Case, Ray C, Fair, Sharon E, Oster. 2017. Principles of Macroeconomics. University Yale. ISBN 978-80134078809.

**Course language:**

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** prof. Ing. Viktória Bobáková, CSc., Ing. Eva Výrostová, PhD., univerzitný docent

**Date of last modification:** 13.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ-MANVS-d/19	<b>Course name:</b> Management in Public Administration
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Conditions for continuous evaluation: - 1 Exam (max. 20 points). - Activity during the seminar (max. 20 points). Conditions for the final evaluation: - Oral exam (max. 60 points). Conditions for successful completion of the course: - For the semester and the exam it is possible to obtain 100 points from the subject, the minimum number of points for passing the subject is 52. Common evaluation: 100-91 points : A; 90-81 points : B; 80-71 points : C; 70-61 points : D; 60-52 points : E; 51-0 points : FX	
<b>Learning outcomes:</b> After completing the course the student will be able to use basic management tools in the process management and decision-making. They will get acquainted with theoretical and practical specifics of management EU public administration organizations. Developing digital competences.	
<b>Brief outline of the course:</b> The subject content includes the following topics: 1. explain what management and specificities of public administration are, 2. define, describe and apply basic management functions, 3. define, explain change management in public administration organizations, 4. identify how to introduce changes in organizations, 5. to minimize resistance to change and to use effective procedures in the management of PA organizations, 6. plan public administration activities, 7. organize public administration activities, 8. control public administration activities, 9. correctly select control tools for situation assessment, impact analysis, problem-solving and change management within PA;	

10. define and apply criteria for selecting and evaluating efficiency in the management of PA,
11. apply the principles of procedural management in public administration organizations,
12. describe the process management models to be implemented in the management of the PA,
13. New Public Management in the theory and practice of public administration in the SR and EU.

**Recommended literature:**

1. Bodemann, M., 2018. Management in Public Administration: Developments and Challenges in Adaption of Management Practices Increasing Public Value. Springer. p. 248. ISBN 9783658226879
2. Jan-Erik Lane, 2006. Public Administration & Public Management: The Principal-Agent Perspective. Routledge. P. 304. ISBN 9781134199952.
3. Vigoda-Gadot, E. & A. Cohen, 2004. Citizenship and Management in Public Administration: Integrating Behavioral Theories and Managerial Thinking. Edward Elgar Publishing. p. 317. ISBN 9781781957721.

**Course language:**

English language

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** PhDr. Darina Koreňová, PhD.

**Date of last modification:** 14.02.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KEaRVS/AJ-MAE- d/19		<b>Course name:</b> Managerial Economics			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 4.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> Ing. Zuzana Hrabovská, PhD.					
<b>Date of last modification:</b> 20.01.2020					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/ AJ-OaČVS-d/19	<b>Course name:</b> Organization and Public Administration Activities
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 3.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Students are required to attend 100% of the seminars. For each absence from the seminars, the teacher will determine a substitute written performance. A maximum of 3 absences can be replaced. The teacher will assess, based on the seriousness of the reason for non-participation, whether the written performance will be determined or justified by the student's non-participation without the written performance. Active participation in seminars. 2x written examination (max. 2x20 points, min. 2x11 points). Oral exam (max. 60 points, min. 30 points).	
<b>Learning outcomes:</b> After completing the course, the student will acquire theoretical knowledge of the organization and individual forms of public administration activities, which in their aggregate represent an essential framework of administrative and administrative regulation of public administration at European and national level.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Public administration and its subsystems. Organizational and functional conception of public administration</li> <li>2. Public administration entities and executors. Addressees of public administration.</li> <li>3. Organization of public administration - legal basis and principles</li> <li>4. Organization of government and central state administration</li> <li>5. Local government and its organization</li> <li>6. Self-government as a subsystem of public administration in organizational concept</li> <li>7. Functions and methods of public administration</li> <li>8. Forms of public administration - characteristics</li> <li>9. Standard forms of public administration activity</li> <li>10. Forms of public administration in the area of management activities. Internal regulations in public administration</li> <li>11. Individual legal-application forms of public administration activities</li> <li>12. Other forms of public administration activities (socio-organizational measures and material-technical operations in public administration, factual acts)</li> </ol>	

13. Employees in public administration					
<b>Recommended literature:</b> Seerden, R. (eds.): Comparative Administrative Law. Administrative Law of the European Union, Its Member States and the United States. 4th ed. Intersentia. 2018					
<b>Course language:</b>					
<b>Notes:</b> Education will be carried out by distance or full-time method in accordance with the valid orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the Dean's guidelines on organization and conditions of the pedagogical process at the Faculty of Public Administration UPJŠ in Košice in the academic year 2021/2022.					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> JUDr. Róbert Gyuri, PhD.					
<b>Date of last modification:</b> 17.10.2021					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-EORG-d/19	<b>Course name:</b> Organizational Behaviour
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 4.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> In-class participation & activities. Semestral work. 2 Mid-Term Exams. Final exam. Student can gain 60 points during the semester. In-class participation and sum of points gained during the semester will be evaluated in the term of possibility to be admitted to the final examination (student needs to earn at least 31 points ). Student can earn max. 40 points during final exam, he/she needs at least 21 points. The final grade consists of points from final examination and from points gained during semester. Final grading: A (91-100), B (81-90), C (71-80), D (61-70), E (52-60), FX (51 and less). The course is successfully completed if the student obtains grades A - E.	
<b>Learning outcomes:</b> The student will be acquainted with the issue of organizational behavior and its fundamental topics from the perspective of the individual, group and organization. He/she will gain knowledge of individual (eg. personality, motivation), group (eg. leadership, group processes) and systematical aspects of organizational behavior (eg. organizational culture). He/she will be able to grasp the acquired theoretical knowledge and transform it into the practical area of professional life.	
<b>Brief outline of the course:</b> 1. Organizational behavior 2. Personality 3. Social cognition and perception 4. Communication 5. Social behavior 6. Emotions and motivation 7. Groups and teams 8. Group process 9. Leadership 10. Conflicts and negative work events 11. Power and organizational politics 12. Organizational culture 13. Organizational change and development	
<b>Recommended literature:</b> 1. Black, S., Gardner, D. G., Pierce, J. L., & Steers, R. 2019. Organizational Behavior. Montreal: Pressbooks. 2. Robbins, S. P., & Judge, T. A. 2013. Organizational Behavior. New Jersey: Pearson Education. 3. Smith, P., Farmer, M., Yellowley, W. 2012. Organizational Behaviour. Londýn: Routledge.	
<b>Course language:</b> english	
<b>Notes:</b>	

<b>Course assessment</b>					
Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Mgr. Gabriela Kravčáková, PhD., PhDr. Eliška Zásadová, PhD.					
<b>Date of last modification:</b> 01.03.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-PF/19	<b>Course name:</b> Political Philosophy
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Continuous assessment (eg test, individual work ...): 2 exams, presentation in PP Final assessment (eg examination, final work ...): written exam Continuous exam and mid-term test or presentation on a given topic are not conditional on obtaining minimum points. However, it is necessary to reach min. 30 points. In case the student does not get the necessary min. The number of points (30) required to advance to the exam is entitled to 1 corrective exam. In this revision, it must reach min. 30 points (out of 50). If the student does not meet these conditions, he / she cannot proceed to the examination. If the student fulfills the conditions for passing the exam (min. 30 and max 50 points during the semester), these will be added to the number of points obtained in the written exam, which consists of a test of 50 questions, each of 1 point / total. -50 points. Here it is necessary to achieve at least 21 points (21 + 30 - minimum number of points for the exam and semester = 51 points, which is the evaluation "E"). Presentation in pwp is always on a specified topic given at the beginning of the semester with a schedule of presentation at the first or second seminar. It is attended by 2 students. The originality of processing (formal and content), clarity, brevity, accuracy, visibility-resolution, interestingness are evaluated. It is also important to select the relevant processing sources, which must be at least 5. Duration of at least 10, maximum 15 minutes. the student submits one presentation carrier marked with the names of the students who are the authors	
<b>Learning outcomes:</b> At the end of the course students should be able to identify the socio-political concepts of the philosophy of Western civilization. Emphasis is placed on independent critical evaluation of the development of socio-political-economic development of society in the European diapazon. The course is a comparison of organizational and value units in the historical context of specific authors, as well as the search for differences and coherences with the current political organization of selected states of Europe and the EU as a socio-political-economic cell.	
<b>Brief outline of the course:</b> - Origin of philosophy and its position in the epistem system - Western civilization and its axiological roots - History of social-political thinking of the diapazon of western civilization - Antiquity and its socio-political teaching / Socrates, Plato, Aristotle, Hellenism / - Middle Ages and its socio-political fundamentals / patristics and scholastics / - Renaissance and old-world	

vision of the order of the world Renaissance social philosophy, Machiavelli, Grotius, Bodin / - Modern philosophical concepts of political philosophy / rationalism, empiricism, sensualism / - Enlightenment / Montesquieu, Voltaire, Rousseau, / French material idealism - Fichte, Schelling, Kant, Hegel, materialism-Marx, Feuerbach / - Selected philosophical concepts of the 19th and 20th centuries / Positivism, Pragmatism, critical rationalism /					
<b>Recommended literature:</b> LEŠKO, V. – MIHINA, F. (ktorékoľvek vydanie): Dejiny filozofie. Bratislava: IRIS. ISBN 80-967013-8-X SWIFT, A. (2008): Politická filosofie. Praha: Portál. ISBN 8071788597 Андрущенко В. П., Михальченко М. І. Сучасна соціальна філософія. Курс лекцій. Видання у двох томах. Том 2.- К.: Генеза, 1993. - 317 с.					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. PhDr. Richard Geffert, Ph.D.					
<b>Date of last modification:</b> 20.01.2020					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-POL- d/19	<b>Course name:</b> Politology
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> midterm exam (25 points) seminar paper (10 points) news (5 points) final exam (60 points)	
<b>Learning outcomes:</b> After the course the student has knowledge about the definition of political science from historical, theoretical and ideological point of view. The student also acquires basic information about fundamental political concepts, methodological approaches and main objects of political science. The framework of this subject is possible to synthesize with subjects focused on law, economics or philosophy. After the successful completion of the course, the student is aware about the current social and political situation in the state and he or she is able to discuss about current political issues.	
<b>Brief outline of the course:</b> 1. Basic Elements of Political Science. 2. Political Ideologies - liberalism, conservatism, socialism. 3. Political Ideologies -nationalism, fascism, environmentalism, feminism. 4. Political System and its Subsystems. 5. Political System - D. Easton. 6. Democratic and Non-Democratic Forms of Government. 7. State. 8. Political Parties and Interest Groups. 9. Party Systems. 10. Elections and Election Systems. 11. Modern Political Theories - theory of political communication, rational choice theory, 12. Modern Political Theories - theory of political coalitions. 13. Civil society and political participation.	
<b>Recommended literature:</b> 1. BALL, T., DAGGER, R. (2016): Political Ideologies and the Democratic Ideal, Routledge, 2016. ISBN 9781138650015. 2. HERRON, E.S. (2018): The Oxford Handbook of Electoral Systems, 2018. Oxford University Press, ISBN 978-0190258658. 3. HEYWOOD, A. (2019): Politics, Red Globe Press, 2019. ISBN 978-1352005455. 4. HEYWOOD, A. (2012): Political Ideologies, Palgrave, 2012. ISBN 9780230367258. 5. ROSKIN, M.G. (2012): Political Science an Introduction, Pearson, 2012. ISBN 9780205006274.	

6. SOSNICK, S.H. (2016): Which Election System is Best? A Comprehensive Comparison of World Wide Election Systems, Create Space Independent Publishing Platform, 2016. ISBN 978-1533309181.

7. WARE, A. (1995): Political Parties and Party Systems, Oxford University Press, 1995. ISBN 978-0198780779.

**Course language:**

English language

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** Mgr. Veronika Džatková, PhD.

**Date of last modification:** 23.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-PRZR EVS-d/21	<b>Course name:</b> Presentation Skills
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 4	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> PhDr. Eliška Zásadová, PhD.	
<b>Date of last modification:</b> 18.02.2022	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KEaRVS/AJ-EPRM- d/19		<b>Course name:</b> Project Management			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 5.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> doc. Ing. Anna Čepelová, PhD.					
<b>Date of last modification:</b> 16.09.2020					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-TVS- d/19	<b>Course name:</b> Public Administration Theory
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 1.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Attending lectures. Active participation on seminars. Permanent evaluation of individual preparation. Oral final exam.	
<b>Learning outcomes:</b> The aim of the course is to clarify and explain basics of public administration as an independent scientific discipline. Besides, the course is focused on position of public administration in the system of social sciences, subject of public administration, basic terms, methods, theories and models of public administration.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Approaches to public administration</li> <li>2. Interdisciplinary approach to public administration</li> <li>3. Public administration as an interdisciplinary science</li> <li>4. Public administration as an independent scientific discipline, subject and basic terms</li> <li>5. System approach in public administration</li> <li>6. Attributes, criteria and principles of public administration</li> <li>7. Institutional approach in public administration</li> <li>8. State administration, local self-government, public institutions</li> <li>9. Functional approach in public administration</li> <li>10. Theories of public administration</li> <li>11. Models of public administration</li> <li>12. Reform of public administration - conditions, requirements and aims</li> <li>13. Basic processes and methods in public administration</li> </ol>	
<b>Recommended literature:</b> <ol style="list-style-type: none"> <li>1. Larry S. Luton: Qualitative Research Approaches for Public Administration, 2010, M.E.Scharpe, New York, ISBN 978-0-7656-1686-9</li> <li>2. Page E.C., 2016, Public Administration Reforms in Europe, Edward Elgar, Northampton, ISBN 978-1-78347-540 (e Book)</li> <li>3. Toonen T.A.J. 2011, Policy, Performance and Management in Governance and Intergovernmental Relations, Edward Elgar, Northampton, ISBN 978-1-84844-3204.</li> </ol>	

4. Batley,R Stoker,G:1996, Local Democracy and Local Government, MACMILLAN PRES LTD, London,ISBN 978-1-349-25022-6 ( e Book)  
Odporúčaná lit.
5. Sorensen E,Tornfing J.: 2007, Theories of Democratic Network Governance, PALGCAVE MACMILLAN, ISBN 978-0-230-62500-6 (e Book)

**Course language:**

English

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** PhDr. Ondrej Mital', PhD., doc. PhDr. Richard Geffert, Ph.D.

**Date of last modification:** 22.01.2020

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KEaRVS/AJ-VFEU- d/19	<b>Course name:</b> Public Finance in the European Union
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> 100% active participation in seminars is required. Up to 3 absence in seminar can be beg off by written homework. Evaluation is based on two tests of 15 points and 10 points per activity (materials can be processed individually or in pairs) during the semester. Students have to received at least 21 points. Students have to received at least 21 points. It is possible to obtain 100 points from this course, which consists from 40 points from semester and 60 points from written exam. The minimum requirement to complete the course is 52 points.	
<b>Learning outcomes:</b> The graduate will acquire basic theoretical knowledge in the field of public finance. He will be able to define and explain public finance and their functions, public budget, public expenditures and revenues and fiscal imbalances in EU member states. Attention is also paid to the latest debt crisis in the EU and selected EU and euro area measures as a response to this crisis. At the end of this course, students will obtain practical knowledge of the Multiannual financial framework, European Union budget, its revenues, expenditures and the process of adoption of the annual budget of the European Union.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Introduction to public finance.</li> <li>2. The stabilization function of public finances. Fiscal policy. Specifics of fiscal policy implemented in the monetary union.</li> <li>3. Budgetary policy and budget system.</li> <li>4. Public revenue and expenditures in EU countries.</li> <li>5. EU financial system. Multiannual financial framework.</li> <li>6. EU budget revenue. Own resources.</li> <li>7. EU budget expenditure.</li> <li>8. Budgetary procedure for the EU budget.</li> <li>9. EU financial operations outside the general EU budget. NextGenerationEU.</li> <li>10. Short-term and long-term fiscal imbalances in EU countries.</li> <li>11. Coordination of fiscal policies in EMU. Stability and Growth Pack.</li> </ol>	

12. European fiscal rules and their reform in response to the debt crisis.
13. European semester. National fiscal rules and supervision of them.

**Recommended literature:**

1. GRUBER, J. 2013. Public finance and public policy. 4th ed. New York: Worth Publishers.
2. ROSEN, H.S., T. GAYER. 2013. Public Finance. 10th Edition. New York: McGraw-Hill/Irwin.
3. EUROPEAN COMMISSION, 2014. European Union Public Finance, 5th edition. Belgium.  
Available at: <https://publications.europa.eu/en/publication-detail/-/publication/8bc08dd0-f1ed-4f45-bab4-75ac2a63d048>
4. EUROPEAN COMMISSION. Budget [online]. Available at: [http://ec.europa.eu/budget/index\\_en.cfm](http://ec.europa.eu/budget/index_en.cfm)
5. EUROPEAN COMMISSION, 2019. Programmes. [online]. Available at: [http://ec.europa.eu/budget/mff/programmes/index\\_en.cfm](http://ec.europa.eu/budget/mff/programmes/index_en.cfm)
6. EUROPEAN STABILITY MECHANISM. [online]. Available at: <http://www.esm.europa.eu/>

**Course language:**

English

**Notes:**

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** Ing. Eva Výrostová, PhD., univerzitný docent

**Date of last modification:** 15.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/ AJTVPVS-st/19	<b>Course name:</b> Public Policy and Public Administration Theories
<b>Course type, scope and the method:</b> <b>Course type:</b> <b>Recommended course-load (hours):</b> <b>Per week: Per study period:</b> <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 1	
<b>Recommended semester/trimester of the course:</b> 5., 6..	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Obtaining the required number of credits in the composition prescribed by the curriculum.	
<b>Learning outcomes:</b> Verification of the acquired competences of the student in accordance with the graduate profile.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Definition of the basic concepts of politics and public policy. The genesis of public policy as a social practice and as a scientific discipline. The relationship between public policy and other scientific disciplines.</li> <li>2. Public, group, individual interests. Majority and minority interests. Hierarchy of interests, nature and essence of public interests. Specifics of pan-European interests.</li> <li>3. Process of formulation of public interests. Mechanisms for promoting interests through the state and civil society</li> <li>4. Regulation of the life of society and its components. Actors of public policy. Civil society (third sector) in terms of public policy.</li> <li>5. Instruments of public policy.</li> <li>6. The process of public policy making. The public policy cycle and its main phases: formulation, implementation, evaluation</li> <li>7. Legality and legitimacy in public policy. Public policy failures: corruption and clientelism. Lobbying.</li> <li>8. The concept of "public administration" - definition in theoretical and practical context.</li> <li>9. Principles of organizational construction of public administration systems. Models of public administration.</li> <li>10. State administration as one of the subsystems of public administration.</li> <li>11. Local government as one of the subsystems of public administration.</li> <li>12. Selected concepts in the theory of public administration in the 20th century with emphasis on the concept of bureaucracy.</li> <li>13. The relationship between politics and administration, etc. European and American public administration theory.</li> </ol>	

14. Contemporary trends and approaches to the study of public administration (New Public Management, Good Governance, etc.).					
15. Reform of public administration in Slovakia - objectives, process and current status.					
<b>Recommended literature:</b>					
<b>Course language:</b> English language					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b>					
<b>Date of last modification:</b> 24.08.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-KaKMSV-d/21	<b>Course name:</b> Quantitative and Qualitative Methods of Social Research
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 1 <b>Per study period:</b> 14 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 4	
<b>Recommended semester/trimester of the course:</b> 5.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b>	
<b>Learning outcomes:</b>	
<b>Brief outline of the course:</b>	
<b>Recommended literature:</b>	
<b>Course language:</b>	
<b>Notes:</b>	
<b>Course assessment</b> Total number of assessed students: 0	
abs	neabs
0.0	0.0
<b>Provides:</b> doc. Mgr. Iveta Jeleňová, PhD., Mgr. Denisa Rovenská, PhD.	
<b>Date of last modification:</b>	
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka	

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice					
<b>Faculty:</b> Faculty of Public Administration					
<b>Course ID:</b> KSS/ AJ-ESOC/19		<b>Course name:</b> Sociology			
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present					
<b>Number of ECTS credits:</b> 5					
<b>Recommended semester/trimester of the course:</b> 1.					
<b>Course level:</b> I.					
<b>Prerequisites:</b>					
<b>Conditions for course completion:</b>					
<b>Learning outcomes:</b>					
<b>Brief outline of the course:</b>					
<b>Recommended literature:</b>					
<b>Course language:</b>					
<b>Notes:</b>					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> PhDr. Eliška Zásadová, PhD.					
<b>Date of last modification:</b> 26.10.2021					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> ÚTVŠ/ TVa/11	<b>Course name:</b> Sports Activities I.
<b>Course type, scope and the method:</b> <b>Course type:</b> Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 <b>Per study period:</b> 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 1.	
<b>Course level:</b> I., I.II., II.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Min. 80% of active participation in classes.	
<b>Learning outcomes:</b> Sports activities in all their forms prepare university students for their professional and personal life. They have a great impact on physical fitness and performance. Specialization in sports activities enables students to strengthen their relationship towards the selected sport in which they also improve.	
<b>Brief outline of the course:</b> Brief outline of the course: Within the optional subject, the Institute of Physical Education and Sports of Pavol Jozef Šafárik University provides for students the following sports activities: aerobics, aikido, basketball, badminton, body form, bouldering, floorball, yoga, power yoga, pilates, swimming, body-building, indoor football, S-M systems, step aerobics, table tennis, tennis, volleyball and chess. In the first two semesters of the first level of education students will master basic characteristics and particularities of individual sports, motor skills, game activities, they will improve level of their physical condition, coordination abilities, physical performance, and motor performance fitness. Last but not least, the important role of sports activities is to eliminate swimming illiteracy and by means of a special program of medical physical education to influence and mitigate unfitness. In addition to these sports, the Institute offers for those who are interested winter and summer physical education trainings with an attractive program and organises various competitions, either at the premises of the faculty or University or competitions with national or international participation.	
<b>Recommended literature:</b> BENCE, M. et al. 2005. Plávanie. Banská Bystrica: FHV UMB. 198s. ISBN 80-8083-140-8. [online] Dostupné na: <a href="https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571">https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571</a> BUZKOVÁ, K. 2006. Fitness jóga, harmonické cvičení těla I duše. Praha: Grada. ISBN 8024715252. JARKOVSKÁ, H, JARKOVSKÁ, M. 2005. Posilování s vlastním tělem 417 krát jinak. Praha: Grada. ISBN 9788024757308. KAČÁNI, L. 2002. Futbal:Tréning hrou. Bratislava: Peter Mačura – PEEM. 278s. ISBN 8089197027.	

KRESTA, J. 2009. Futsal. Praha: Grada Publishing, a.s. 112s. ISBN 9788024725345.  
 LAWRENCE, G. 2019. Power jóga nejen pro sportovce. Brno: CPress. ISBN 9788026427902.  
 SNER, Wolfgang. 2004. Posilování ve fitness. České Budějovice: Kopp. ISBN 8072322141.  
 STACKEOVÁ, D. 2014. Fitness programy z pohledu kinantropologie. Praha: Galén. ISBN 9788074921155.  
 VOMÁČKO, S. BOŠTÍKOVÁ, S. 2003. Lezení na umělých stěnách. Praha: Grada. 129s. ISBN 8024721743.

**Course language:**  
 Slovak language

**Notes:**

**Course assessment**

Total number of assessed students: 14548

abs	abs-A	abs-B	abs-C	abs-D	abs-E	n	neabs
86.46	0.07	0.0	0.0	0.0	0.05	8.41	5.02

**Provides:** Mgr. Agata Dorota Horbacz, PhD., Mgr. Dávid Kaško, PhD., Mgr. Zuzana Küchelová, PhD., doc. PaedDr. Ivan Uher, PhD., MPH, prof. RNDr. Stanislav Vokál, DrSc., Mgr. Marcel Čurgali, Mgr. Patrik Berta, Mgr. Ladislav Kručanica, PhD., Mgr. Richard Melichar, Mgr. Petra Tomková, PhD., MUDr. Peter Dombrovský

**Date of last modification:** 29.03.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> ÚTVŠ/ TVb/11	<b>Course name:</b> Sports Activities II.
<b>Course type, scope and the method:</b> <b>Course type:</b> Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 <b>Per study period:</b> 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I., I.II., II.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> active participation in classes - min. 80%.	
<b>Learning outcomes:</b> Sports activities in all their forms prepare university students for their professional and personal life. They have a great impact on physical fitness and performance. Specialization in sports activities enables students to strengthen their relationship towards the selected sport in which they also improve.	
<b>Brief outline of the course:</b> Within the optional subject, the Institute of Physical Education and Sports of Pavol Jozef Šafárik University provides for students the following sports activities: aerobics, aikido, basketball, badminton, body form, bouldering, floorball, yoga, power yoga, pilates, swimming, body-building, indoor football, S-M systems, step aerobics, table tennis, tennis, volleyball and chess. In the first two semesters of the first level of education students will master basic characteristics and particularities of individual sports, motor skills, game activities, they will improve level of their physical condition, coordination abilities, physical performance, and motor performance fitness. Last but not least, the important role of sports activities is to eliminate swimming illiteracy and by means of a special program of medical physical education to influence and mitigate unfitness. In addition to these sports, the Institute offers for those who are interested winter and summer physical education trainings with an attractive program and organises various competitions, either at the premises of the faculty or University or competitions with national or international participation.	
<b>Recommended literature:</b> BENCE, M. et al. 2005. Plávanie. Banská Bystrica: FHV UMB. 198s. ISBN 80-8083-140-8. [online] Dostupné na: <a href="https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571">https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571</a> BUZKOVÁ, K. 2006. Fitness jóga, harmonické cvičení těla I duše. Praha: Grada. ISBN 8024715252. JARKOVSKÁ, H, JARKOVSKÁ, M. 2005. Posilování s vlastním tělem 417 krát jinak. Praha: Grada. ISBN 9788024757308. KAČÁNI, L. 2002. Futbal:Tréning hrou. Bratislava: Peter Mačura – PEEM. 278s. ISBN 8089197027. KRESTA, J. 2009. Futsal.Praha: Grada Publishing, a.s. 112s. ISBN 9788024725345.	

LAWRENCE, G. 2019. Power jóga nejen pro sportovce. Brno: CPress. ISBN 9788026427902.  
 SNER, Wolfgang. 2004. Posilování ve fitness. České Budějovice: Kopp. ISBN 8072322141.  
 STACKEOVÁ, D. 2014. Fitness programy z pohledu kinantropologie. Praha: Galén. ISBN 9788074921155.  
 VOMÁČKO, S. BOŠTÍKOVÁ, S. 2003. Lezení na umělých stěnách. Praha: Grada. 129s. ISBN 8024721743.

**Course language:**

Slovak language

**Notes:**

**Course assessment**

Total number of assessed students: 13211

abs	abs-A	abs-B	abs-C	abs-D	abs-E	n	neabs
84.35	0.51	0.02	0.0	0.0	0.05	10.78	4.29

**Provides:** Mgr. Agata Dorota Horbacz, PhD., Mgr. Dávid Kaško, PhD., Mgr. Zuzana Küchelová, PhD., doc. PaedDr. Ivan Uher, PhD., MPH, prof. RNDr. Stanislav Vokál, DrSc., Mgr. Marcel Čurgali, Mgr. Patrik Berta, Mgr. Ladislav Kručanica, PhD., Mgr. Richard Melichar, Mgr. Petra Tomková, PhD., MUDr. Peter Dombrovský

**Date of last modification:** 29.03.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> ÚTVŠ/ TVc/11	<b>Course name:</b> Sports Activities III.
<b>Course type, scope and the method:</b> <b>Course type:</b> Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 <b>Per study period:</b> 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 3., 5.	
<b>Course level:</b> I., I.II., II.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> min. 80% of active participation in classes	
<b>Learning outcomes:</b> Sports activities in all their forms prepare university students for their professional and personal life. They have a great impact on physical fitness and performance. Specialization in sports activities enables students to strengthen their relationship towards the selected sport in which they also improve.	
<b>Brief outline of the course:</b> Within the optional subject, the Institute of Physical Education and Sports of Pavol Jozef Šafárik University provides for students the following sports activities: aerobics, aikido, basketball, badminton, body form, bouldering, floorball, yoga, power yoga, pilates, swimming, body-building, indoor football, S-M systems, step aerobics, table tennis, tennis, volleyball and chess. In the first two semesters of the first level of education students will master basic characteristics and particularities of individual sports, motor skills, game activities, they will improve level of their physical condition, coordination abilities, physical performance, and motor performance fitness. Last but not least, the important role of sports activities is to eliminate swimming illiteracy and by means of a special program of medical physical education to influence and mitigate unfitness. In addition to these sports, the Institute offers for those who are interested winter and summer physical education trainings with an attractive program and organises various competitions, either at the premises of the faculty or University or competitions with national or international participation.	
<b>Recommended literature:</b> BENCE, M. et al. 2005. Plávanie. Banská Bystrica: FHV UMB. 198s. ISBN 80-8083-140-8. [online] Dostupné na: <a href="https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571">https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571</a> BUZKOVÁ, K. 2006. Fitness jóga, harmonické cvičení těla I duše. Praha: Grada. ISBN 8024715252. JARKOVSKÁ, H, JARKOVSKÁ, M. 2005. Posilování s vlastním tělem 417 krát jinak. Praha: Grada. ISBN 9788024757308. KAČÁNI, L. 2002. Futbal:Tréning hrou. Bratislava: Peter Mačura – PEEM. 278s. ISBN 8089197027. KRESTA, J. 2009. Futsal.Praha: Grada Publishing, a.s. 112s. ISBN 9788024725345.	

LAWRENCE, G. 2019. Power jóga nejen pro sportovce. Brno: CPress. ISBN 9788026427902.  
 SNER, Wolfgang. 2004. Posilování ve fitness. České Budějovice: Kopp. ISBN 8072322141.  
 STACKEOVÁ, D. 2014. Fitness programy z pohledu kinantropologie. Praha: Galén. ISBN 9788074921155.  
 VOMÁČKO, S. BOŠTÍKOVÁ, S. 2003. Lezení na umělých stěnách. Praha: Grada. 129s. ISBN 8024721743.

**Course language:**

Slovak language

**Notes:**

**Course assessment**

Total number of assessed students: 8879

abs	abs-A	abs-B	abs-C	abs-D	abs-E	n	neabs
88.62	0.07	0.01	0.0	0.0	0.02	4.25	7.03

**Provides:** Mgr. Marcel Čurgali, Mgr. Agata Dorota Horbacz, PhD., Mgr. Dávid Kaško, PhD., Mgr. Zuzana Küchelová, PhD., doc. PaedDr. Ivan Uher, PhD., MPH, prof. RNDr. Stanislav Vokál, DrSc., Mgr. Patrik Berta, Mgr. Ladislav Kručanica, PhD., Mgr. Richard Melichar, Mgr. Petra Tomková, PhD., MUDr. Peter Dombrovský

**Date of last modification:** 29.03.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka



## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> ÚTVŠ/ TVd/11	<b>Course name:</b> Sports Activities IV.
<b>Course type, scope and the method:</b> <b>Course type:</b> Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 <b>Per study period:</b> 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 2	
<b>Recommended semester/trimester of the course:</b> 4., 6.	
<b>Course level:</b> I., I.II., II.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> min. 80% of active participation in classes	
<b>Learning outcomes:</b> Sports activities in all their forms prepare university students for their professional and personal life. They have a great impact on physical fitness and performance. Specialization in sports activities enables students to strengthen their relationship towards the selected sport in which they also improve.	
<b>Brief outline of the course:</b> Within the optional subject, the Institute of Physical Education and Sports of Pavol Jozef Šafárik University provides for students the following sports activities: aerobics, aikido, basketball, badminton, body form, bouldering, floorball, yoga, power yoga, pilates, swimming, body-building, indoor football, S-M systems, step aerobics, table tennis, tennis, volleyball and chess. In the first two semesters of the first level of education students will master basic characteristics and particularities of individual sports, motor skills, game activities, they will improve level of their physical condition, coordination abilities, physical performance, and motor performance fitness. Last but not least, the important role of sports activities is to eliminate swimming illiteracy and by means of a special program of medical physical education to influence and mitigate unfitness. In addition to these sports, the Institute offers for those who are interested winter and summer physical education trainings with an attractive program and organises various competitions, either at the premises of the faculty or University or competitions with national or international participation.	
<b>Recommended literature:</b> BENCE, M. et al. 2005. Plávanie. Banská Bystrica: FHV UMB. 198s. ISBN 80-8083-140-8. [online] Dostupné na: <a href="https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571">https://www.ff.umb.sk/app/cmsFile.php?disposition=a&amp;ID=571</a> BUZKOVÁ, K. 2006. Fitness jóga, harmonické cvičení těla I duše. Praha: Grada. ISBN 8024715252. JARKOVSKÁ, H, JARKOVSKÁ, M. 2005. Posilování s vlastním tělem 417 krát jinak. Praha: Grada. ISBN 9788024757308. KAČÁNI, L. 2002. Futbal:Tréning hrou. Bratislava: Peter Mačura – PEEM. 278s. ISBN 8089197027. KRESTA, J. 2009. Futsal.Praha: Grada Publishing, a.s. 112s. ISBN 9788024725345.	

LAWRENCE, G. 2019. Power jóga nejen pro sportovce. Brno: CPress. ISBN 9788026427902.  
 SNER, Wolfgang. 2004. Posilování ve fitness. České Budějovice: Kopp. ISBN 8072322141.  
 STACKEOVÁ, D. 2014. Fitness programy z pohledu kinantropologie. Praha: Galén. ISBN 9788074921155.  
 VOMÁČKO, S. BOŠTÍKOVÁ, S. 2003. Lezení na umělých stěnách. Praha: Grada. 129s. ISBN 8024721743.

**Course language:**

Slovak language

**Notes:**

**Course assessment**

Total number of assessed students: 5628

abs	abs-A	abs-B	abs-C	abs-D	abs-E	n	neabs
82.66	0.28	0.04	0.0	0.0	0.0	8.05	8.97

**Provides:** Mgr. Marcel Čurgali, Mgr. Agata Dorota Horbacz, PhD., Mgr. Dávid Kaško, PhD., Mgr. Zuzana Küchelová, PhD., doc. PaedDr. Ivan Uher, PhD., MPH, prof. RNDr. Stanislav Vokál, DrSc., Mgr. Patrik Berta, Mgr. Ladislav Kručanica, PhD., Mgr. Richard Melichar, Mgr. Petra Tomková, PhD., MUDr. Peter Dombrovský

**Date of last modification:** 29.03.2022

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPD/ AJ-TSP-d/19	<b>Course name:</b> State and Law Theory
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 1.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Students are required to attend 100% of the seminars. For each absence from the seminars, the teacher will determine a substitute written performance. A maximum of 3 absences can be replaced. The teacher will assess, based on the seriousness of the reason for non-participation, whether the written performance will be determined or justified by the student's non-participation without the written performance. Active participation in seminars. 2x written examination (max. 2x20 points, min. 2x11 points). Oral exam (max. 60 points, min. 30 points).	
<b>Learning outcomes:</b> The theory of state and law should create a set of basic knowledge of law, the most important legal institutes and the state in the most general form so as to provide a solid theoretical basis for further study within the study program. The theory of state and law thus fulfills an irreplaceable propedeutic - systematic function in relation to other legal study subjects.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. State</li> <li>2. State organization and state mechanism</li> <li>3. Form of the state (horizontal and vertical structure of the state)</li> <li>4. Democracy and its forms.</li> <li>5. State and citizen</li> <li>6. Law and system of law</li> <li>7. Legal culture and its types. World legal systems</li> <li>8. Sources of law</li> <li>9. Legal norms</li> <li>10. Legal relations</li> <li>11. Implementation and application of law</li> <li>12. Interpretation of law</li> <li>13. Legal liability</li> </ol>	
<b>Recommended literature:</b> Mandatory:	

Palúš, I. - Hencovská, M. : Theory of State and Law for the Study Program "European Public Administration", UPJŠ, Košice, 2015

Recommended:

Brörtl, A. et al. : Theory of Law. Pilsen, Ales Cenek, 2013

Knapp, V. : Theory of Law, C. H. Beck, Prague, 1995

**Course language:**

English language

**Notes:**

Education will be carried out by distance or full-time method in accordance with the valid orders of the Rector to implement teaching and work activities at UPJŠ in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJŠ in Košice for the academic year 2021/2022 and the Dean's guidelines on organization and conditions of the pedagogical process at the Faculty of Public Administration UPJŠ in Košice in the academic year 2021/2022.

**Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** JUDr. Róbert Gyuri, PhD.

**Date of last modification:** 17.10.2021

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KSS/ AJ-RPK/19	<b>Course name:</b> The Development of Professional Competencies
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 1 / 2 <b>Per study period:</b> 14 / 28 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 1.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> In-class participation & activities. Final exam. Student can gain 60 points during the semester. In-class participation and sum of points gained during the semester will be evaluated in the term of possibility to be admitted to the final examination (student needs to earn at least 31 points ). Student can earn max. 40 points during final exam, he/she needs at least 21 points. The final grade consists of points from final examination and from points gained during semester. Final grading: A (91-100), B (81-90), C (71-80), D (61-70), E (52-60), FX (51 and less). The course is successfully completed if the student obtains grades A - E.	
<b>Learning outcomes:</b> The course is conducted as an experiential learning with an emphasis on personal involvement of students. Student will be familiar with the competencies through which he/she can interact effectively in a dynamic work environment. Passing the course opens up opportunities to develop professional competencies, e.g. make a good decision, set smart goal, work in team, learn how to manage time or how to cope with stress.	
<b>Brief outline of the course:</b> 1. Professional competencies. 2. Personality. 3. Emotional intelligence. 4. Motivation. 5. Leadership. 6. Decision-making. 7. Feedback. 8. Teamwork. 9. Conflicts. 10. Assertivity. 11. Stress management. 12. Time management. 13. Intercultural competency.	
<b>Recommended literature:</b> 1. Goleman, D. 2011. Leadership: The power of emotional intelligence. Northampton: More Than Sound. 2. Haddon, P. F. 1999. Mastering personal and interpersonal skills. Great Britain: Ashford Colour Press. 3. Kechagias, K. 2011. Teaching and assessing soft skills. Thessaloniki: 1st Second Chance School of Thessaloniki. 4. True, M. 2011. InternQube: Professional Skills for the Workplace. Pennsylvania: Intruition, LLC. 5. Walsh, R. 2008. Time management: Proven techniques for making every minute count. Massachusetts: Adams Media.	

<b>Course language:</b> english					
<b>Notes:</b> Education will be carried out by online or face-to-face learning in accordance with the valid orders of the Rector to implement teaching and work activities at UPJS in Košice, which determine the organization and conditions of the pedagogical process and operation at UPJS in Košice for the academic year 2021/2022 and dean's guidelines on the organization and conditions of the pedagogical process at the Faculty of Public Administration UPJS in Košice during the academic year 2021/2022.					
<b>Course assessment</b> Total number of assessed students: 0					
A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0
<b>Provides:</b> Mgr. Denisa Rovenská, PhD.					
<b>Date of last modification:</b> 01.03.2022					
<b>Approved:</b> doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka					

## COURSE INFORMATION LETTER

<b>University:</b> P. J. Šafárik University in Košice	
<b>Faculty:</b> Faculty of Public Administration	
<b>Course ID:</b> KVPaTVS/AJ-ETVP-d/19	<b>Course name:</b> Theory of Public Policy
<b>Course type, scope and the method:</b> <b>Course type:</b> Lecture / Practice <b>Recommended course-load (hours):</b> <b>Per week:</b> 2 / 1 <b>Per study period:</b> 28 / 14 <b>Course method:</b> present	
<b>Number of ECTS credits:</b> 5	
<b>Recommended semester/trimester of the course:</b> 2.	
<b>Course level:</b> I.	
<b>Prerequisites:</b>	
<b>Conditions for course completion:</b> Attendance at lectures and seminars, activity at seminars, final assessment.	
<b>Learning outcomes:</b> At the end of the course, the student knows the basics of the theory of public policy, understands its interdisciplinary character, knows its conceptual apparatus, basic components of social regulation, can apply the methodology of the political cycle and public policy making process, identify its actors and tools, even with the phenomena of corruption and clientelism in public life.	
<b>Brief outline of the course:</b> <ol style="list-style-type: none"> <li>1. Politics and public policy. The genesis of public policy as a social practice and as a scientific discipline.</li> <li>2. Relationship of public policy and other disciplines - political science, sociology, economics, law ...</li> <li>3. The public interest, the hierarchy of interests, the nature and nature of the public interest, the process of shaping the public interest and the mechanism for promoting the majority interests as public.</li> <li>4. Majority and minority public interests. Mechanism for promoting minority interests as public.</li> <li>5. Regulation of the life of society and its components. State (public sector), political institutions, public administration and bureaucracy and other public policy actors in the public sector.</li> <li>6. Market (private sector) and public policy actors from the market environment.</li> <li>7. Civil society (third sector) and public policy actors from this environment.</li> <li>8. Public policy instruments: economic, legal, information and administrative. Public policy documents.</li> <li>9. Political process and political cycle, public policy as a political cycle.</li> <li>10. Public policy-making process: formulation, implementation, evaluation.</li> <li>11. Networks in public policy. Model A-A-A</li> <li>12. Legality and legitimacy of public policy</li> <li>13. Transparency of public policy. Corruption and clientelism. Lobbying.</li> <li>14. Sectoral policies.</li> </ol>	
<b>Recommended literature:</b>	

**Recommended literature:**

FISCHER, F. – MILLER, G. J. – SIDNEY, M. S.: Handbook of Public Policy Analysis – Theory, Politics and Methods. London – New York : CRC Press 2007. ([http://www.untag-smd.ac.id/files/Perpustakaan\\_Digital\\_2/PUBLIC%20POLICY%20\(Public%20Administration%20and%20public%20policy%20125\)%20Handbook%20of%20Public%20Policy%20Analysis%20Th.pdf](http://www.untag-smd.ac.id/files/Perpustakaan_Digital_2/PUBLIC%20POLICY%20(Public%20Administration%20and%20public%20policy%20125)%20Handbook%20of%20Public%20Policy%20Analysis%20Th.pdf))

Smith, K. B. - Larimer, Ch. W.: The Public Policy Theory Primer. Boulder, CO: Westview Press (<http://aberkane.yolasite.com/resources/The%20Public%20Policy%20Theory%20Primer.pdf>)

POTUČEK, M. and co.: Public Policy in Central and Eastern Europe. Theories, Methods, Practices. Bratislava: NISPAcee 2002 (Veřejná politika. Praha: Sociologické nakladatelství, 2005)

COLEBATCH, H.K.: Policy. Open University Press 2002 (Úvod do policy. Brno:

Barrister&Principal, 2005)

KONEČNÝ, S.: Teória verejnej politiky - vybrané kapitoly. Bratislava: Mayor 2020 (v tlači)

**Complementary literature:**

Potuček, M. a kol.: Veřejná politika. Praha: C. H. Beck 2016

MALÍKOVÁ, Ľ.: Verejná politika. Aktéri a procesy. Bratislava: Univerzita Komenského, 2003

MALÍKOVÁ, Ľ.-DAŠKO, M.: Verejná politika. Bratislava: IRIS 2018

BRÍŠKA, F. a kol.: Teória a prax verejnej politiky. Banská Bystrica: FPV a MV UMB 2010

Klus, M., Verejná politika – Priestor, Efektívnosť, Nástroje, Nové výzvy, Sládkovičovo: VŠS, 2007

sičáková-beblavá, e. – beblavý, m.: Záujmy, ich presadzovanie a korupcia vo verejnej politike.

Bratislava: Institut of Public Policy 2009

ADAMCOVÁ, M. - KLUS, M.: Verejná politika. Banská Bystrica: UMB 2006

**Odporúčaná literatúra:**

BLUM, S. – SCHUBERT, K.: Politikfeldanalyse. Lehrbuch. Wiesbaden: Springer 2011

SCHUBERT, K. – BANDELOW, N. C. (Hsg.): Lehrbuch der Politikfeldanalyse. München-Wien-Oldenburg, 2003

SCHNEIDER, V. – JANNING, F.: Politikfeldanalyse. Lehrbuch. Wiesbaden: GWV Fachverlage 2006

FIALA, P., SCHUBERT K.: Moderní analýza politiky. Uvedení do teorií a metod policy analysis. Brno: Barrister&Principal, 2000

Veselý, A., Nekola, M., Analýza a tvorba veřejných politik - Přístupy, metody a praxe, Praha: SLON, 2008

Klus, M., Aktéri verejnej politiky – Štrukturalizácia, Voľba, Banská Bystrica: FPV a MV UMB, 2008

**Course language:**

English

**Notes:****Course assessment**

Total number of assessed students: 0

A	B	C	D	E	FX
0.0	0.0	0.0	0.0	0.0	0.0

**Provides:** doc. Ing. PhDr. Stanislav Konečný, PhD.

**Date of last modification:** 24.01.2020

**Approved:** doc. Ing. Silvia Ručinská, PhD., univerzitná profesorka