

BULLETIN

**UNIVERSITY OF DEBRECEN
FACULTY OF HEALTH**

**SOCIAL WORK AND SOCIAL
ECONOMICS
JOINT MASTER DEGREE**

ACADEMIC YEAR 2020/2021

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CHAPTER 1 INTRODUCTION

UNIVERSITY OF DEBRECEN

The aim of the University of Debrecen is to become a university of medical sciences committed to the prevention and restoration of health of the people, not only in its region but in the entire country.

In the past two decades both medical science and health care have entered a new era: one can witness such a progress in medical sciences that has never been seen before. Modern attitudes in health care should be enforced in practice taking the human personality into consideration. These approaches demand the application of the most modern techniques in all fields of the medical education.

All curricula wish to meet the challenges of modern times, they prepare students for co-operation and teamwork and they embody some very basic values. They are comprehensive; they take into consideration the whole human personality (body and soul) in its natural and social surroundings; and they are based upon the best European humanistic traditions.

With respect to education, both students and teachers are inspired to acquire higher levels of professionalism, precision, and problem solving skills in order to be able to understand and handle the changing demands of health care.

The University of Debrecen is already internationally recognized in the fields of both basic and clinical research. Special attention is given to facilitate and support the close co-operation of researchers representing basic science and clinical research, and/or interdisciplinary studies.

With respect to therapeutic practice, the main objective is to provide high quality, effective, up to date and much devoted health care to all members of the society, showing an example for other medical institutions in Hungary. One of the primary tasks is to continuously improve the actual standards of the diagnostic and therapeutic procedures and techniques, and to establish regional or even nationwide protocols.

With respect to serving the community, all faculty members wish to play a central role in shaping the policies of the health service; both within the region and in Hungary. They also want to ensure that sufficient number of medical doctors, dentists and other health care experts with university education is provided for the society. Humanity, empathy, social sensitivity, team-spirit, creativity, professionalism, independence, critical and innovative thinking, co-operation and management help to meet the challenges of medical education, research and therapy of the 21st century. The organizational structure, including the multi-faculty construction of the institution, is a constantly improving, colourful educational environment.

HIGHER EDUCATION IN DEBRECEN

A Brief History

1235: First reference to the town of Debrecen in ancient charters.

1538: Establishment of the “College of Reformed Church” in Debrecen.

CHAPTER 1

1567: Higher education begins in the College.

1693: Declaration of Debrecen as a “free royal town”.

1849: Debrecen serves as the capital of Hungary for 4 months.

1912: Establishment of the State University of Debrecen comprising the Faculties of Arts, Law, Medicine and Theology.

1918: Inauguration of the Main Building of the Medical Faculty by King Charles IV of Hungary.

1921: The Medical Faculty becomes operational.

1932: Completion of buildings of the campus.

1944: Although during the Second World War, Debrecen became the capital of Hungary again (for 100 days), the University itself is abandoned for a while.

1949: The only year when the University has five faculties.

1950: The Faculty of Law idles; the Faculty of Science is established.

1951: The University is split up into three independent organizations: Academy of Theology, Medical School, Lajos Kossuth University of Arts and Sciences.

1991: The “Debrecen Universitas Association” is established.

1998: The “Federation of Debrecen Universities” is founded.

2000. The federation is transformed into the unified “University of Debrecen” with all the relevant faculties and with some 20,000 students.

Debrecen is the traditional economic and cultural center of Eastern Hungary. In the 16th century Debrecen became the center of the Reformed Church in Hungary and later it was referred to as the “Calvinist Rome”. In the 17th century Debrecen became the mediator between the three parts of Hungary: the part under Turkish occupation, the Kingdom of Hungary and the Principality of Transylvania. For short periods of time, Debrecen served twice as the capital of Hungary. Nowadays, with its population of approximately a quarter of a million, it is the second largest city in Hungary.

Debrecen is a unique city: one of the main attractions and places of natural uniqueness in Hungary is Hortobágy National Park, known as “puszta” with unique flora and fauna and ancient animal husbandry traditions. A very lovely part of Debrecen is the “Nagyerdő” (“The Great Forest”), which is a popular holiday resort and besides, it accommodates the University campus too.

The history of higher education in Debrecen goes back to the 16th century when the College of the Reformed Church was established. The University of Debrecen was established in 1912, initially having four faculties (Faculties of Arts, Law, Medicine and Theology). The educational activity at the University started in 1924. In 1951 the Faculty of Medicine became a self-contained, independent Medical University for training medical doctors.

The special training of dentists began in 1976. As a further development the University Medical School established the Health College of Nyíregyháza in 1991. In 1993, as part of a nationwide program, the University was given the rights to issue scientific qualifications and new Ph.D. programs were also launched. The Faculty of Public Health was established in 1999, while the Faculty of Dentistry was founded in 2000.

The health science education system is built vertically from the lowest (post-secondary or certificate) to the highest (Ph.D.-training) levels.

The introduction of the credit system, starting in September 2003, has been mandatory in every Hungarian university, helping the quantitative and qualitative evaluation of the students’ achievements.

The syllabi and classes of all courses correspond to European standards.

CHAPTER 2

MISSION AND HISTORY OF THE UNIVERSITY OF DEBRECEN FACULTY OF HEALTH

MISSION OF THE UNIVERSITY OF DEBRECEN FACULTY OF HEALTH

The University of Debrecen Faculty of Health believes that active participation of the students in the learning process makes them understand concepts, policies better.

The mission of the University of Debrecen Faculty of Health is to improve the health of individuals and communities locally and globally with excellent education of health care workers, to improve the well-being of the vulnerable, to fight against social injustice through value-driven, creative social work education and research with programs that meet the needs of a changing society.

The aim of the University of Debrecen Faculty of Health is to offer high standard and practice-oriented trainings, as well as a high quality educational and research area for the present and future students.

HISTORY OF THE UNIVERSITY OF DEBRECEN FACULTY OF HEALTH

The institution was founded in Nyíregyháza on 1st September 1990. The training started with General Social Work and Health Visitor degree programs. In 1991 the degree program in Health Care Management, in 1993 the degree program in Nursing were launched. The degree program in Medical Diagnostic Laboratory Analyst started in 1997, a year later the degree program in Paramedics started, while the degree program in Physiotherapy started in 1999. On 1st January 2000 the integrated University of Debrecen was founded, the previously independent institutions were (re)joined with legal succession. Due to these changes our faculty joined the Centre for Medical and Health Sciences of the University of Debrecen, whose task was to provide health care services in the Eastern Tisza region and the North-East region, as well as to organize specialist and post-qualifying trainings for doctors, dentists, chemists, and other health professionals working in public health and health care.

The training programs of the faculty were accredited by the Hungarian Accreditation Board that acknowledged our training programs. Throughout the development of our Faculty one of the most important steps was that the Faculty realized the potentials provided by the integration. Not only did our institution join the Centre for Medical and Health Sciences within a short time, but it took the advantages of cooperating with other faculties of the university. Our faculty has fulfilled the regional requirements set in the foundation document and has established cooperation with more than 20 hospitals, health care institutions and more than 120 social institutions in several regions, thus participating and integrating in the health and social care systems.

In accordance with the European Union conception, the faculty offers a training program that includes degree programs at bachelor (B.Sc./B.A.) and master (M.Sc./M.A.) levels, as well as post-qualifying training programs.

At present students can choose from 6 Bachelor degree programs, 3 Master degree programs and 9 post-qualifying trainings (in Hungarian language) in health and social sciences. The scientific background of the trainings is provided by the 14 faculties of the University of Debrecen, which is one of the best-known institutions in Hungary.

CHAPTER 2

After the first Master degree program of the Health College Faculty had been accredited and registered, our institution altered its name to Faculty of Health and has been using it since 1st September 2007. In September 2008 the faculty was the first to launch the Master Degree Program in Social Work in Health Care in the country. In 2009 the Hungarian Accreditation Board (MAB) accredited the Master's Degree Program in Nursing as well as in Social Work and Social Economy (SOWOSEC), the latter one issues a Joint Degree.

Concerning the number of students the Faculty has become one of the biggest faculties of the University of Debrecen since 1990 and has created an excellent educational and scientific background strengthened by significant international relationships with about 14 countries. About 1800 students study in the Bachelor and Master degree programs and in the specialized further trainings.

CHAPTER 3

TRAINING REQUIREMENTS AND OUTCOME REQUIREMENTS

1. Name of the Joint Degree Master Degree Program launched in cooperation with foreign universities: Social Work and Social Economy

2. Education level that can be obtained in the Master Degree Program and the official name of the qualification that can be found in the diploma:

- education level: Master Degree (magister, master; abbreviation: MA)
- qualification: graduate Expert in Social Economy

3. Program area: Social Sciences

4. Degrees approved for entry to the Master Degree Program:

- Degrees in Social Sciences
- Psychology Bachelor Program
- Degrees in Economics
- Degrees in Law
- Teachers' Training
- Degrees in Medical and Health Sciences

5. Duration of education: 4 semesters

6. Number of credits required in order to obtain Master Degree: 120 credits

- Number of credits that can be assigned to basic studies: 20-25 credits
- Number of credits that can be assigned to the professional core material 40-50 credits
- Number of the credits that can be assigned to differentiated professional material: 40-55 credits
- Minimal value of credits that can be assigned to elective optional subjects: 5 credits
- Credit value assigned to thesis work: 20 credits
- Percent of the practice studies: according to the institutional curriculum at least 30%.

7. Educational aims of the Master Degree Program, professional competencies to be acquired:

The purpose of the program is to train professionals who, with the acquired socio-political and managerial skills are able to manage, operate and develop institutions and services in the social economy.

The graduates, who are familiar with the international professional and ethical principles of social assistance, are able to carry out tasks in international cooperation. With the appropriate organizational and organizational development skills, they perform tasks in the field of social services, which, by strengthening the local economy, promote the economic and social integration of disadvantaged social groups. Based on their acquired knowledge these graduates can continue their education in doctoral programs.

a) Knowledge acquired in the Master Degree Program:

- the context and theory of international economic and social policy, the operation of social economy
- economy-related knowledge
- theory and practice of research methodology and evaluation
- relevant laws and regulations including the existing directives, laws and regulations governing the political, economic, legislative and regulatory mechanisms of the European Union,
- relevant laws in managing enterprises and non-profit organizations
- characteristics of organization analysis and organization development, social marketing and management,
- analyzing problems emerging in the local economy and in society, regional development and developing cooperation with municipalities.

b) Graduates from Master Degree Program are able to:

- manage and externally represent organizations in the social economy and public services,
- plan and carry out management and managerial tasks
- manage social institutions and services by building structures and processes
- manage departments in areas such as quality assurance, controlling, HR, marketing and publicity, accounting
- develop strategic plans
- plan and implement projects
- conduct personnel planning,
- complete marketing, fundraising and planning PR tasks,
- conduct social planning and evaluation,
- carry out planning and managing programs suitable for the local economy and local society,
- actively engage in planning and management tasks in international cooperation.

c) Personal characteristics and skills necessary for practice qualification:

- analytical, diagnostic and conceptual thinking
- good communication
- creativity, flexibility
- ability to recognize, analyze and solve problems
- ability to process information processing
- sensitivity towards the environment
- commitment and demand for quality work
- need for participation in professional advanced studies
- initiative
- personal responsibility
- decision making ability
- systemic thinking
- ability to cooperate and participate in team work.

8. Fields of knowledge and skills for the Master Degree and qualification:

8.1. Basic fields of knowledge necessary for the extension of knowledge beyond the Bachelor Degree: 20-25 credits

International economic and social policy, basics of management, trends in globalization and its social impacts, quality research methodology and evaluation, political and economic operation, legislation and regulatory mechanisms in the European Union,

8.2. Fields of knowledge of the professional core material: 40-50 credits connections between social work and social economy, sociological and psychological studies relating to the operation of organizations, rights and laws related to non-profit organizations, laws related to enterprises, social marketing, cost management and finance, project management, professional terminology, competence development, local economy and society; analysis of regional development processes.

8.3. Required fields of knowledge in the professional core that the student is allowed to electively select from optional field of knowledge of the professional core material: 40-55 credits
differentiated professional knowledge: 20-35 credits

- social services, quality assurance of institutions, social administration, labor law, human resources and management skills, applied research methodology and evaluation, organizational strategies, organizational development, European intercultural project management, professional terminology, international professional practice, enterprise-related knowledge.
- the program includes an intensive international professional practice for 10 credits within the differentiated professional knowledge (8.3)
- Thesis work: 20 credits.

9. Requirements for professional practice in connection with the program:

The Master program includes an intensive international professional practice of 10 credits, which is compulsory to be performed at a foreign partner institution. The professional practice should be performed at institutions / organizations working in the field of social economy. Managerial, organizational tasks and tasks related to international cooperation should be fulfilled.

10. Other provisions relevant to the degree program

10.1. According to the agreement between the foreign and the Hungarian higher education institutions, the amount of credits to be awarded at one of the foreign partner institutions is a minimum of 30 credits.

10.2. The Master degree program is offered through an agreement between the following foreign and Hungarian higher education institutions, and can be launched after meeting the requirements stated in 78. § (3) paragraph of the 2011 CCIV Act on National Higher Education.

FH-Campus Wien (Austria),
Fachhochschule München (Germany),
University of Trnava (Slovakia),

University of Ostrava (Czech Republic),
Babes-Bolyai University (Romania),
University of Silesia (Poland),
University of Poitiers (France),
Fachhochschule Zentralschweiz (Switzerland),
Debreceni Egyetem (Hungary)
Regulation of Final Exam

Regulation of Final Exam

The student completes his/her Social Work and Social Economics Master studies by obtaining the pre-degree certificate stating that all course-units have been completed and by successfully completing the final examination.

The final exam is the examination and evaluation of the knowledge (professional skills) required to receive higher education qualifications. At the final examination the student has to prove that he/she can apply the knowledge acquired.

The student may sit for the final examination if he/she has met the requirements defined in the Training and Outcome Requirements of the Master Program and has obtained the pre-degree certificate stating that all course-units have been completed. The students can sit for the final examination only after defending his/her thesis successfully.

The defence of the diploma thesis is organized as a separate procedure before the final exam period. The accepted thesis can be submitted for defense.

The defence of the thesis takes place in the presence of a committee with a minimum 3 members appointed by the dean. The evaluator can participate at the defense of the master thesis.

A student may only apply for the defence of the thesis if he/she has an accepted thesis. A thesis can be considered as accepted if the evaluator accepted it and the supervisor marks the thesis at least satisfactory.

The evaluation committee evaluates the master thesis on a 1-5 grading system.

The student can take the final exam if the result of the thesis defence is at least satisfactory.

Form of the Final Exam

The Social Work and Social Economics Master program requires students to take a complex oral exam.

The theoretical exam consists of knowledge related to the operation and running of social economy obtained during the program to include: management, organizational and management skills, knowledge of the applied social sciences and social work.

Knowledge expected of the student at the final examination

- Complex knowledge of the connections, research and analysis of the international and national economic, social and legal conditions and how they determine the operation of social work and social institutions;

- knowledge of service planning and evaluation skills;
- knowledge of applied research methodology;
- knowledge of the operation and development of organizations;
- management knowledge;
- knowledge of management in relation to the operation and running of social institutions;
- knowledge of the use and practical application of integrated professional knowledge;
- Integrated knowledge of planning projects and project management, knowledge of the methods needed to initiate development programs;
- knowledge of intercultural project management;
- knowledge of the use of social marketing.

Evaluation of the Final Exam

The Complex oral examination is marked in a 1-5 grading system.

The regulations of the final examination are governed by the regulations of the University of Debrecen Study and Examination Regulations.

The Study and Examination Regulations of the University of Debrecen are considered to be compulsory for other rules of the final examination.

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| ORGANISATION STRUCTURE | |
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| | Ms. | Lászlóné Deák M.A. |
| | Ms. | Ilona Kovács M.A. |
| | Ms. | Márta Sivadó M.A. |
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Department of Tenders

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| | | |
|----------------------------|-----|-----------------------------|
| Senior Program Coordinator | Ms. | Andrea Toldiné Béltéki M.A. |
|----------------------------|-----|-----------------------------|

CHAPTER 7
CALENDAR

OPENING CEREMONY: 6th September 2020

1st SEMESTER

REGISTRATION PERIOD: 31st August - 20th September 2020

| Year | Course | Examination Period |
|----------|---|---|
| 1st year | 7th September - 11th December 2020 (14 weeks) | 14th December 2020- 29th January 2021 (7 weeks) |

2nd SEMESTER

REGISTRATION PERIOD: 1st February - 21st February 2021

| Year | Course | Examination Period |
|----------|--|---------------------------------------|
| 1st year | 8th February - 21st May 2021 (15 weeks) | 24th May - 9th July 2021 (7 weeks) |

CHAPTER 8

ACADEMIC PROGRAM FOR CREDIT SYSTEM

In September, 2003, the introduction of the credit system became compulsory in every Hungarian university, including the University of Debrecen. The aim of the credit system is to ensure that the students' achievements can be properly and objectively evaluated both quantitatively and qualitatively.

A credit is a relative index of cumulative work invested in a compulsory, required elective or optional subject listed in the curriculum. The credit value of a course is based upon the number of lectures, seminars and practical classes of the given subject that should be attended or participated in (so called „contact hours”), and upon the amount of work required for studying and preparing for the examination(s) (in the library or at home). Together with the credit(s) assigned to a particular subject (quantitative index), students are given grades (qualitative index) on passing an exam/course/class. The credit system that has been introduced in Hungary is in perfect harmony with the European Credit Transfer System (ECTS). The introduction of the ECTS promotes student mobility, facilitates more organization of student' exchange programs aimed at further education in foreign institutions, and allows recognition of the students' work, studies and achievements completed in various foreign departments by the mother institution.

Credit-based training is flexible. It provides students with a wider range of choice, enables them to make progress at an individual pace, and it also offers students a chance to study the compulsory or required subjects at a different university, even abroad. Owing to the flexible credit accumulation system, the term „repetition of a year” does not make sense any longer.

It should be noted, however, that students do not enjoy perfect freedom in the credit system either, as the system does not allow students to randomly include subjects in their curriculum or mix modules.

Since knowledge is based on previous knowledge, it is imperative that the departments clearly and thoroughly lay down the requirements to be met before students start studying a subject.

The general principles of the credit system are the following:

According to the credit regulations, students should obtain an average of 30 credits in each semester. The criterion of obtaining 1 credit is to spend some 30 hours (including both contact and noncontact hours) studying the given subject. Credit(s) can only be obtained if students pass the exam on the given subject. Students accumulate the required amount of credits by passing exams on compulsory, required elective and optional subjects. Completion of every single compulsory credit course is one of the essential prerequisites of getting a degree. Courses belonging to the required elective courses are closely related to the basic subjects, but the information provided here is more detailed, and includes material not dealt within the frame of the compulsory courses. Students do not need to take all required elective courses, but they should select some of them wisely to accumulate the predetermined amount of credits from this pool. Finally, a certain amount of credits should be obtained by selecting from the optional courses, which are usually not closely related to the basic (and thus mandatory) subjects, but they offer a different type of knowledge.

Students can be given their degree if, having met other criteria as well, they have collected 120 credits during their studies. Considering the recommended curriculum, this can be achieved in four years.

The pilot curricula show the recommended pacing of compulsory courses. If these courses are carefully supplemented with credits obtained from the necessary number of required elective and

optional courses, students can successfully accumulate the credits required for their degree within 4 semesters.

The diploma work is worth 20 credits.

Internship (supervised practices) in the final year is compulsory.

Regulations concerning the training of students in the credit system prescribe a minimum amount of credits for certain periods as outlined in the Regulations of Training and Examination (RTE).

Compulsory courses for the 1. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|------------------------------------|--------------------|----------|----------|----------|-------------|------------|--|
| 1 | Business Economics | EKTT-192-00N-EN | 70 | | | ESE | 10 | None |
| 1 | Competency Development I. | EKPT-107-01N-EN | | 28 | | AW5 | 1 | None |
| 1 | European Economy and Social Policy | EKTT-139-00N-EN | 14 | | | ESE | 2 | None |
| 1 | European Policies | EKTT-138-00N-EN | 28 | | | ESE | 3 | None |
| 1 | Qualitative Research Methods | EKTT-140-00N-EN | 70 | | | ESE | 10 | None |
| 1 | Social Work and Social Economy | EKTT-141-00N-EN | 14 | 14 | | ESE | 3 | None |
| 1 | Terminological Foreign Language I. | EKTT-142-01N-EN | | 28 | | AW5 | 1 | None |

Compulsory courses for the 1. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|-------------------------------------|--------------------|----------|----------|----------|-------------|------------|---|
| 2 | Competency Development II. | EKPT-107-02N-EN | | 28 | | AW5 | 1 | Competency Development I. |
| 2 | Corporate Law | EKTT-144-00N-EN | 14 | | | ESE | 1 | Business Economics |
| 2 | Economy Studies | EKTT-186-00N-EN | 28 | 42 | | AW5 | 10 | Business Economics |
| 2 | Marketing Studies | EKTT-187-00N-EN | 14 | 42 | | AW5 | 8 | Business Economics Qualitative Research Methods |
| 2 | Non-profit Law | EKTT-143-00N-EN | 14 | | | ESE | 1 | Social Work and Social Economy, European Policies |
| 2 | Organizational Studies | EKPT-108-00N-EN | 56 | | | ESE | 8 | Social Work and Social Economy, European Economy and Social Policy |
| 2 | Terminological Foreign Language II. | EKTT-142-02N-EN | | 28 | | AW5 | 1 | Terminological Foreign Language |

Compulsory courses for the 2. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|--|--------------------|----------|----------|----------|-------------|------------|---|
| 1 | Competency Development III. | EKPT-107-03N-EN | | 28 | | AW5 | 1 | Competency Development II. |
| 1 | Intercultural Project Management | EKTT-146-00N-EN | | | 140 | AW5 | 10 | Social Work and Social Economy, Qualitative research methods, Terminological foreign language I-II. |
| 1 | Project Management | EKTT-188-00N-EN | 14 | 28 | | AW5 | 4 | Organizational Studies, Marketing Studies |
| 1 | Project Management and International Cooperation in European Union | EKTT-145-00N-EN | 42 | 14 | | AW5 | 5 | Organizational Studies, Marketing Studies, European Policies |

Required elective courses for the 2. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|--|--------------------|----------|----------|----------|-------------|------------|--|
| 1 | Applied Business Economics | EKTT-190-00N-EN | 14 | 42 | | AW5 | 5 | Economy Studies |
| 1 | Organizational Strategies and Organizational Development | EKPT-109-00N-EN | 28 | 28 | | AW5 | 5 | Organizational Studies |
| 1 | Quantitative Research Methods | EKTT-147-00N-EN | 28 | 28 | | AW5 | 5 | Qualitative research methods |

Required elective courses for the 2. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|---------------------------|--------------------|----------|----------|----------|-------------|------------|--|
| 2 | Diploma Coaching | EKTT-149-00N-EN | | 70 | | AW5 | 5 | Project Management and International Cooperation in European Union, Intercultural Project Management |
| 2 | Entrepreneurship | EKTT-191-00N-EN | 14 | 42 | | AW5 | 5 | Corporate Law |
| 2 | Human Resource Management | EKTT-189-00N-EN | 14 | 42 | | AW5 | 5 | Organizational Studies |
| 2 | Labour Law | EKTT-148-00N-EN | 56 | | | ESE | 5 | Organizational Studies |

Optional courses for the 1. year

| Sem | Subjects | Neptun code | L | S | P | Exam | Crd | Prerequisites of taking the subject |
|------------|------------------|--------------------|----------|----------|----------|-------------|------------|--|
| 1 | Optional courses | | 14 | | | | 2 | None |
| 2 | Optional courses | | 28 | | | | 3 | None |

CHAPTER 9
ACADEMIC PROGRAM FOR THE 1ST YEAR

Department of Psychology

Subject: **COMPETENCY DEVELOPMENT I.**

Year, Semester: 1st year/1st semester

Number of teaching hours:

Seminar: **28**

1st week:

Seminar: eLearning studies

2nd week:

Seminar: Learning to learn

3rd week:

Seminar: Learning technical peculiarities

4th week:

Seminar: Getting to know ourselves and others - personal perception accuracy

5th week:

Seminar: Self-protecting techniques I.

6th week:

Seminar: Self-protecting techniques II.

7th week:

Seminar: Self-reflexion

8th week:

Seminar: Assertivity in communication

9th week:

Seminar: Communication within an international group

10th week:

Seminar: Conduct and manage negotiations

11th week:

Seminar: Our conflicts and conflict management

12th week:

Seminar: Presentations I.

13th week:

Seminar: Presentations II.

14th week:

Seminar: Presentations III.

Requirements

Self-knowledge training - communication training

Regular participation in lessons - active participation in the work

Department of Social Sciences

Subject: **BUSINESS ECONOMICS**

Year, Semester: 1st year/1st semester

Number of teaching hours:

Lecture: **70**

1st week:

Lecture:

Basic concepts of economy

2nd week:

Lecture:

Economic behavior

3rd week:

Lecture:

The role and place of Public finances in the national economy

4th week:

Lecture:

System of public finances in different EU countries, principles, main rules

5th week:

Lecture:

Money – development, and role in the economy

6th week:

Lecture:

Incomes and expenses of public finances

7th week:

Lecture:

Properties /Assets/ of public finance

8th week:

Lecture:

The treasury system

9th week:

Lecture:

Managing local governments – international comparison

10th week:

Lecture:

State budget, social security funds

11th week:

Lecture:

Financial controlling

12th week:

Lecture:

The operation of the financial system

13th week:

Lecture:

Managing social institutions

14th week:

Lecture:

Operation of non-profit organizations

Requirements

Further specific methods for monitoring of knowledges: Presentation of different economic problems occurring in our society

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

CHAPTER 9

Subject: **EUROPEAN ECONOMY AND SOCIAL POLICY**

Year, Semester: 1st year/1st semester

Number of teaching hours:

Lecture: **14**

1st week:

Lecture: Operational features of international economic mechanisms

2nd week:

Lecture: The development and characteristics of global economy

3rd week:

Lecture: The social impacts of the operation of the international economy

4th week:

Lecture:
The European Social Model

5th week:

Lecture:
Well-being policies, economic operation

6th week:

Lecture: The international context of economy, labor market and social policy

7th week:

Lecture: The international characteristics of

economic stability and crisis

8th week:

Lecture: International economy and social protection

9th week:

Lecture: Poverty and social exclusion - concepts and methodology

10th week:

Lecture: Poverty and social exclusion - international, Hungarian and local trends

11th week:

Lecture: Welfare State - Crisis

12th week:

Lecture: Social Services and Institutions

13th week:

Lecture: Social Services - Mixed Economy

14th week:

Lecture: Reactions and future of the social profession

Requirements

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Subject: EUROPEAN POLICIES

Year, Semester: 1st year/1st semester

Number of teaching hours:

Lecture: **28**

1st week:

Lecture: Introduction; Essential characteristics of the European Union I. - Historical part

2nd week:

Lecture: Essential features of the European Union II. - Interpreting democracy and law within the European Union

3rd week:

Lecture: The institutional system of the European Union

4th week:

Lecture: Hierarchy of norms in the European Union

5th week:

Lecture: Legislative mechanisms in the European Union

6th week:

Lecture: Legislative process in the European Union I. - Decision-making in the EU

7th week:

Lecture: The legislative process in the European Union II. - Decision-making in the relationship system between the Union and the Member

States; Legal harmonization

8th week:

Lecture: The budget of the European Union

9th week:

Lecture: The policies of the European Union

10th week:

Lecture: The European Union and the Single Market; the principle of "4 freedom"

11th week:

Lecture: European Union competition policy and basic rules

12th week:

Lecture: The European Union's social institutions and social rights in European law

13th week:

Lecture: The emergence of social rights in the European Union, at EU and Member State level

14th week:

Lecture: Relationship between EU law and international law in the field of social law

Requirements

In order to complete the course the lecturer gives a list of titles related to the course from which each student needs to choose one and write a 5-page essay about it by the end of the semester, using the case law discussed during the course. Attendance at the classes is mandatory – the failure to meet this obligation may result in additional requirements of accomplishment determined and discussed individually by the lecturer.

CHAPTER 9

Subject: QUALITATIVE RESEARCH METHODS

Year, Semester: 1st year/1st semester

Number of teaching hours:

Lecture: **70**

1st week:

Lecture: Main principles and areas of qualitative research

2nd week:

Lecture: Analysis, interpretation, creating theory in qualitative research

3rd week:

Lecture: Qualitative research as field and text research

4th week:

Lecture: Selection of cases. Principle of saturation. Identification of cases

5th week:

Lecture: Methods for selecting cases

6th week:

Lecture: Methods of data collection in qualitative research, field research

7th week:

Lecture: General information on observation

8th week:

Lecture: Technical-logistical knowledge of observation

9th week:

Lecture: The practicum report

10th week:

Lecture: Structured and participant observation

11th week:

Lecture: Verbal data in qualitative research

12th week:

Lecture: Interview methods and text analyzes

13th week:

Lecture: Types and characteristics of interviews

14th week:

Lecture: Content Analysis

Requirements

Developing and presenting a research plan with combined methods.

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Subject: **SOCIAL WORK AND SOCIAL ECONOMY**

Year, Semester: 1st year/1st semester

Number of teaching hours:

Lecture: **14**

Seminar: **14**

1st week:

Lecture:

Development of social economy, historical elements

Seminar:

Presentations by students related to the topic of the lecture

2nd week:

Lecture:

Conceptual system of social economy, national, international characteristics

Seminar:

Presentations by students related to the topic of the lecture

3rd week:

Lecture:

Relationship between social economy and social work

Seminar:

Presentations by students related to the topic of the lecture

4th week:

Lecture: The operating mechanisms of social economy

Seminar:

Presentations by students related to the topic of the lecture

5th week:

Lecture:

Global challenges, economic and social effects of globalization processes

Seminar:

Presentations by students related to the topic of the lecture

6th week:

Lecture:

Social economy and its related systems

Seminar:

Presentations by students related to the topic of the lecture

7th week:

Lecture:

Social services, institutions, management

Seminar:

Presentations by students related to the topic of the lecture

8th week:

Lecture: Areas of social economy: the civil sector

Seminar:

Presentations by students related to the topic of the lecture

9th week:

Lecture: Areas of social economy: social enterprises

Seminar:

Presentations by students related to the topic of the lecture

10th week:

Lecture:

Relationship between the organizations of local economy and social economy

Seminar:

Presentations by students related to the topic of the lecture

11th week:

Lecture: The role of self-governments in strengthening local economy and social economy in Hungary (land programs, self-sustaining settlements, municipal organizations, initiatives to invigorate local economy, etc.)

Seminar:

Presentations by students related to the topic of the lecture

12th week:

Lecture: Social economy and NPM, characteristics of quasi-market operation of public sector

Seminar:

Presentations by students related to the topic of the lecture

13th week:

Lecture:

Operation, regulation and financing of the social service and the supply system in Hungary

Seminar:

Presentations by students related to the topic of the lecture

14th week:

Lecture: Social economy in practice

Seminar:

Presentations by students related to the topic of the lecture

Requirements

Preparation of an essay on one of the types of organizations operating in the field of social economy.

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Subject: **TERMINOLOGICAL FOREIGN LANGUAGE I.**

Year, Semester: 1st year/1st semester

Number of teaching hours:

Seminar: **28**

1st week:

Seminar: Placement test

2nd week:

Seminar: Europass CV

3rd week:

Seminar: History and development of social work

4th week:

Seminar: History and development of social work in the US

5th week:

Seminar: History and development of social work in the GB and Hungary

6th week:

Seminar: Social worker skills I.

7th week:

Seminar: Social worker skills II.

8th week:

Seminar: Modern societies and new form of social work

9th week:

Seminar: EU and its institutions I.

10th week:

Seminar: EU and its institutions II.

11th week:

Seminar: Social Economy and the non-profit organizations

12th week:

Seminar: PP presentation of a certain institution I.

13th week:

Seminar: PP presentation of a certain institution II.

14th week:

Seminar: PP presentation of a certain institution III.

Requirements

Preparation and delivery of presentations.

Regular participation in lessons - active participation in the work.

Department of Psychology

Subject: **COMPETENCY DEVELOPMENT II.**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Seminar: **28**

Content: The focus of the course is to familiarize students with non profession-specific competencies, for example mobilizable theoretical knowledge and their own strengths and weaknesses.

1st week:

Seminar:

Where is my place in the team? – team roles

2nd week:

Seminar:

Where is my place in the team? – team roles

3rd week:

Seminar:

Team building, development stages of groups

4th week:

Seminar:

What is group dynamics?

5th week:

Seminar:

What is group dynamics?

6th week:

Seminar:

Negotiating skills

7th week:

Seminar:

Group decision making – benefits and risks

8th week:

Seminar:

Group decision making – benefits and risks

9th week:

Seminar:

Managing intrapersonal and interpersonal conflicts

10th week:

Seminar:

Managing intrapersonal and interpersonal conflicts

11th week:

Seminar:

Conflict Coaching

12th week:

Seminar:

Conflict Coaching

13th week:

Seminar:

Intercultural cooperation, communication

14th week:

Seminar:

Intercultural cooperation, communication

Requirements

Conflict management training.

Regular participation in lessons - active participation in the work.

Subject: **ORGANIZATIONAL STUDIES**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Lecture: **56**

1st week:

Lecture: Organizational definitions

2nd week:

Lecture: Organizational Theories.1.: Classic models

3rd week:

Lecture: Organizational Theories.2.: Psycho-sociological models

4th week:

Lecture: Organizational Theories.3.: Contingency Models

5th week:

Lecture: Organizational models and human perceptions

6th week:

Lecture: Structures and Processes 1: Structures in the organization

7th week:

Lecture: Structures and Processes 2: Typical structure forms

8th week:

Lecture: Formal and informal organizations

9th week:

Lecture: Control mechanisms

10th week:

Lecture: Values, norms, organizational atmosphere, organizational culture

11th week:

Lecture: Regional and national organizational culture

12th week:

Lecture: Organizational development and change

13th week:

Lecture: Organizational environment; IT and organization building in the 21st century

14th week:

Lecture: Specific organizations and solutions of social economy (e.g family business, co-operative, etc.)

Requirements

Preparation of organization analysis studies
The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Department of Social Sciences

Subject: **CORPORATE LAW**
 Year, Semester: 1st year/2nd semester
 Number of teaching hours:
 Lecture: **14**

| | |
|---|--|
| <p>1st week: Lecture: Legal Entities in the Hungarian Law, the relevant provisions of EU law</p> <p>2nd week: Lecture: The basic structure of the juridical persons, the limitation of the liability</p> <p>3rd week: Lecture: LLC, Inc: as the most common types of Legal Bodies</p> <p>4th week: Lecture: Procedural grounds: establishment</p> <p>5th week: Lecture: Procedural grounds: registration</p> <p>6th week: Lecture: Procedural grounds: amendment</p> | <p>7th week: Lecture: Supervision of the Non-profit entities I.</p> <p>8th week: Lecture: Supervision of the Non-profit entities II.</p> <p>9th week: Lecture: The legal basis of EU Corporate Law I.</p> <p>10th week: Lecture: The legal basis of EU Corporate Law II.</p> <p>11th week: Lecture: Corporate Social Responsibility I.</p> <p>12th week: Lecture: Corporate Social Responsibility II.</p> <p>13th week: Lecture: The basics of Commercial law in EU I.</p> <p>14th week: Lecture: The basics of Commercial law in EU II.</p> |
|---|--|

Requirements

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

CHAPTER 9

Subject: **ECONOMY STUDIES**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Lecture: **28**

Seminar: **42**

1st week:

Lecture: Applying the rules and methods in field of finance

Seminar: Interactive processing of the lecture's material – group work

2nd week:

Lecture: Accounting and public accountancy

Seminar: Interactive processing of the lecture's material – group work

3rd week:

Lecture: Business planning and execution

Seminar: Interactive processing of the lecture's material – group work

4th week:

Lecture: Reporting

Seminar: Interactive processing of the lecture's material – group work

5th week:

Lecture: Annual reports

Seminar: Interactive processing of the lecture's material – group work

6th week:

Lecture: Preparation of contracts, executing contract obligations

Seminar: Interactive processing of the lecture's material – group work

7th week:

Lecture: Concept of accounting and public accountancy

Seminar: Interactive processing of the lecture's material – group work

8th week:

Lecture: Annual reports: content

Seminar: Interactive processing of the lecture's material – group work

9th week:

Lecture: Inventory, Balance sheet and Income statement and its coherence

Seminar: Interactive processing of the lecture's material – group work

10th week:

Lecture: Type of accounting, methods for income statement

Seminar: Interactive processing of the lecture's material – group work

11th week:

Lecture: Basic Vouchers of accounting

Seminar: Interactive processing of the lecture's material – group work

12th week:

Lecture: International VAT regulations

Seminar: Interactive processing of the lecture's material – group work

13th week:

Lecture: VAT in EU trade

Seminar: Interactive processing of the lecture's material – group work

14th week:

Lecture: Personal taxes

Seminar: Interactive processing of the lecture's material – group work

Requirements

Further specific methods for monitoring of knowledges: Presentation about financial problems occurring in every day business.

Subject: **MARKETING STUDIES**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Lecture: **14**

Seminar: **42**

1st week:

Lecture: Market-oriented operating mechanisms for social services

Seminar: Presentations of the students: marketing plans-group work

2nd week:

Lecture: Strategic marketing I.

Seminar: Presentations of the students: marketing plans-group work

3rd week:

Lecture: Strategic marketing II.

Seminar: Presentations of the students: marketing plans-group work

4th week:

Lecture: Market research

Seminar: Presentations of the students: marketing plans-group work

5th week:

Lecture: Targeting in marketing

Seminar: Presentations of the students: marketing plans-group work

6th week:

Lecture: Non-business marketing features I.

Seminar: Presentations of the students: marketing plans-group work

7th week:

Lecture: Non-business marketing features II.

Seminar: Presentations of the students: marketing plans-group work

8th week:

Lecture: Service marketing features

Seminar: Presentations of the students: marketing plans-group work

9th week:

Lecture: Operational marketing, service policy

Seminar: Presentations of the students: marketing plans-group work

10th week:

Lecture: Communication policy

Seminar: Presentations of the students: marketing plans-group work

11th week:

Lecture: Marketing planning I.

Seminar: Presentations of the students: marketing plans-group work

12th week:

Lecture: Marketing planning II.

Seminar: Presentations of the students: marketing plans-group work

13th week:

Lecture: Marketing processes I.

Seminar: Presentations of the students: marketing plans-group work

14th week:

Lecture: Marketing processes II.

Seminar: Presentations of the students: marketing plans-group work

Requirements

Development of marketing plans for non-profit organizations, presentation of the plans

CHAPTER 9

Subject: **NON-PROFIT LAW**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Lecture: **14**

1st week:

Lecture:

Legal Entities in the Hungarian Law

2nd week:

Lecture:

Legal Entities in the Hungarian Law, the relevant provisions of EU law

3rd week:

Lecture: Review the basic legal framework for non-profit organizations I.

4th week:

Lecture: Review the basic legal framework for non-profit organizations II.

5th week:

Lecture:

Foundations, Associations

6th week:

Lecture: Non-profit Companies

7th week:

Lecture: The special types of Cooperatives

8th week:

Lecture:

Trade Unions as Non-profit entities

9th week:

Lecture: Procedural issues in finance and taxing I.

10th week:

Lecture: Procedural issues in finance and taxing II.

11th week:

Lecture: Supervision of the Non-profit entities I.

12th week:

Lecture: Supervision of the Non-profit entities II.

13th week:

Lecture: Public Bodies as Non-profit Organisations I.

14th week:

Lecture: Public Bodies as Non-profit Organisations II.

Requirements

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Subject: **TERMINOLOGICAL FOREIGN LANGUAGE II.**

Year, Semester: 1st year/2nd semester

Number of teaching hours:

Seminar: **28**

1st week:

Seminar: New challenges at the labour market: structure and development; new fields and services for social workers

2nd week:

Seminar: Communication strategies, Job interview

3rd week:

Seminar: Social economy; new institutions, services and forms of social work

4th week:

Seminar: Marketing techniques

5th week:

Seminar: Marketing for the non-profit organizations

6th week:

Seminar: Presentations of marketing plans

7th week:

Seminar: Presentations of marketing plans

8th week:

Seminar: Presentations of marketing plans

9th week:

Seminar: Presentations of marketing plans

10th week:

Seminar: Presentations of marketing plans

11th week:

Seminar: Presentations of marketing plans

12th week:

Seminar: Presentations of marketing plans

13th week:

Seminar: Presentations of marketing plans

14th week:

Seminar: Presentations of marketing plans

Requirements

Development and presentations of marketing plans for social services.

Regular participation in lessons - active participation in the work.

CHAPTER 10
ACADEMIC PROGRAM FOR THE 2ND YEAR

Department of Psychology

Subject: **COMPETENCY DEVELOPMENT III.**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Seminar: **28**

Content: The focus of the course is to familiarize students with non profession-specific competencies, for example, mobilizable theoretical knowledge and their own strengths and weaknesses required to work in the social economy.

1st week:

Seminar: Perception of the individual image

2nd week:

Seminar: Perception of the individual image

3rd week:

Seminar: Perception of organizational models

4th week:

Seminar: Perception of organizational models

5th week:

Seminar: Managerial qualities – manager excellence or managers to be born?

6th week:

Seminar: Managerial behavior styles - we learn to act as leaders

7th week:

Seminar: Essential elements of the managerial situation

8th week:

Seminar: A spectrum of managerial roles

9th week:

Seminar: A spectrum of managerial roles

10th week:

Seminar: Managerial efficiency

11th week:

Seminar: Managerial efficiency

12th week:

Seminar: Vocabulary of foreign words in management technology: coaching, empowerment

13th week:

Seminar: Vocabulary of foreign words in management technology: coaching, empowerment

14th week:

Seminar: Vocabulary of foreign words in management technology: coaching, empowerment

Requirements

Training for managers (coaching-approached management, empowerment, performance management)

Regular participation in lessons - active participation in the work.

Department of Social Sciences

Subject: **INTERCULTURAL PROJECT MANAGEMENT**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Practical: **140**

Requirements

ECTS of the Professional practice (outside of the institution):10

Period: 2 weeks/80 hours + 60 hours for the preparation of the written project plan

Type:block placement

Content description, professional requirements, rules

Based on the agreement of the International Curriculum Development Group, Intercultural Project Management (ICPM) is a coherent professional practice that students must complete at a foreign partner institution.

The practice always takes place in the 3rd Semester in November, at the same time in each partner country with the exception of the Slovakian partner university. The period when students can participate at the ICPM in Slovakia is January. The aim of organizing an ICPM course in a different time is to provide an extra opportunity for students to complete the ICPM if somebody is not able to complete the November practice due to external problems.

During the practice students get acquainted with the local social care system, with the institutions, organizations and services of the system. As a next step, they have to select one of the already visited services and they have to study it thoroughly. They have to collect as much information as they can about this organization (clients, services, local, national and international projects) and then, in international groups with the mentorship of the lecturers of the partner universities, they have to develop a concrete developmental project for the selected organization.

At the end of the practice, the project plan should be presented to the lecturers of the partner university and to the staff of the organization concerned. The participants of this evaluation board will discuss the presented project plans and will give an oral evaluation of the plan.

After the practice, by mid-January at the latest, the detailed and written project plans must be sent to the foreign lecturer who is responsible for the ICPM in the given university. It will be his/her task to evaluate the submitted project plans.

The International Curriculum Development Team has developed an analysis framework for the evaluation of the submitted written project plans that is applied uniformly by each partner university:

Analysis criteria Intercultural Project Management

for the students' presentation of the own organization in the host country-for the analysis of the foreign organization

1) Concepts, strategies, identity

- type of organization (organigram)
- purpose of the organization, mission, vision
- legal framework of the organization
- main sponsor
- core business, core competencies (current and for the future)
- strategy development process (responsible and involved persons)
- self-concept and guiding principles
- benefit
- values and norms
- image

2) Environments

- political, legal, economic, historical, societal, socio-demographic context
- existing and potential markets, future requirements and trends/changes
- Is the outsourcing of services realistic? Can parts of the core business be substituted?
- main cooperation partners
- assessment of competitors
- dealing with the interests of different stakeholders

3) Persons and groups

- current staff structure (number, qualifications, age, sex, forms of employment) and for the future
- further education/training and human resources development
- expectations towards executive staff
- performance- and success criteria

4) Formal and informal structure

- employees' functions, tasks, competencies, areas of responsibility and quality management measures
 - complementary structures beside the organization structure (e.g. project structures)
- structures for coordinating activities (e.g. communication and information channels, meetings etc.)
- leadership principles
- organizational culture (cooperation, climate)

5) Fields of professional activities

- target markets, clients, customers, offers
 - positioning towards customers, competitors, financiers and stakeholders
- marketing policy (services, pricing, distribution channels, communication, promotion/PR etc.)
- professional methods of Social work and other professionals in this area (and volunteers)

6) Financing and resources

- types of financing (public, private)
- fundings (local/municipal, regional, governmental, EU)
- resources/equipment
- planning, budgeting, financial steering (process and instruments)
- plans for long-term securing the organization's existence
- innovative funding models (current, for the future)

Evaluation Methods for Student Performance at the Professional Practice

The International Curriculum Development Team has developed the content and formal requirements for the analysis-project plan to be submitted and the evaluation criteria for the submitted papers:

Final Report on ICPM

Target:

Students choose **3** from the **organizations/projects** they visited and learned to know in the host country, and write the final report along the following criteria:

Part 1: Facts & Figures about the host country /region

historical, political, legal, economical, socio-demographic and societal context

A precondition for this is that the host university provides material in advance and/or during the stay.

Part 2: Level of the organizations (project management)

This part concerns the level of the organizations the students visited and learnt to know

Part 3: EU-funding structures in the host country

Based on the material provided by the host university

Part 4: intercultural aspects and experiences

(inside and outside the organizations)

Part 5: Fazit/Result

(incl. references to similarities/differences between host and home country)

Part 6:

a) Bibliography

b) Appendices (incl. ppt-presentation of the own organization)

Assessment

Suggestion:

- 1 main responsible colleague who cares about the formal and scientific criteria
- other parts / contents of the report should be forwarded to the other colleagues
- 1 final mark (ECTS grading scheme)

A) formal criteria **... Points**

- volume: 13-15 pages
- font size: 12 Points
- 1.5-lines
- All parts (1-6) are included
- structure of the report (according to the criteria)

B) scientific criteria: **... Points**

- correct citation
- objectivity, validity, stringency of argumentation etc.
- independent work, additional research (materials etc.)

C) content:

I. Facts & Figures about the host country / region **... Points**

II. Level of the organizations **... Points**

III. EU-funding structure **... Points**

IV. Intercultural aspects / experiences **... Points**

V. Fazit/Result **... Points**

VI. **... Points**

a) Bibliography

b) Appendices (incl. ppt-presentations)

The organization of the professional practice, providing "external" practice leaders, checking up the practice

Based on the agreement of the international consortium the following lecturers of the partner universities are responsible for the organization and the realization of the ICPM:

Dr. Ute Kötter

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Mary Letranchant

IRTS (Institut Regional du Travail Social)
1 Rue Georges Guynemer
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+33 5 49 37 60 00
www.irts-poitou-charentes.org

Responsible person of the University of Debrecen Faculty of Health: Dr. László Patyán, college associate professor, Dr. Katalin Szoboszlai, head of department, college associate professor

Subject: **PROJECT MANAGEMENT**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Lecture: **14**

Seminar: **28**

1st week:

Lecture: Theoretical background of project management: definitions, types and phases of projects, PCM, resources of projects

Seminar: Defining project types; Complete a fictitious project cycle with content and present it

2nd week:

Lecture: Project Planning I: idea, suggestion, project plan; feasibility study (*Brainstorming; SWOT analysis*)

Seminar: Preparation of a SWOT analysis, Brainstorming

3rd week:

Lecture: Project Planning II: Logical

Framework Approach (LFA); situational analysis, problem analysis; objective analysis, target system strategy development (*problem tree, target tree; Stakeholder analysis*).

Seminar:

Problem analysis: preparing and presenting a problem tree; Objective analysis: objective tree; Stakeholder analysis; Time planning (critical path method, Gantt chart).

4th week:

Lecture: Project Planning III: Logical Framework Matrix, planning activities, time, resource and cost plans for projects.

Seminar: Logical framework, planning resources.

5th week:

Lecture: Tender writing, planning costs, risk and risk management of projects.

Seminar: Cost planning, quantification of risks.

6th week:

Lecture: Project organizations, project management.

Seminar: Sketch and present project concept.

7th week:

Lecture: PM team building, project administration.

Seminar: Team building practice; Preparation of a communication plan.

8th week:

Lecture: Project communication (*levels, forms, guidelines, PR*), communication plans of projects.

Seminar: Preparation of a bid and analyzing comparisons.

9th week:

Lecture: Investment / purchase, tendering, quotes, evaluation.

Seminar: Cost-benefit (CBA) analysis of investment projects.

10th week:

Lecture: Complex economic analysis of investment projects.

Seminar: Preparation of a report, analyzing and evaluating the contracts.

11th week:

Lecture: Implementation of projects: administration / documentation, quality assurance, types of contracts.

Seminar: Project economic calculations.

12th week:

Lecture: Project monitoring / control / evaluation.

Seminar: Preparation of project dissemination and sustainability plans.

13th week:

Lecture: Project controlling, project crisis.

Seminar: Analytical review of a selected innovation application.

14th week:

Lecture: Project closure, dissemination / sustainability.

Seminar: Analytical overview of a selected R&D application.

Requirements

Preparation of case studies and project plans based on the case studie.

Subject: **PROJECT MANAGEMENT AND INTERNATIONAL COOPERATION IN EUROPEAN UNION**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Lecture: **42**

Seminar: **14**

1st week:

Lecture:

Project approach in social work.

Seminar:

Presentations of the students: international project plans-group work.

2nd week:

Lecture:

Operation of professional and intercultural teams.

Seminar:

Presentations of the students: international project plans-group work.

3rd week:

Lecture:

Project preparation and the process of planning.

Seminar:

Presentations of the students: international project plans-group work.

4th week:

Lecture:

Project application techniques.

Seminar:

Presentations of the students: international project plans-group work.

5th week:

Lecture:

Development of project organization and project team, management tasks.

Seminar:

Presentations of the students: international project plans-group work.

6th week:

Lecture:

Development of the information system of the project.

Seminar:

Presentations of the students: international project plans-group work.

7th week:

Lecture:

Methods of project marketing.

Seminar:

Presentations of the students: international project plans-group work.

8th week:

Lecture:

Project Crisis Management, tools and options.

Seminar:

Presentations of the students: international project plans-group work.

9th week:

Lecture:

Closing projects, accounting, reporting.

Seminar:

Presentations of the students: international project plans-group work.

10th week:

Lecture:

Development of student teams, start of project planning.

Seminar:

Presentations of the students: international project plans-group work.

11th week:

Lecture:

The European Social Fund, funding sources in the EU.

Seminar:

Presentations of the students: international project plans-group work.

12th week:

Lecture:

The financial/funding logic of the EU and its organizations.

Seminar:

Presentations of the students: international project plans-group work.

13th week:

Lecture:

European networks - concrete projects, good practices.

Seminar:

Presentations of the students: international project plans-group work.

14th week:

Lecture:

Presentation of students' project plans.

Seminar:

Presentations of the students: international project plans-group work.

Requirements

Development and presentation of a project plan based on international cooperation.

CHAPTER 11 REQUIRED ELECTIVE COURSES

Department of Psychology

Subject: **ORGANIZATIONAL STRATEGIES AND ORGANIZATIONAL DEVELOPMENT**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Lecture: **28**

Seminar: **28**

1st week:

Lecture: What is organizational development and what is not?

Seminar:

Presentations by students related to the topic of the lecture.

2nd week:

Lecture: History of Organizational Development.

Seminar:

Presentations by students related to the topic of the lecture.

3rd week:

Lecture: Organizational consultancy, coaching.

Seminar:

Presentations by students related to the topic of the lecture.

4th week:

Lecture: Organizational development models.

Seminar:

Presentations by students related to the topic of the lecture.

5th week:

Lecture: Organizational analysis tools and methods.

Seminar:

Presentations by students related to the topic of the lecture.

6th week:

Lecture: Organizational diagnosis.

Seminar:

Presentations by students related to the topic of

the lecture.

7th week:

Lecture: Organizational efficiency in the social economy.

Seminar:

Presentations by students related to the topic of the lecture.

8th week:

Lecture: Characteristics and techniques of organizational development 1: process consultation.

Seminar:

Presentations by students related to the topic of the lecture.

9th week:

Lecture: Characteristics and techniques of organizational development 2: experiential learning; training in small groups.

Seminar:

Presentations by students related to the topic of the lecture.

10th week:

Lecture: Organizational changes; resistance to change.

Seminar:

Presentations by students related to the topic of the lecture.

11th week:

Lecture: Organizational learning, learning organization.

Seminar:

Presentations by students related to the topic of

the lecture.

12th week:

Lecture: Quality management and organizational development I.

Seminar:

Presentations by students related to the topic of the lecture.

13th week:

Lecture: Quality management and organizational development II.

Seminar:

Presentations by students related to the topic of the lecture.

14th week:

Lecture: Theoretical problems of organizational development.

Seminar:

Presentations by students related to the topic of the lecture.

Requirements

Development of organizational diagnosis and organizational development plan.

Department of Social Sciences

Subject: **APPLIED BUSINESS ECONOMICS**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Lecture: **14**

Seminar: **42**

1st week:

Lecture: The notion of business entity: features of financial management of an enterprise and accounting characteristics of a non-profit organization.

Seminar: Interactive processing of the lecture's material.

2nd week:

Lecture: Accounting systems of enterprises: basic bookkeeping of companies about financial and properties of firms. Invoices, system of analytical records, synthetic records.

Seminar: Interactive processing of the lecture's material.

3rd week:

Lecture: Accounting systems of enterprises: accounting of complex economic activities. Expenditure, cost, income (invoicing), cash voucher in the entrepreneurship accounting.

Seminar: Interactive processing of the lecture's material.

4th week:

Lecture: Accounting systems of enterprises: elements of annual report of firm, asset and liability statement, financial statement, traits and dates of framework of supplementary annex.

Seminar: Interactive processing of the lecture's material.

5th week:

Lecture: Accounting systems of enterprises: judgement of a firm of annual report. Calculating financial indicators based on annual reports. Solvency, Cash-flow statement, business information.

Seminar: Interactive processing of the lecture's material.

6th week:

Lecture: Specific features of the management of budgetary and NGOs.

Seminar: Interactive processing of the lecture's material.

7th week:

Lecture: Accounting systems of budgetary authorities: financial and wealth position of NGOs.

Seminar: Interactive processing of the lecture's material.

8th week:

Lecture: Accounting systems of budgetary authorities: accounting basic economic activities in ledger. Budgeted costs and scheduled in ledger. Invoices, analytical records, synthetic register system.

Seminar: Interactive processing of the lecture's material.

9th week:

Lecture: Accounting systems of budgetary authorities: judgement of a firm of annual report. Expenditure, cost, income (invoicing), cash voucher in the entrepreneurship accounting.

Seminar: Interactive processing of the lecture's material.

10th week:

Lecture: Accounting systems of budgetary authorities: balance of appropriations, cash flow, structures of supplementary notes of NGOs.

Seminar: Interactive processing of the lecture's material.

11th week:

Lecture: Accounting systems of budgetary

authorities: European directions, laws and roles of expenditure, cost, income (invoicing), cash voucher in the entrepreneurship accounting.

Seminar: Interactive processing of the lecture's material.

12th week:

Lecture: Planning economic activities of enterprises. Basics of tactical and strategical plans. Basic questions of R&D.

Seminar: Interactive processing of the lecture's material.

13th week:

Lecture: Planning economy of budgetary authorities. Methods of planning. Standard, normative, meaning of task indicators and performance indicators.

Seminar: Interactive processing of the lecture's material.

14th week:

Lecture: Systematic summary: Highlighting the similarities and differences between for profit and NGOs. Classification of the performance approach financial accounting system and the cash performance financial accounting system.

Seminar: Interactive processing of the lecture's material.

Requirements

Presentation about social problems occurring in today society

Subject: **DIPLOMA COACHING**

Year, Semester: 2nd year/2nd semester

Number of teaching hours:

Seminar: **70**

1st week:

Seminar: Basics of research.

2nd week:

Seminar: Basics of presentation.

3rd week:

Seminar: Research steps.

4th week:

Seminar: Setting the research problem.

5th week:
Seminar: Analysis of research methodology tools.

6th week:
Seminar: Data assessment and evaluation.

7th week:
Seminar: Reflections and critical discussions.

8th week:
Seminar: Degree thesis.

9th week:
Seminar: Professional paper.

10th week:
Seminar: Lecture.

11th week:
Seminar: Journal article.

12th week:
Seminar: Presentation and publication ethics.

13th week:
Seminar: Presentations I.

14th week:
Seminar: Presentations II.

Requirements

Presentation and discussion of the master thesis.
Regular participation in lessons - active participation in the work.

Subject: **ENTREPRENEURSHIP**
 Year, Semester: 2nd year/2nd semester
 Number of teaching hours:
 Lecture: **14**
 Seminar: **42**

1st week:
Lecture: Establishing and running businesses.
Seminar: Presentations by students related to the topic of the lecture.

2nd week:
Lecture: Developing goals and strategies.
Seminar: Presentations by students related to the topic of the lecture.

3rd week:
Lecture: Planning and implementation.
Seminar: Presentations by students related to the topic of the lecture.

4th week:
Lecture: Management and control.
Seminar: Presentations by students related to the topic of the lecture.

5th week:
Lecture: Social planning.
Seminar: Presentations by students related to the topic of the lecture.

6th week:
Lecture: Environmental and business analysis.
Seminar: Presentations by students related to the topic of the lecture.

7th week:

Lecture:

Portfolio analysis.

Seminar:

Presentations by students related to the topic of the lecture.

8th week:

Lecture: Quality policy.

Seminar:

Presentations by students related to the topic of the lecture.

9th week:

Lecture: Network and lobby.

Seminar:

Presentations by students related to the topic of the lecture.

10th week:

Lecture:

Crowdfunding.

Seminar:

Presentations by students related to the topic of the lecture.

11th week:

Lecture: Controlling.

Seminar:

Presentations by students related to the topic of the lecture.

12th week:

Lecture: The characteristics and peculiarities of controlling in the field of social economy.

Seminar:

Presentations by students related to the topic of the lecture.

13th week:

Lecture: Social enterprises I.

Seminar:

Presentations by students related to the topic of the lecture.

14th week:

Lecture: Social enterprises II.

Seminar:

Presentations by students related to the topic of the lecture.

Requirements

Analysis of the establishment of a social enterprise, development of a business plan, preparation of portfolio analysis.

Subject: **HUMAN RESOURCE MANAGEMENT**

Year, Semester: 2nd year/2nd semester

Number of teaching hours:

Lecture: **14**

Seminar: **42**

1st week:

Lecture:

Development of personnel issues.

Seminar:

Presentations by students related to the topic of the lecture.

Seminar:

Presentations by students related to the topic of the lecture.

3rd week:

Lecture: Differentiated Personnel Policy.

Seminar:

Presentations by students related to the topic of the lecture.

2nd week:

Lecture: Staff development.

| | |
|---|---|
| <p>4th week: Lecture: Personnel Marketing. Seminar: Presentations by students related to the topic of the lecture.</p> | <p>10th week: Lecture: Incentive principles. Seminar: Presentations by students related to the topic of the lecture.</p> |
| <p>5th week: Lecture: Management of human resources. Seminar: Presentations by students related to the topic of the lecture.</p> | <p>11th week: Lecture: Education. Seminar: Presentations by students related to the topic of the lecture.</p> |
| <p>6th week: Lecture: Development of human strategy. Seminar: Presentations by students related to the topic of the lecture.</p> | <p>12th week: Lecture: Further education. Seminar: Presentations by students related to the topic of the lecture.</p> |
| <p>7th week: Lecture: Personnel planning. Seminar: Presentations by students related to the topic of the lecture.</p> | <p>13th week: Lecture: Personnel planning and its characteristics in social institutions I. Seminar: Presentations by students related to the topic of the lecture.</p> |
| <p>8th week: Lecture: Selection, admission, integration. Seminar: Presentations by students related to the topic of the lecture.</p> | <p>14th week: Lecture: Personnel planning and its characteristics in social institutions II. Seminar: Presentations by students related to the topic of the lecture.</p> |
| <p>9th week: Lecture: Evaluation of performance. Seminar: Presentations by students related to the topic of the lecture.</p> | |

Requirements

Development and presentation of a personnel development plan.

Subject: **LABOUR LAW**
 Year, Semester: 2nd year/2nd semester
 Number of teaching hours:
 Lecture: **56**

1st week: | law I.
Lecture: The structure of the European labour

2nd week:

Lecture: The structure of the European labour law II.

3rd week:

Lecture: A framework of principles and fundamental rights for European collective labour law.

4th week:

Lecture: A framework of principles and fundamental rights for European individual employment law.

5th week:

Lecture:
Worker migration.

6th week:

Lecture: Worker migration and market integration.

7th week:

Lecture: Equality.

8th week:

Lecture: Equality: women and men.

9th week:

Lecture: Equality: new grounds and new techniques.

10th week:

Lecture: Workers and atypical workers.

11th week:

Lecture:
Working time I.

12th week:

Lecture:
Working time II.

13th week:

Lecture: Worker protection.

14th week:

Lecture: Worker protection and participation.

Requirements

Preparation, analysis and presentation of labor law case studies.

The current knowledge of students will be evaluated in an oral exam based upon the lecture topics.

Subject: **QUANTITATIVE RESEARCH METHODS**

Year, Semester: 2nd year/1st semester

Number of teaching hours:

Lecture: **28**

Seminar: **28**

1st week:

Lecture:

Characteristics, advantages and disadvantages of the quantitative data collection method.

Seminar:

Presentations by students – research plan using quantitative research methods.

2nd week:

Lecture:

Methodology of preparing questionnaires.

Seminar:

Presentations by students – research plan using quantitative research methods.

3rd week:

Lecture:

Data processing, data preparation.

| | |
|--|--|
| <p>Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>4th week: Lecture: Measurement levels. Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>10th week: Lecture: Correlation calculation. Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>5th week: Lecture: Data recording and data cleaning. Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>11th week: Lecture: Data reduction methods. Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>6th week: Lecture: Internal structure of the variables, frequencies. Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>12th week: Lecture: Explanatory models. Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>7th week: Lecture: Metrics, mean, standard deviation. Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>13th week: Lecture: Scales – reliability. Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>8th week: Lecture: Relationship between variables, hypothesis testing. Seminar: Presentations by students – research plan using quantitative research methods.</p> | <p>14th week: Lecture: Preparation of a bibliography using relevant literature. Seminar: Presentations by students – research plan using quantitative research methods.</p> |
| <p>9th week: Lecture: Cross Table Analysis.</p> | |

Requirements

**Development of research plans with combined methods.
Statistical analysis and preparation of a study on a given database.**

CHAPTER 12

LIST OF TEXTBOOKS

1st year**European Economy and Social Policy:**

Patricia Kennett, Noemi Lendvai-Bainton:
Handbook of European Social Policy.
Edward Elgar Publishing, 2017.
ISBN: 978 1 78347 645 9

Caroline de la Porte, Elke Heins: The Sovereign
Debt Crisis, the EU and Welfare State Reform.
Palgrave Macmillan, 2016.
ISBN: 978 1 137 58178 5

Ferenc Bódi, Gergely Fábián, Mihály Fónai,
Jorma Kurkinen, Thomas R. Lawson, Hannu
Pietiläinen: Access to Services in Rural Areas.
Europaeischer Hochschulverlag, 2014.
ISBN: 978-3867418980

Hakan Johansson, Alexandru Panican:
Combating Poverty in Local Welfare Systems.
Palgrave Macmillan, 2016.
ISBN: 978 1 137 53189 6

Simone Baglioni: Civil Society Organizations,
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Comparative Taxation: Why Tax Systems Differ.
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Galai Dan, Hillel Lior, Wiener Daphna: How To Create A Successful Business Plan: For Entrepreneurs, Scientists, Managers And Students.
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Charles A Register, Paul W Grimes : Economics of Social Issues.
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ISBN: 978-0-07-80211-6

Joan Costa-Font, Mario Macis, Philippe Zahn : Social Economics.
CESifo, 2017.

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Scott Berkun: Making Things Happen: Mastering Project Management. Theory in Practice. O'Reilly, 2008.
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Richard Newton: The Project Management Book FT Press, 2013.
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Project Management Institute: A Guide to the Project Management Body of Knowledge PMI, 2017.
ISBN: 978-1628251845

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Stephen R. Covey: The 7 Habits of Highly Effective People Simon and Schuster, 2013.
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ISBN: 978-1259686702

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Springer, 2017.
ISBN: 978-3-319-50850-4

European Comission: Social Economy and Social Entrepreneurship
2013.
ISBN: 978-92-79-26866-3

A. Lundstrom-A. Zhou-C. von Friedrichs-Y. Sundin: Social Entrepreneurship
Springer, 2014.

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Yvonne N. Bui: How to Write a Master's Thesis.
Sage, 2014.

ISBN: 978-1452203515

Rowenna Murray: How to Write a Thesis?
Open University Press, 2006.

ISBN: 978 0 335 21968 1

CHAPTER 13

TITLES OF THESES

Department of Gerontology

1. Title: Impact of the social economy on individuals
2. Title: Networking characteristics of social organizations
3. Title: The role and impact of volunteering on Corporate Social Responsibility (CSR)
4. Title: The role of social capital in social economy

Tutor: Éva Huszti Ph.D.

5. Title: Analysis of the service, management and financing policies of a selected organization
6. Title: Employment in organizations of social economy
7. Title: Financing policy of the organizations in social economy
8. Title: International economic mechanisms and the future of the European social model
9. Title: Interpreting frameworks of social economy
10. Title: Other individually chosen topics based on consultation
11. Title: Social economy and recentralization
12. Title: Social economy and social work
13. Title: Social economy, participation, empowerment

Tutor: László Patyán Ph.D.

Department of Psychology

1. Title: Control and autonomy in a small organization - Management psychological issues of organizations in the social economy
2. Title: How to build organizational culture? - good and bad practices of organizations in the social economy
3. Title: General and specific organizational psychological / sociological characteristics of organizations in the social economy
4. Title: Predictability, control, spontaneous, forced and planned organizational changes in the life of organizations in the social economy
5. Title: What do you think if you hear "social

economy"? - Exploring individual cognitive and / or social representations of 'social economy

Tutor: János Kovács M.A.

Department of Social Work

1. Title: Entrepreneurships of social sector: Differences between non-profit and for-profit sectors
2. Title: Possible role of the social cooperative in performing social tasks
3. Title: The role of enterprises and their appearance in performing social tasks

Tutor: Henriett Nádasné Rab Ph.D.

4. Title: Possibilities and experience of applying marketing in social economy

Tutor: Georgina Árváné Ványi Ph.D.

Department of Social Sciences

1. Title: Females and males in labor market
2. Title: Labor market returns on investment in human and social capital
3. Title: Labor market situation of different social groups
4. Title: Local characteristics of economic activity and employment

Tutor: Anita Rusinné Fedor Ph.D. habil.

5. Title: New local economic development strategies, opportunities for intervention

6. Title: Regional policy

7. Title: The role of business networks in increasing regional competitiveness

8. Title: Trends in regional economic development

Tutor: György Jóna Ph.D.

9. Title: Analysis of regional and health inequalities

10. Title: Analysis of social problems in a selected settlement

11. Title: Create a community development action plan in a selected locality

CHAPTER 13

- | | |
|---|---|
| 12. Title: Developing economic alternatives for the social sphere | eyes |
| 13. Title: Other individually chosen topics based on consultation | 17. Title: Use of social science methods in social work |
| 14. Title: Preparing a case study in social economy, solidarity economy | <i>Tutor: Gabriella Ludescher Ph.D.</i> |
| 15. Title: Preparing case studies in a given settlement | |
| 16. Title: Settlement development through social | |

CHAPTER 14

GENERAL ORDER FOR PREPARING THE DEGREE THESIS

Decree of the Faculty Council 2016. (46/.)

General Order for Preparing the Degree Thesis at the University of Debrecen Faculty of Health

Degree Thesis

The thesis, appropriate to the qualification, is related to the professional subjects and provides proof of the student's thorough knowledge of their professional field. It demonstrates that during their studies the student mastered the basics of library usage and literature research and can express and document his / her own independent opinion on a professional issue in an appropriate written form and then successfully orally defend it to a committee.

26. § of the Study and Examination Regulations of the University of Debrecen describes the general information related to the thesis. The detailed rules should be defined in the Faculty Thesis Regulations.

14. § in the Faculty Annex of Study and Examination Regulations of the University of Debrecen deals with the faculty specialties.

Subject to the contents of the above documents, the general order of writing the Degree Thesis in the Faculty of Health is as follows:

The general part of the qualification requirements for the given program or its specialization includes the preparation of the degree thesis. The main aims of the thesis are to acquire the ability to use the library and current methods on how to use literature, synthesize ideas based on the acquired knowledge, formulate independent and constructive opinions about the given topic, and to demonstrate the student's knowledge in Hungarian and international literature as well as the student's analytical and evaluation skills. Another objective is that the student shows his/her theoretical and methodological preparedness of the subjects included in the Bachelor and Master degree or in the postgraduate specialist training course.

II.1. The topic of the dissertation is to cover the current problem(s) of a discipline taught at the faculty.

II.2. When developing a thesis topic, the latest Hungarian literature on the subject and at least one foreign summary should be used, if the topic has international literature.

II.3. The length of the degree thesis should be **70.000 – 126.000** characters without space (**approximately 25-45 pages**). Title page, table of contents, bibliography, footnotes, and index are not included in the length of the degree thesis. It should be printed one-sided on **A4 size paper**, using the following settings:

CHAPTER 14

Margins: inner, outer, upper and lower 2.5 cm; for binding splicing 0.5 cm, for binding 1 cm.

Font: Body Text: Times New Roman; titles, subheadings: Times New Roman or Arial Font

Size: BodyText: 12 points.

Spacing: single (1).

Paragraph: blocked, the first line is 1.25 cm indentation, automatic separation (separation zone 0.3 cm).

Page numbering: Arabic numerals, bottom, outside.

Headings and subheadings: bold and italic with 18, 16, 14-point letters, aligned to left, numeric, multi-level numbering.

Footnotes: 8-point italic, always on the link page.

The maximum length includes the tables and the bibliography in the text. Figures: if the length including figures exceeds the maximum length, they should be placed in an annex to the thesis with appropriate numbering and graphic signs, and therefore would not be counted as part of the thesis length.

II.4. General formatting requirements:

in the middle of the outer cover: Thesis

in the lower third of the outer cover: name of the student below
the year of submission

at the top of the first inner cover: University of Debrecen Faculty of Health

in the middle of the first inner cover: title of thesis

in the lower right of the first inner cover: the name of the student,
under it: the name of the degree program,
under it: the year of the submission.

in the middle of the second inner cover: The thesis was written at the
Department of University of Debrecen Faculty of Health

(Head of Department:.....)

Supervisor:..... (and his/her workplace, if not the lecturer of the department).

Further formal requirements for preparing theses are set out in Annex 1 (Recommended Structure of the Theses and the Requirements for Preparing References, Figures and Tables).

The bound thesis must be accompanied by a statement from the author attesting that the thesis is his / her own work. The Plagiarism Statement should be attached to the thesis before the Table of Contents (Appendix 2).

II.5. Two copies of the thesis are required: A bound copy and a digital copy. Students have to upload the digital PDF file into the Electronic Archive of the University of Debrecen to the following address: (DEA) a <http://dea.lib.unideb.hu/dea/handle/2437/85081>

II.6. If the student obtains special permission from of the head of department, he/she can write the thesis in English or German.

II.7. The content, structure, bibliography, and empirical methodology requirements of the degree thesis and the general aspect of the evaluation should be published on the website of the Faculty (Institute) at the same time as the topics of the degree thesis are uploaded to the website.

III.1. In order to facilitate the selection of topics for students, the Departments prepare a degree thesis topic list that also contains the names of the supervisors. The theme list will be published in the Neptun system. Thesis topics are announced in accordance with training goals and practical needs. In addition to the announced topics, other topics can be selected with the approval of the head of the department. Thesis topics should be related to the subjects of major disciplines taught in the programs.

III.2. The final deadlines for publishing the topic list is 15th March and 15th October.

III.3. Work on the selected topic is assisted by a supervisor appointed by the head of the department who ensures that faculty requirements stated in II.7. have been met.

III.4. A student who is writing a thesis can use the library and its services at the University and at the Faculty. The student can use the Faculty's IT facilities on a special assignment.

III.5. The faculty does not provide special help to write the thesis, or in preparing figures and tables. The cost is borne by the student.

III.6. In special cases, based on a separate request, the Institute may support the preparation of the degree thesis from its available budget.

IV.1. Any topic listed on the Neptune system at the time based upon the academic program they are enrolled in as shown below:

- not later than the beginning of the 5th semester in the seven-semester Bachelor degree program,
- not later than the beginning of the 6th semester in the eight-semester Bachelor degree program,
- not later than the beginning of the 2nd semester in the Master's degree program,
- not later than the end of the 7th week of the semester in the postgraduate specialist training course.

If the student chooses a topic of an external examiner (not announced by the department), he/she must submit a request to use this topic (form can be found in the Neptun system). If approved, a copy of the thesis topic form should be printed out of the Neptun system. After having it signed by the supervisor, it must be submitted to the appropriate department / institute.

IV. 2. Modifying or changing the already selected thesis topic is possible in the Neptun system but must be completed prior to the following dates:

- before the end of the 6th semester in Bachelor degree program
- before the end of the 2nd semester in Master's degree program
- not later than the end of the 1st semester in the postgraduate specialist training course.

IV.3. While preparing the degree thesis the student should be in constant contact with his / her supervisor. The student is required to meet at least three times in consultation with his / her supervisor, And the meetings are confirmed by the internal supervisor in the Neptun system and by the signature of the external supervisor on the Thesis topic form (Appendix 3) printed from Neptune system. The supervisor guides and assesses (when the thesis is a subject in the curriculum) the student's work and instructs him/her how to prepare the final form of the degree thesis.

IV.. 4. The final deadlines for submitting the thesis is 15th November and 15th April. The thesis must be submitted to the Student Administration and Student Advisory Office in accordance with Section II.5. The student will receive a receipt showing proof the thesis was submitted. The internal supervisor allows permission for the student in Neptun system to submit the thesis. If there is an external supervisor, the thesis should be submitted together with the thesis topic form, which has been signed by the external supervisor to confirm that the thesis can be submitted.

IV.5. The deadline specified in IV.6 is final and the student may not submit the thesis after this deadline. Only in very special cases, with an application and the payment of a special procedure fee, the submission of the degree thesis can be extended for further 10 working days. If the student fails to meet these requirements, he/she cannot sit for the final examination, and must wait to complete the final exam in the next examination period.

IV.6. The evaluation of the thesis is organized by the competent institute.

The submitted theses will get the Institute ID. The faculty member assessing the thesis is appointed by the head of the department responsible for the thesis topic.

The evaluator should be an expert in the field of specialization (preferably with university or college degree and, in exceptional cases, with recognized professional competence of the given field). The evaluator must prepare a one-page long written assessment. The degree thesis shall be evaluated from grade 1 to grade 5. The supervisor and the evaluator cannot be the same person.

IV.7. The evaluation shall include

-the content elements of the thesis (theoretical or literary foundation, knowledge, interdisciplinary approach, logical structure, individual thinking, correctness of hypotheses, up to date data processing, etc.);

-practical applicability of the conclusions and suggestions of the thesis; research value of the thesis;

-and formal elements of the thesis (structure, proportions, design, style, nomenclature, spelling, descriptiveness, etc.).

IV.8. The evaluation is completed on the "Thesis Evaluation" form (Annex 4), which will be sent to the evaluator when the insitute appoints him/her to be an evaluator. The Thesis Evaluation Form must be completed, signed and returned by the evaluator electronically in 1 original copy.

IV.9. The degree thesis can be defended if the evaluator marks the degree thesis at least satisfactory. If the evaluator marks the degree thesis as a 'fail', the head of the department responsible for the topic appoints two new evaluators within 3 working days. The evaluation made by the new evaluators must be made within 3 working days. If one of the new evaluators accepts the degree thesis (marks the degree thesis 'satisfactory'), the degree thesis can be defended. If both of the evaluators mark the defence thesis as a 'fail' the student should rewrite the degree thesis or he/she should choose a new degree topic.

The defence of the thesis takes place in the presence of a committee of minimum 3 members - or where the defence of the thesis is the part of the final examination – in the presence of the final examination board. Its members can be: the head of the department or the vice head of the department, lecturers of the subject, the supervisor, lecturers of the institute/department, the person who is responsible for the degree course or his/her deputy or an invited lecturer of the University of Debrecen, a honorary professor or associate professor or professor or associate professor emeritus of the University of Debrecen, a member of the final examination committee defined in the Study and Examination Regulations.

The defense of the thesis is public. The institute must make the date of the defence of the degree theses public. The lecturers of department, the lecturers of the degree course, the supervisors and the students should be informed about the time and place of the defence. The thesis defense, with regard to the written evaluation, must be evaluated in a 1-5 grading system. A brief summary of the defence of the thesis should be prepared and signed by the members of the committee.

IV.10. After defending the thesis, the Institute sends a copy of the thesis to the faculty library, archives the electronic media, and sends the evaluation form and minutes to the Student Administration and Student Advisory Office.

IV. 11. The Institute organizing the final examinations ensures that the members of the final examination committee receive the theses and the related documents at the final exam. Members of the final examination committee may ask questions about the thesis in the final exam - if the defence of the degree thesis is not part of the final examination - the answers given by the student will not affect the grade of the degree thesis.

IV.12. The library is required to make an available list of the completed and defended theses on the Faculty's website by August 31st. It should contain the name of the author, the thesis title, the name of the department where the thesis was prepared and the name of the supervisor.

IV.13. A thesis or an individual SSA work can also be prepared within the work of the Scientific Students' Association (SSA). This work can qualify and be accepted as a thesis at the student's request.

IV.14. The process of accepting the work of the Scientific Students' Association as a thesis is contained in the Study and Examination Regulations of the Faculty of Health.

Nyíregyháza, 20th Marc 2019.

Annexes

Annex 1.

The recommended structure of the theses and the requirements for preparing references, figures and tables

1. **Title:** It should be brief, clear to understand and should express the content
2. **Table of Contents:** List of chapters and subchapters with page numbers
3. **Introduction:** The introduction of the theoretical and practical significance of the topic, justification of the choice of topic, justification of the student's study and objectives.
4. **Review of literature:** Processing, analyzing and evaluating the literature closely related to the topic.
5. **Research methods / material:** If the degree thesis is built on individual, empirical data collection and research, the selected design and the method of conducting the study should be presented and justified here. If problems or unexpected obstacles have emerged during the implementation of the research they should also be included here.
6. **Results / Results and Discussion.** This chapter contains the analyses and detailed results of the research. It is important for a student to report the results accurately and transparently. They should be summarized in tables and illustrated in figures. The result and discussion parts may be included in the same section. In this case, the results should be explained and if possible compared with other research results.
7. **Conclusions and suggestions / Discussion.** This chapter should describe the key results, the most important conclusions drawn from the results, and it should make suggestions for their practical application and further development. If the title of the chapter is 'Discussion', conclusions should be drawn and suggestions should be made only after the explanation of the results and, if possible, after their comparison with other test results.
8. **Summary.** A brief description of the background of the topic, applied research methods, most important results and conclusions should be included. This section cannot be longer than one page.
9. **References.** This section should contain all the literature, legislation and documents, with a complete detailed bibliographic data, that were used to write the thesis. **The Bibliography cannot contain any reference that is not included in the dissertation.** The reference can be prepared in two ways.
10. **Annexes.** This part contains bigger charts, spreadsheets, photos, documents, etc., if placed in the body of the thesis would not be appropriate.

Depending on the topic, the student may use other structures with the permission of the supervisor. It is important to note that the titles shown above are not compulsory headings. Except for chapters "Introduction" and "Summary", each chapter should get a decimal numbering (although it is not compulsory):

- the main chapters should be marked with number (1, 2, 3, etc.) with a full stop after them.
- Subsections are marked with two or three numbers (1.1, 1.2 or 1.1.1, 1.1.2, etc.), with a full stop after each number.

Heading titles beginning after the numbers must be started with a capital letter according to the rules of the Hungarian spelling rulings, but there is no full stop at the end of the title or the subtitle.

Literature references can be prepared in two ways, however, two methods cannot be mixed.

I.

1. In the text of the thesis, a contextual reference or citation, should be placed at the end of the thought with the author's surname in capital letters, then the year of publication. It should be written as follows: (FERGE, 2002). For two authors, both of their surnames should be written e.g. (FERGE and GAZSÓ, 1998). For three or more authors, the exact name of the first author should be given followed by et al indicating more than two authors as shown: (FERGE et al., 2002). In each case, the full stop is not at the end of the sentence containing the reference, but after the reference in parentheses.
2. For a word for word quotation, the quoted text should be written between quotation marks and the page number must also be added after the colon after the year, e.g. (FERGE, 2002: 25).
3. In listing a number of similar facts, the authors in the brackets are separated by semicolons, eg: (FERGE, 2002; GAZSÓ, 2003).
4. For a reference to the same author's different work published in the same year: the name of the author, the years with "a", "b", "c", etc.

The literature list should be accurate and complete, it should meet Hungarian and internationally accepted forms. The names of the authors should be listed in alphabetical order without numbering. The list cannot contain any literature that the student has not used or referred in the text. Scientific and other titles of the authors (Dr. Prof. Habil., etc.) are not to be included. If there is no exact author of a work or publication, only the name of the institution is available, it should be listed accordingly, e.g. Publications of the Central Statistical Office and then it can be found under the letter P. This is the same for legal regulations as well, where the initial letter of the act indicates where to place it in the list. While compiling the literature, it is essential that the titles and the bibliographic items contain accurate and verifiable data that allow retrieval in the following way:

1. **For Books:** The surname(s) of the author(s) in capital letters, the first letter of the first name, the

year of publication, colon, the title of the book, full stop, the name of the publisher, comma and the place of publication. E.g. :

ANDORKA R. (1997): Bevezetés a szociológiába. Osiris Kiadó, Budapest.

2. **For a chapter of a book:** The surname(s) of the author(s) in block capitals, the first letter of the first name, full stop, the date of the year of the publication in the brackets, colon, the title of the chapter, full stop, In:, the editor's name in block capitals, word 'editor' in parentheses, colon, the title of the volume, colon, publisher, comma, place of publication, full stop, page numbers, full stop. E.g. .:

SCHMERTZ I. (2001): Statisztikai eljárások alkalmazása a társadalomtudományi kutatásokban. In: FÓNAI M., KERÜLŐ J., TAKÁCS P. (szerk.): Bevezetés az alkalmazott kutatómódszertanba. Pro Educatione Alapítvány, Nyíregyháza. 151-187.

3. For a **publication** in A journal, The surname(s) of the author(s) in capital letters, the first letter of the first name, full stop, the date of the year of the publication in brackets, colon, the title of the article, full stop, the title of the journal, comma, volume number or booklet number, full stop, page number, full stop. E.g. .:

LAKI L. (2006): A generációs reprodukció néhány jellegzetessége a lemaradó térségekben. Esély, 2. 4-29.

When reference is made to several articles published by an author or authors in the same year, the corresponding alphabet letters are written after the year of publication.

If it is a foreign author, the above procedure must be applied, i.e. first the family name, not DAVID R(iesmand), but RIESMAN D.

In the case of a publication published in other periodicals, the above procedure must be followed; the rules should be followed for periodicals or for bookchapters.

For internet sources the exact address starting with www should be given. Internet literatures should be referred to in the text as follows: (http 1) or (www 1). Web links must be distinguished from other references.

Formal examples of internet literature:

<http://gtkk.de-efk.hu> (webpage of the Gerontológiai Tudományos Koordinációs Központ; Visited: 05. 2011.

II.

In the text, at the end of the sentence or paragraph, referenced literature should be placed in parentheses according to the order of their appearance. For example, the health of the population in Hungary is very unfavorable (1). If the author refers to more than one source of literature, they must

be separated by A comma (e.g (1, 2, 3)). The full stop at the end of the sentence is displayed after the link. One literature reference receives only one serial number if it is referenced later, you should use the same serial number.

In the **Reference list**, the references appear with their numbering in the same order as they have appeared in the text (and not in the alphabetic order of the first authors). The formal requirements of the referenced literature and of web pages are the same as those described above, except that the web pages should not appear separately, but according to their numbers. In addition, in the name of the authors only the initials should be capital letters.

In the theses prepared for the Institute of Social Sciences, reference type I. can be accepted. Both type I. and type II. references can be accepted in the theses prepared for the Institute of Health Sciences. The number of literature references should not be less than 15 and more than 50.

If the thesis does not meet the above requirements issued by the department, for example: there are no references in the text, there are citations in the thesis but no references can be found for them, the reference list is largely incomplete, etc. the thesis will be evaluated as 'failed'. In this case, the Institute returns the thesis to the student who has to submit a corrected version before the upcoming final exam period.

Tables and figures

1. Tables and figures should be numbered and titled, regardless of which part of the thesis they are in.
2. The tables and figures must be numbered separately.
3. Tables and figures in the text should be referred to with the appropriate serial number. For tables and figures taken from other literature or databases, the exact source should be given in parentheses at the bottom of the table, e.g.: (Source: Demographic Yearbook, 2004 KSH, Budapest, 2005 Source: Barkai L, Madácsy L: Risk Based among diabetic adolescents: the results of the first domestic study. Orv. Hetil., 2010, 42: 1742-1747.)

Annex 2.

PLAGIARISM DECLARATION

I, the undersigned (Neptun code:) by signing this declaration declare that this thesis entitled is my own work, while writing the thesis I followed the rules of the Copyright Act and the rules for preparing the thesis required by the university. I have only used the resources I have referred to in the Reference, or I have indicated next to the referred text and table.

I also declare that the requirements of working individually have been met while preparing the thesis, and I have not misled the supervisor in this regard.

By signing this declaration, I acknowledge that if it is found that I did not prepare this thesis, or if the copyright laws have been violated, the thesis will be graded as 'failed' and the institution will initiate disciplinary proceedings against me.

I also declare that neither the thesis nor any part of it has been submitted to another higher education institutions as a thesis / diploma work.

Nyíregyháza,

.....
student

Annex 3.

Degree program:.....

THESIS TOPIC FORM

I understand the regulations of the Study and Examination Regulations concerning the thesis, I am familiar with the general order of writing the thesis.

The thesis topic was selected (*circle one*)

a) by the suggestion of the department

b) after a personal meeting

Name: _____ Neptun code: _____

Topic of the thesis: _____

Nyíregyháza, 20__ year _____ month ____ day.

name of supervisor signature of supervisor

name of student signature of student

name of department head signature of department head

E-mail address of the supervisor (only for an external supervisor):

.....

Submission deadline of the thesis: 15th April / 15th November of the given year

Date of the consultation, signature of the supervisor:

1..... year month daysupervisor

2..... year month daysupervisor

3..... year month daysupervisor

I approve the submission of the thesis.(*Signature of the supervisor is necessary here before submitting the thesis!*)

20__ year _____ month ____ day.

signature of the supervisor

Annex 4.

THESIS EVALUATION FORM

Title of the thesis:

Name of the evaluator:

Registration number:

Identification number:

I. Topic selection

Choice of topic and title selection

(Is it important from the point of view of science? Does it meet the author's abilities and possibilities? Does the title and the given topic correspond to the content of the thesis?)

The research question (Is it new and important?)

5 points maximum

_____points awarded

II. Methods and results

Data collection and processing

(the method's degree of difficulty, its versatility, descriptiveness and adequacy, adequate sampling and / or the range of resources; credibility and structure of data, appropriateness of recording and processing the data;)

Presentation of the results (Is the presentation of results accurate, detailed, and clear?, - Is the documentation adequate and illustrative?)

60 points maximum

_____points awarded

III. Meeting formal requirements

Terminology:

(Consistent application of the concepts, appropriate for the conventions of the discipline required for the analysis.)

Structure: (Compliance with the required formal requirements, proportions of the chapters, logic of main divisions and subdivisions)

Style: (Appropriateness and flow of wording)

Typography: (Corrected / Uncorrected mistyping; corresponding accents in the text written by wordprocessing program)

10 points maximum

_____points awarded

IV. Conclusions, suggestions

Application of the results, reasoning:

(Interpretation of data and resources; logical consistency; critical reflections, correctness in the presentation of opinions; exploring coherence; new and coherent conclusions. Alternative explanations. Publishability and / or practical application; changes required to it.)

15 points maximum

_____points awarded

V. References, bibliography, annexes

(Correctness of content quotations, formal consistency in references and literature, connection between the annexes and the topic of the thesis, manageability of annexes, appropriate processing of the relevant Hungarian and foreign literature.)

10 points maximum
_____ points awarded

100 points total
_____ total points awarded

Written justification of the evaluation for the points awarded in the evaluation

(Neither stating the conditions making the evaluation possible nor the scoring evaluation is valid without the written justification.)

Questions asked by the evaluator (at least one question is compulsory):

1.

2.

Grade (in points and by category): _____ points _____ category

Date:

Examination grade:

POINTS CATEGORY

0–60 point fail (1)

61–70 point satisfactory (2)

71–80 point average (3)

81–90 point good (4)

91–100 point excellent (5)

..... signature of the evaluator

CHAPTER 15

FRIGYES VERZÁR COLLEGE FOR ADVANCED STUDIES

Frigyes Verzár College for Advanced Studies To build a knowledge-based society, highly qualified professionals are necessary. In order to have committed, highly qualified professionals in Hungary, gifted and hard-working students should be supported.

Colleges for advanced studies provide additional training in higher education. They are institutions with a special internal study system and self-government. The Rules and Regulations of the Frigyes Verzár College for Advanced Studies in the University of Debrecen Faculty of Health continues the traditions of the Hungarian higher education and the basic principles laid down in the Magna Charta of the European Universities. The Frigyes Verzár College for Advanced Studies works with Hungarian and international institutions and organizations in order to fulfill the theory of Universitas by further developing and at the same time preserving the intellectual heritage of the Hungarian higher education. Its goal is to contribute to the development of the University of Debrecen and to the programs of the Faculty of Health with superior education and services and in both basic and applied sciences. The College for Advanced Studies is a centrally supported system organized by the University of Debrecen Faculty of Health in order to support talented students. It provides opportunities for students to get extra knowledge within their specific, area and circle of interest and, with assistance from the student support system they can conduct research. Frigyes Verzár College for Advanced Studies provides both general and specific courses to its members.

One of the goals of the Frigyes Verzár College for Advanced Studies is to develop an interdisciplinary program that helps to prepare open-minded, well prepared professionals who can communicate in foreign languages and can contribute to the development of their academic area.

In addition to the centrally organized programs it supports many diverse professional initiatives of the students and assist educational, scientific and community life of its students with services and technical equipment.

Frigyes Verzár College for Advanced Studies provides educational, research and artistic freedom to its each teacher and researcher as outlined within the framework of the laws, Organizational and Operational Rules and the internal Regulations of the College.

The Organizational and Operational Rules and the Regulations of the Frigyes Verzár College for Advanced Studies are the primary source of law in each field that is not regulated by any higher level law or by the Deed of Foundation.