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## Introduction

### Introduction

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## Teaching profile

### Learning outcomes

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To provide students with an introduction to the basic disciplines of business studies (knowledge), and acquaint them with the tools and methods of company management (know-how), possibly allowing for the students to go on to study for a master's in Business studies.

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

1. Démontrer une compréhension d'un socle de connaissances en sciences de gestion.
2. Démontrer une connaissance et une compréhension des outils et méthodes de base des sciences de gestion.
3. Découvrir et saisir la rigueur exigée et faire preuve de cette intégration.
5. Percevoir les spécificités des sciences de gestion et construire une réflexion complémentaire à celle de la discipline de sa majeure afin d'enrichir l'étude d'une problématique.

## Detailed programme

### PROGRAMME BY SUBJECT

- Mandatory  
 △ Courses not taught during 2019-2020  
 ⊕ Periodic courses taught during 2019-2020
- ✘ Optional  
 ⊖ Periodic courses not taught during 2019-2020  
 ■ Activity with requisites

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

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

Year

2 3

#### o Contenu:

✘ Pour tous les étudiants ayant accès à la mineure, à l'exception des étudiants de l'EPL (Ecole polytechnique de Louvain) (30 credits)

##### o Cours fondamentaux (10 credits)

Avec l'accord du responsable de programme, les bacheliers ayant déjà suivi un ou deux cours équivalents dans leur majeure pourront les remplacer par un ou deux cours de gestion supplémentaires dans la liste au choix "Cours relevant de la discipline de la gestion".

● LECGE1115	<a href="#">Political Economics</a>	Pierre Dehez Rigas Oikonomou	45h+15h	5 Credits	1q	x	x
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##### o Cours au choix

Un des deux cours suivants :

✘ LECGE1114	<a href="#">Statistics in Economics and Management I</a>	Marie-Paule Kestemont	30h+30h	5 Credits	2q	x	x
✘ LECGE1112	<a href="#">Mathematics in economy and management</a>	Pascal Lambrechts Mathieu Van Vyve	45h+30h	6 Credits	1q	x	x

##### o Cours relevant de la discipline de la gestion

Min=19 credits parmi

✘ LECGE1113	<a href="#">Accounting I</a>	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	45h+15h	5 Credits	1q	x	x
✘ LECGE1213	<a href="#">Marketing</a>	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q	x	x
✘ LECGE1222	<a href="#">Microeconomics</a>	Arastou Khatibi Louis Larue François Maniquet	45h+15h	5 Credits	1 ou 2q	x	x
✘ LECGE1223	<a href="#">Production and Operations Management</a>	Pierre Semal	30h	4 Credits	1q	x	x
✘ LECGE1315	<a href="#">Business Strategy</a>	Alain Vas	20h+10h	4 Credits	1 ou 2q	x	x
✘ LECGE1332	<a href="#">Finance</a>	Philippe Grégoire	30h+15h	4 Credits	1q	x	x

##### ✘ Cours au choix

un des deux cours suivants (cours mutuellement exclusifs) :

✘ LECGE1317	<a href="#">Critical Analysis of organizations and markets</a>	Joseph Amougou (compensates Matthieu de Nanteuil) Matthieu de Nanteuil	30h	4 Credits	1q	x	x
✘ LECGE1321	<a href="#">Human Management</a>	Stéphanie Coster (compensates Thomas Périlleux) Emilie Malcourant (compensates Thomas Périlleux) Emilie Malcourant (coord.)	30h+15h	4 Credits	2q	x	x

⊗ Pour les étudiants de l'EPL (Ecole polytechnique de Louvain) exclusivement :

○ LECGE1222	Microeconomics	Arastou Khatibi Louis Larue François Maniquet	45h+15h	5 Credits	1 ou 2q	x	x
○ LECGE1213	Marketing	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q	x	x
○ LECGE1223	Production and Operations Management	Pierre Semal	30h	4 Credits	1q	x	x
○ LECGE1315	Business Strategy	Alain Vas	20h+10h	4 Credits	1 ou 2q	x	x
○ LECGE1331	European Economy	Gonzague Vannoorenberghe	30h+15h	5 Credits	2q	x	x
○ LFSA1290	Introduction to financial and accounting management	Philippe Grégoire	30h+15h	4 Credits	2q	x	x

○ Cours au choix

un des deux cours suivants (cours mutuellement exclusifs) :

⊗ LECGE1317	Critical Analysis of organizations and markets	Joseph Amougou (compensates Matthieu de Nanteuil) Matthieu de Nanteuil	30h	4 Credits	1q	x	x
⊗ LECGE1321	Human Management	Stéphanie Coster (compensates Thomas Périlleux) Emilie Malcourant (compensates Thomas Périlleux) Emilie Malcourant (coord.)	30h+15h	4 Credits	2q	x	x

## COURSE PREREQUISITES

A document entitled (nb: not available for this programme Igesa100i) specifies the activities (course units - CU) with one or more prerequisite(s) within the study programme, that is the CU whose learning outcomes must have been certified and for which the credits must have been granted by the jury before the student is authorised to sign up for that activity.

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

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

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

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

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

For more information, please consult [regulation of studies and exams](https://uclouvain.be/fr/decouvrir/rgee.html) (https://uclouvain.be/fr/decouvrir/rgee.html).

## THE PROGRAMME'S COURSES AND LEARNING OUTCOMES

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

## Information

### Liste des bacheliers proposant cette mineure

- > Bachelor in Pharmacy [en-prog-2019-farm1ba]
- > Bachelor in Sociology and Anthropology [en-prog-2019-soca1ba]
- > Bachelor in religious studies [en-prog-2019-reli1ba]
- > Bachelor in Modern Languages and Literatures: German, Dutch and English [en-prog-2019-germ1ba]
- > Bachelor in Philosophy [en-prog-2019-filo1ba]
- > Bachelor in Mathematics [en-prog-2019-math1ba]
- > Bachelor in Law [en-prog-2019-droi1ba]
- > Bachelor in Motor skills : General [en-prog-2019-edph1ba]
- > Bachelor in Political Sciences: General [en-prog-2019-spol1ba]
- > Bachelor in History [en-prog-2019-hist1ba]
- > Bachelor in Human and Social Sciences [en-prog-2019-huso1ba]
- > Bachelor in History of Art and Archaeology : General [en-prog-2019-arke1ba]
- > Bachelor in Engineering [en-prog-2019-fsa1ba]
- > Bachelor in Information and Communication [en-prog-2019-comu1ba]
- > Bachelor in Ancient Languages and Literatures : Classics [en-prog-2019-clas1ba]
- > Bachelor in Ancient and Modern Languages and Literatures [en-prog-2019-lafr1ba]
- > Bachelor in French and Romance Languages and Literatures : General [en-prog-2019-rom1ba]
- > Bachelor in Ancient Languages and Literatures: Oriental Studies [en-prog-2019-hori1ba]
- > Bachelor in Biomedicine [en-prog-2019-sbim1ba]
- > Bachelor in Modern Languages and Literatures : General [en-prog-2019-roge1ba]

## Admission

### Specific Admission Requirements

The minor is not accessible to students enrolled on the ESPO faculty's baccalaureate programs or those who are enrolled on the baccalaureate in computer science who, for their part, have specific minors.

## Evaluation

***The evaluation methods comply with the regulations concerning studies and exams (<https://uclouvain.be/fr/decouvrir/rgee.html>). More detailed explanation of the modalities specific to each learning unit are available on their description sheets under the heading "Learning outcomes evaluation method".***

## Possible trainings at the end of the programme

The minor in business studies does not allow students to automatically go on the Master's in Business Studies unless they meet a number of conditions (with the consent of the person in charge of the program) : consideration will be paid to the all the courses that made up the student's baccalaureate, and, where the student has not taken certain courses, they will be added to the Master's in Business Studies program (maximum 15 credits). The student must have completed an " introduction to blue-collar work " and have written an analysis report on the subject. This introduction consists of one week of work, primarily of a manual nature, in companies, associations, etc.

## Contacts

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**Attention, you are currently reading an archived page: below contact informations were for program study 2019-2020 only. To get current contact informations please got to [current program study site](#).**

### Curriculum Management

Entity	
Structure entity	SSH/ESPO/SESP
Denomination	(SESP) ( <a href="https://uclouvain.be/repertoires/entites/sesp">https://uclouvain.be/repertoires/entites/sesp</a> )
Faculty	Faculty of Economic, Social and Political Sciences and Communication (ESPO) ( <a href="https://uclouvain.be/repertoires/entites/espo">https://uclouvain.be/repertoires/entites/espo</a> )
Sector	Human Sciences (SSH) ( <a href="https://uclouvain.be/repertoires/entites/ssh">https://uclouvain.be/repertoires/entites/ssh</a> )
Acronym	SESP
Postal address	Place Montesquieu 1 - bte L2.08.08 1348 Louvain-la-Neuve Tel: <a href="tel:+32210474116">+32 (0) 10 47 41 16</a> - Fax: <a href="tel:+32210474561">+32 (0) 10 47 45 61</a>
Academic supervisor: Marco Saerens	
Useful Contact(s)	<ul style="list-style-type: none"> <li>• Marie Lefevre</li> <li>• Cécile Delannay</li> </ul>

**Attention, you are currently reading an archived page: below contact informations were for program study 2019-2020 only. To get current contact informations please got to [current program study site](#).**

## Infos

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### Enrolling on the minor

#### 1. Organizational details

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

Academic in charge: M. de Wolf

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

#### Enrollment details:

##### 1st level

#### 2. Admission to the minor

Not applicable

#### 3. Enrolling on the minor

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

<https://uclouvain.be/optionbac> (<https://uclouvain.be/optionbac>)

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

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

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

#### 5. Changes to the minor enrollment

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

### Course times

#### 1. Consulting the course times

<https://uclouvain.be/espo-mineures.html> (<https://uclouvain.be/espo-mineures.html>)

#### 2. Resolving timetable clashes

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

If a timetable clash arises, several solutions are possible :

*Postponing courses :*

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

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

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

#### *Bringing courses forward :*

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

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

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

#### *Accepting the clash :*

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

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

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

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

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

#### *Contact people:*

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

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

#### Sign ing up for for minor activities

##### 1. Information on entry requirements

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

##### 2. Signing up for minor program activities

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

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

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

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

#### Available support

##### 1. Information on the course service

Useful information will be given in class

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

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

#### Organization of exams

##### 1. Registering for exams

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

##### 2. Consulting exam times

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

The time grid is available on the website: <https://uclouvain.be/espo-mineures.html> (<https://uclouvain.be/espo-mineures.html>)



