

## Table of contents

Introduction .....	2
Teaching profile .....	3
Learning outcomes .....	3
Programme .....	3
Detailed programme by subject .....	3
The programme's courses and learning outcomes .....	5
Information .....	6
Access Requirements .....	6
Evaluation .....	6
Contacts .....	6
Practical informations .....	6

## MINAGEST - Introduction

### Introduction

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## MINAGEST - Teaching profile

### Learning outcomes

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

1. Maîtriser, avec la rigueur exigée par les sciences de gestion, les fondements théoriques (connaissances, concepts, outils, ...) qui constituent les prérequis indispensables dans une perspective de (ré)orientation vers le master en sciences de gestion.
2. S'appropriier et maîtriser les fondements de la démarche scientifique (méthodologie de recherche et outils méthodologiques spécifiques aux sciences de gestion), prérequis indispensables dans une perspective de (ré)orientation vers le master en sciences de gestion.
3. Faire preuve d'une bonne capacité d'analyse et de raisonnement spécifiques aux sciences de gestion, avec la rigueur requise.
4. Appréhender, questionner, analyser, discuter et résoudre une problématique spécifique de gestion, en mobilisant les fondements disciplinaires et méthodologiques pertinents.
5. Développer un angle de lecture et une analyse critique et réflexive spécifiques aux sciences de gestion.

### Programme

#### DETAILED PROGRAMME BY SUBJECT

- Mandatory
- ⌘ Optional
- △ Not offered in 2021-2022
- ⊙ Not offered in 2021-2022 but offered the following year
- ⊕ Offered in 2021-2022 but not the following year
- △ ⊕ Not offered in 2021-2022 or the following year
- Activity with requisites
- 🌐 Open to international students
- 🚫 Not open to international students
- [FR] Teaching language (FR, EN, ES, NL, DE, ...)

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

30 crédits

Year

2 3

#### o Content:

##### ⌘ Pour les bacheliers en droit (30 credits)

Les bacheliers en Droit souhaitant s'orienter vers le double programme adapté de master 120 en droit et de master 120 en sciences de gestion (voir rubrique « formations accessibles » pour les conditions d'accès) suivent ce programme :

● LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	FR [q1] [45h+30h] [5 Credits]	X	
● LECGE1113	Accounting I	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	FR [q1] [45h+15h] [4 Credits]	X	
● LECGE1114	Statistics in Economics and Management I	Marie-Paule Kestemont	FR [q2] [30h+30h] [5 Credits]	X	

##### ● Cours au choix en marketing (4 credits)

L'étudiant doit choisir un cours parmi:

⌘ LINGE1321	Marketing	Chantal De Moerloose	FR [q2] [30h+15h] [4 Credits]		X
⌘ LECGE1213	Marketing	Nicolas Kervyn De Meerendré	FR [q1] [30h+15h] [4 Credits]		X
● LECGE1223	Production and Operations Management	Pierre Semal	FR [q1] [30h] [4 Credits]		X
● LECGE1332	Finance	Philippe Grégoire	FR [q1] [30h+15h] [4 Credits]		X

**○ Cours au choix en management humain (4 credits)***L'étudiant doit choisir un cours parmi:*

✘ LINGE1224	Human Management	Laurent Taskin	FR [q2] [30h+15h] [4 Credits]	X
✘ LECGE1321	Human Management	Stéphanie Coster Emilie Malcourant	FR [q2] [30h+15h] [4 Credits]	X

**✘ Pour les bacheliers en sciences humaines et sociales (30 credits)**

○ LECGE1219	Accounting II and analysis of financial statements	Yves De Rongé Michel De Wolf	FR [q2] [45h+15h] [4 Credits]	X
○ LECGE1315	Business Strategy	Alain Vas	FR [q1 or q2] [20h+10h] [4 Credits]	X
○ LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	FR [q1] [45h+30h] [5 Credits]	X
○ LECGE1213	Marketing	Nicolas Kervyn De Meerendré	FR [q1] [30h+15h] [4 Credits]	X
○ LECGE1222	Microeconomics	Johannes Johnen Arastou Khatibi François Maniquet	FR [q1 or q2] [45h+15h] [5 Credits]	X
○ LECGE1223	Production and Operations Management	Pierre Semal	FR [q1] [30h] [4 Credits]	X
○ LECGE1332	Finance	Philippe Grégoire	FR [q1] [30h+15h] [4 Credits]	X

**✘ Pour les bacheliers en sciences politiques (30 credits)**

○ LECGE1219	Accounting II and analysis of financial statements	Yves De Rongé Michel De Wolf	FR [q2] [45h+15h] [4 Credits]	X
○ LECGE1321	Human Management	Stéphanie Coster Emilie Malcourant	FR [q2] [30h+15h] [4 Credits]	X
○ LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	FR [q1] [45h+30h] [5 Credits]	X
○ LECGE1213	Marketing	Nicolas Kervyn De Meerendré	FR [q1] [30h+15h] [4 Credits]	X
○ LECGE1223	Production and Operations Management	Pierre Semal	FR [q1] [30h] [4 Credits]	X
○ LECGE1332	Finance	Philippe Grégoire	FR [q1] [30h+15h] [4 Credits]	X
○ LECGE1222	Microeconomics	Johannes Johnen Arastou Khatibi François Maniquet	FR [q1 or q2] [45h+15h] [5 Credits]	X

**✘ Pour les bacheliers en sociologie et anthropologie et les bacheliers en information et communication (30 credits)**

○ LECGE1113	Accounting I	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	FR [q1] [45h+15h] [4 Credits]	X
○ LECGE1321	Human Management	Stéphanie Coster Emilie Malcourant	FR [q2] [30h+15h] [4 Credits]	X
○ LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	FR [q1] [45h+30h] [5 Credits]	X
○ LECGE1213	Marketing	Nicolas Kervyn De Meerendré	FR [q1] [30h+15h] [4 Credits]	X
○ LECGE1223	Production and Operations Management	Pierre Semal	FR [q1] [30h] [4 Credits]	X
○ LECGE1332	Finance	Philippe Grégoire	FR [q1] [30h+15h] [4 Credits]	X
○ LECGE1222	Microeconomics	Johannes Johnen Arastou Khatibi François Maniquet	FR [q1 or q2] [45h+15h] [5 Credits]	X

**✘ Pour les bacheliers en sciences informatiques (30 credits)**

○ LCOPS1125	Psychology and Social Psychology	Coralie Buxant Olivier Corneille Karl-Andrew Wolfin	FR [q2] [30h] [5 Credits]	X
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				2	3
○ LECGE1113	Accounting I	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	FB [q1] [45h+15h] [4 Credits]	x	
○ LESPO1321	Economic, Political and Social Ethics	Gregory Ponthiere	EN [q2] [30h] [5 Credits]	x	
○ LECGE1213	Marketing	Nicolas Kervyn De Meerendré	FB [q1] [30h+15h] [4 Credits]		x
○ LECGE1223	Production and Operations Management	Pierre Semal	FB [q1] [30h] [4 Credits]		x
○ LECGE1332	Finance	Philippe Grégoire	FB [q1] [30h+15h] [4 Credits]		x
○ LECGE1321	Human Management	Stéphanie Coster Emilie Malcourant	FB [q2] [30h+15h] [4 Credits]		x

### THE PROGRAMME'S COURSES AND LEARNING OUTCOMES

For each UCLouvain training programme, a [reference framework of learning outcomes](#) specifies the the skills expected of every graduate on completion of the programme. Course unit descriptions specify targeted learning outcomes, as well as the unit's contribution to reference framework of learning outcomes.

## MINAGEST - Information

### Access Requirements

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The minor is only available to students of baccalaureates organized by the ESPO faculty, other than students taking baccalaureates in economics and business studies.

### Evaluation

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*The evaluation methods comply with the [regulations concerning studies and exams](#). More detailed explanation of the modalities specific to each learning unit are available on their description sheets under the heading "Learning outcomes evaluation method".*

### Contacts

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#### Curriculum Management

Entity	
Structure entity	SSH/ESPO/SESP
Denomination	(SESP)
Faculty	Faculty of Economic, Social and Political Sciences and Communication (ESPO)
Sector	Human Sciences (SSH)
Acronym	SESP
Postal address	Place Montesquieu 1 - bte L2.08.08 1348 Louvain-la-Neuve Tel: +32 (0) 10 47 41 16 - Fax: +32 (0) 10 47 45 61

Academic supervisor: [Marco Saerens](#)

Useful Contact(s)

- Responsable administrative: [Marie Lefevre](#)

### Practical informations

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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. Kolp

Contact person : Marie Lefevre

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>

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>

### 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@sespo.ucl.ac.be](mailto:delannay@sespo.ucl.ac.be)

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

## Signing up 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> .

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>

