



SVEUČILIŠTE U RIJECI UNIVERSITY OF RIJEKA

FAKULTET ZA MENADŽMENT U TURIZMU I UGOSTITELJSTVU

FACULTY OF TOURISM AND HOSPITALITY MANAGEMENT

OPATIJA, HRVATSKA CROATIA



# Praktična demonstracija

- a) ECTS dokumenti
- b) Postupak priznavanja i
- c) Konverzija ocjena

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ECTS i Erasmus koordinator

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## ECTS i prateći dokumenti

- Sadržaj prezentacije
  - ECTS i prateći dokumenti
  - Praktična demonstracija – priznavanja ishoda učenja na FMTU
  - Praktična demonstracija – konverzija ocjena na FMTU



## ECTS i prateći dokumenti

- Preporuka:
  - **Dobro posložene i jednostavno dostupne informacije na službenim Internet stranicama na STRANOM JEZIKU**
  - **Course catalog (up to date)** dostupan na webu – vrsta studija; godina; semestar; ECTS opterećenje;
  - **Syllabus (up to date)** dostupan na webu – Course objectives; Learning outcomes; Course content; Assigned reading; Optional / additional reading
  - **Learning Agreement (LA)**
  - **Transcript of Records (ToR)**



**Faculty of Tourism and Hospitality Management**, University of Rijeka was established in 1960 and during the course of time it has undergone various stages and organizational forms. Since 1974 it has been a constituent of the University of Rijeka. The Faculty is situated in Opatija, one of the leading tourist destinations in Croatia. Faculty of Tourism and Hospitality Management contributes largely to the tourism sector in Croatia in the area of science and education of human resources. The goal of the teaching staff of the Faculty is to support the development of the Croatian model of tourism

through their pedagogical and scientific engagement. Nowadays, the Faculty is actively engaged in numerous research projects at home and abroad and also in the organization of scientific and professional conferences and meetings.

Strategic orientation of the Faculty of Tourism and Hospitality Management is to strengthen its position as a highly respected institution of higher education for tourism, hospitality and sustainable development in the Republic of Croatia and to disseminate knowledge throughout the wider regional area. Accordingly, special emphasis will be placed on the quality improvement of the teaching process and scientific research work. Special attention will also be paid to the development of individuals and institutions as a whole, to the public activities of the teaching staff and employees and to the role of the Faculty in improving the quality of life in the community.

Faculty of Tourism and Hospitality Management has recognized the importance of internationalization of higher education and therefore following activities are carried out by the Office for the international cooperation:

- developing international cooperation with partner institutions in Europe and the world
- encouraging mobility of students, teachers and non-teaching staff (Erasmus + and CEEPUS programs)
- participation in international projects
- developing international educational programs
- increasing the number of members in renowned associations etc.

[FTHM Info - FLYER](#)

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The University of Rijeka's cooperation with foreign universities, scientific institutions, international agencies and associations for aiding research development is of great importance for realizing the University's fundamental development goals. Info: [International Relations](#)

ADDRESS:

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# Course catalog

## COURSE LIST

### ACADEMIC YEAR 2018/2019

#### WINTER SEMESTER

Level of Study	Semester	Course title	ECTS	Course coordinator	Language
Undergraduate	I	<b>Winter</b>	Microeconomics	9	English
Undergraduate	I	<b>Winter</b>	German in Tourism – (Level B2)*	3	German
Undergraduate	I	<b>Winter</b>	Introduction to Hospitality	3	English
Undergraduate	III	<b>Winter</b>	Accounting	9	English
Undergraduate	III	<b>Winter</b>	Tourism Economics	9	English
Undergraduate	III	<b>Winter</b>	Italian In Tourism – (Level B2)*	3	Italian
Undergraduate	III	<b>Winter</b>	English In Tourism – (Level B2)*	3	English
Undergraduate	III	<b>Winter</b>	Urban economics	6	English
Undergraduate	IV	<b>Winter</b>	Marketing	9	English
Undergraduate	V	<b>Winter</b>	Public Finance	9	English
Undergraduate	V	<b>Winter</b>	Health Tourism	3	English
Undergraduate	V	<b>Winter</b>	Time And Objectives Management	3	English
Undergraduate	V	<b>Winter</b>	Francais Gastronomique	3	French
Undergraduate	V	<b>Winter</b>	International Finance	6	English
Undergraduate	V	<b>Winter</b>	Tourism and Attractions	3	English
Graduate	I	<b>Winter</b>	Investment Management In Hospitality Industry	6	English
Graduate	I	<b>Winter</b>	Cost Management	3	English
Graduate	I	<b>Winter</b>	Risk Management	6	English
Graduate	I	<b>Winter</b>	Tourism mobility	3	English



# Course catalog

## SUMMER SEMESTER

Level of Study	Semester		Course title	ECTS	Course coordinator	Language
Undergraduate	IV	Summer	Sustainable Development Management	9		English
Undergraduate	IV	Summer	French In Tourism – Level A2	3		French
Undergraduate	IV	Summer	Financial Management	9		English
Undergraduate	VI	Summer	Management Of Human Capital	6		English
Undergraduate	VI	Summer	Management Accounting	6		English
Undergraduate	VI	Summer	Croatia As A Tourist Destination**	3		English
Undergraduate	VI	Summer	Croatia As Tourist Destination**	3		Italian
Undergraduate	VI	Summer	Croatia As A Tourist Destination**	3		German
Undergraduate	VIII	Summer	Responsibility Accounting	3		English
Undergraduate	VIII	Summer	Foreign Direct Investment and Tourism	3		English
Undergraduate	VIII	Summer	Managerial Economics	3		English
Graduate	II	Summer	Strategic Accounting in the Hospitality industry	6		English
Graduate	II	Summer	Nautica Tourism	3		English
Graduate	II	Summer	Comparative Fiscal Systems	3		English
Graduate	II	Summer	Logistics Of Tourist Destinations	6		English
Graduate	II	Summer	Ecotourism	3		English
Graduate	II	Summer	Management of EU projects	3		English
Graduate	II	Summer	Cultural Tourism	3		English



Course Syllabus	
Winter Semester	
Level of Study	Course
Undergraduate	<a href="#"> Microeconomics</a>
Undergraduate	<a href="#"> Introduction to hospitality</a>
Undergraduate	<a href="#"> International finance</a>
Undergraduate	<a href="#"> Accounting</a>
Undergraduate	<a href="#"> Tourism Economics</a>
Undergraduate	<a href="#"> Italian in Tourism (B2)</a>
Undergraduate	<a href="#"> German in Tourism (B2)</a>
Undergraduate	<a href="#"> English in Tourism (B2)</a>
Undergraduate	<a href="#"> Urban economics</a>
Undergraduate	<a href="#"> Marketing</a>
Undergraduate	<a href="#"> Public Finance</a>
Undergraduate	<a href="#"> Health Tourism</a>
Undergraduate	<a href="#"> Time and Objective Management</a>
Undergraduate	<a href="#"> Français gastronomique</a>
Undergraduate	<a href="#"> Tourism and Attractions</a>
Graduate	<a href="#"> Risk management</a>
Graduate	<a href="#"> Investment Management in Hospitality Industry</a>
Graduate	<a href="#"> Business Culture and Ethics</a>
Graduate	<a href="#"> Cost Management</a>

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Sveučilište u Rijeci

Fakultet za menadžment u turizmu i ugostiteljstvu Opatija



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Basic description		
Course coordinator	Goran Karanović PhD, Assistant Professor	
Course title	Risk Management	
Study programme	Graduate	
Course status	Obligatory	
Year/semester	1 <sup>st</sup>	
ECTS credits and teaching	ECTS student's workload coefficient Number of hours (L+E+S)	6 2L+2S

COURSE DESCRIPTION	
<b>1.1. Course objectives</b>  The general course objective is to enable students for proactive and all-encompassing risk analysis with the purpose of sustainable financial dealing for business entities and for appropriate application of risk management tools. The specific course objective is to educate students for the application of basic and specific methods, techniques and instruments for measuring and risk management in the financial industry context. Through this course the participants will have the opportunity to develop their hands-on experience by using several techniques, methods and tools for risk identification, analysis, quantification and risk management in the context of sustainable financial industry. The course is focused on introducing students to risk management theory, whereas a special emphasis will be placed on practical use and problem-solving with risk management tools. Participation in course activities and after passing the course: students will acquire the necessary knowledge for the use of risk management tools for sustainable management of business entities.	
<b>1.2. Expected course learning outcomes</b>  It is expected that after passing this course, students will be able to: <ul style="list-style-type: none"><li>- Accurately describe and interpret basic concepts of risk and different theoretical conceptions of risk,</li><li>- Compare and distinguish behavioral and rational understanding of human behavior and interpret the impact on risk analysis,</li><li>- Analyze and describe the principles, processes and risk management framework,</li><li>- Identify, interpret, analyze and develop different strategies and risk management policies for sustainable financial management,</li><li>- Use qualitative and quantitative methods for measuring risk (eg. Risk maps, Delphi, Standard deviation, VaR, Monte Carlo simulation, Decision tree, Scenario, CAMP and others.) and properly interpret the results,</li><li>- Develop an optimal model for risk management in financial operations based on a particular case study,</li><li>- Carry out and interpret the calculations and risk measurements in financial operations and in the process of capital budgeting,</li><li>- Carry out and interpret the calculations and risk measurements for a financial portfolio,</li><li>- Develop and propose proper measures for optimizing risk management for the purpose of sustainable financial operations.</li></ul>	
<b>1.3. Course content</b>  Defining risk and uncertainty, Types and sources of risk, Risk perception, Impact of risk to the company, Principles and aims of risk management, Risk control techniques, Risk strategy, Risk and expected value, Probability distribution, Probability distribution quantile (VAR), Risk and uncertainty, Risk and risk perception, Access to data information and impact on risk evaluation, Risk management processes, Methods and techniques for quantifying and managing risks, Tools and techniques of risk management, Qualitative techniques of risk measurement, Quantitative techniques of risk measurement, Measurement of portfolio risk and cash flows, Diversification and risk, Risk measurement in the process of capital budgeting, Sensitivity analysis, Monte Carlo, Method of decision tree, Scenario analysis, One-factor model, Multi-factor models, Risk management in tourism, Strategy of risk management in the tourism industry.	
<b>1.4. Assigned reading (at the time of the submission of study programme proposal)</b>  1. Hopkin Paul. 2010. Fundaments of Risk Management. Kogan Page, London. 2. Aven Terje. 2010. Misconceptions of Risk. John Wiley & Sons, Chichester.	



## Praktična demonstracija – priznavanja ishoda učenja na FMTU

**Izbor predmeta koji se priznaju na matičnoj instituciji:**

- 1. Odluku o priznavanju obveznih kolegija donosi nositelj kolegija.**
  - Nositelj kolegija svoju suglasnost daje potpisom u „Prijedlog za donošenje odluke o obvezama studenta“ nakon pregleda i usporedbe syllabusa kolegija matične institucije i ustanove domaćina
  
- 2. Odluku o priznavanju izbornih kolegija donosi Erasmus koordinator.**
  - Erasmus koordinator suglasnost daje potpisom u „Prijedlog za donošenje odluke o obvezama studenta“.



## Praktična demonstracija – priznavanja ishoda učenja na FMTU

### ➤ Izbor predmeta za priznavanje:

1. iz semestra odlaska, ali i cijele godine u koju je student upisan (ako se radi mobilnosti u zimskom semestru);
2. iz viših godina ciklusa studija u koji je student upisan (prediplomski, odnosno diplomski odnosno doktorski ciklus);
3. student može predložiti kolegije i s niže razine studija na ustanovi domaćina, te predmetni nastavnik može priznati podudaranje kolegija ako ocijeni podudaranje ishoda u syllabusu i razini ishoda;
4. izborni kolegiji priznaju se bez obzira na podudaranje syllabusa, ali broj ECTS bodova mora približno odgovarati.



## Praktična demonstracija – priznavanja ishoda učenja na FMTU

### ➤ Predmeti koji se NE priznaju na matičnoj instituciji:

Kolegiji se ne unose u dopunsku ispravu o studiju kao dodatni ECTS bodovi, već se informacije o kolegiju i ostvareni uspjeh unosi u Transcript of Records/Recognition Outcomes partnerske institucije i postoji naznaka u dopunskoj ispravi o studiju o tome

### NAPOMENA:

Ako student ne položi kolegij u ustanovi domaćina, a koji se priznavao u LA, kolegij mora upisati i polagati ponovno sljedeće godine na matičnoj ustanovi



# Praktična demonstracija – priprema ECTS i prateće dokumentacije kod outgoing studenata na FMTU

## ➤ Nakon objave rezultata i prije mobilnosti

1. **Sastanak ECTS** i Erasmus koordinatora; prodekana za međunarodnu mobilnost; Voditeljica ureda za studenta sa studentima
2. **Koordinator ugovora** – osoba zadužena za ispomoć oko pripreme dokumentacije
3. **Prikupljanje syllabusa** i pronalaska predmeta sa sličnih ishodima učenja
4. **Nastavnik (ne)priznaje** – priznavanje e-mailom ili osobno (paraf na syllabus)
5. **Sastavljanje Prijedloga za donošenje Odluke o obvezama studenta (PRILOG 1)**
6. **Sastavljanje Odluke o utvrđivanju prava i obveza studenata u mobilnosti (PRILOG 2)**
7. **Sastavljanje LA (PRILOG 3)**
8. **Izjava o primitku Odluke (Prilog 4)**



# Praktična demonstracija – priprema ECTS i prateće dokumentacije kod outgoing studenata FMTU

## ➤ Tijekom mobilnosti

1. Koordinator ugovora – osoba zadužena za ispomoć oko pripreme dokumentacije
2. Prikupljanje syllabusa i pronađalaska predmeta sa sličnih ishodima učenja
3. Nastavnik (ne)priznaje – priznavanje e-mailom ili osobno (paraf na syllabus)
4. IZMJENE Prijedloga za donošenje Odluke o obvezama studenta (PRILOG 1)
5. Sastavljanje Odluke o utvrđivanju prava i obveza studenata u mobilnosti – Aneks Odluke (PRILOG 3)
6. IZMJENE LA (PRILOG 4) – Izmjene i dopune



## Praktična demonstracija – konverzija ocjena na FMTU

### ➤ Nakon mobilnosti

1. LA
2. ToR
3. I sva prethodna (interna dokumentacija) dokumentacija



## Praktična demonstracija – konverzija ocjena na FMTU

**Rezultate položenog ispita Povjerenstvo za nastavu priznaje na sljedeći način:**

1. ako student ostvari na ustanovi domaćinu ocjenu iz predmeta izraženu slovima i postocima, priznaju mu se obje ocjene;
2. ako student ostvari samo brojčanu ocjenu 2-5 ili slovčanu A-E priznaju mu se brojčana ili slovčana ocjena i dodjeljuje mu se postotak sukladno Pravilniku o ocjenjivanju;
3. ako student ostvari ocjenu izraženu u postocima usvojenog znanja, vještina i kompetencija, prihvata se navedena ocjena i dodaje se slovčana (A-E) i brojčana ocjena (2-5) sukladno Pravilniku o ocjenjivanju

**Primjer priznavanja (prilog 6)**



# Praktična demonstracija – konverzija ocjena na FMTU

ZEMLJA	Ustanova domaćin			Matična ustanova			
	OPISNA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	Konačni % usvojenog znanja, vještina i kompetencija	
AUSTRIJA	Sehr gut	1	A	5	A	100%	100%
	Gut	2	B	4	B	79,99%	89,99%
	Befriedigend	3	C	3	C	69,99%	79,99%
	Genügend	4	D	2	D	59,99%	69,99%
	Nicht Genügend	5	FX	1	F/FX	-	-



# Praktična demonstracija – konverzija ocjena na FMTU

ZEMLJA	Ustanova domaćin			Matična ustanova			
	OPISNA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	Konačni % usvojenog znanja, vještina i kompetencija	
ITALIJA	Eccellente	27 – 30	A	5	A	80% -100%	90%-100%
	Molto Buono	24 – 26,9	B	4	B	70% - 79,99%	80%-89,99%
	Buono	21 – 23,9	C	3	C	60% - 69,99%	70%-79,99%
	Soddisfacente	19 – 20,9	D	2	D	50% - 59,99%	60%-69,99%
	Sufficiente	18 – 18,9	E	2	E	40% - 49,99%	50%-59,99%
	Insufficiente	0 – 17,9	F	1	F/FX	-	-



# Praktična demonstracija – konverzija ocjena na FMTU

ZEMLJA	Ustanova domaćin			Matična ustanova			Konačni % usvojenog znanja, vještina i kompetencija
	OPISNA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	BROJČANA OCJENA	SLOVČANA OCJENA	Preddiplomski i sveučilišni i stručni studij	
LATVIA	Very high	9 – 10	A	5	A	90% - 100%	90% -100%
	High	8	B	4	B	79,99%	89,99%
	High	7	C	3	C	69,99%	79,99%
	Medium	6	D	2	D	59,99%	69,99%
	Medium	5	E	2	E	49,99%	59,99%
	Medium	4	FX	1	F/FX	-	-



## The Egracons (European Grade Conversion System)

- Program koji je stvoren radi lakše konverzije
- Link <http://egracons.eu>
- Osobno smatram da još nije doradena – nema „službene“ regulacije



## COUNTRY REPORT -CROATIA-

Description	Grading system in higher education institutions in Croatia		
Grading system 1 Legal framework:	<p>Academic grading in Croatia is regulated by the Ministry of Science, Education and Sports, by the Article 81 and Article 84 of The Act on Scientific Activity and Higher Education.</p> <p>Universities are given autonomy for further elaboration of grading methods. Good practice shows that both absolute and relative grading methods are being used. Universities make referencing schemes to the ECTS grading system. Details about grading methods and referencing to ECTS grading systems have to be clearly explained in a Diploma Supplement.</p>		
Student group	Higher Education. University students.	Grade range Pass grade Other pass grade levels	1-5 2 2, 3, 4, 5
Description of the grading system:	<p>According to the provisions of the Article 81 of The Act on Scientific Activity and Higher Education Act the Croatian national grading system consists of five grades with numerical equivalents:</p> <p>1 (0-59%) unsatisfactory, insufficient , fail (nedovoljan) 2 (60%-69%) satisfactory, pass, sufficient (dovoljan) 3 (70%-79%) good (dobar) 4 (80%-89%) very good (vrlo dobar) 5 (90%-100%) outstanding, excellent (izvrstan)</p> <p>1 (nedovoljan) is a failing grade, requires student to retake exam/resubmit work and it is not written in "indeks" while grades 2 through 5 are passing grades.</p> <p>ECTS grading scale:</p> <p>A - 5 B - 4 C - 3 D, E - 2</p>		



**Hvala na pozornosti.  
Pitanja?**