

Study and Examination Regulations (SER)

Master of Arts (M.A.) V

§ 1 Scope

The SER at hand regulates the Master studies in the area of

“Responsible Management”

with the degree "Master of Arts" (M.A.) and the regarding fields of specialization within the framework of the general study and examination regulations of SHB.

§ 2 Duration and Structure of the Program

- (1) The program is laid out as a distance learning program, supplemented by self-study, residential and transfer periods.
- (2) Events, deadlines and locations as well as additional offers are specified in the respective student contract (inclusive study plan).
- (3) Duration and structure: As a general rule, the program takes 12 months, which students normally pass consecutively.

	Min.-	days	hours/h	CP
a	Modules (with compulsory attendance and transfer) [thereof optional compulsory modules]	150 [20]	1.350 [180]	45 [6]
b	Self-studies (recommended))	57	513	(s.a.)
c	Project work and thesis	50	450	15
	Total study time	200	1.800	60

§ 3 Admissions Requirements, Modules, Load

- (1) The basic admission requirements are given in the general certification regulations. Specific admission requirements are given in Annex I.
- (2) Modules (based on the major subject) are specified in the SER's annex II.
- (3) Load (examinations and credit points, based on the major subject) is specified in the SER's annex II.

§ 4 Commencement

Date: 01.05.2010

Annex I: **SER M.A. V**
Area: **Responsible Management**
Major Subject **General Responsible Management (GRM)**
Accreditation: -

Determined by SHB's University Council and confirmed by the authorised administration of the Senate of Berlin the following specifications shall apply:

1. Duration

No additional regulations.

2. Structure

No additional regulations.

3. Special admissions requirements

3.1 Program:

31a Admission to this program requires a successful completed Master program (≥ 240 Credit Points); or Bachelor program respectively (with a minimum of 240 Credit Points or 180 Credit Points) on condition that the program is integrated in a Double Degree or Multiple degree program with minimum 120 Credit Points; or Bachelor program with 210 Credit Points and if so a maximum of 30 Credit Points, offset against knowledge and abilities acquired out of an university and verified on an university study course). Missing Credit Points at admission time cause supplementary modules (maximum 30 Credit Points).

31b Furthermore, the admissions examinations may lead to a prescription of supplementary courses.

3.2 Modules: see profiles of modules.

4. Modules: Definitions and annotations

4.1 Transfer

41a Based on decisions of the examination committee and documented in the study plan.

4.2 Basics

42a Difference in the sum of self-study days based on rounding errors.

42b K / C / P / TA / TDR and "LNW h" based on decisions of the examination committee and documented in the study plan ("LNW h" in annex AI is the minimum).

4.3 Focus

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4.4 Optional compulsory

44a Typically a project is compatible to the chosen optional compulsory module.

44b Allocations of credit points for the project work and project documentation in terms of transfer papers or project study papers are based on the examination committee's decisions and documented in the study plan.

44c K / C / P / TA / TDR and "LNW h" based on decision of the examination committee and documented in the study plan ("LNW h" in annex AI is the minimum).

4.5 Supplementation compulsory

45a In case admission tests document a lack of prior education that potentially could lead to study failure or a lack of Credit Points, SHB reserves the right to prescribe individual study plans that would include supplementary courses. During the time of individual pre-studies, students are preliminarily admitted to the program (academic preparations); after having finished these preliminary studies successfully, they are fully admitted to the program. During the time of studies, students are admitted to the program (additional courses).

45b Academic Preparations: see annex II.

4.6 Supplementation facultative

46a Add-on courses, specified in the educational contract (compulsory for University Certificates).

4.7 General annotations:

AI (All)	Annex I (Annex II)
AP	Oral master thesis defence (final exam)
Art	Type
C	Case
CP	Credit Point (ECTS, European Credit Transfer System, basis 30h/CP)
Gew.	Weighting
h	Hour (basis 9h/day)
HR	Human resources
K	Written examination
LNW	Examination
MT	Master thesis
Note	Grade
P	Presentation
PA	Project work
PK	Project
S	Seminar (also as lecture/blended learning-unit/tutorial/workshops/colloquiums/etc. [cf. study plan])
SER	Study and Examination Regulations (Educational and Examination Regulations)
SL	Self-study
TA	Transfer Paper: Assignment (research/business project)
Tage	Days
TR	Transfer
VT	Major subject

5. Modules and Load

See annex II.

Anhang II: Module und Leistungen/Annex II: Modules and Load

Modul (Moduleile/Schwerpunktinhalte) Module (Courses/Topics)	Tage			LNW		Gew. Note	CP			
	S	SL	TR	Art	h					
General Responsible Management / major / compulsory / SPO M.A.-RM / Responsible Management										
VT: General Responsible Management (GRM)	*	*	*	*	*	60	60			
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139175-2010-02-07										
PK1: Project (PK)	According to the admittance # cf. PKmodules			*	*	50	*	*	15	
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139176-2010-02-07										
PK1.1: Transfer Papers (TA)	SER: AI-41a	*	*	*	TA	*	*	*	*	
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139177-2010-02-07										
PK1.2: Transfer Documentation Report (TDR)	SER: AI-41a	*	*	*	TDR	*	*	*	*	
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139178-2010-02-07										
PK1.3: Project Study Papers (PSA)	SER: AI-41a	*	*	*	PSA	*	*	*	*	
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139179-2010-02-07										
PK1.4: Project work (PA)	Basis for and documented in the thesis			*	*	*	PA	*	*	*
General Responsible Management / transfer / compulsory / SPO M.A.-RM / Responsible Management GRM-139180-2010-02-07										
PK1.5: Thesis	Scientific documentation, based on the project.			*	*	50	MT AP	1	15	*
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139181-2010-02-07										
GM: General Management (GM)	SER: AI-42a	15	23	22	*	*	*	*	18	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139182-2010-02-07										
GM1: Leadership & H.R. Management	Leadership I # Organizational Behavior # H.R. Management Principles # H.R. Management Strategy & Marketing # H.R. Development / Leadership # Development # Gratification # Talent and Performance Management	5	9	6	SER: AI-42b, TA	1	6	6	6	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139183-2010-02-07										
GM2: Entrepreneurship and International Management	Principles of Practical Corporate # Management # - Principles of Entrepreneurship # - Innovation Management # Management of Strategies # Business Strategy # Corporate Strategy # Principles of Foreign Trade # Principles of International Management # Cross-Cultural Management	5	6	9	SER: AI-42b, TA	1	6	6	6	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139184-2010-02-18										
GM3: Projekt Management and Marketing Management	Interdisciplinary Scientific Work # Methods of Project Planning and Management # Principles of Marketing # Market Research # Marketing and Sales Management	5	6	9	SER: AI-42b, TA	1	6	6	6	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139185-2010-02-07										
RM: Responsible Management (RM)	*	17	26	27	*	*	*	*	21	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139186-2010-02-07										
RM1: Integrative Economic Ethics and Corporate Ethics Management	Ethical Propaedeutikum # Basic concepts of Economic Ethics and Corporate Ethics # Corporate Ethics Management I # Corporate Ethics Management II # Leadership Integrity	5	8	7	SER: AI-42b, TA	1	6	6	6	
General Responsible Management / basics / compulsory / SPO M.A.-RM / Responsible Management GRM-139187-2010-02-07										
RM2: Corporate Responsibility Management	Analytical Component of Corporate Responsibility Management # Operational Component of Corporate Responsibility Management # Stakeholder Management # - CSR Strategy # Global environmental developments I # Environmental Economics & Policy # Green Design I # Business & the Environment I	6	12	9	SER: AI-42b, TA	1	8	8	8	
General Responsible Management / focus / compulsory / SPO M.A.-RM / Responsible Management GRM-139188-2010-02-07										
RM3: Sustainable Leadership	Sustainable Business # Fundamentals of Sustainable Leadership # Corporate Responsibility Frameworks and Standards # Best Practice of Sustainable Management	6	6	11	SER: AI-42b, TA	*	7	7	7	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139189-2010-02-07										
OC-RMO: Responsible Management Optional (RMO)	*	5	7	8	SER: AI-44c, TA	1	6	6	6	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139190-2010-02-07										
OC-RMO1: Sustainable Research and Production	Sustainable Research and Development # New Product and Innovations # Sustainable Production, Design and Packaging # Sustainable Logistics	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139191-2010-02-07										
OC-RMO2: Responsible Marketing	Responsible Marketing Management # Market research for/of sustainable consumption # Responsible Customer Relations Management # Responsible Media Management	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139192-2010-02-07										
OC-RMO3: Sustainable Finance	Sustainable Finance I # Sustainable Finance II	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139193-2010-02-07										
OC-RMO4: Integrated Governance, Risk and Compliance Management	Corporate Governance Codices # Risk Management	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139194-2010-02-07										
OC-RMO5: Sustainable H.R. Management	Applied Sustainable H.R. Management # Diversity Management	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139195-2010-02-07										
OC-RMO6: Leadership Ethics	Integrative Economic Ethics and Corporate Ethics II # Ethical Communication	*	*	*	*	*	*	*	*	
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management GRM-139196-2010-02-07										
OC-RMO7: CSR Management	CSR Management I # CSR Management II	*	*	*	*	*	*	*	*	



Anhang II: Module und Leistungen/Annex II: Modules and Load

Modul (Moduleile/Schwerpunktinhalte) Module (Courses/Topics)		Tage			LNW		Gew. Note	CP
		S	SL	TR	Art	h		
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management		GRM-139197-2010-02-07						
OC-RMO8: CSR Topics	Bribery and Corruption # Fairness in Trading and Dealing # Responsibility in Supply Chain # Responsible Commodity Trading	*	*	*	*	*	*	*
General Responsible Management / focus / optional compulsory / SPO M.A.-RM / Responsible Management		GRM-139198-2010-02-07						
OC-RMO9: Environmental Sustainability	Global environmental developments II # Environmental Economics & Policy # Green Design II # Business & the Environment II	*	*	*	*	*	*	*
General Responsible Management / supplementation / compulsory / SPO M.A.-RM / Responsible Management		GRM-139199-2010-02-07						
EPF: Supplementary compulsory (EPF)	SER: AI-45a	*	*	*	*	*	*	*
General Responsible Management / supplementation / facultative / SPO M.A.-RM / Responsible Management		GRM-139200-2010-02-07						
EF: Supplementary facultative (EF)	SER: AI-46a	*	*	*	*	*	*	*