

## **Study and Examination Regulations (SER) Master of Arts (M.A.) I-8**

### **Scope**

The SER at hand regulates the Master studies with the degree "Master of Arts" (M.A.) within the framework of the general study (RSO) and examination regulations (RPO).

- (1) Area: **Management**
- (2) Major subject: **General Responsible Management**

### **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, locations as well as additional offers are specified in the respective student contract (inclusive study plan).
- (3) Duration and structure: see annex I.

### **Admissions Requirements, Modules, Load**

- (1) Basically admission requirements are specified within the framework of the general regulations. Special admissions requirements are specified in annex I
- (2) Modules are specified in annex II.
- (3) Load is specified in annex II.

### **Commencement**

Date: 30.11.2015

**Annex I:** **SER M.A. I-8**  
**Area:** **Management**  
**Major subject:** **General Responsible Management**  
**Accreditation:** -

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

### 1. Duration

The program takes 18 months, which students normally pass consecutively.

### 2. Structure

	min.-	days	hours/h	CP
a	Modules (with compulsory attendance and transfer)	104	936	48
b	Self-studies (recommended)	58	522	s.o.
c	Project work and thesis	90	810	27
	<b>Total study time</b>	<b>252</b>	<b>2.268</b>	<b>75</b>

### 3. Special Admissions Requirements

#### 3.1 Program

#### 3.1a Admission to this program requires a successful completed:

- Master program ( $\geq 240$  Credit Points); or
- Bachelor program ( $\geq 240$  Credit Points); or
- Bachelor program with  $< 225$  Credit Points at admission time with supplementary modules (maximum 45 Credit Points) completed

#### 3.1b Furthermore, the admission examinations may lead to a prescription of supplementary courses.

### 4. Modules: Definitions and Annotations

#### 4.1 Transfer

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#### 4.2 Basics

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#### 4.3 Focus

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#### 4.4 Optional compulsory

#### 4.4a Compulsory: two modules, documented in the study plan.

#### 4.5 Supplementation compulsory

#### 4.5a In case admission tests document a lack of prior education that potentially could lead to study failure SHB reserves the right to prescribe individual study plans that would include supplementary courses.

#### 4.5b In case a lack of Credit Points at admission time that may affect the completion of the study, SHB reserves the right to prescribe individual study plans that would include supplementary courses. During the time of additional courses, students are admitted to the program.

#### 4.6 General annotations

- AI Annex I
- All Annex II
- AP Oral bachelor thesis defence (final exam)
- Art Type
- C Case study
- CP Credit Point according to ECTS = 30h/CP
- ECTS European Credit Transfer and Accumulation System
- F Foundation
- Gew. Weighting
- h Hour (basis 9h/day)
- K Written examination
- LNW Examination
- MT Master Thesis
- Note Grade
- P Presentation
- PA Project work
- PK Project
- PSA Project study paper
- S Seminar (also as lecture/blended learning-unit/tutorial/workshops/colloquiums/etc. [cf. study plan])
- SA Study paper
- SL Self-study
- SPO Study and examination regulations
- TA Transfer paper
- Tage Days
- TDR Transfer documentation report
- TR Transfer
- VT Major subject

## **5. Accreditation of previously passed study and training courses, further education and practical work**

- 5.1 Previously passed study and training courses, further education and project work can be accredited as part of the M.A. in Responsible Management at Steinbeis University Berlin (SHB) – Institute Corporate Responsibility Management (ICRM) according §3, Abs.4,5,6 SHB Rahmenprüfungsordnung.
- 5.2 Study and exam achievements, as well as university degrees which have been completed at the state or state-recognized universities or universities of cooperative education in Germany or at the state or state-recognized universities abroad are recognized, provided that the acquired competences are not significantly different from the achievements or degrees which are replaced. The approval serves for the continuation of the studies, passing exams, purposes of further studies and the access to doctoral studies.
- 5.3 The applicant is responsible for presenting the required information about the achievement to be accredited. The responsibility of proof that an application does not fulfill the requirements for the approval belongs to the department that carries out the recognition procedure. The Examination Board of Steinbeis University Berlin, which is defined in § 2 General Examination Conditions (Rahmenprüfungsordnung, RPO), is in charge of the recognition procedure. The applicant shall be informed in written form about the decision.
- 5.4 Criteria for the recognition procedure, through which it should be approved that the acquired competences are not significantly different from the achievements or degrees which are replaced, are the evaluation of the following components of achievements:
  1. the learning objectives
  2. overview of subject fields and grades
  3. workload and ECTS credits
  4. practical applications (if applicable)
  5. other forms of performance evaluation
- 5.5 Examination results from knowledge and skills acquired outside of higher education may be recognized within the scope of a particular case decision; given that equality regarding course content, course work (workload) and examinations of the previous program with the course subject of the present program has been established. These examinations can only be recognized once, and up to a half (maximum) of the credit points results can only be credited once. With the acceptance, it has to be ensured that the same competence development, especially based on an equivalent project, is possible according to the project quality criteria. The Examination Board of Steinbeis University Berlin, which is defined in § 2 General Examination Conditions (Rahmenprüfungsordnung, RPO), is in charge of the recognition procedure. The applicant shall be informed in written form about the decision.

## **6. Modules and Load**

See annex II.

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

Modul (Moduleile/Schwerpunkthinhalte) Module (Courses/Topics)	Tage			LNW		Gew. Note	CP
	S	SL	TR	Art	h		
General Responsible Management / study / compulsory / M.A.-I-8 / Management GRM-184448-11-11-15							
VT: <b>General Responsible Management</b>			40	58	154	AP MT PA 6TA 3C P K C/K	* 75 75
General Responsible Management / transfer / compulsory / M.A.-I-8 / Management GRM-184449-11-11-15							
PK: <b>Project</b>	According to the admittance # cf. PK modules		*	*	90	AP MT PA [TA]	* 27 27
General Responsible Management / transfer / compulsory / M.A.-I-8 / Management GRM-184450-11-11-15							
PK1: <b>Transfer Papers (TA)</b>	Definition in the modules		*	*	*	[TA]	* * *
General Responsible Management / transfer / compulsory / M.A.-I-8 / Management GRM-184451-11-11-15							
PK2: <b>Project Work (PA)</b>	Basis for and documented in the thesis		*	*	50	PA	* * 15
General Responsible Management / transfer / compulsory / M.A.-I-8 / Management GRM-184452-11-11-15							
PK3: <b>Thesis</b>	Scientific documentation, based on the project.		*	*	40	MT AP	1 27 12
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184453-11-11-15							
GM: <b>General Management</b>			20	14	20	2TA C P	* 16 16
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184454-11-11-15							
GM1: <b>Integrative General Management</b>	Marketing Management # Financial Management # Operations and Logistics # Procurement and Supply Chain Management # Human Resources Management		10	7	10	CTA	1 8 8
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184455-11-11-15							
GM2: <b>Project Management and Social Entrepreneurship</b>	Interdisciplinary Scientific Work # Methods of Project Planning and Management # Principles of Practical Corporate Management # Principles of Entrepreneurship # Social Entrepreneurship # Management of Strategies		10	7	10	PTA	1 8 8
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184456-11-11-15							
RM: <b>Responsible Management</b>			10	24	20	2TA C K	* 16 16
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184457-11-11-15							
RM1: <b>Corporate Ethics Management</b>	Ethics Propaedeutikum # Basic concepts of Economic Ethics and Corporate Ethics # Corporate Ethics Management I # Corporate Ethics Management II		5	12	10	KTA	1 8 8
General Responsible Management / basics / compulsory / M.A.-I-8 / Management GRM-184458-11-11-15							
RM2: <b>Corporate Responsibility Management I</b>	Analytical Component of Corporate Responsibility Management # Operational Component of Corporate Responsibility Management # Corporate Responsibility Frameworks and Standards # Stakeholder Management # CSR Strategy		5	12	10	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184459-11-11-15							
RMO: <b>Responsible Management Optional</b>	SPO: AI-4.4a		10	20	24	2TA C/K C	* 16 16
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184460-11-11-15							
RMO1: <b>Corporate Responsibility Management II</b>	Current Topics in Corporate Responsibility		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184461-11-11-15							
RMO2: <b>Environmental Sustainability</b>	Climate Change # Resource Efficiency # Biodiversity # Ecosystem Services # Sustainable Economic Growth		5	10	12	KTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184462-11-11-15							
RMO3: <b>Research Methods</b>	Qualitative Research Methods # Quantitative Research Methods		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184463-11-11-15							
RMO4: <b>Marketing Management</b>	Responsible Marketing Management # Market research for/of sustainable consumption # Responsible Customer Relations Management # Responsible Media Management		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184464-11-11-15							
RMO5: <b>Finance Management and Models</b>	Finance Models # Sustainable Investment # Sustainable Banking # Principles of Sustainable Accounting		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184465-11-11-15							
RMO6: <b>Principles of Management</b>	Management Theory # Management Functions # Manager Functions and Roles # Corporate Governance		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184466-11-11-15							
RMO7: <b>Human Resource Management</b>	Applied Sustainable H.R. Management # Diversity Management # Organizational Behaviour # Team Management		5	10	12	CTA	1 8 8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management GRM-184467-11-11-15							
RMO8: <b>Social Innovation</b>	Social Change # Leadership # Social Enterprise and Entrepreneurship # Corporate Social Innovation # Social Innovation Process		5	10	12	CTA	1 8 8

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

Modul (Moduleile/Schwerpunkthinhalte) Module (Courses/Topics)		Tage			LNW		Gew. Note	CP
		S	SL	TR	Art	h		
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management		GRM-184468-11-11-15						
RMO9: <b>Global Aspects of Business and Management</b>	International Stakeholder Management # Intercultural Diversity Management # International Trade # Multi-cultural Team Development # Cross-cultural Conflict Management # Ethical Issues in Global Business	5	10	12	CTA	1	8	8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management		GRM-184469-11-11-15						
RMO10: <b>Business and Industrial Strategy</b>	Business Analyses # International Markets # Cross-functional Analyses # Dynamics of Competition # Contemporary Challenges in Strategy Planning	5	10	12	CTA	1	8	8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management		GRM-184470-11-11-15						
RMO11: <b>New Business Ventures</b>	Process Management # Sector Analysis # Online Business # Knowledge Management # Information and Communication Technologies in Business	5	10	12	CTA	1	8	8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management		GRM-184471-11-11-15						
RMO12: <b>Non-Corporate Sector Management</b>	Social Sector # Public Sector Management # NGO Governance # Public-Private-Partnership	5	10	12	CTA	1	8	8
General Responsible Management / focus / optional compulsory / M.A.-I-8 / Management		GRM-184472-11-11-15						
RMO13: <b>Change Management</b>	Cultural Diversity and Change Management # Leading Change # Organizational Knowledge Transfer # Resistance to Change	5	10	12	CTA	1	8	8
General Responsible Management / supplementation / compulsory / M.A.-I-8 / Management		GRM-184473-11-11-15						
EPF: <b>Supplementation compulsory (EPF)</b>	SPO: AI-4.5a	*	*	*	*	*	*	*
General Responsible Management / supplementation / compulsory / M.A.-I-8 / Management		GRM-184474-11-11-15						
EPF1: <b>Management I</b>	Leading and Managing Organizations	1	27	22	CTA	*	*	*
General Responsible Management / supplementation / compulsory / M.A.-I-8 / Management		GRM-184475-11-11-15						
EPF2: <b>Management II</b>	Business Strategy	1	27	22	CTA	*	*	*
General Responsible Management / supplementation / compulsory / M.A.-I-8 / Management		GRM-184476-11-11-15						
EPF3: <b>Management III</b>	International Management	1	27	22	CTA	*	*	*
General Responsible Management / supplementation / compulsory / M.A.-I-8 / Management		GRM-184477-11-11-15						
EPF4: <b>Management IV</b>	Project Assignment	*	*	100	PSA	*	*	*