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## Introduction

### Introduction

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## Teaching profile

### Learning outcomes

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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'approprier 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.

## 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...)

Year

2 3

## o Contenu:

## ✘ 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	<a href="#">Mathematics in economy and management</a>	Pascal Lambrechts Mathieu Van Vyve	45h+30h	6 Credits	1q	x	
● LECGE1113	<a href="#">Accounting I</a>	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	45h+15h	5 Credits	1q	x	
● LECGE1114	<a href="#">Statistics in Economics and Management I</a>	Marie-Paule Kestemont	30h+30h	5 Credits	2q	x	
● LINGE1321	<a href="#">Marketing</a>	Chantal de Moerloose	30h+15h	4 Credits	2q		x
● LECGE1223	<a href="#">Production and Operations Management</a>	Pierre Semal	30h	4 Credits	1q		x
● LECGE1332	<a href="#">Finance</a>	Philippe Grégoire	30h+15h	4 Credits	1q		x
● LINGE1224	<a href="#">Human Management</a>	Laurent Taskin	30h+15h	4 Credits	2q		x

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

● LECGE1219	<a href="#">Accounting II and analysis of financial statements</a>	Géraldine Danaux (compensates) Michel De Wolf Yves De Rongé (coord.) Michel De Wolf	45h+15h	4 Credits	2q	x	
● LECGE1315	<a href="#">Business Strategy</a>	Alain Vas	20h+10h	4 Credits	1 ou 2q		x
● LECGE1112	<a href="#">Mathematics in economy and management</a>	Pascal Lambrechts Mathieu Van Vyve	45h+30h	6 Credits	1q	x	
● LECGE1213	<a href="#">Marketing</a>	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q		x
● LECGE1222	<a href="#">Microeconomics</a>	Arastou Khatibi Louis Larue François Maniquet	45h+15h	5 Credits	1 ou 2q		x
● LECGE1223	<a href="#">Production and Operations Management</a>	Pierre Semal	30h	4 Credits	1q		x
● LECGE1332	<a href="#">Finance</a>	Philippe Grégoire	30h+15h	4 Credits	1q		x

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

● LECGE1219	<a href="#">Accounting II and analysis of financial statements</a>	Géraldine Danaux (compensates) Michel De Wolf Yves De Rongé (coord.) Michel De Wolf	45h+15h	4 Credits	2q	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

						Year	
						2	3
○ LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	45h+30h	5 Credits	1q	x	
○ LECGE1213	Marketing	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q		x
○ LECGE1223	Production and Operations Management	Pierre Semal	30h	4 Credits	1q		x
○ LECGE1332	Finance	Philippe Grégoire	30h+15h	4 Credits	1q		x
○ LECGE1222	Microeconomics	Arastou Khatibi Louis Larue François Maniquet	45h+15h	5 Credits	1 ou 2q		x

⌘ Pour les bacheliers en sociologie et anthropologie et les bacheliers en information et communication (30 crédits)

○ LECGE1113	Accounting I	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	45h+15h	4 Credits	1q	x	
○ LECGE1321	Human Management	Stéphanie Coster (compensates Thomas Périlleux) Emilie Malcourant (compensates Thomas Périlleux) Emilie Malcourant (coord.)	30h+15h	4 Credits	2q		x
○ LECGE1112	Mathematics in economy and management	Pascal Lambrechts Mathieu Van Vyve	45h+30h	5 Credits	1q	x	
○ LECGE1213	Marketing	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q		x
○ LECGE1223	Production and Operations Management	Pierre Semal	30h	4 Credits	1q		x
○ LECGE1332	Finance	Philippe Grégoire	30h+15h	4 Credits	1q		x
○ LECGE1222	Microeconomics	Arastou Khatibi Louis Larue François Maniquet	45h+15h	5 Credits	1 ou 2q		x

⌘ Pour les bacheliers en sciences informatiques (30 crédits)

○ LCOPS1125	Psychology and Social Psychology	Coralie Buxant Olivier Corneille Adrien Mierop	30h	4 Credits	2q	x	
○ LECGE1113	Accounting I	Karine Cerrada Cristia Yves De Rongé Michel De Wolf	45h+15h	5 Credits	1q	x	
○ LESPO1321	Economic, Political and Social Ethics	Maxime Lambrecht Pierre-Etienne Vandamme	30h	5 Credits	2q		x
○ LECGE1213	Marketing	Nicolas Kervyn de Meerendré	30h+15h	4 Credits	1q		x
○ LECGE1223	Production and Operations Management	Pierre Semal	30h	4 Credits	1q		x
○ LECGE1332	Finance	Philippe Grégoire	30h+15h	4 Credits	1q		x
○ LECGE1321	Human Management	Stéphanie Coster (compensates Thomas Périlleux) Emilie Malcourant (compensates Thomas Périlleux) Emilie Malcourant (coord.)	30h+15h	4 Credits	2q		x

## COURSE PREREQUISITES

A document entitled (nb: not available for this programme Igesb100i) 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>).

## 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 Sociology and Anthropology [ en-prog-2019-soca1ba ]
- > Bachelor in Human and Social Sciences [ en-prog-2019-huso1ba ]
- > Bachelor in Computer Science [ en-prog-2019-sinf1ba ]
- > Bachelor in Information and Communication [ en-prog-2019-comu1ba ]
- > Bachelor in Law [ en-prog-2019-droi1ba ]
- > Bachelor in Political Sciences: General [ en-prog-2019-spol1ba ]

## Admission

### Specific Admission Requirements

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

**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

Bachelor students in Law that have obtained their Bachelor's Degree in 3 years (max.) and who have passed their Minor in Management may have access to the Double Degree in Law-Management (with the Admission Jury's agreement). Applicants must have passed the Bachelor cycle *cum laude* and must take additional courses (15 credits) for the first block of their Master:

- LECGE1219 Comptabilité II et analyse des états financiers [45h + 15h] (5 crédits)
- LECGE1337 Advanced math. and foundations of econometrics [30h + 15h] (5 crédits)
- LECGE1315 Stratégie d'entreprise [30h + 15h] (5 crédits)

For more information, please visit: <https://uclouvain.be/fr/facultes/drt/master-en-droit.html> (<https://uclouvain.be/fr/facultes/drt/master-en-droit.html>).

## Contacts

**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)	
	• Marie Lefevre

**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. 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> (<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

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> (<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>)

