BUSINESS ADMINISTRATION MASTER'S DEGREE

2022/2023

A.Y. 2022/2023 WELCOME MEETING





AGENDA

- **1. PRESENTATION / COORDINATION TEAM**
- 2. DEADLINES FOR MATRICULATION
- 3. CAMPUS
- 4. COURSES' STRUCTURE DESCRIPTION
- **5. CALENDAR AND TIMETABLES**
- 6. EXAMS AND RE-TAKES
- 7. MYUNITO PORTAL
- 8. SAAVE PAPER



BA COORDINATION TEAM

- **ELEONORA ISAIA**, ASSOCIATE PROFESSOR, BA DIRECTOR
 - OFFICE: CORSO UNIONE SOVIETICA 218/BIS (1° FLOOR)
 - <u>Students' Hours</u>: by Appointment
 - <u>CONTACTS:</u> <u>Eleonora.isaia@unito.it</u>
- LORENZO VASILE, PHD, TEACHING MANAGER FOR EMI COURSES
 - OFFICE: CORSO UNIONE SOVIETICA 218/BIS (THIRD FLOOR) OR VIA VENTIMIGLIA 115
 - <u>Students' Hours</u>: By Appointment
 - <u>CONTACTS:</u> <u>INTERNATIONALDEGREES.MANAGEMENT@UNITO.IT</u>



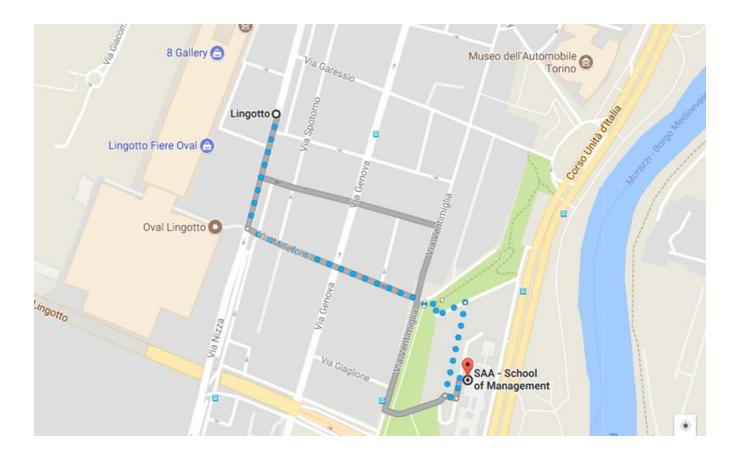
- MARILENA CATANESE, COORDINATOR
- YULIYA DOLZHENKO, COORDINATOR
- LUIGI FORTAREZZA, COORDINATOR
 - OFFICE: VIA VENTIMIGLIA 115 (SEGRETERIA STUDENTI)
 - <u>OFFICE OPENING HOURS</u>: **Monday - Wednesday and Friday: 9,30 Am - 11,30 Am Tuesday: 9,00 Am - 12,00 Pm Thursday: 2,00 Pm - 4,00 Pm**
 - VIRTUAL HELPDESK ON WEBEX AVAILABLE EVERY WORKING DAY FROM 10:00 TO 11:30 UPON APPOINTMENT TO BE FIXED THROUGH EMAIL
 - <u>CONTACTS: MDMBA.MANAGEMENT@UNITO.IT</u>





CAMPUS - WHERE WE ARE NOW

• LECTURES WILL BE HELD AT: SAA – SCHOOL OF MANAGEMENT, VIA VENTIMIGLIA 115, TORINO









ADMINISTRATIVE OFFICES



SME – SCHOOL OF MANAGEMENT AND ECONOMICS, CORSO UNIONE Sovietica 218 BIS, Torino:

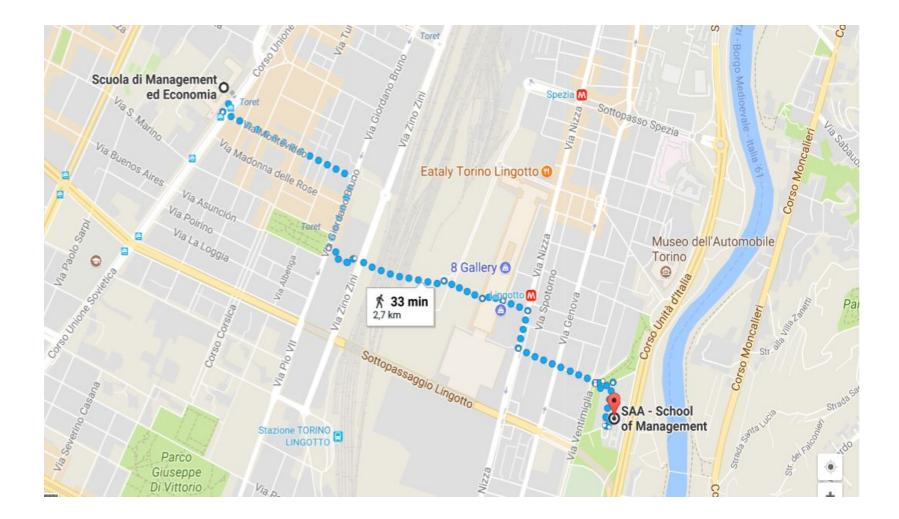
- *SEGRETERIA STUDENTI* (GROUND FLOOR, TUE 10,00 12,00; THU 13,30-15,30)
- JOB PLACEMENT (FIRST FLOOR, TUE 9,30-12,00; FRI 9,30-12,00)
- SEGRETERIA DIDATTICA (THIRD FLOOR)
- INTERNATIONAL OFFICE (THIRD FLOOR)
- ORIENTAMENTO (THIRD FLOOR)



SAA – VIA VENTIMIGLIA 115, TORINO: EVERYTHING IN ONE PLACE



HOW TO GET TO SME









MATRICULATION DEADLINES

- IF YOU ARE ALREADY <u>ADMITTED</u> YOU WILL BE ABLE TO MATRICULATE FROM OCTOBER 19TH 2022 TO OCTOBER 21ST 2022.
- THOSE WHO ARE STILL WAITING FOR REPECHAGE WILL CHECK NEXT REALLOCATION DATES IN THE <u>REGULATIONS FOR ADMISSION</u> (PAGE 6).





COURSES' STRUCTURE DESCRIPTION

- INTERNATIONAL DEGREE

• TWO-YEAR DEGREE IN ENGLISH

- AIM OF THE COURSE

• BROADENING STUDENTS' UNDERSTANDING OF THE BUSINESS FUNCTIONS IN BIG, COMPLEX AND MULTINATIONAL COMPANIES

- LECTURES ARE TAUGHT IN BLOCKS

- 2-3 WEEKS LONG (INTENSIVE LEARNING)
- GENERALLY STUDENTS ATTEND ONLY ONE COURSE AT A TIME
- THE ASSESSMENT IS AT THE END OF EACH BLOCK





SYLLABUS - FIRST YEAR Common / Both Curricula

	First Year 2022-2023				68	
1		MAN0521	International GAAP and financial statement analysis	SECS-P/07	10	70
2		MAN0293	Interpreting the macroeconomic scenario	SECS-P/01	12	84
3		MAN0294	Business organisation and behaviour	SECS-P/07	6	42
4		MAN0529	Advanced Corporate finance and capital markets - <i>integrated course</i> Module - Advanced Capital Markets Module - Advanced Corporate finance	SECS-P/11 SECS-P/09	10	70
5		MAN0522	Strategic marketing	SECS-P/08	5	35
6		MAN0523	Quantitative methods for decision making <i>integrated course</i> Module - Financial mathematics Module - Data analysis	SECS-S/06 SECS-S/01	10	70
7		MAN0298	Safety, quality and environment management	SECS-P/13	5	35
8		MAN0299	International law and taxation - <i>integrated course</i> Module - International contract and corporate law Module - International law and taxation	IUS/04 IUS/12	10	70





SECOND YEAR Curriculum – FINANCE AND ACCOUNTING

	Second Year 2023-2024				22	
9		MAN0656	Insurance and Financial Risk management - <i>integrated course</i> module - Insurance module - Financial Risk management	SECS-P/11 SECS-P/11	12	84
			Students choose two out of the following electives courses			
		MAN0530	Management information systems and internal control	SECS-P/07		
		MAN0311	Business plan	SECS-P/07		
10-11		MAN0531	Mergers & acquisitions	SECS-P/09	5	35
		MAN0739	Financial Engineering	SECS-P/11		
		MAN0738	Corporate sustainability	SECS-P/07		

SECOND YEAR Curriculum - BUSINESS MANAGEMENT AND INTERNATIONAL MARKETING

3	Second Year 2023-2024				22	
9		1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	Innovation management and Business strategy - <i>integrated course</i> Module - Innovation management Module - Business strategy	SECS-P/08	12	84
			Students choose two out of the following electives courses			
		MAN0304	Brand management	SECS-P/08	5	
	5 9.	MAN0532	International management	SECS-P/08		
10-11		MAN0308	Entrepreneurship	SECS-P/08		35
		MAN0527	Digital transformation	SECS-P/08		





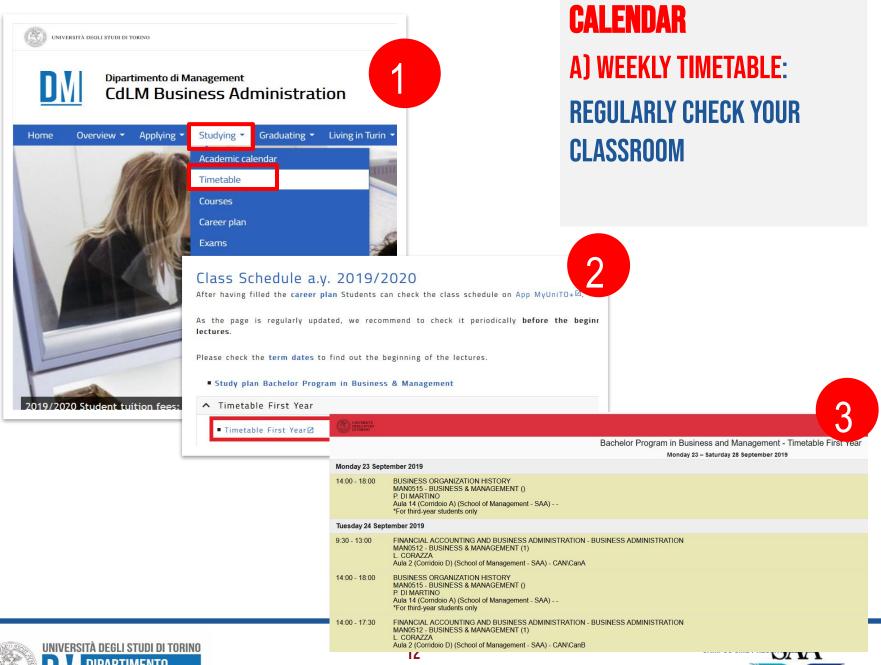
CALENDAR AND TIMETABLES

- TERM CALENDAR DIVISION

- **FALL TERM**: 19TH SEPTEMBER 22ND DECEMBER 2022
- **WINTER TERM**: 16th JANUARY 2023 5th April 2023
- **SPRING TERM**: 20TH APRIL 2023 17TH JUNE 2023
- THE ASSESSMENT IS AT THE END OF EACH BLOCK
- RE-TAKE SESSIONS ARE:
 - WINTER EXAM SESSION: 9th 14th January 2023
 - **Spring Exam Session:** 12th 19th April 2023
 - SUMMER EXAM SESSION: 19th June 15th July 2023
- YOU **MUST** BOOK THE EXAM ON ESSE3 IN ORDER TO SIT THE EXAM.
- **DO NOT BOOK EXAMS THROUGH UNITO APP, LOGIN ON <u>WWW.UNITO.IT</u> WEBSITE**

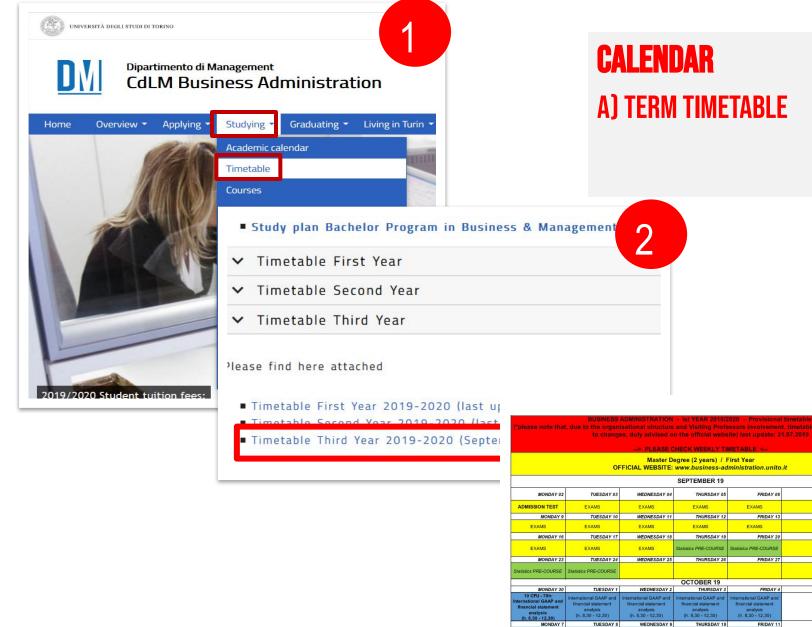












School of Management

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WEDNESDAY 16

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THURSDAY 17

MYUNITO PORTAL - TUITION FEES

- **DEADLINES FOR PAYMENT ARE:**
 - FIRST INSTALMENT FEES: AT THE MOMENT OF MATRICULATION
 - SECOND INSTALMENT FEES: WITHIN 4 PM OF **30th November 2022**
 - THIRD INSTALMENT FEES: WITHIN 4 PM OF **31st March 2023**
 - FOURTH INSTALMENT FEES: WITHIN **31st May 2023**
- SINCE JUNE 30TH 2020 TUITION FEES CAN ONLY BE PAID ONLINE (@PAGOPA)
- ISEE (FINANCIAL SITUATION CERTIFICATE) DEADLINE: 22ND NOVEMBER 2022



Payments





MYUNITO PORTAL – CAREER PLAN

- OPENING PERIODS:
 - OCTOBER 2022 MAY, 31 2023



Career plan

- IT MUST BE COMPLETED **EVERY ACADEMIC YEAR** IN ORDER TO REGISTER FOR THE EXAMS
- IT CAN BE MODIFIED AT ANY TIME <u>DURING THE OPENING PERIODS</u>



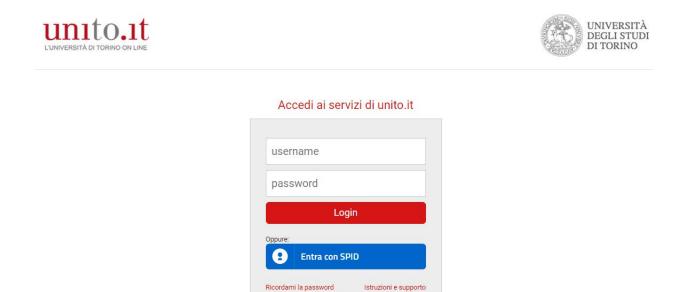
HTTPS://EN.UNITO.IT/STUDYING-UNITO/PROGRAMS/DEGREE-PROGRAMS/CAREER-PLAN





MYUNITO PORTAL - CAREER PLAN

Go to <u>https://www.business-administration.unito.it/do/home.pl</u> and access to your myunito page with your credentials



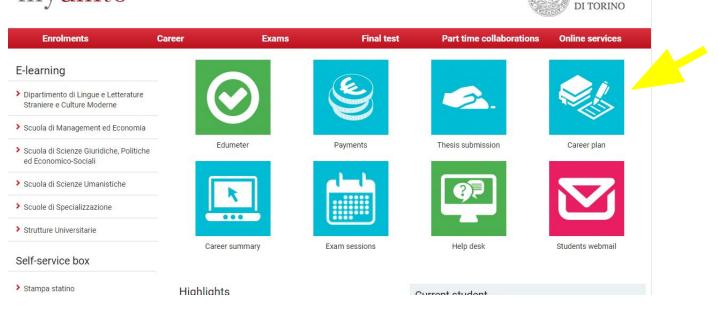
Sei un nuovo utente? Registrati Registrati con SPID





Click on «Career plan» to start

myunito







UNIVERSITÀ DEGLI STUDI

FULL-TIME OR PART-TIME?

Do you want to modify your full time/part time choice?







- 1. Click on the «Modifica Piano»
- 2. Click on «Prosegui compilazione Piano Carriera»

Complete your career plan for the entire duration of the course:

2 years = 120 credits



Modifica piano

Stampa Piano

Stampa Manifesto

Il piano carriera deve essere effettuato per l'intera durata del corso di studi (180 CFU per la laurea (120 CFU) per la laurea specialistica\magistrale, 300 o 360 CFU per la laurea magistrale a ciclo unico). Il piano deve essere compilato nei periodi di apertura p

Prosegui compilazione Piano Carriera





SELECT THE MANDATORY COURSES I-II YEAR

- Confirm the mandatory courses for 1 and 2 year («Conferma la scelta e prosegui»
- Choose 2 elective courses (You will be able to change these courses in the following year)
- Do not select ONLINE COURSES





To conclude this process click on the «CONTINUA per CONFERMARE» at the end of the last page







MYUNITO PORTAL – EDUMETER

 EDUMETER IS A QUESTIONNAIRE FOR THE EVALUATION OF THE COURSES' QUALITY



Edumeter

• IT IS **MANDATORY** TO COMPLETE THE QUESTIONNAIRE OF EACH Course in order to register for exams





MYUNITO PORTAL – EXAM REGISTRATION

- REGISTERING FOR THE EXAMS IS **MANDATORY**
- **REGISTRATION OPENS 20 DAYS BEFORE AND CLOSES 5 DAYS BEFORE**
- YOU CAN WITHDRAW:
 - ONLINE, UNTIL 5 DAYS BEFORE THE EXAM DATE
 - DURING THE EXAM, DEPENDING ON THE PROFESSOR
 - >> <u>ALWAYS REGISTER FOR THE EXAMS THROUGH THE WEB BROWSER, DO NOT</u>



Exam sessions



APP.







• IF YOU CAN'T REGISTER FOR AN EXAM, CHECK:

- HAVE YOU PAID ALL TUITION FEE INSTALMENTS?
- HAVE YOU FILLED IN THE CORRECT EDUMETER QUESTIONNAIRE FOR THE COURSE?
- HAVE YOU ADDED THE EXAM ON YOUR CAREER PLAN?
- ARE YOU WITHIN THE DEADLINE FOR THE REGISTRATION (AT LEAST 5 DAYS BEFORE THE EXAM)?

IF YOU STILL CANNOT REGISTER FOR THE EXAM, GET IN TOUCH WITH THE COORDINATION OFFICE (MDMBA.MANAGEMENT@UNITO.IT) **BEFORE THE REGISTRATION DEADLINE**.





MYUNITO PORTAL - WEBMAIL

• FORMAT:

NAME.SURNAME@EDU.UNITO.IT



Students webmail

- ALWAYS USE YOUR OFFICIAL UNITO WEBMAIL AND SPECIFY YOUR STUDENT N. IN YOUR EMAILS.
- YOU CAN USE AND SET THE GMAIL APP TO CHECK YOUR UNIVERSITY EMAIL.





YOU CAN SEARCH PROFESSORS'/TUTORS' EMAIL ADDRESSES HERE: https://rubrica.unito.it/





UNIVERSITÀ DEGLI STUDI DI TORINO

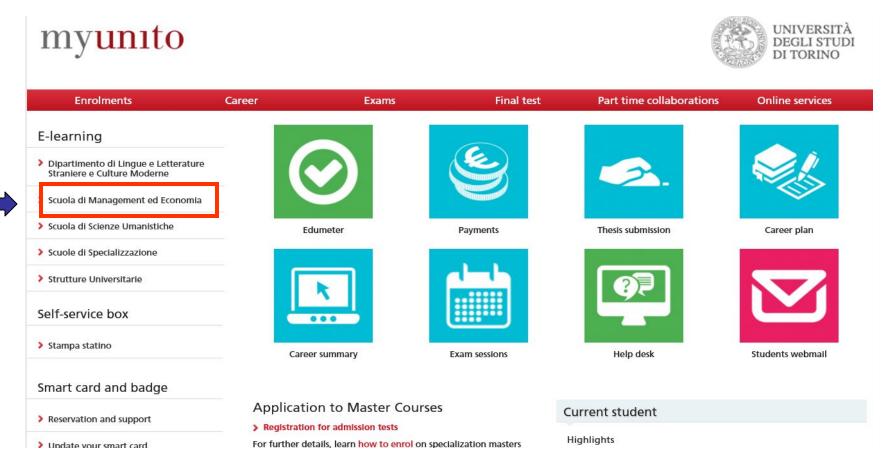
Iorna -> www.unito.it	
Pagine correlate	Home / Rubrica
> Mappa strutture	Cerca persone per Cognome e Nome
> Guida modifica dei dati	Cognome
	Nome
	Cerca
	Nota
	È possibile eseguire una ricerca parziale sul cognome inserendo alcune delle prime lettere del cognome. Per esempio volendo

cercare Mario Rossetti è sufficiente inserire "Ross". Tale modalità risulta particolarmente utile nella ricerca di utenti con il doppio cognome o con l'ultima lettera del cognome accentata.





SLIDES AND LEARNING MATERIALS ARE UPLOADED ON MOODLE (E-LEARNING PLAFORM) YOU CAN ACCESS TO MOODLE BY LOGGING INTO YOUR MYUNITO PAGE

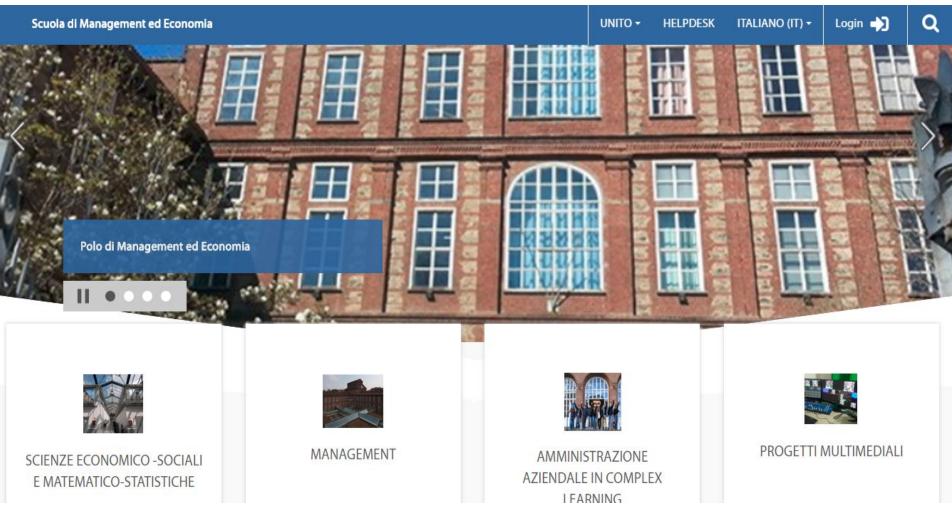


- TO USE IT LAB COMPUTERS: USERNAME BUSINESSADM / PASSWORD CDLBA2017
- FOR SLIDES AND LEARNING MATERIAL PLEASE REFER TO THE COORDINATION OFFICE





MYUNITO PORTAL – E-LEARNING (MOODLE PORTAL)



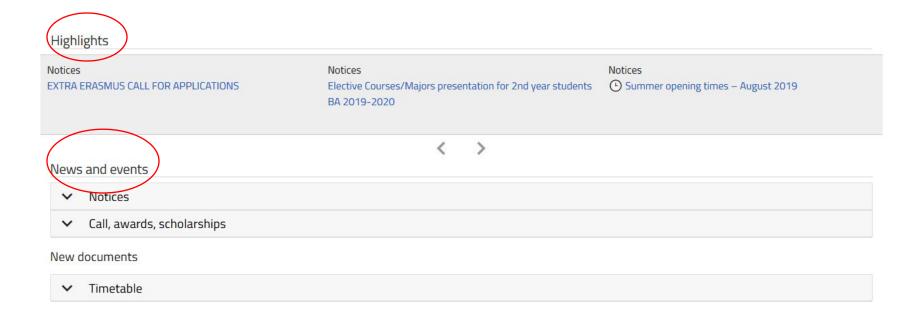
https://elearning.unito.it/sme/course/index.php?categoryid=451





FOR LAST-MINUTE CHANGES OR NEW OPPORTUNITIES DAILY CHECK THE «NEWS» SECTION OF THE WEBSITE

HTTPS://WWW.BUSINESS-ADMINISTRATION.UNITO.IT/DO/AVVISI.PL/SEARCH





WHO SHOULD I ASK TO?

- INFORMATION ABOUT: COURSES CONTENT, EXAM MODALITY, GRADES REGISTRATION ON THE TRANSCRIPT, PROGRAMMES FOR NON-ATTENDING STUDENTS
 PROFESSORS
- INFORMATION ABOUT: CLASSROOMS, PROBLEMS WITH REGISTRATION FOR THE EXAMS, CREDIT RECOGNITION, INTERNSHIP, CAREER PLAN, SMART CARD □ COORDINATION OFFICE
- INFORMATION ABOUT: ERASMUS, ERASMUS EXTRA-EUROPE
 SME ERASMUS OFFICE (<u>HTTPS://WWW.SME.UNITO.IT/IT/INTERNAZIONALITA/CHI-SIAMO</u>)
- INFORMATION ABOUT: ERASMUS TRAINEESHIP, FOREIGN LANGUAGES COURSES □ MRS. CRISTINA RAGIONIERI (RELAZIONI INTERUNIVERSITARIE OFFICE)
- INFORMATION ABOUT: INTERNSHIP 🗆 ING. EMANUELA OVCIN (MBA JOB PLACEMENT)











BUSINESS ADMINISTRATION MASTER'S DEGREE

2022-2023

THANK YOU FOR YOUR ATTENTION



