

RTU Course "Small Business Management"
22000 Faculty of Engineering Economics and Management

General data

Code	IUV438
Course title	Small Business Management
Course status in the programme	Compulsory/Courses of Limited Choice; Courses of Free Choice
Responsible instructor	Elīna Gaile-Sarkane
Academic staff	Judīte Jakubāne Ingūna Jurgelāne-Kaldava
Volume of the course: parts and credits points	1 part, 3.0 credits
Language of instruction	LV
Annotation	The circumstances hindering the entrepreneurship organization. Individual enterprise/ sole proprietorship. Family enterprise. Entrepreneurship of individuals. Systems of accounting, reports and control in small enterprise.
Structure and tasks of independent studies	Within the study course, students solve various situation tasks, plan company resources individually and in groups, develop management skills.
Recommended literature	<p>Obligātā/Obligatory:</p> <p>1. Hofs K.G. (sadarbībā ar R. Alsiņu) Biznesa ekonomika. 3. izdevums— Rīga, RTU Izdevniecība, 2019.g – 604. lpp. ISBN: 9789934192524 (iesiets) 2. D. Ščeuļovs, N. Plēģmans Atspēriena punkts veiksmīgai uzņēmējdarbībai : mācību līdzeklis (uzņēmēja rokasgrāmata) – Rīga, RTU izdevniecība, 2022. – 115 lpp. ISBN: 9789934226700 (iesiets), pieejams arī e-grāmatu platformā 3. D. Boddy, Management: using practice and theory to develop skill, 8th edition. - Harlow, England ;New York : Pearson, 2020., 564 p., ISBN: 9781292271811 (iesiets)</p> <p>Papildu/Additional:</p> <p>3. Vadība nenoteiktās situācijās tulkojums no angļu valodas. - Rīga : Lietišķās informācijas dienests, 2008.- 194. lpp. ISBN: 9789984826196 4. Feld, Brad Startup communities: building an entrepreneurial ecosystem in your city, 2012, Hoboken, New Jersey: John Wiley & Sons, Inc., 202 lpp. Hilton R.W. Managerial Accounting: Creating Value in a Dynamic Business Environment, 9th edition, 2010. 5. McGrath R.G, The End of Competitive Advantage: How to Keep Your Strategy Moving as Fast as Your Business, 2013. 6. Ries E. The Lean Startup: How Today's Entrepreneurs Use Continuous Innovation to Create Radically Successful Businesses ,2011, Crown Business, 336.p. 7. Scarborough, Norman M. Entrepreneurship and effective small business management / Norman M. Scarborough, Jeffrey R. Cornwall. 11th edition, global edition. Harlow: Pearson, 2015. 936 lpp. 8. Interneta resursi: www.likumi.lv; www.vdi.lv; www.lm.gov.lv u.c.</p>
Course prerequisites	According to the description of the study program

Course contents

Content	Full- and part-time intramural studies		Part time extramural studies	
	Contact Hours	Indep. work	Contact Hours	Indep. work
Small business in Latvia and in the world - definitions, types. Different understandings of small business	4	4	2	6
Management - theory and practice in small business	2	2	1	3
The manager and his functions in small business. Team, team work, team leadership Analysis, planning, control, management	8	8	4	12
Analysis, planning, control, management	2	2	1	3
Small business resource planning and management. Finance	4	4	2	6
Small business resource planning and management. People	6	6	3	9
Small business resource planning and management. Processes and quality management	4	4	2	6
Small business resource planning and management. Communication, information, marketing	6	6	3	9
Key challenges for small business	4	4	2	6
Total:	40	40	20	60

Learning outcomes and assessment

Learning outcomes	Assessment methods
Understands the concept of small business	Discussions, tests

Able to identify the main problems of small business, offer solutions to them	Case studies, group / individual work and their presentations
Understands and are able to apply in the practice management functions	Case studies, tests
Able to analyze, plan and manage company resources in various areas	Case studies, group / individual work and their presentations

Evaluation criteria of study results

Criterion	%
Case studies, discussions	20
Individual/ Group work and presentation	30
Tests	20
Exam	30
Total:	100

Study subject structure

Part	CP	Hours			Tests			Tests (free choice)		
		Lectures	Practical	Lab.	Test	Exam	Work	Test	Exam	Work
1.	3.0	2.0	0.0	0.0	*					