



WORKER TRAINING PROGRAM (SYLLABUS)
CONCERNING THE PREPARATION
INSTRUCTION

QKU/KTM/T(ITP)-01

Baku-2024

I confirm:
Western Caspian University
executive vice-rector

_____ **R. Bagirov**

1. GENERAL PROVISIONS

This document was prepared in accordance with the state standard and program of Higher Education, the rules for the content and organization of Bachelor s, master's and doctoral studies and other regulatory documents.

The rules determine the general requirements for the content and конструкция of the working curriculum (syllabus), its compilation and approval process for each subject taught by the teaching staff of Western Caspian University.

Syllabus is a document that reflects the description and purpose of the subject being taught, the teaching methods used, the expected teaching results and the evaluation учи corresponding to it.

Syllabus is prepared in all subjects taught at The Bachelor's, master's and doctoral levels. Syllabus defines the requirements of teachers and the obligations of students in the educational process for each specific subject.

2. DESIGN AND CONTENT OF SILLABUS

The following information should be reflected in the syllabus:

General information

Department, faculty, Specialty, Group, Number, level of Education (Bachelor s or master's, doctorate), form of Education: (full-time or part-time) academic year, academic semester:

General information about the subject

The name and code of the subject taught in accordance with the university directory, the teaching load, teaching methods (лекция, семинар, or лабораторной), the number of ECTS credits, the type of Subject (subject s belonging to the compulsory or seconded subject блок is indicated), the prerequisite (if any, the subjects that are necessary before teaching are indicated), the language of

Teacher information

Name and contact information of the teacher (e-mail and phone number), academic degree, information about научно activities.

Description of the subject

Brief information about the subject, information about the subjects conditioned by it (directly related/compatible) is noted.

Purpose of the discipline

The purpose of teaching the subject, the methods to be applied in teaching the subject are interpreted in writing. By studying this subject, it is noted what students will know, what they will achieve and what habits they will acquire.

Training results of the discipline

The expected learning outcomes in accordance with the objectives of the subject, i. e. what the learner knows, understands and what skills he will acquire when he finishes the learning process, are noted.

Academic honesty

It is a demonstration of commitment to honest and moral behavior in the academic environment by avoiding плагиат из and fraud, as well as other unethical behaviors.

Ethical behavior

The teacher considers paragraphs 32, 32.5.1, 32.5.1.1, 32.5.2, 32.5.3, 32.5.5 of Article 33 of the law "on education" and articles 33.3.2, 33.3.5., 33.3.6. it describes the required policy of ethical behavior, наведением by its paragraphs.

Required textbooks and teaching спид:

The library of Western Caspian University, which has been published in recent years, contains a sufficient number of main textbooks, teaching спид and recommended additional sources. The list of Recommended resources includes both print and electronic resources (database, website, etc.) is recorded.

Evaluation:

The максимальное количество amount of points for the full collection of a loan in the subject is 100 points. The evaluation is as follows:

Final assessment = current assessment + intermediate assessment

Current assessment-0-50 points. Including:

- training (workshop and лабораторной work) (0 - 30 points),
- freelance work (0-10 points),

- attendance (0 - 10 points)

Intermediate assessment - is the assessment of the end-of-semester exams (0-50 points).

Workshop and colloquium

Colloquiums are organized 3 times each semester in accordance with the academic calendar. Each colloquium is rated at 0 - 10 points. Holding a colloquium is managed by mandalay. A student who does not participate in the colloquium is credited with 0 points.

Freelance jobs:

This section contains information about the form of admission of the subject teacher to free work, requirements for admission to free work and topics of free work.

Required writing rules for внештатный work

Font and size: Arial 12 pt

Inter-line interval: 1.5

Total volume of work: minimum of 3 pages

Deadline for submission: 2 недели before the end of the semester.

Sustainability:

10 points are deducted for each меню непринятые 1% of the hours devoted to teaching the subject during the semester. Students who miss more than 25% of classes in the subject are not allowed to take the exam.

Exam:

This section describes information on what methods and forms the exams will be conducted and the requirements for the assessment of the exams.

1. The maximum number according to the results of the exam is 50 points

- the amount of the exam score should not be less than 17.

2. Students with a total of 50 points scored during the semester and according to the result of the exam are considered to have mastered the subject.

Calendar thematic plan

This section contains the title of subjects in the subject, date, hours dedicated to the subject and notes.

3. SYLLABUS PREPARATION AND PROCESS APPLICATION

For each semester, on the basis of the unified form adopted by the University (Annex 1), the teaching staff prepares syllabus in accordance with the subjects taught. The prepared syllabus is presented at a meeting of the department, put into a protocol, approved by the head of the Department. Syllabus is prepared in the language in which the subject is taught students must familiarize themselves with syllabus on the first day of the lesson, and at the beginning of each semester, syllabus is added to the electronic attendance Journal.

Научно Council Of Western Caspian University
“ _____ ” _____ 20__ - by the decision
of the meeting dated (protocol № _____)
approved.



"Approved by:

Head of the Department of Philosophy,

f.ü.f.d, dos. B.Əlizadə_____

Protocol No. 6, dated 16.09.2024

Syllabus

General Information	Department	Philosophy
	Faculty	Political and Social Sciences
	Specialty, Code	Business management
	Group №-si	533 Bİ ing
	Level of education	<input type="checkbox"/> Bachelor's degree
	Form of education	Full-time
	/ Academic year / Semester	2024, Autumn
	Academic Year	2024-2025
	Teaching Semester	<input type="checkbox"/> Autumn
Course Information	Course Name, Code	Business law
	Number of Credits	3
	Teaching Load (Hours)	45
	Teaching Methods	<input type="checkbox"/> Lecture <input type="checkbox"/> Seminar
	Language of Instruction	<input type="checkbox"/> English
	Type of the Course	<input type="checkbox"/> Compulsory <input type="checkbox"/> Elective
	Prerequisite course/code	Entrepreneurial Law, Cooperative law, Consumer Law
Information about the teacher	Academic degree, academic title, honorary title, surname, first name, patronymic of the teacher	Teacher Eynulla Baxşəliyev
	Teacher's email address	eynulla.baxsheliyev@wcu.edu.az
	Teacher's contact number	077-310-00-05
	Office hours	IV day 13:00

Course Description	<p>“Business Law” of the Republic of Azerbaijan is one of the newly formed areas of the national legal system. The emergence of new relations with a market economy was due to the main reasons that necessitated the emergence of this branch of law. The discipline “Business Law”, formed as a complex branch of law, reflects the regulation of business activity in contractual-legal, civil-legal, competitive-legal, labor-legal and other aspects. The course” business law " is intended to teach the basics of legal regulation of business activities.</p>
Purpose of the discipline	<p>The main purpose of teaching the subject "Business Law" is to form comprehensive knowledge in students about the subject, sources of this branch of law, business-legal responsibility, property-legal, state regulation and other issues.</p>
Training results of the discipline	<p>As a result of the course” business law", students have a new idea in the field of legal regulation of economic relations. They acquire the necessary knowledge, acquire skills and appropriate habits.</p>
Requirements for the subject	<p>The course program provides information on the main institutions and main provisions of the legal basis of business activities, as well as the regulatory framework</p>
Academic Integrity	<p>Violations of Academic Integrity</p> <ol style="list-style-type: none"> 1. Plagiarism 2. Cheating 3. Submitting all or part of a previously completed work, homework, or project in another course without proper citation 4. Citing non-existent sources or creating a fake database 5. Preparing class materials or assignments on behalf of other students 6. Displaying behaviors to gain unfair advantage (e.g., submitting a medical certificate without actual illness, making false excuses for deadline extensions or other purposes) 7. Taking an exam on behalf of someone else or allowing someone else to take an exam on your behalf.
Ethical Behavior	<p>The teacher adheres to the following rules of ethical behavior:</p> <ul style="list-style-type: none"> - Everyone must obey the law;

	<ul style="list-style-type: none"> - The teacher's own behavior should be an example for students; - Each person must respect the other person; - students should be able to fully master the curriculum, etc.
List of Main Literature	<ul style="list-style-type: none"> *Aslanov S.X. Entrepreneurial law.Baku.,2013. * .Allahverdiyev S.S. Civil law course of the Republic of Azerbaijan. Volume I-IV. Baku., 2012. * Mirkamalov V. Contract law. Baku.,2011 . *Allahverdiyev S.S. Intellectual property law. Baku.,2006. * Zaur Hajili. Fight against money laundering. Baku.,. * Trust Aliyev. International Economic Law. Baku.,2013. * Civil Code Of The Republic Of Azerbaijan. Baku.,2013 * Constitution Of The Republic Of Azerbaijan. Baku., 2012. * Tax Code Of The Republic Of Azerbaijan. Baku.,2013. * Labor Code Of The Republic Of Azerbaijan. Baku.,2013. * Collection of laws of the Republic of Azerbaijan. Volume I-IV. Baku.,2013. * Law of the Republic of Azerbaijan on entrepreneurial activity. December 15, 1992.
Additional literature list	<ol style="list-style-type: none"> 1. Hasanov Akram. Banking law of Azerbaijan. Bakı., 2013. 2. Doynikov I.V. Entrepreneurial (economic) law. Moscow, 1998. 3. Daniels D. Radeba Lee H. International Business, Moscow, 2004. 4. Civil and commercial law of foreign countries. Edited by V.V.Bezbakhov. V.K. Puchinsky. Moscow, 2004. 5. Principles of International Business developed by the Round Table. CCI of the Russian Federation. Moscow, 1998 .
Internet Resources	<p>https://unec.edu.az/application/uploads/2015/01/4_biznes.pdf;</p> <p>https://vakil-az.com/oguz/uslugi/biznes-huquqi-meslehet/;</p> <p>https://azvision.az/news/118825/huquq-muhafize-orqanlarinin-internet-resurslari-tekmillesdirilir.html;</p>
Assessment: 100-point system	<p>The final grade is the sum of the points given for the current assessment (lecture, seminar, and laboratory work) (0 - 30 points), freelance work (0 - 10 points), attendance (0 - 10 points), and the midterm assessment (semester final exams) (0 - 50 points). If practical and hands-on lessons are provided for the same subject, 0 - 10 points are allocated for the assessment of these lessons.</p> <p>Final Grade = Current Assessment + Midterm Assessment</p>
Seminar and Colloquium	<p>Colloquiums are held three times each semester according to the academic calendar. Each colloquium</p>
	0-30

	is graded from 0 to 10 points. Attending the colloquium is mandatory. A student who does not attend the colloquium will receive 0 points.	
Free cases	<p>Writing Guidelines for Freelance Work</p> <ul style="list-style-type: none"> • Font and size: Arial 12 pt • Line spacing: 1.5 • Total volume of the work: minimum 3 pages • Final submission deadline: 2 weeks before the end of the semester 	0-10
	<p>Topics for Freelance Work:</p> <ol style="list-style-type: none"> 1.The concept of business law, sources, subject and system 2. Subjects of business law and the legal status of property 3. Obligations and contracts in business law 4. Basic concepts and subject matter of business arbitration law 5. The method of legal regulation in business law of the Republic of Armenia 6. The genesis of business law 7. Principles of business law 8. Concepts and classification of subjects of business law 9. Subjects of business law 10. Joint stock company 11. State registration of entrepreneurship 12. Securities market 13. State regulation of entrepreneurial activity 14. Business plan in entrepreneurship 15. Marketing in entrepreneurship 16. The concept of purchase and sale agreements 17.Legislation of the Republic of Azerbaijan, experience of developed countries and states with transition economies. 18. Constitutional foundations of business activity. 19. International agreements supported by the Republic of Azerbaijan in the field of business law. 20. Laws and decrees of the president of the Republic of Azerbaijan. Business regulation. 	

Attendance	For every 10% of the hours missed in the subject during the semester, 1 point is deducted. A student who misses more than 25% of the classes for the subject will not be allowed to take the exam	0-10
Exam		0-50

The students' knowledge is evaluated based on the total number of points accumulated during the semester as follows:

Distribution of points:

Points	Grading Scale with Letters:	Indicator.
100 – 91	A	"Excellent"
90 – 81	B	"Very good"
80 – 71	C	"Good"
70 – 61	D	"Satisfactory"
60 – 51	E	"Adequate"
51 "Below the grade/score"	F	"Unsatisfactory"

Calendar thematic plan

N	Date	Topics of the subject	Lecture	Seminar	Textbook / Tasks
1		The concept, subject, system of business law	2		
2		Sources of business law	2	2	
3		Subjects of business law	2		
4		Responsibility in business law	2	2	
5		Legal regime of property in business law	2		
6		Obligation legal relations in business law	2	2	
7		Basic provisions of contractual law	2		

8		Classification of contracts regulating business activities	2	2	
9		Legal basis of state regulation of business activities	2		
10		Competition and antimonopoly activities in business law	2	2	
11		Credit-settlement legal relations	2		
12		Intellectual property law	2	2	
13		Labor Relations in business law	2		
14		Business Legal Regulation of advertising activities	2	2	
15		Protection of the rights and legitimate interests of Business Law entities	2	1	
		CƏMI: 45	30	15	

Teacher:

Eynulla Bakhshaliyev