



Faculty of Arts and Social Sciences  
Business Administration

## Syllabus

# Basic Business Administration for Tourism Management

<b>Course Code:</b>	FEKA62
<b>Course Title:</b>	Basic Business Administration for Tourism Management <i>Grundläggande företagsekonomi för turismvetare</i>
<b>Credits:</b>	7.5
<b>Degree Level:</b>	Undergraduate level
<b>Progressive Specialisation:</b>	First cycle, has less than 60 credits in first-cycle course/s as entry requirements (G1F)

**Major Field of Study:**  
FOA (Business Administration)

### Course Approval

The syllabus was approved by the Faculty of Arts and Social Sciences 2018-08-31, and is valid from the Spring semester 2019 at Karlstad University.

### Prerequisites

Tourism programme (SGTUR) 50 ECTS credits

### Learning Outcomes

Upon completion of the course, students should be able to:

- give an account of basic concepts and principles in financial accounting,
- apply double accounting,
- interpret the annual account of a company,
- give an account of basic concepts, calculation models and instruments in financial control,
- give an account of basic concepts and theories in terms of business administration.

### Content

The course centres on basic concepts in accounting, financial control and organisation.

### Reading List

See separate document.

### Examination

Assessment is based on a written exam.

### Grades

One of the grades Distinction (VG), Pass (G), or Fail (U) is awarded in the examination of the course.

**Quality Assurance**

Follow-up relating to learning conditions and goal-fulfilment takes place both during and upon completion of the course in order to ensure continuous improvement. Course evaluation is partly based on student views and experiences obtained in accordance with current regulations and partly on other data and documentation. Students will be informed of the result of the evaluation and of any measures to be taken.

**Course Certificate**

A course certificate will be provided upon request.

**Additional information**

The local regulations for studies at the Bachelor and Master levels at Karlstad University stipulate the obligations and rights of students and staff.