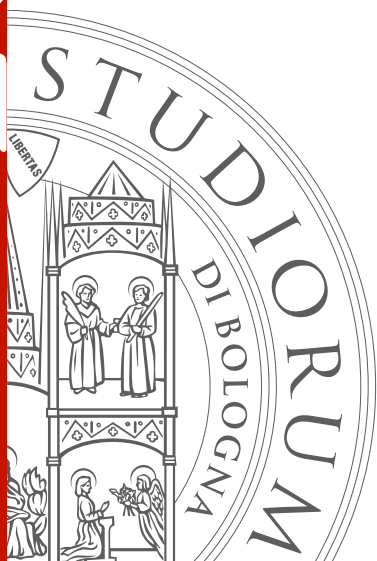


2013



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA



School of Economics, Management, and Statistics

LAUREA (FIRST CYCLE DEGREE/
BACHELOR - 180 ECTS) IN BUSINESS
AND ECONOMICS A.Y. 2013/2014

Programme Director Prof. Angelo Manaresi

REPORT

Study Programme Report
Business and Economics
Programme ex D.M. 270/04 - Code 8407 - Class L-18
School of Economics, Management, and Statistics
Programme Director Prof. Angelo Manaresi

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INDICE

What is the Study Programme Report?	1
A. Presentation and prospects	2
A.1. Presentation	2
A.2. Admission requirements	2
A.3. Learning outcomes	3
A.4. Career opportunities	4
A.5. Opinion of social partners and potential employers	5
A.6. Further studies	5
B. Teaching and Learning	6
B.1. Course Structure Diagram	6
B.2. Calendar and lecture timetable	6
C. Resources and services	7
C.1. Teachers	7
C.2. Student services: offices	7
C.2.1. Future students	7
C.2.2. Enrolled students	7
C.2.3. International students	7
C.2.4. Graduates	7
D. The Study Programme in figures	8
D.1. Students starting their university careers	8
D.1.1. Enrolments and registrations	8
D.1.2. Additional data on students' starting their university careers	9
D.1.2.1. Candidates registered for the entrance exam	9
D.1.2.2. Incoming students	10
D.1.2.3. Additional Learning Requirements	11
D.2. Regularity of studies	12
D.2.1. Students leaving the Programme between years 1 and 2	12
D.2.2. Regular graduates	14
D.2.3. Additional data on regularity of studies	15
D.2.3.1. Credits obtained by students in the 1st year	15
D.2.3.2. Exams passed and average grade	16
D.3. Opinions of graduates and attending students	18
D.3.1. Opinion of graduates	18
D.3.2. Additional data on opinions of students	19
D.3.2.1. Opinion of attending students	19
D.4. Entry into the world of work	20
D.4.1. Employment situation	20
D.5. Information on pre-reform programmes (DM 509/99)	21
D.5.1. Students starting their university careers	21
D.5.1.1. Enrolments and registrations	21
D.5.1.2. Additional data on students' starting their university careers	21
D.5.1.2.1. Candidates registered for the entrance exam	21
D.5.1.2.2. Incoming students	21
D.5.2. Regularity of studies	21
D.5.2.1. Students leaving the Programme between years 1 and 2	21
D.5.2.2. Regular graduates	22
D.5.2.3. Additional data on regularity of studies	22
D.5.2.3.1. Credits obtained by students in the 1st year	22
D.5.2.3.2. Exams passed and average grade	22

D.5.3. Opinions of attending students and graduates	23
D.5.3.1. Opinion of graduates	23
D.5.3.2 Additional data on opinions of students	23
D.5.3.2.1. Opinion of attending students	24
D.5.4. Entry into the world of work	24
D.5.4.1. Employment situation	24
E. Find out more: the quality of your Study Programme	26
F. Glossary terms	29

WHAT IS THE STUDY PROGRAMME REPORT?

What is the Study Programme Report?

The Study Programme Report provides updated information which is important for the purposes of Quality Assurance and is published annually by the University of Bologna.

The main aspects of the teaching programme are described in detail, with a view to assuring the principle of transparency and promoting self-assessment and continuous improvement processes.

The document provides a concrete overview of the features and results of the Study Programme for students, families, employers and so on.

For example, regarding the current issue of employment, it describes the learning outcomes and career opportunities; it also includes statistics on the percentage of employed graduates (D.4. Employment situation).

The document is organised into five sections and a glossary:

A. Presentation and prospects

Key information on the Study Programme, including the expected learning outcomes, career opportunities and further studies.

B. Teaching and Learning

The updated course structure diagram with the full titles and listings of the course units and the latest published lecture timetable.

C. Resources and services

The list of teaching staff and their relative curricula, the offices (secretariats), services (work placements) and infrastructures (libraries, laboratories) available to students.

D. The Study Programme in Figures

Key data shows how many students are enrolled, how many have been assigned additional learning requirements, how many drop out after the first year, how many graduate in line with the programme schedule, the opinions of attending and graduating students on the teaching programmes and information concerning graduate employment.

E. Find out more: the quality of your Study Programme

How the quality system applied to your Study Programme works. The quality system of your Study Programme is a set of processes and responsibilities adopted to guarantee the quality of all Study Programmes at the University of Bologna.

NOTES:

- Reports are available for all Study Programmes for which it is possible to enrol in the first year in academic year 2012/2013: the information and data provided is as updated as possible.
- Sections A, B and C provide data for the academic year 2012/2013.
- Section D presents data regarding the Study Programmes in the last three academic years.
- The information and data were taken from the University databases and the reports published by the [Statistical Observatory of the University of Bologna](#) and [AlmaLaurea](#), and are updated to **15 June 2012**.

A. PRESENTATION AND PROSPECTS

This section presents the key information concerning the Study Programme, including the expected learning outcomes, career opportunities and further studies, updated to the academic year 2013/2014.

A.1. PRESENTATION

This paragraph provides information on the specific learning outcomes of the Study Programme and the curriculum.

The degree programme in Business and Economics sets out to provide graduates with the skills required to embark on careers as market-oriented managers and consultants in businesses and other organisations, focusing particularly on development in an international context. As the degree programme trains students in the management of market-oriented businesses and organisations, its guiding thread lies in strategic management, complemented by the various functional business areas. Businesses aiming for international growth need to maintain and strengthen their own functional specialisations while at the same time managing the processes which orient their activities towards the market and allow them to operate in diversified contexts.

The development of market orientation within businesses requires knowledge of consumer behaviour analysis methods applied to international consumer and industrial markets, the theories and techniques of competition and sector analysis in financial, product and service markets.

The degree programme in Business and Economics aims to provide graduates with the skills required to approach and manage specific issues related to the international presence of businesses and organisations in product and service markets which target consumers or customer-businesses. In order to develop an all-round knowledge of the issues of international market orientation, the degree programme also provides skills covering all main business functions, as the Business and Economics graduate must be able to work in all business areas; even working in a specific company function, graduates will have to be able to interact and collaborate with other functions. For example, working in sales and marketing, with a solid grounding in international market economics, graduates will have to interact with production, negotiating product development and industrialisation, with finance, negotiating investments in new products and services, and with the company organisation, negotiating and deciding on the management of sales networks and incentive schemes.

The study programme is therefore designed to develop both solid skills in economic fields, studying the foundations of economic processes inside and outside the company, business management, quantitative economics and law, as well as skills in marketing and financial, strategic and organisational business management.

Legal studies will complete the business package, providing knowledge used to define legal frameworks, particularly in the fields of business governance and contracts. The programme also deals with the issues of internal monitoring, particularly concerning performance assessment and management control.

The programme also allows students to consolidate their language and computing skills, as well as develop general interpersonal skills.

A.2. ADMISSION REQUIREMENTS

This paragraph provides information on the knowledge required for admission to the Study Programme.

Applicants to the degree programme shall hold a five-year secondary school diploma or equivalent suitable qualification obtained abroad, or a four-year secondary school diploma including the additional fifth year certificate. If not achieved through the additional fifth year, the learning outcomes will be achieved within the Degree Course in order to reach the abilities required. Skills in mathematical logic and in

English language are required.

The degree programme is a restricted access one in relation to the available resources.

The number of admitted students and the selection methods are published yearly in the related call for applications.

All students are subject to a demonstration of the required knowledge and skills. The demonstration will take place at the same time as the restricted access test.

If the scores' outcome turns-out to be negative, then the student will be assigned to comply with a Compulsory Additional Teaching Activity (CATA), or OFA –in Italian-, which mainly consists on the attendance of the crash course in Mathematics, or any other additional / extra courses, which have been scheduled specifically for this purpose, meaning, for the student to improve and increase his grade relying on these CATAs, as clearly stated in the call for application. Every Compulsory Additional Teaching Activity will count with a final evaluation.

The Additional Teaching Activity (OFA –in Italian) is accomplished by passing the exam in Mathematics not later the deadline set by the Governing Bodies.

Those students who have not achieved the Compulsory Additional Teaching Activity (CATA), or OFA –in Italian-, within the set deadline, in the following academic year they have to repeat the first year and they have to accomplish the OFA within the set deadline. Students holding a four-year secondary school diploma and who have not achieved the additional fifth year have to accomplish the Compulsory Additional Teaching Activity (CATA), or OFA –in Italian-, as set by the school. Should the student have not achieved the

OFA during the first year, students have to repeat the first year and are subject to demonstration of the required knowledge and skills and to the restricted access test.

Student, who has been recognized Mathematics, is exempt from accomplishing the Teaching Activity (CATA), or OFA –in Italian.

Semester abroad

In order to strengthen the international process, the bachelor degree in Business and Economics will allow students to follow 2nd semester lectures of the 3rd year in Buenos Aires at the University of Bologna headquarter.

The following courses will be settled up in Buenos Aires:

- Business Strategy (B.A. in Spanish), ssd SECS-P/08, 60 ore 9 CFU credits,
- International Marketing (B.A. in Spanish), ssd SECS-P/08, 60 ore 9 CFU credits,
- International Economics (B.A.), ssd SECS-P/01, 60 ore 9 CFU credits,
- Spanish Language (B.A.), 30 ore, 3 CFU credits to be chosen among the electives.

The semester abroad could be attended by a restricted number of students enrolled who obtained at least 65 CFU credits, selected by the criteria listed in the related call for application. Criteria are the following

- Weighted average (75%)
- Motivation letter (15%)
- Certification of Spanish Language (10%)

A.3. LEARNING OUTCOMES

This paragraph provides information on the knowledge and skills students will have acquired by the end of the Programme.

KNOWLEDGE AND UNDERSTANDING

Graduates:

- will have a command of basic mathematics and statistics;
- will know the managerial and economic theory lying behind industrial analysis and business strategy;
- will have legal knowledge, mainly in the fields of national and comparative private and commercial law;
- will have basic financial knowledge, particular concerning investment evaluation, corporate governance, markets and financial institutions and sources of corporate funding;
- will know the microeconomic and macroeconomic theories used to analyse and understand the internal business context, competition and the evolution of the economic environment;
- will know the theory and practice of strategic and operative marketing activities, also in an international environment;
- will understand the main theories and practices of industrial relations and staff selection and training techniques;
- will understand incentive schemes and personal performance assessments;
- will have knowledge of business structure and organisation.

The aforementioned knowledge and understanding are achieved through participation in lectures, practical exercises, seminars, guided self-study and individual study, in particular in the core curriculum (legal, economic, mathematical-statistical and business) subjects.

Learning outcomes are assessed mainly through written and oral exams.

APPLYING KNOWLEDGE AND UNDERSTANDING

Graduates:

- will be able to assess a marketing plan and a business plan and to design product market development activities for the company;
- will be able to analyse a market, identify customer segments and design product and service contents for the market segments;
- will know the structure of national and international distribution and will be able to design national and international market development interventions;
- will know microeconomic and macroeconomic theory, assessing its implications for business management;
- will have computer skills and be able to use data analysis and operating systems;
- will have acquired the basic skills required to process data, manage working groups, work in a team, research set topics and will have a sound working knowledge of the subjects studied;
- will have a command of ERP (Enterprise Resource Planning) systems.

The ability to apply knowledge and understanding will be achieved through the critical study of texts proposed for self-study, stimulated by classroom activities, research of business case studies presented by the professors, practical exercises set in the core and supplementary course units (in particular business subjects), the internship (where chosen) and the preparation for the final examination.

The tests (written and oral exams, reports, exercises) imply the execution of specific tasks which aim to demonstrate the student's command of tools, methods and critical autonomy. During the internship, students will be assessed through a report presented by the students and the company tutor.

MAKING JUDGEMENTS

Graduates:

- will be able to assess market demand and the competitive position of the company in order to establish sales prices and positioning for the company's product portfolio;
- will be able to identify and profitably manage the specific features of an international business compared to one that operates in a national market;
- will have developed the learning skills and matured the basic skills required to continue further studies, with a high level of autonomy;
- will be able to think in global market terms;
- will be able to organise their work autonomously and effectively manage deadlines;
- will be able to work in a context of extremely heterogeneous competition and market logics;
- will possess the general skills required to process data and calculate financial and product market indicators.

Judgement skills are developed in particular through case studies, practical exercises, seminars and the production of written assignments in all subjects, and in particular in the business and statistical-mathematical course units, during the internship or computer laboratories (where chosen) and the activities carried out in preparation for the final examination.

Judgement skills are assessed through the students' ability to work autonomously as well as in groups during the internship and activities assigned in preparation for the final examination.

COMMUNICATION SKILLS

Graduates:

- will have a sound knowledge of the English language at the start of the programme, which will be developed throughout the degree programme and complemented by knowledge of Business English applied to the specific study areas which allow them to work in and interact with a global environment;
- will be able to communicate information, ideas, problems and solutions in writing and orally to both specialist and non-specialist interlocutors;
- will be able to report orally and in writing on a topic of interest to the subjects covered by the study programme.

Communication skills are developed in particular during the learning activities which require the production of reports and written documents as well as their oral presentation. Communication skills are also acquired during the internship and activities carried out in preparation for the final examination.

LEARNING SKILLS

Graduates:

- will be able to apply the learning methods and tools developed for updating and further studying the programme contents, also in professional and business contexts, also in order to embark upon further studies;
- will be able to participate in company learning processes designed by the companies to promote continuous innovation and develop high level skills (learning organisation).

Learning skills are acquired throughout the study period, particularly concerning self-study, the production of individual assignments and the activities carried out in preparation for the final examination.

Learning skills are assessed continuously during the learning activities which require the presentation of autonomously researched data, also assessing the self-learning skills developed during the activities in preparation for the final examination.

A.4. CAREER OPPORTUNITIES

This paragraph provides information on the occupational profile, functions and fields of employment available to graduates of this Programme.

Graduates may fill the following professional roles and relative functions in the listed fields of employment:

Operative marketing, Strategic marketing and Sales manager or Consultant

Functions:

- manages product lines in manufacturing industries;
- acquires and interprets marketing intelligence and competition analyses;
- plans and implements strategic and operative marketing activities;
- generates analytical information on the market and field of activity of a company;
- manages relations with customers, sales networks and distribution channels;
- establishes sales prices;
- manages product and service ranges;
- manages relations with external anti-trust bodies and regulatory authorities.

Career opportunities:

Manufacturing, distribution and service industries in the consumer goods and business to business sectors, or other profit or non-profit organisations, focusing on the development of international market orientation.

Financial/administrative operator or Consultant

Functions:

- manages accounting and management control activities;

- manages monitoring and cost calculation activities;
- acquires, analyses and interprets company performance information;
- draws up financial analyses for the corporate finance department;
- prepares business plans.

Career opportunities:

Manufacturing, distribution and service industries in the consumer goods and business to business sectors, or other profit or non-profit organisations, focusing on the development of international market orientation.

Business organisation and HR Consultant

Functions:

- manages industrial relations and staff selection and training;
- acquires, analyses and interprets information on individual staff performance and develops incentive schemes;
- designs the organisational structure to suit the company strategies.

Career opportunities:

Manufacturing, distribution and service industries in the consumer goods and business to business sectors, or other profit or non-profit organisations, focusing on the development of international market orientation.

A.5. OPINION OF SOCIAL PARTNERS AND POTENTIAL EMPLOYERS

This paragraph describes the outcome of the consultation with the representative employment and trade organisations.

This information is not available in English at this time.

A.6. FURTHER STUDIES

It gives access to second cycle studies (laurea magistrale) and master universitario di primo livello.

B. TEACHING AND LEARNING

This section describes the updated course structure diagram (for academic year 2013/2014), with the full titles and listings of the course units and the latest published lecture timetable.

B.1. COURSE STRUCTURE DIAGRAM

The link takes you to the Study Programme course structure diagrams. You can also access to each course unit content.

- [Study plan: all course units in the programme](#)

B.2. CALENDAR AND LECTURE TIMETABLE

The links take you to the teaching calendar (exam session and final examination session) and the lecture timetable (in Italian).

- [Lecture timetable](#)
- [Exam sessions](#)
- [Final examination sessions](#)

C. RESOURCES AND SERVICES

This section provides a list of teaching staff and their relative curricula and and description of the services available to students for the academic year 2013/2014.

C.1. TEACHERS

The paragraph lists the lecturers who teach in the Study Programme: from here you can access the personal web pages of each one. Information updated to 28 May 2013 (in Italian).

Permanent teaching staff:

Bergami, Massimo	Delbono, Flavio	Ricottilli, Massimo	Vanin, Paolo
Bernardi, Enrico	Fort, Margherita	Romagnoli, Silvia	Vecchi, Alessandra
Boari, Cristina	Manaresi, Angelo	Roverato, Alberto	Wakefield, Matthew John
Camillo, Furio	Palmucci, Fabrizio	Roversi Monaco, Maria Giulia	
Caruana, Albert	Pomelli, Alessandro	Torluccio, Giuseppe	
De Pra, Alberto	Prarolo, Giovanni	Valentini, Sara	

Contract teaching staff:

[Baschieri, Giulia](#)
[Carosi, Andrea](#)
[Molza, Andrea](#)
[Pizzi, Gabriele](#)
[Speziale, Maria - Teresa](#)

C.2. STUDENT SERVICES: OFFICES

C.2.1. FUTURE STUDENTS

The link take you to the webpage which provides specific information about the offices and the services for the future students (in Italian).

- [Future students](#)

C.2.2. ENROLLED STUDENTS

The link take you to the webpage with the information on the offices and the services for the enrolled students (in Italian).

- [Enrolled students](#)

C.2.3. INTERNATIONAL STUDENTS

The link take you to the webpage with the information on the offices and the services for the international students (in Italian).

- [International students](#)

C.2.4. GRADUATES

The link take you to the webpage with the information on the offices and the services for the graduates (in Italian).

- [Graduates](#)

D. THE STUDY PROGRAMME IN FIGURES

Information on students' starting their university careers, how many students are in line with the regular programme, opinions of students and graduates on the teaching programmes and information concerning graduate employment.

This section provides the data of the last academic years for the Study Programme (SP) and a comparison with similar Study Programmes. The University of Bologna has divided its Study Programmes into four groups:

- **BIOMEDICAL** group: Study Programmes of the Schools of Pharmacy, Biotechnology and Sport Science; Medicine; Agriculture and Veterinary Medicine
- **SCIENTIFIC-TECHNOLOGICAL** group: Study Programmes of the Schools of Engineering and Architecture; Sciences
- **SOCIAL SCIENCES** group: Study Programmes of the Schools of Economics, Management, and Statistics; Law, Political Sciences
- **HUMANITIES** group: Study Programmes of the Schools of Arts, Humanities, and Cultural Heritage; Foreign Languages and Literatures, Interpreting and Translation; Psychology and Education

The section presents the results of the Study Programme for the last three academic years.

Main data shows how many students enrolled, the number of students assigned OEA, how many drop out after the first year, how many graduate in line with the programme schedule, the opinions of attending and graduating students on the teaching programmes and information concerning graduate employment.

The information and data presented in this section, updated to 28 May 2013, were taken from University databases and *AlmaLaurea*.

Study Programmes may be subject to degree programme system modifications from one academic year to the next, and the data provided in this section may refer to a programme with a slightly different system to the one currently running (such as programme title, course structure diagram and list of lecturers). However, indicatively the data presents the general trend of the Study Programme over the past three years.

Most of the Study Programmes running at the University of Bologna have been reformed in compliance with DM 270/04, most of them from the academic year 2008/2009. In the reports provided for these Programmes, paragraph D.5. refers to the Study Programmes as they were presented prior to the reform.

D.1. STUDENTS STARTING THEIR UNIVERSITY CAREERS

Characteristics of incoming students at the beginning of their university careers. Tables and graphs provide information on the number of registered students, focusing on the characteristics of the students, results of any entrance tests and the students assigned any additional learning requirements.

D.1.1. ENROLMENTS AND REGISTRATIONS

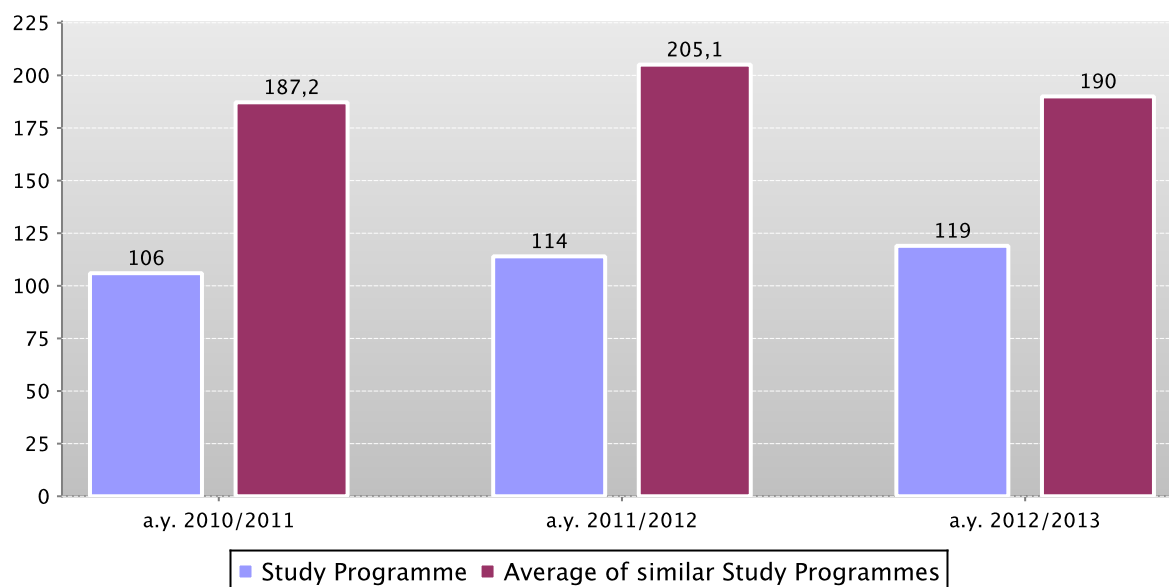
The **graph** shows the number of students enrolled in the 1st year compared with the average of similar Study Programmes (which belong to the same group).

In addition, the **table** shows the total number of registered students and the total number of enrolled students.

Data of the Study Programme is compared with the average of the Study Programmes of average of similar Study Programmes (which belong to the same group) for the indicated academic years.

First year enrolments

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)



Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

	a.y. 2010/2011			a.y. 2011/2012			a.y. 2012/2013		
	Registered students	N. first year enrolments	Total N. enrolled students	Registered students	N. first year enrolments	Total N. enrolled students	Registered students	N. first year enrolments	Total N. enrolled students
Study Programme	92	106	365	110	114	369	106	119	349
Average of similar Study Programmes	157,2	187,2	205,6	173,4	205,1	196,9	163,6	190	188,7

D.1.2. ADDITIONAL DATA ON STUDENTS' STARTING THEIR UNIVERSITY CAREERS

D.1.2.1. CANDIDATES REGISTERED FOR THE ENTRANCE EXAM

The number of students sitting the [entrance exam](#) for the Study Programme. Concerns the programmes with restricted access. The methods of managing the call for applications and the list of candidates, including the methods for filling any unclaimed places, may vary from year to year.

The **table** shows the number of places available for the study programme, the number of candidates enrolling for the exam, the number sitting the exam and the percentage of students sitting the exam compared to the number of places available.

For all programmes with restricted access, candidates are required to sit an entrance exam and there are a limited number of places available. The entrance exam is a test which is used to draw up a graded list of candidates; students may enrol in the programme according to their place in the list. The methods of managing the call for applications and the list of candidates, including the methods for filling any unclaimed places, may vary from year to year. The test may be specific to a Degree Programme or may be part of a single exam covering several programmes from the same university or from other universities (during the registration the students should indicate their first choice).

The following definitions apply:

Available places = the number of places laid down in the call for applications to the Study Programme, or determined by subsequent legal provisions; these exclude any additional places reserved according to special provisions of the programme (e.g. for international study programmes, they do not include places for foreign students selected from other universities; for all programmes with restricted access regulated nationally, these do not include the places reserved for transferring students).

Number of candidates for the exam = number of students registered for the exam indicating the study programme as their first choice;

Number of participants in the exam = number of students participating in the exam indicating the study programme as their first choice;

Number of participants in the exam for every available place = number of students participating in the exam who indicated the study programme as their first choice as a ratio of the number of places available on the programme.

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

	Number of places available (a)	Candidates registered for the exam	Candidates sitting the exam (b)	Number of candidates sitting the exam per place available (b/a)
a.y. 2010/2011	120	175	155	1,3
a.y. 2011/2012	120	276	263	2,2
a.y. 2012/2013	120	411	378	3,2

D.1.2.2. INCOMING STUDENTS

Geographic origin, type of high school certificate, age and gender of students.

Data shows a homogeneous group of students (**cohort**) which started together their academic career. Students which have passed to an other Study Programme, transferred from an other university, or registered to a 2nd degree are not included.

The **tables** show the number, geographic origin, gender, age, type and grade of high school certificate of students enrolling in the degree programme.

Data of the Study Programme is compared with the average of the Study Programmes of **average of similar Study Programmes (which belong to the same group)** for the indicated academic years.

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

		Registered students	Geographic origin					Gender		Average age of registered students		
			Students coming from the province of the Study Programme site	Students coming from other provinces where Unibo has a site	Students coming from other provinces of Emilia Romagna region	Students coming from other Italian regions	Students coming from abroad	M	F	19 or less	20 - 24	25 or more
Students 2010/2011	Study Programme	92	43,5%	15,2%	10,9%	29,3%	1,1%	45,7%	54,3%	73,9%	22,8%	3,3%
	Average of similar Study Programmes	157,2	35,2%	18,0%	8,4%	34,8%	3,7%	43,6%	56,4%	66,6%	27,0%	6,3%
Students 2011/2012	Study Programme	110	51,8%	6,4%	9,1%	22,7%	10,0%	46,4%	53,6%	84,5%	14,5%	0,9%
	Average of similar Study Programmes	173,4	37,1%	17,9%	8,4%	33,2%	3,4%	44,2%	55,8%	66,9%	28,3%	4,7%
Students 2012/2013	Study Programme	106	43,4%	13,2%	9,4%	23,6%	10,4%	65,1%	34,9%	77,4%	17,9%	4,7%
	Average of similar Study Programmes	163,6	36,4%	17,1%	7,9%	33,4%	5,2%	45,1%	54,9%	68,3%	26,7%	5,0%

		High school certificate					Grade of High school			
		Vocational schools	Technical Colleges	High school specializing in education and in psycho-pedagogical science	High schools specializing in classical studies, modern languages, science education	Other Italian or foreign high schools	Grade ranging from 60 to 69	Grade ranging from 70 to 79	Grade ranging from 80 to 89	Grade ranging from 90 to 100
Students 2010/2011	Study Programme	1,1%	10,9%		72,8%	15,2%	16,3%	23,9%	29,3%	26,1%
	Average of similar Study Programmes	7,8%	29,2%	5,1%	49,1%	8,7%	25,3%	32,5%	23,4%	18,2%
Students 2011/2012	Study Programme	0,9%	5,5%	0,9%	75,5%	17,3%	8,2%	21,8%	25,5%	31,8%
	Average of similar Study Programmes	6,3%	28,9%	8,2%	47,1%	9,4%	23,8%	31,2%	23,4%	18,8%
Students 2012/2013	Study Programme	0,9%	9,4%		69,8%	19,8%	8,5%	23,6%	25,5%	33,0%
	Average of similar Study Programmes	5,2%	29,5%	7,4%	49,9%	8,0%	22,3%	30,6%	24,9%	19,4%

D.1.2.3. ADDITIONAL LEARNING REQUIREMENTS

Students on the programme assigned **additional learning requirements** (OFA). OFA are learning requirements assigned to enrolled students who have not demonstrated the full possession of the entrance requirements. The assessment methods of students' initial preparation and the fulfilment of the OFA are described in the Study Programme Regulations, and may change each year. Students not completing the additional learning requirements are obliged to re-enrol in year 1 as repeating students.

The **table** shows the number of **registered students**, the number of students assigned OFA, the number who fulfilled them, the percentage of students assigned the OFA compared to the number of enrolled students and the percentage fulfilling the OFA compared to those assigned them.

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

	Registered students (a)	Students assigned OFA (b)	Students who fulfilled OFA (c)	% of students assigned OFA compared to the number of enrolled students (b/a)	% of students fulfilling the OFA compared to number of students assigned (c/b)
Students 2010/2011	92	40	34	43,5%	85,0%
Students 2011/2012	110	37	34	33,6%	91,9%
Students 2012/2013	106	73			

*Note: At the time of publication of this report the number of students fulfilling the OFA can be measured for a.y. 2009/2010 and a.y. 2010/2011 only.

D.2. REGULARITY OF STUDIES

Insight into the regularity with which the students pass their exams.

Graphs and tables provide information on the number of students who leave the programme after the first year and the number of regular graduates, focusing on the number of credits obtained at the end of the first year, on the exams passed and average grade achieved for each course unit.

D.2.1. STUDENTS LEAVING THE PROGRAMME BETWEEN YEARS 1 AND 2

Here the number of students leaving the Study Programme is shown.

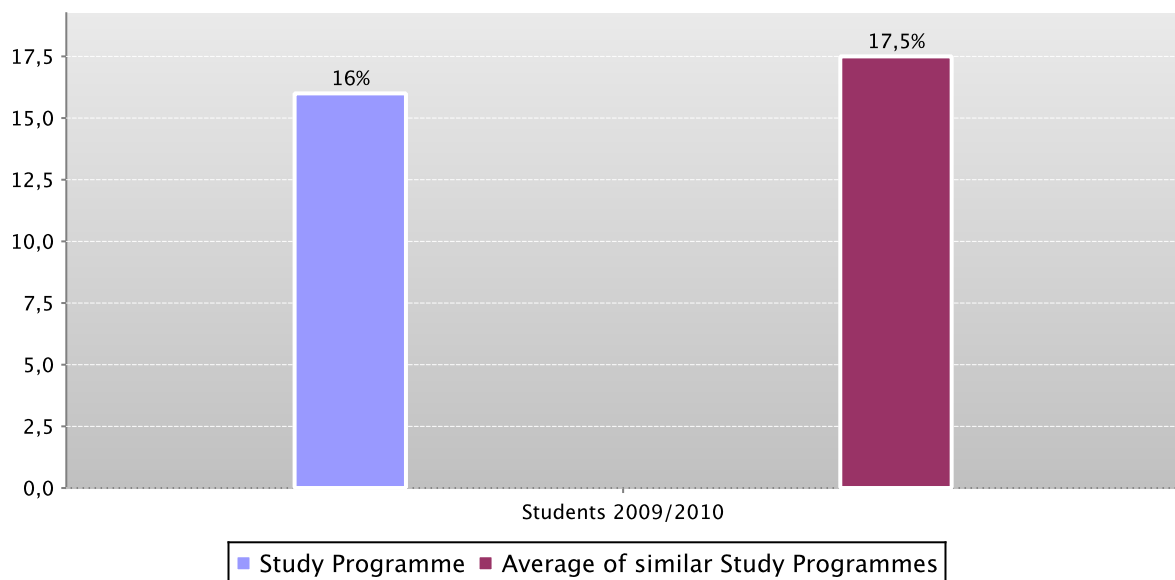
The **graph** shows the percentage of students who leave the programme after the first year compared to the average of similar Study Programmes (belonging to the same group).

The **table** shows the registered students, the percentage of students leaving the programme who pass to a different Study Programme in the same university, transfer to another university or withdraw from studies, as well as the enrolled repeating students and those enrolled in the second year.

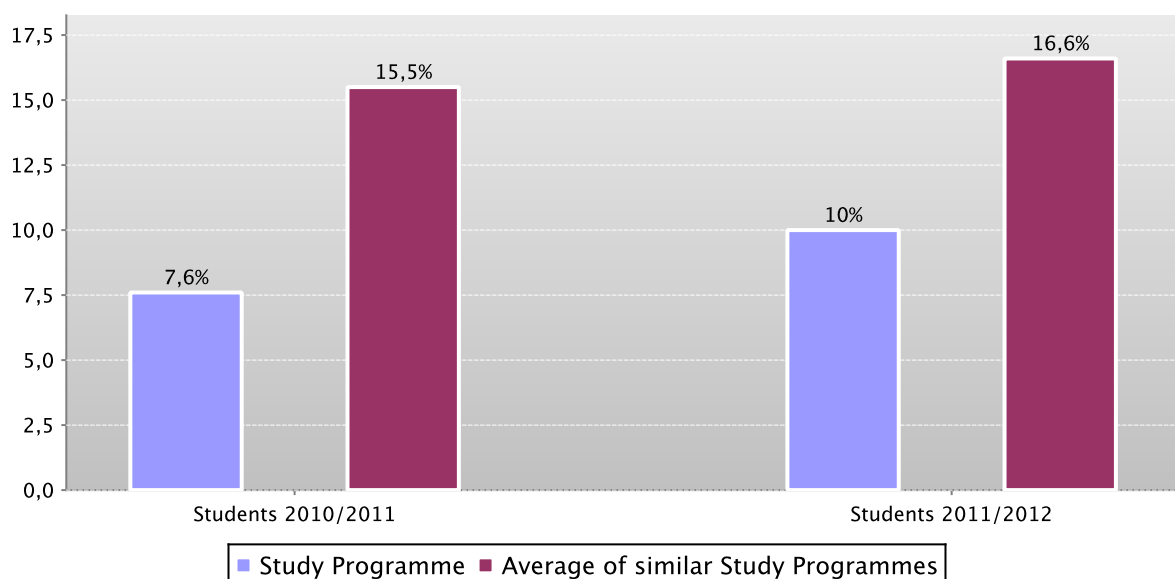
The Study Programme data is compared with the average of similar Study Programmes of (which belong to the same group), for students registered in the indicated academic years.

Percentage of withdrawals between years 1 and 2

Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)



Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)



Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)

		Registered students	% withdrawals	% passages and transfers	% repeating students	Students enrolled in the second year
Students 2009/2010	Study Programme	194	16,0%	14,9%	13,9%	107
	Average of similar Study Programmes	142,1	17,5%	7,2%	3,4%	102,2

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

		Registered students	% withdrawals	% passages and transfers	% repeating students	Students enrolled in the second year
Students 2010/2011	Study Programme	92	7,6%	7,6%	2,2%	76
	Average of similar Study Programmes	157,2	15,5%	7,7%	3,1%	115,9
Students 2011/2012	Study Programme	110	10,0%	13,6%	0,0%	84
	Average of similar Study Programmes	173,4	16,6%	5,8%	1,4%	132,2

D.2.2. REGULAR GRADUATES

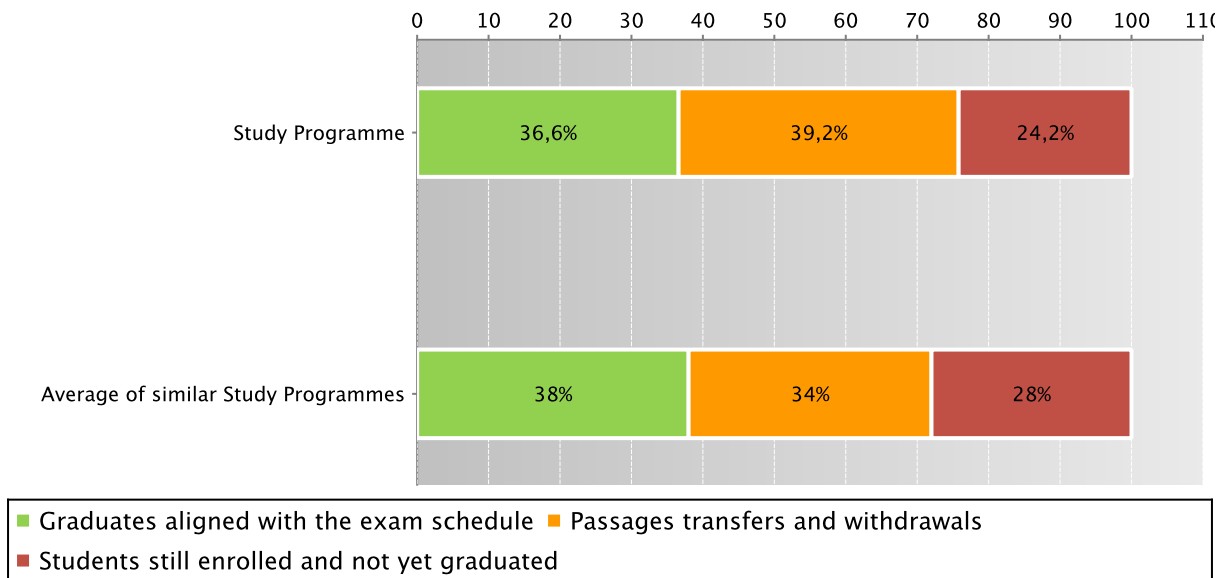
Here you will find information on regular graduates, on how many students, at the end of the regular programme duration, left the programme and how many are still enrolled but **not aligned to the exam schedule**.

The **graph** and the **table** show the situation concerning **registered students** for the indicated academic year, at the end of the regular duration of the Study Programme, highlighting the percentage of regular graduates, the number of students still enrolled (**not aligned to the exam schedule** and **repeating students**), students who have left the programme (including **passages**, **transfers** and **withdrawals**).

The Study Programme data is compared with the average of **similar Study Programmes** (which belong to the same group) for students registered in the indicated academic years.

Situation of students 2009/2010 at the end of regular duration of the study programme

Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)



Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)

	Registered students	Regular graduates		Passages transfers and withdrawals		Students still enrolled and not yet graduated		
		N.	%	N.	%	N.	%	
Students 2008/2009	Study Programme	179	75	41,9%	61	34,1%	43	24,0%
	Average of similar Study Programmes	120,7	43,1	35,7%	40,2	33,3%	37,3	30,9%
Students 2009/2010	Study Programme	194	71	36,6%	76	39,2%	47	24,2%
	Average of similar Study Programmes	142,1	54	38,0%	48,4	34,0%	39,8	28,0%

See data of previous academic years – Study Programme D.M. 509/99 Economics and Marketing (code 0338) paragraph D.5.2.2.

D.2.3. ADDITIONAL DATA ON REGULARITY OF STUDIES

D.2.3.1. CREDITS OBTAINED BY STUDENTS IN THE 1ST YEAR

This offers an insight into how regularly students pass their exams.

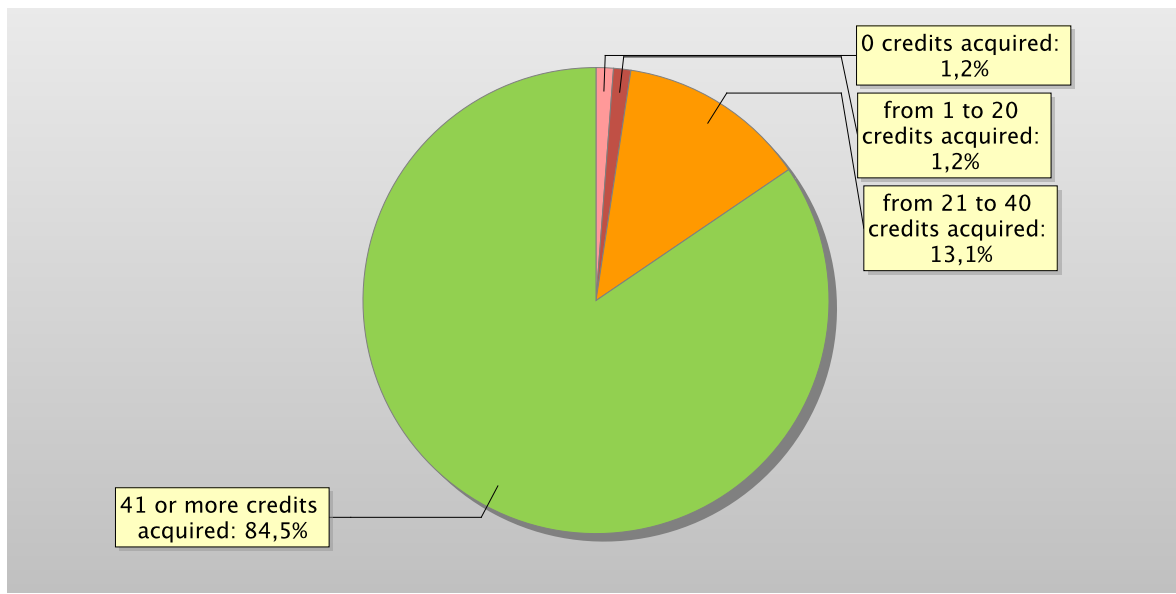
The **graph** shows the distribution of the students according to the number of **credits** obtained at the end of the first year.

In addition, the **table** shows the number of students registered at the second year and average **credits** obtained during the first year.

The Study Programme data is compared with the average of **similar Study Programmes** (which belong to the same group) for the indicated academic years.

Distribution of the students in 2011/2012 according to the number of credits obtained at the end of the first year*

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)



Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)

	Study Programme	Students enrolled in the 2nd year	% students with *				Average credits per student
			0 credits acquired	from 1 to 20 credits acquired	from 21 to 40 credits acquired	41 or more credits acquired	
Students 2009/2010	Study Programme	107	4,7%	15,0%	36,4%	43,9%	37
	Average of similar Study Programmes	102,2	2,3%	12,4%	33,2%	52,2%	40,4

Data of the Study Programme D.M. 270/04 Business and Economics (code 8407)

		Students enrolled in the 2nd year	% students with *				Average credits per student
			0 credits acquired	from 1 to 20 credits acquired	from 21 to 40 credits acquired	41 or more credits acquired	
Students 2010/2011	Study Programme	76		2,6%	21,1%	76,3%	50,1
	Average of similar Study Programmes	115,9	2,7%	10,1%	32,9%	54,3%	41,3
Students 2011/2012	Study Programme	84	1,2%	1,2%	13,1%	84,5%	52,6
	Average of similar Study Programmes	132,2	1,8%	9,9%	28,2%	60,0%	43,1

*Note: by convention, credits are considered to be obtained by students by 31st October of the year following the year of enrolment.

D.2.3.2. EXAMS PASSED AND AVERAGE GRADE

The **table** shows number of exams passed and average grade achieved for each course unit in the calendar year 2011. Marks for the exams passed are expressed out of thirty.

The data refers to the course unit code and therefore includes the various branches of the programme divided into channels or sub-groups, divided by letter.

It considers all subjects for which a grade is assigned, and therefore excludes all those to which a pass/fail score is allocated.

Data of the Study Programmes D.M. 270/04 Economia e marketing (code 0895), Business and economics (code 8407)

	N. of exams passed	Average grade *
00229 DIRITTO INDUSTRIALE	102	25,4
00674 MATEMATICA	56	21,1
00745 ORGANIZZAZIONE AZIENDALE	13	23
00914 STATISTICA	6	20,3
02528 ECONOMIA INDUSTRIALE	115	24,5
03558 ANALISI DI MERCATO	28	22,1
04521 FINANZA AZIENDALE	36	21,6
08795 MACROECONOMIA	3	
09446 MICROECONOMIA	21	20,8
09511 MARKETING	68	24
14090 ECONOMIA DELL'INNOVAZIONE	6	22,2
18051 ANALISI COMPETITIVA	50	23,2
18056 BILANCI AZIENDALI	10	23
23611 ORGANIZATIONAL BEHAVIOR	107	26,9
23649 COMPORTAMENTO DEL CONSUMATORE E MARKETING DEI SERVIZI	15	24,9
23650 COMUNICAZIONE D'IMPRESA, PUBBLICITA' E PROMOZIONE	129	25,5

	N. of exams passed	Average grade *
27312 FONDAMENTI DI MARKETING E DI GESTIONE D'IMPRESA	14	23,7
27358 DIRITTO PRIVATO E DIRITTO PUBBLICO (C.I.)	5	
27360 DIRITTO COMMERCIALE E INDUSTRIALE	60	22,6
29251 DIRITTO DEI CONTRATTI INTERNAZIONALI	18	26,2
37068 PRINCIPLES OF MANAGEMENT	127	23,2
37268 FINANCIAL MATHEMATICS	10	25,6
37292 MATHEMATICS	90	23
37293 MICROECONOMICS	85	24,6
37294 PRINCIPLES OF LAW	79	25,9
37296 COMMERCIAL LAW	85	23
37297 INDUSTRIAL ORGANIZATION	80	24,5
37299 FINANCIAL ANALYSIS	69	25,5
37300 FINANCIAL MARKETS AND INSTITUTIONS	82	25,2
44472 TRADE MARKETING E BUSINESS TO BUSINESS MARKETING	118	25,1
44473 MODELLI QUANTITATIVI PER IL MARKETING	96	23,2
47732 STATISTICS	87	24,8
47736 ACCOUNTING	92	27,8
59691 MACROECONOMICS	29	24,4
67730 ECONOMETRICS	6	25,2

* Note: no average grade is given if the number of exams passed is less than or equal to 5.

D.3. OPINIONS OF GRADUATES AND ATTENDING STUDENTS

Opinions of graduates on the Study Programme.

Tables and graphs provide information on the number of graduates who expressed positive opinions on the Study Programme, focusing on opinions expressed by attending students on course units.

D.3.1. OPINION OF GRADUATES

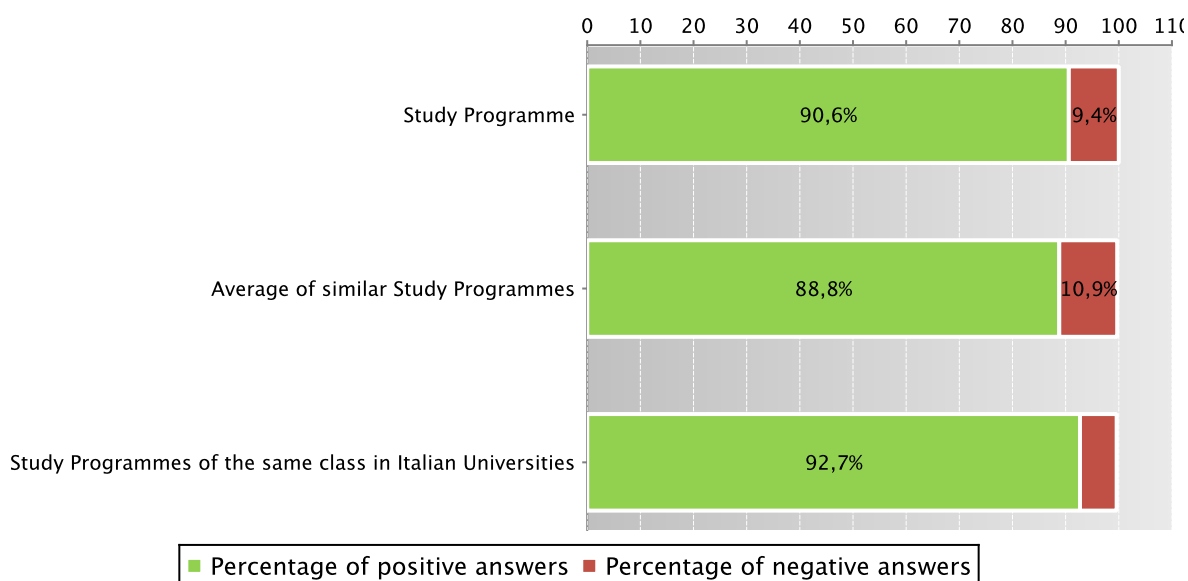
The **graph** shows the percentage of graduates (AlmaLaurea survey) who responded positively to the question: “**Are you generally satisfied with the Study Programme**”.

In addition, the **table** shows the percentage of students who answered “Yes, to the same programme at the university” to the question “Would you register again to the university?”.

The Study Programme data is compared with the average of similar Study Programmes (which belong to the same group), and the average of Study Programmes of the same class of other Italian universities for the graduates of the indicated years.

Graduates in 2012 who responded positively to the question: “Are you generally satisfied with this Study Programme?”

Data of the Study Programme D.M. 270/04 Economia e marketing (code 0895)



Data of the Study Programme D.M. 270/04 Economia e marketing (code 0895)

		N. graduates	Completed Questionnaires	% of positive answers to the question: “Are you generally satisfied with this Study Programme?”	% of answers “yes to the same Programme in the same University” to the question “Would you register again to the University”
2011	Study Programme	75	73	91,8%	80,8%
	Average of similar Study Programmes	36,9	34,8	88,4%	66,6%
	Study Programmes of the same class in Italian Universities	2534	2448	93,2%	80,4%
2012	Study Programme	96	96	90,6%	65,6%
	Average of similar Study Programmes	40,3	38,5	88,8%	67,3%
	Study Programmes of the same class in Italian Universities	6865	6623	92,7%	76,9%

Symbols:

(*) The opinions of the Study Programmes with less than 5 graduates are not shown.

Further information on [Graduates' Profile Report](#).

See data of previous academic years – Study Programme D.M. 509/99 Economics and Marketing (code 0338) [paragraph D.5.3.1](#).

D.3.2 ADDITIONAL DATA ON OPINIONS OF STUDENTS

D.3.2.1. OPINION OF ATTENDING STUDENTS

The **graph** shows the percentage of attending students who responded positively to the question in the questionnaire: “Are you generally satisfied with this course unit?” in academic year 2011/2012.

The **table** also shows the number of completed questionnaires.

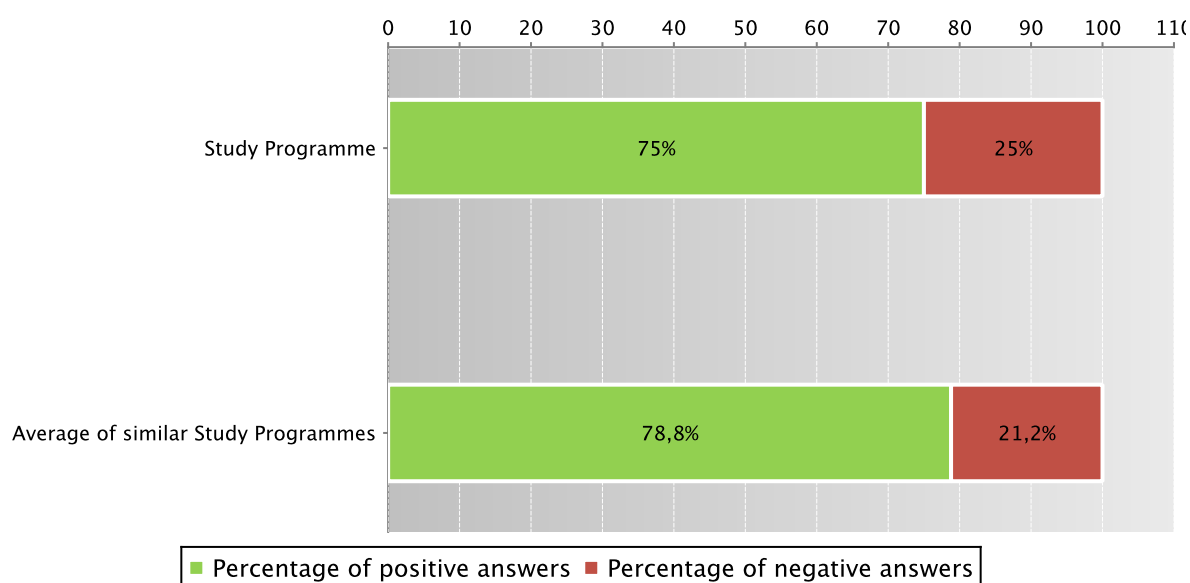
The Study Programme data is compared with the [average of similar Study Programmes \(which belong to the same group\)](#), for the indicated academic years.

The data concerning the students' opinion refers to the opinions of those attending lessons, whether they are enrolled in the current programme or a Study Programme running under pre-reform regulations (under D.M. 509).

For the University of Bologna the survey and subsequently analysis of the opinions of students attending the course is cared by Academic Affairs Division - Quality Assurance Department and Control and Finance Division - Support Planning and Evaluation Department. The overall results and the methods of collection and analysis are described in the document published online on the [Statistical Observatory of the University of Bologna](#) (see the note in the glossary).

Students who responded positively to the question: “Are you generally satisfied with this course unit?” in academic year 2011/2012

Data of the Study Programmes D.M. 270/04 Economia e marketing (code 0895), Business and economics (code 8407) and of the Study Programme D.M. 509/99 Economia e marketing (code 0338)



Data of the Study Programmes D.M. 270/04 *Economia e marketing* (code 0895), *Business and economics* (code 8407) and of the Study Programme D.M. 509/99 *Economia e marketing* (code 0338)

		Number of completed questionnaires	% of positive answers concerning the general satisfaction with the course unit – Question 19
a.y. 2009/2010	Study Programme	1097	73,4%
	Average of similar Study Programmes	1318,7	78,9%
a.y. 2010/2011	Study Programme	919	76,7%
	Average of similar Study Programmes	1307,3	78,4%
a.y. 2011/2012	Study Programme	913	75,0%
	Average of similar Study Programmes	1533,4	78,8%

Symbols:

(*) When there is a small number of questionnaires, the percentage of positive opinions on overall satisfaction is not presented. Further information on [Rapporto Opinione degli studenti frequentanti sulle attività didattiche](#) (the content is in Italian).

D.4. ENTRY INTO THE WORLD OF WORK

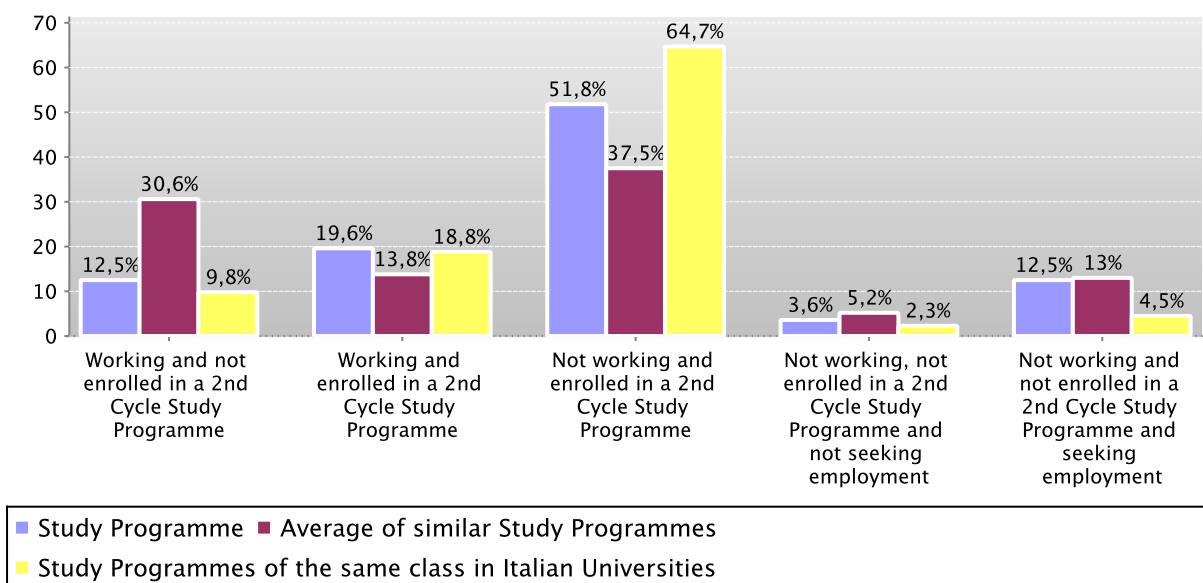
Employment situation of graduates of the Study Programme.

Tables and graphs provide information on the employment situation of graduates one year after graduating.

D.4.1. EMPLOYMENT SITUATION

Employment situation of graduates in 2011 one year after graduating

Data of the Study Programme D.M. 270/04 *Economics and Marketing* (code 0895)



Data of the Study Programme D.M. 270/04 Economics and Marketing (code 0895)

		N. graduates interviewed	Employment and education situation (1)					Not working, not seeking employment, but following a university programme/traineeship (2)	Degree's appropriateness for the job (referred to the graduates who just work) (3)	
			Working and not enrolled in a 2nd Cycle Study Programme	Working and enrolled in a 2nd Cycle Study Programme	Not working and enrolled in a 2nd Cycle Study Programme	Not working, not enrolled in a 2nd Cycle Study Programme and not seeking employment	Not working and not enrolled in a 2nd Cycle Study Programme and seeking employment		Effective / very effective	Quite effective
Graduation Year 2011	Study Programme	56	12,5%	19,6%	51,8%	3,6%	12,5%	41,1%	27,8%	33,3%
	Average of similar Study Programmes	31,6	30,6%	13,8%	37,5%	5,2%	13,0%	31,1%	21,9%	36,9%
	Study Programmes of the same class in Italian Universities	2252	9,8%	18,8%	64,7%	2,3%	4,5%	46,4%	22,6%	35,4%

 See data of previous academic years – Study Programme D.M. 509/99 Economics and Marketing (code 0338) [paragraph D.5.4.1.](#)

D.5. INFORMATION ON PRE-REFORM PROGRAMMES (DM 509/99)

D.5.1. STUDENTS STARTING THEIR UNIVERSITY CAREERS

Characteristics of incoming students at the beginning of their university careers. Tables and graphs provide information on the number of registered students, focusing on the characteristics of the students, results of any entrance tests and students assigned additional learning requirements.

D.5.1.1. ENROLMENTS AND REGISTRATIONS

Data of enrolments and registrations of the last three academic years are shown in [paragraph D.1.1.](#)

D.5.1.2. ADDITIONAL DATA ON STUDENTS' STARTING THEIR UNIVERSITY CAREERS

D.5.1.2.1. CANDIDATES REGISTERED FOR THE ENTRANCE EXAM

Data of candidates registered for the entrance exam are shown in [paragraph D.1.2.1.](#)

D.5.1.2.2. INCOMING STUDENTS

Data of incoming students of the last three academic years are shown in [paragraph D.1.2.2.](#)

D.5.2. REGULARITY OF STUDIES

Insight into the regularity with which the students pass their exams.

Graphs and tables provide information on the number of students who leave the programme after the first year and the number of regular graduates, focusing on the number of credits obtained at the end of the first year, the number of exams passed and the average grade achieved for each course unit.

D.5.2.1. STUDENTS LEAVING THE PROGRAMME BETWEEN YEARS 1 AND 2

Data of students leaving the Study Programme of the last three academic years are shown in [paragraph D.2.1.](#)

D.5.2.2. REGULAR GRADUATES

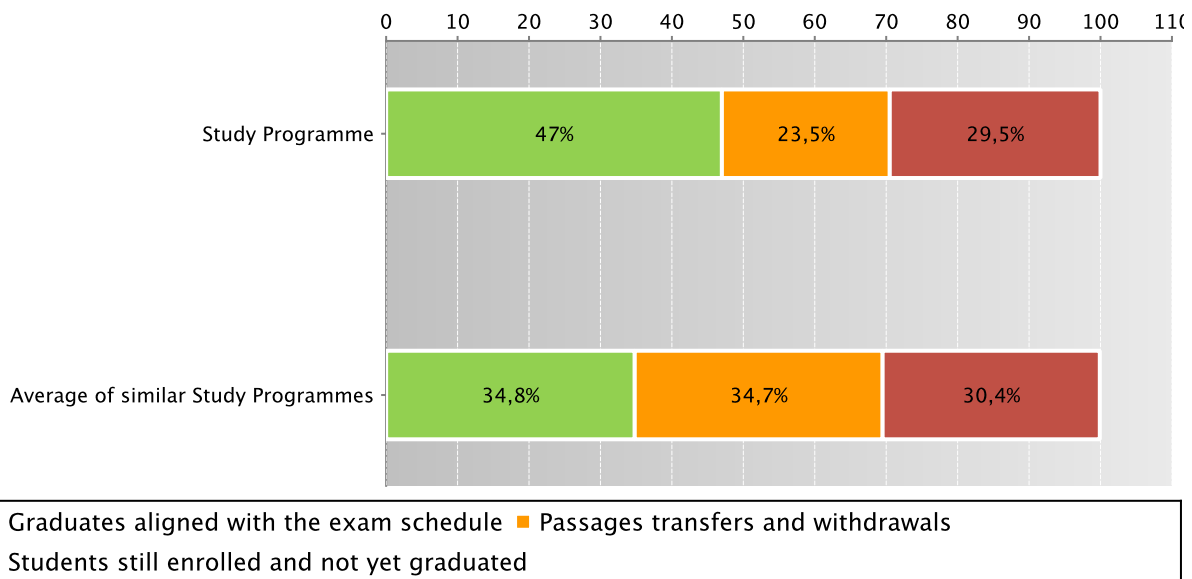
Here you will find information on regular graduates, on how many students, at the end of the regular programme duration, left the programme and how many are still enrolled but not aligned to the exam schedule.

The **graph** and the **table** show the situation concerning **registered students** for the indicated academic year, at the end of the regular duration of the Study Programme, highlighting the percentage of regular graduates, the number of students still enrolled (**not aligned to the exam schedule** and **repeating** students), students who have left the programme (including **passages**, **transfers** and **withdrawals**).

The Study Programme data is compared with the average of **similar Study Programmes** (which belong to the same group) for students registered in the indicated academic years.

Situation of students 2007/2008 at the end of regular duration of the study programme

Data of the Study Programme D.M. 509/99 Economics and Marketing (code 0338)



Data of the Study Programme D.M. 509/99 Economics and Marketing (code 0338)

	Registered students	Regular graduates		Passages transfers and withdrawals		Students still enrolled and not yet graduated		
		N.	%	N.	%	N.	%	
Students 2007/2008	Study Programme	183	86	47,0%	43	23,5%	54	29,5%
	Average of similar Study Programmes	98,7	34,4	34,8%	34,3	34,7%	30	30,4%

Go back to [D.2.2. Regular graduates](#)

D.5.2.3. ADDITIONAL DATA ON REGULARITY OF STUDIES

D.5.2.3.1. CREDITS OBTAINED BY STUDENTS IN THE 1ST YEAR

Data of credits obtained by students in the 1st year of the last three academic years are shown in paragraph [D.2.3.1.](#)

D.5.2.3.2. EXAMS PASSED AND AVERAGE GRADE

Data of exams passed and average grade are shown in paragraph [D.2.3.2.](#)

D.5.3. OPINIONS OF ATTENDING STUDENTS AND GRADUATES

Opinions of graduates on the Study Programme.

Tables and graphs provide information on the number of graduates who expressed positive opinions on the Study Programme, focusing on opinions expressed by attending students on course units.

D.5.3.1. OPINION OF GRADUATES

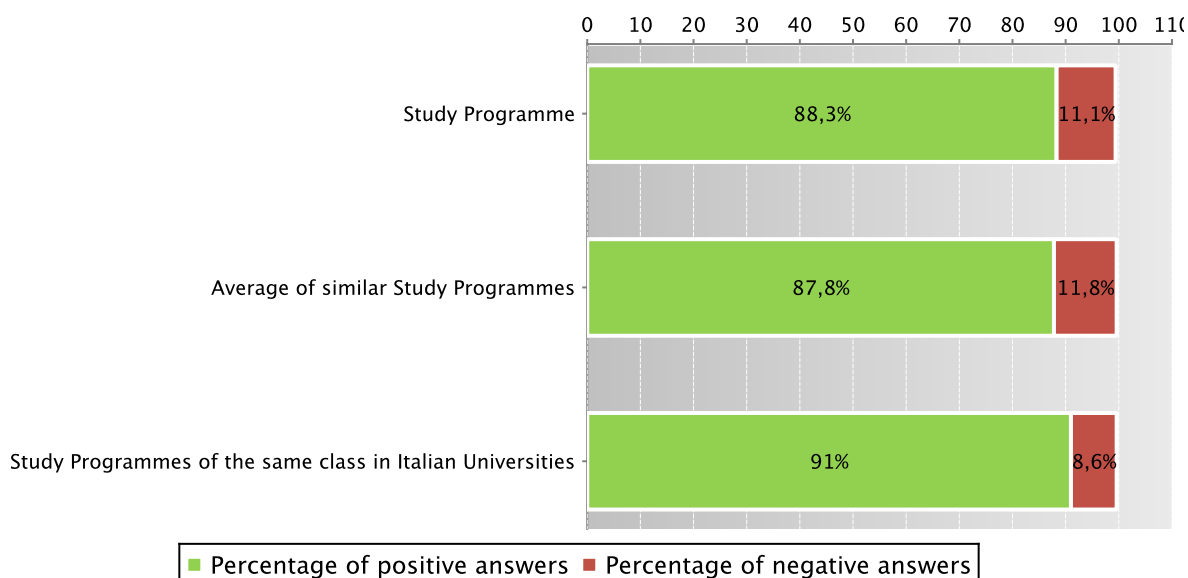
The **graph** shows the percentage of graduates (AlmaLaurea survey) who responded positively to the question: “**Are you generally satisfied with the Study Programme**”.

In addition, the **table** shows the percentage of students who answered “Yes, to the same programme at the university” to the question “Would you register again to the university?”.

The Study Programme data is compared with the average of similar Study Programmes (which belong to the same group), for the indicated years.

Graduates in 2010 who responded positively to the question: “Are you generally satisfied with this Study Programme?”

Data of the Study Programme D.M. 509/99 Economia e marketing (code 0338)



Data of the Study Programme D.M. 509/99 Economia e marketing (code 0338)

		N. graduates	Completed Questionnaires	% of positive answers to the question: “Are you generally satisfied with this Study Programme?”	% of answers “yes to the same Programme in the same University” to the question “Would you register again to the University”
2010	Study Programme	159	154	88,3%	68,8%
	Average of similar Study Programmes	61,8	57,2	87,8%	65,9%
	Study Programmes of the same class in Italian Universities	11336	10620	91,0%	73,1%

Symbols:

(*) The opinions of the Study Programmes with less than 5 graduates are not shown.

Further information on [Graduates’ Profile Report](#).

Go back to [D.3.1. Opinion of graduates](#)

D.5.3.2 ADDITIONAL DATA ON OPINIONS OF STUDENTS

D.5.3.2.1. OPINION OF ATTENDING STUDENTS

Data of opinion of attending students of the last three academic years are shown in paragraph D.3.2.1.

D.5.4. ENTRY INTO THE WORLD OF WORK

Employment situation of graduates of the Study Programme.

Tables and graphs provide information on the employment situation of graduates one year after graduating.

D.5.4.1. EMPLOYMENT SITUATION

The paragraph shows the employment situation of graduates one year after graduating.

The data is taken from the [AlmaLaurea](#) reports on the employment situation of graduates.

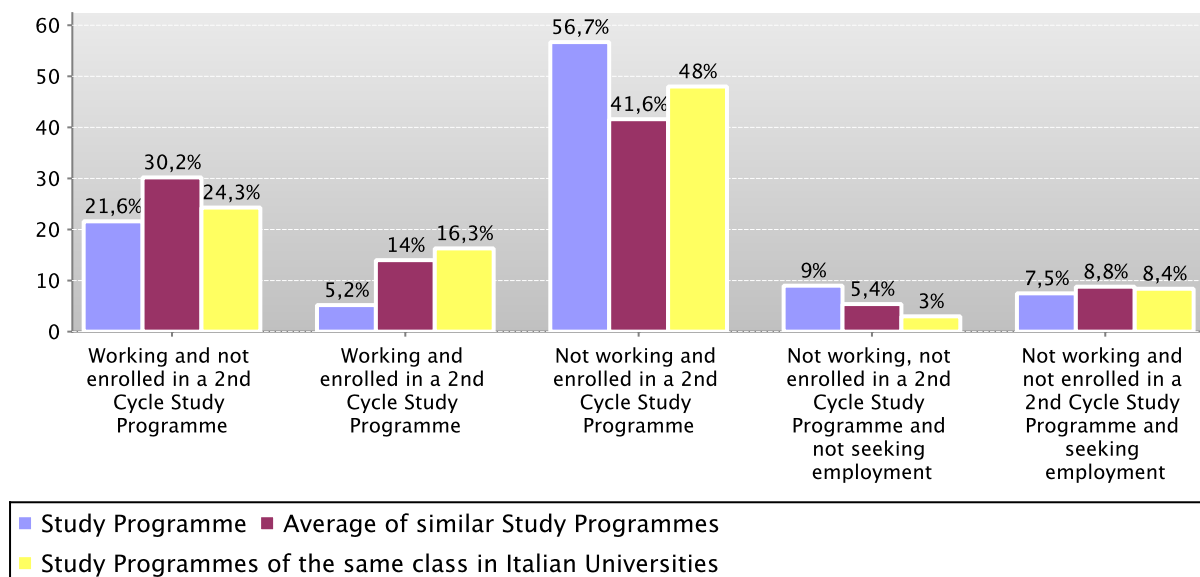
The **graph** shows who is working, who is not working but has enrolled in a Second Cycle study programme, who is not working and is not seeking employment, who is not working but is seeking employment.

In addition, the **table** shows the number of graduates interviewed, the number involved in internships and traineeships and the appropriateness of their degree to the job.

The Study Programme data is compared with the average of similar Study Programmes (which belong to the same group) and the average of Study Programmes of the same faculty of other Italian universities for the graduates of the indicated years.

Employment situation of graduates in 2010 one year after graduating

Data of the Study Programme D.M. 509/99 Economics and Marketing (code 0338)



Data of the Study Programme D.M. 509/99 Economics and Marketing (code 0338)

		N. graduates interviewed	Employment and education situation (1)					Not working, not seeking employment, but following a university programme/traineeship (2)	Degree's appropriateness for the job (referred to the graduates who just work) (3)	
			Working and not enrolled in a 2nd Cycle Study Programme	Working and enrolled in a 2nd Cycle Study Programme	Not working and enrolled in a 2nd Cycle Study Programme	Not working, not enrolled in a 2nd Cycle Study Programme and not seeking employment	Not working and not enrolled in a 2nd Cycle Study Programme and seeking employment		Effective / very effective	Quite effective
Graduation Year 2009	Study Programme	138	18,8%	10,9%	41,3%	10,9%	18,1%	34,1%	14,6%	46,3%
	Average of similar Study Programmes	57,5	30,1%	13,3%	41,2%	5,5%	10,0%	34,0%	22,3%	38,9%
	Study Programmes of the same class in Italian Universities	10390	24,1%	17,1%	47,2%	3,4%	8,1%	32,6%	31,3%	38,1%
Graduation Year 2010	Study Programme	134	21,6%	5,2%	56,7%	9,0%	7,5%	45,5%	28,6%	34,3%
	Average of similar Study Programmes	52,5	30,2%	14,0%	41,6%	5,4%	8,8%	34,3%	21,6%	38,5%
	Study Programmes of the same class in Italian Universities	10301	24,3%	16,3%	48,0%	3,0%	8,4%	32,2%	28,4%	40,9%

Symbols:

(*) The opinions of the Study Programmes with less than 5 graduates are not shown.

Notes on the AlmaLaurea report on the employment situation of graduates

(1) "Employment and education situation": the number of employed graduates is the sum of those working and those working who are also enrolled in a 2nd cycle degree programme. The number of those enrolled in a 2nd cycle degree programme is the sum of those who are working and studying and those who are only studying.

(2) "Number of those who do not work, who are not seeking employment but who are following a university programme/traineeship": the definition includes those who are enrolled in traineeships, PhD degrees, specialisation schools, Italian "master universitari"(first and second level). The presentation of this data complies with article 2 of D.M. 544 of 31st October 2007, as later provided for in Management Decree no. 61 of 10th June 2008 (transparency requirements).

(3) The evaluation of the appropriateness of the degree is obtained by a combination of the requirement of the relative qualification for the job held and the level of usage of the skills learned at university.

Further information on [Graduates' Employment report](#).

[Go back to D.4.1. Employment situation](#)

E. FIND OUT MORE: THE QUALITY OF YOUR STUDY PROGRAMME

The University of Bologna has identified its objectives as the *personal, cultural and professional growth of students and the improvement of the quality of learning, also in relation to the needs of society* (Strategic Plan 2010-2013).

Students, employers and society as a whole, have the right to effective learning for individual and intellectual growth, to develop critical sense and to prepare for the world of work.

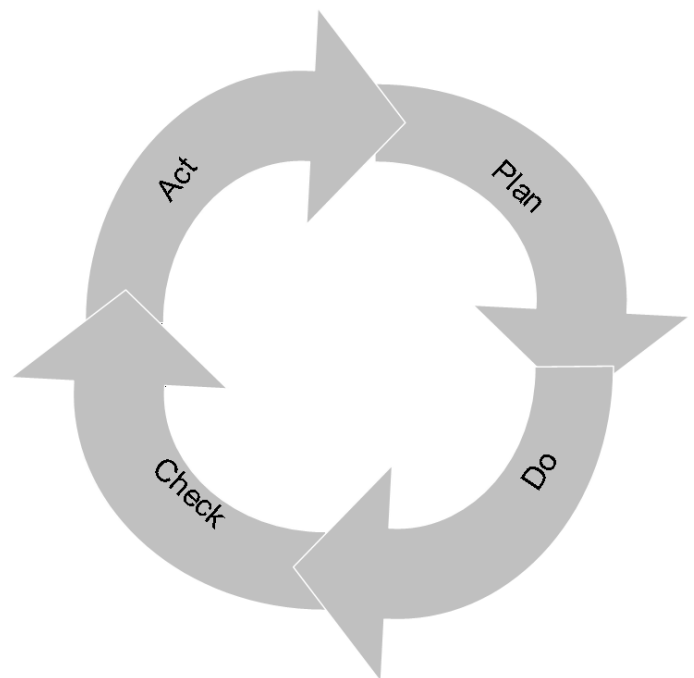
In the Statute and the Strategic Plan 2010-2013 the University of Bologna acknowledges its responsibility in guaranteeing the quality of its study programmes, and for this purpose adopts an "internal quality assurance system".

The Internal Quality Assurance system

The internal quality assurance system is a set of processes and responsibilities adopted to guarantee the quality of Study Programmes at the University of Bologna.

The guarantee of the quality of a Study Programme is the correspondence of the results achieved with the set objectives, in the following phases:

- Plan: defining the objectives
- Do: implementing the planned actions
- Check: checking that the objectives have been achieved
- Act: planning improvement action



This path responds to the expectations of students, guides teaching behaviour and provides indicators for the assessment of results. Self-assessment is based on the analysis of significant data (for example, the number of students graduating in line with the exam schedule, students' opinions and the employment rates of graduates) and highlights strengths and weaknesses in order to reflect on the achieved results, critically consider one's own working methods and take steps for the continual improvement of the Programme. This path involves all educational stakeholders, including students, in order to make use of the contributions of everyone with first-hand knowledge of the Study Programme. Improvement is therefore a day to day development, concerning all aspects of teaching: from the lesson timetable to the publication of on-line programmes, from classroom management to exam methods, and the actual design of the Programme.

This is what happens in each phase:

- **Planning:** the Study Programme is the result of a proposal from the teaching structures and approved by the Academic Bodies.
- **Management:** Schools, Departments and Study Programmes manage the activities required to ensure teaching. The activities are organised as follows:

What we do	Who does what				
	Professors	Study Programme	Schools	Departments	General Administration
Teaching calendar, lessons programme and exam schedules			x		
Management of financial resources			x	x	
Classroom teaching	x				
Management of classrooms and laboratories			x	x	
Libraries and study rooms			x	x	
Approval of individual study plans		x			
Communication and information		x	x		Academic Affairs Division
Guidance service		x	x		Academic Affairs Division
Internships		x	x		Academic Affairs Division
Administrative services: Student Administration Office					Academic Affairs Division
Administration services: Degree programme office			x		Academic Affairs Division
Study grants and loans ad honorem					Academic Affairs Division
Student mobility: university subsidies and programmes					International Relations Division
Mobility: study grants for dissertations abroad			x		
Mobility: authorisations and recognitions		x			
Other students support services		x	x		x

- Internal assessment:** every Study Programme periodically assesses its own results, evaluating, for example, the number of enrolled students, the number of withdrawing students, student opinions etc.; in this way, the strengths and weaknesses, as well as any implemented improvement actions, are highlighted. This phase is organised as follows:

What we do	Who does what
<p>Definition, gathering and publication of evaluation data According to the general guidelines of the University and national and international standards, are defined the tools through which should be evaluated the results (indicators). The survey data to be evaluate are published every year on the Report of the Study Program.</p>	Academic Bodies
<p>Self-Assessment The Schools and Study Programmes assess the effectiveness of the previously adopted solutions, analyse the progress of their learning activities and draw up proposals for improvement.</p>	Schools and Study Programmes
<p>Internal audit</p> <p>The results of the self-assessment process are reviewed in the following phases:</p> <ul style="list-style-type: none"> • Analysis: the University Quality Manager analyses the review documents, considering the ability to identify problems, propose solutions and the overall development of the internal quality assurance system. • Review: The observations on the results obtained and the good practices adopted are examined together with the persons in charge of the Schools and Study Programmes in meetings organised by scientific-disciplinary field. The persons in charge receive the observations and inputs on the areas for development and the actions to be adopted in future to improve results. • Sharing: the conclusions of the review activities are submitted to the Academic Bodies and the University Evaluation Board. 	<p>Quality Manager</p> <p>Vice Rector for Teaching and Education</p> <p>Academic Bodies</p>
<ul style="list-style-type: none"> • Improvement: on the basis of the results of the internal audit, the Schools and Study Programmes plan improvement activities, to ensure that the Study Programmes increasingly respond to the needs of society. The cycle then starts over again, with the definition of actions to be implemented, the results of which are in turn verified, in a continuous path that guarantees the quality of education. 	

F. GLOSSARY TERMS

Additional Learning Requirements

Students enrolling in the first year of a first cycle or single cycle degree and who, following the results of the entrance exams established for each study programme, do not possess the knowledge required for access to the programme, are assigned additional learning requirements (OFA).

The OFA are fulfilled by passing an assessment test defined by the programme.

The non-fulfilment of the requirements by the date set by the Academic Bodies and published on the University Portal will lead to the re-enrolment in the first year of the programme.

AlmaLaurea

AlmaLaurea is an innovative in-line database service of graduates' curriculum vitae (1,620,000 CVs, from 53 Italian universities as of 05/07/2012), which offers a link between graduates, universities and businesses.

Created in 1994 on the initiative of the Statistical Observatory of the University of Bologna, managed by a consortium of Italian universities with the support of the Ministry of Education, University and Research, the purpose AlmaLaurea is to act as a point of contact between businesses and graduates, a reference within universities for anyone (students, businesses, etc...) working in the field of university studies, employment and the condition of young people at different levels.

Average of similar study programmes (belonging to the same group)

Average of the Study Programmes (which belong to the subject group)

Calculated average which refers to all study programmes of the same cycle which belong to the subject group.

There are four groups, composed as follows:

- **BIOMEDICAL** group: Study Programmes of the Schools of Pharmacy, Biotechnology and Sport Science; Medicine; Agriculture and Veterinary Medicine
- **SCIENTIFIC-TECHNOLOGICAL** group: Study Programmes of the Schools of Engineering and Architecture; Sciences
- **SOCIAL SCIENCES** group: Study Programmes of the Schools of Economics, Management, and Statistics; Law, Political Sciences
- **HUMANITIES** group: Study Programmes of the Schools of Arts, Humanities, and Cultural Heritage; Foreign Languages and Literatures, Interpreting and Translation; Psychology and Education

CFU University Learning Credits

University Learning Credits (CFU) were introduced under Italian Ministerial Decree no. 509/99 to comply with European legislation, and are a measurement of the volume of learning, including individual study, required of students; generally 1 CFU corresponds to 25 hours of a student's "overall learning effort".

Class

Degree classes group together study programmes of the same level and with the same key learning outcomes and available learning activities for a given number of credits and in sectors which are identified as indispensable. The features of the classes are set nationally, by Ministerial Decree, and are therefore common to all universities.

Cohort

Cohort refers to a group of students enrolled in the same academic year.

Enrolment status

In terms of enrolment, students may be:

- **Regularly enrolled:** students enrolled for as many or fewer years than the legal duration of the study programme, who do not fall into any of the following categories;
- **Not aligned with the exam schedule:** students who, without having graduated, have enrolled in all the years of the study programme and which, for programmes with compulsory attendance, have obtained all attendance certificates;
- **Repeating:** students re-enrolling in the same year of a programme again. Starting from academic year 2009-2010, students who have not fulfilled the assigned additional learning requirements within the deadline have to enrol in the 1st year as repeating students.

Entrance exam

Enrolment in a study programme may be free access or restricted access.

For all programmes with restricted access, candidates are required to sit an entrance exam and there are a limited number of places available. The entrance exam is a test which is used to draw up a graded list of candidates; students may enrol in the programme according to their place in the list. The methods of managing the call for applications and the list of candidates, including the methods for filling any unclaimed places, may vary from year to year. The test may be specific to a Degree Programme or may be part of a single exam covering several programmes from the same university or from other universities (during the registration the students should indicate their first choice).

The following definitions apply:

Available places = the number of places laid down in the call for applications to the Study Programme, or determined by subsequent legal provisions; these exclude any additional places reserved according to special provisions of the programme (e.g. for international study programmes, they do not include places for foreign students selected from other universities; for all programmes with restricted access regulated nationally, these do not include the places reserved for transferring students).

Number of candidates for the exam = number of students registered for the exam indicating the study programme as their first choice;

Number of participants in the exam = number of students participating in the exam indicating the study programme as their first choice;

Number of participants in the exam for every available place = number of students participating in the exam who indicated the study programme as their first choice as a ratio of the number of places available on the programme.

First year enrolments

This includes all students enrolled in the first year, including those joining the study programme in its first year through transferrals, as well as those enrolled in the first year but not for the first time (e.g. repeating students).

New Careers

Students who start a new university career (excluding transfers) from year one in a second cycle programme.

Passages and transfers

Passage: when a student applies to move to a different study programme from the one enrolled in the previous year, within the same university.

Transfer: when a student transfers from a study programme in one university to any programme in another university.

Registered students

Students who begin a career in the Italian University System for the first time and who enrol in the first year (i.e. for whom no previous university careers are recorded) of a First Cycle (L509, L) or Single Cycle programme (LSCU, LMCU)

Statistical Observatory of the University of Bologna

The Statistical Observatory was founded in 1997 in order to “provide the university governing bodies with a reliable and timely documentary and monitoring database aiming to promote decision-making processes and planning, particularly of learning activities and other services targeting the student population” (art.1 of the Founding and Operational Regulation). Following the disabling of the Statistical Observatory, as resolved by the Board of Governors on 14 December 2010, from the second semester of academic year 2010-11 the survey and subsequently analysis of the attending students opinion is cared for the University of Bologna by Academic Affairs Division - Quality Assurance Department and Control and Finance Division - Support Planning and Evaluation Department. The overall results and the methods of collection and analysis are described in the document published online on the [Statistical Observatory of the University of Bologna](#).

University DataWarehouse

In information service for the managers of the University of Bologna organisational departments which gathers, integrates and reorganises data from various sources and makes it available for analysis and evaluation for the purposes of planning and decision-making.

Withdrawal

Suspension of studies by students who do not register in the next academic year, or who drop out from the degree programme.