

OPERATIONAL RULES FOR PARTICIPATION IN THE "DECISION MAKING" COURSE

Course Recipients:

All students who are unable to graduate in the sessions of July and October 2020 due to the impossibility of carrying out their internship.

Course features:

The Decision Making Course will be offered in " module" format, from 4 to 12 Credits. The student will choose to follow the Course of 4, 5, 6, 7, 8, 9, 10, 11 or 12 Credits, according to the Credits provided for in his study plan under "internship" and excluding other alternative activities that may be recognized.

This is necessary considering that:

- In the Degree Courses related to the DEMS, the internship activity ranges from 6 to 12 credits
- The internship of each student will be characterized by a number of credits that is the result of the difference between the number of credits indicated in his or her study plan and the number of CFU that may be recognized for other alternative activities that the student has already carried out such as, for example, participation in seminars, workshops and conferences which the Council of the Degree Course of the student has deliberated on the attribution of credits to

Educational Methodologies of the Course:

Regardless of the number of credits that distinguishes the chosen Course, the Course will be divided into video lectures - with additional exercises to be carried out and sent by e-mail in WORD format to the address specified in the video lectures themselves - and articles (manuscripts) to be studied. Prof. Misuraca - professor of Psychology of Decisional Processes at DEMS - and other important scholars in the field, makes the video lectures.

The students of the "Public Management" curriculum of the LM-63 who have already attended the course "Models and Techniques for Human Resource Assessment and Development" in A.A. 2019/2020, having already in the program of this course the video lectures of Prof. Misuraca, will follow other video lectures specifically chosen for them.

All teaching materials (video lectures and articles) will be available asynchronously and downloadable from Tuesday, April 14, 2020 on a web page of the DEMS website specifically set up, whose web address will be communicated in time through a notice published on the website of the DEMS Department. The video lectures, together with the related exercises, will be in English in order to give this activity a further educational value consistent with the aims of an internship. The articles will be in Italian for the students of the degree courses in Italian and in English for the students of the degree courses in English.

Successful completion of the Course:

The Course ends with a final test consisting of an interview with two questions on the topics of the Course and a question on the exercises carried out by the student. Students are required to

keep a copy in Word format of all the exercises they have carried out and to present them during the final test, if requested by the Commission. Please note that the final test can be managed through the Microsoft Teams platform should the COVID-19 emergency persist.

The final test can only be taken by students who, at that time, have already regularly successfully completed all the courses included in their study plan or who, at most, still have to attend a final exam, with the obvious exception of the internship.

A Commission including Professor Francesco Ceresia and Professor Raffaella Misuraca will carry out the final test. The test will be in Italian for the students of the degree courses in Italian and in English for the students of the degree courses in English. This test takes place on the following dates: June 29, July 09, and September 15, 2020.

Below are the operating rules that each person participating in the procedure must follow:

1. The student fills in the "REQUEST TO CARRY OUT THE PROOF OF FITNESS OF THE COURSE "DECISION MAKING", signs it, scans it and sends it by e-mail in PDF format to Dr. Bonanno (or Dr. Lucchese for the LM-47 course), at the following address: didatticadems@unipa.it - also attaching the identity document indicated in the request, in the days preceding the date of the test itself;
2. The DEMS internship office will send to Prof. Francesco Ceresia the list of candidates for the final test;
3. The Commission will carry out the final test. Should it be necessary due to the continuing COVID-19 emergency, Prof. Francesco Ceresia will create a session through Microsoft Teams. Please note that this test will not require the student's digital signature. However, the student will have to follow the same operative instructions specified in the manual produced by the University of Palermo regarding online exams (decree no. 950 of 23/03/2020 prot. 27039 of the Rector of UNIPA);
4. Once the test has been completed, the Commission will send a note to the traineeships office specifying the students who have taken and passed the final test.
5. The Traineeships Office will send this note to the Commission, which will record the traineeships.
6. The internship will then be uploaded to the student's study plan.

Please note that students must always carry out all activities - both administrative and educational - related to the design and implementation of this activity in smart working mode.