



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
DIPARTIMENTO DI
INFORMATICA - SCIENZA E INGEGNERIA

TEACHING REGULATIONS FOR THE MASTER'S DEGREE IN
DIGITAL TRANSFORMATION MANAGEMENT
Master's Degree (LM-91 METHODS AND TECHNIQUES FOR THE
INFORMATION SOCIETY)
ACADEMIC YEAR 2023/2024

Cesena Campus



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Art. 1 Admission Requirements

• Admission Requirements

In order to be admitted to the Master's Degree programme in Digital Transformation Management, it is mandatory to hold a first-cycle/Bachelor's Degree, or any another suitable qualification obtained abroad, meet the curricular requirements and pass the assessment of the student's personal preparation.

Curricular Requirements

Candidates should meet the following curricular requirements:

- Having obtained a first-cycle/bachelor's degree in one of the following classes or any other suitable qualification obtained abroad:

as per M.D. (Ministerial Decree) 270:

L-16 Administration and organization sciences

L-18 Economics and management sciences

L-33 Economics

L-41 Statistics

L-31: Sciences and information technologies

L-8: Information engineering

L-9: industrial engineering

or an equivalent Italian qualification running under the previous degree programme system

Or

having obtained a first-cycle/bachelor's degree in other classes, but having obtained at least 36 ECTS credits in the following disciplinary areas:

- **Business SDS** : SECS-P/07 Business Administration, SECS-P/08 Economics and Management, SECS-P/09 Corporate Finance, SECS-P/10 Business organization, SECS-P/11 Financial Institutions Management;
- **Computer Science SDS**: ING-INF/05 Information Processing Systems e INF/01 Computer Science
- **Economics SDS**: SECS-P/01 Political Economics, SECS-P/02 Economic Politics, SECS-P/03 Public Finance, SECS-P/05 Econometrics, SECS-P/12 Economic History;

24 credits among the ones above mentioned, have to be completed in the business and computer disciplinary areas.

Assessment of personal preparation

Admission to the degree programme is subject to the assessment of personal preparation, according to the modalities specified under the "Admission modalities" section.

A minimum of B2 level in English, according to the Common European Framework of Reference for Languages is required.

A minimum of B2 level in Italian, according to the QCER is required.

International students missing this requirement will have to add teaching activities in their study plan in order to reach the requested level.

• Admission modalities

Restricted-access

This second-cycle degree programme has a limited number of available positions depending on available resources such as laboratories, specific IT devices and internship agreements with companies both at national and international level (as per art. 2 of the Italian Law 264/99) .

Entry requirements will be verified according to the modalities specified in the Call for Application, approved each year by the Degree Programme Board and published on the website.

The number of available positions and admission procedures are set forth in the call for applications published every year.



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Assessment of personal preparation

An appointed Commission will verify personal preparation according to the documents submitted by the candidates; those deemed as “eligible” after the first phase evaluation will be attending an interview, held in English, with the Commission.

The B2 English language knowledge will be assessed.

Students withholding an English Certification (i.e. TOEFL, IELTS, Cambridge Esol...) certifying a B2 or higher level, will be exempted from the language requirement verification.

The Commission will verify the English requirement where the candidate does not upload the aforementioned documentation.

Art.2 Individual Study Plans

Students are allowed to choose elective courses according to the course study plan within the deadlines published on the University portal every year.

This programme does not have curricula.

It is possible to submit an individual study plan within the deadlines published on the University portal.

The Degree Programme Board evaluates the requests of individual study plans based on their coherence with the Degree Programme Teaching regulations and with the learning outcomes of the degree programme

The Board also checks that the number of exams, course units and credits are not lower than the corresponding number laid down in the official Course Structure Diagram.

Art. 3 Implementation of learning activities and types of teaching activities

The attached study plan indicates all the learning activities and the corresponding hours of teaching in class, practical exercises or internship, as well as the type of teaching methods.

Any further information will be published annually on the University portal.

Art. 4 Attendance and preparatory activities

Compulsory attendance to the teaching activities is indicated in the attached study plan, together with any preparatory activities involved in the learning activities.

Information about and methods to verify it are laid down annually by the degree programme and are notified on the University portal before the beginning of the lessons.

Art. 5 Flexible track

Students may choose the flexible track which allows to complete the degree in a longer or shorter period than the normal one (3 years for Bachelor's Degree and 2 years for a Master's Degree) with the methods defined by the University regulations.

In case a teaching activity included in the programme is no more active, it can be substituted in order to guarantee the quality and sustainability of the educational offer.

Art. 6 Evaluation of learning activities

The attached study plan indicates which learning activities are evaluated through an exam marked with a score out of 30 and which one end with a “pass/fail” exam.

The evaluation methods (oral, written or practical exam or any combination thereof; individual or group exams) are laid down annually by the Degree Programme during the presentation of the teaching activities and notified to the students on the University portal prior to start of the programme.

Art. 7 Elective learning activities

Students may select one or more learning activities autonomously among those identified by the Degree Programme Board and listed in the enclosed Course Structure Diagram.

Such learning activities are deemed to be coherent with the learning outcomes.



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Students are allowed to choose as an elective course any course taught in English in other 2nd-Cycle / Master's Degree programme of the University, even if it is not included among those identified by the Degree Programme Board. It is not required to ask for the board's approval.

On the other hand, it is necessary to ask for the board's approval if the student wants to take an exam taught in English in a 1st-Cycle / Bachelor's Degree programme. To submit the request, it is necessary to enclose a letter specifying the motivations of the request, within the deadlines set annually and notified on the University portal.

If the student wants to add a teaching activity with a different language of instruction than English, it has to request for the approval of the Degree Programme Board, it is allowed to add non-English taught activities for a maximum of 24 CFUs.

The Board will assess the coherence of the proposed teaching activities with the learning outcomes.

In any case, the student is not allowed to choose teaching activities providing contents that were part of exams already taken in the student's career.

Art. 8 Criteria for the recognition of credits obtained in degree programmes of the same class

The ECTS credits are recognized up to the maximum number of credits of the same subject area according to the degree programme teaching regulations. Credits are recognized according to each subject area and type of learning activities.

In addition to the recognition of the credits according to the above-mentioned regulation, the Degree Programme Board may resolve to recognize additional credits according to the coherence of the teaching activities and cultural affinities.

Normally, the recognition process is applicable to English based teaching activity only, it is however possible to ask for recognition of activities taught in other languages for a maximum of 24 CFUs.

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Art. 9 Criteria for the recognition of credits acquired within degree programmes in different classes, at online universities or international degree programmes

The credits are recognized by the Degree Programme Board according to the following criteria:

- analysis of the course contents
- assessment of the coherence of the scientific-disciplinary fields and the contents of the learning activities in which the student has acquired the credits with the specific learning outcomes of the study programme and the individual learning activities to be recognized. The aim should be to promote student mobility.

The credits are recognised up to the maximum number of university credits established by the degree programme teaching regulations, considering the subject areas and the types of learning activities.

In addition to the recognition of the credits according to the above-mentioned regulations, the Degree Programme Board may resolve to recognize additional credits according to the coherence of the teaching activities and cultural affinities.

Normally, the recognition process is applicable to English based teaching activity only, it is however possible to ask for recognition of activities taught in other languages for a maximum of 24 CFUs.

Art. 10 Criteria for the recognition of extra-university competencies and skills

Competencies acquired outside of the university may be recognized in the following cases:

- professional knowledge and skills certified under the terms of the applicable laws;
- competences and skills acquired in post-graduate learning activities run or planned by the University.



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The request for recognition shall be assessed by the Degree Programme Board considering the indications of the academic bodies and the maximum number of recognizable credits laid down in the Degree Programme Teaching Regulations.

The activity may be recognized if it is coherent with the specific learning outcomes of the degree programme and the learning activities to be recognized, considering the contents and length in hours of the activity.

Art. 11 Internships for the preparation of the final examination

According to the procedures laid down in the University Regulations concerning internships and international mobility programmes, and in compliance with EU laws, the Degree Programme includes an internship to prepare the final thesis and that should consist of a project that aims at developing students' learning and academic skills.

These learning experiences shall not exceed 12 months, and shall be completed by the date of graduation; credits may be awarded:

- within the quota for the final examination;
- for elective activities which can take the form of an internship.

Art. 12 Final examination

The final examination consists in the presentation, of a topic decided with your supervisor and supported by a written dissertation (thesis) in English.

The thesis is developed by the students with a supervisor and tests the knowledge acquired by students as well as their ability to enhance it, apply it autonomously in a specific context and present it critically.

The development of the thesis should include some relevant research activities, oriented at facing problems in innovative contexts or it should relate to basic research and/or methodological aspects.

In both cases, the development of original and innovative solutions will be supported, as well as the inclusion in research projects and the publication in the scientific literature of the relevant sector.

The final examination is to evaluate the written dissertation and the presentation of the candidate's work with reference to the learning outcomes.

The thesis defence/presentation is public and it has to be held in English. The final grade of the Second-Cycle Degree is expressed out a total of 110 points. A "cum laude" score can be awarded upon unanimous decision of the Thesis board.

Art. 13 Correspondence between the credits assigned to each learning activity and the planned learning outcomes

On 11/May/2020 the Joint Teacher-Student Committee expressed its favorable opinion under the terms of article 12 para. 3 of Ministerial Decree no. 270/04.



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