ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

REGOLAMENTO DIDATTICO DEL CORSO DI LAUREA MAGISTRALE

MASTER DEGREE PROGRAMME TEACHING REGULATIONS

LM-91 DIGITAL TRANSFORMATION MANAGEMENT

Sede di CESENA

INDEX

ART. 1 ADMISSION REQUIREMENTS

a.Admission Requirements

Admission to the second cycle degree/ Master Degree Programme in Digital Transformation Management requires possession of a 1st cycle degree/Bachelor or three-year university diploma, or any other degree obtained abroad, recognised as suitable. Additonally, candidates must also meet the curricular requirements as well as pass the assessment of personal competencies and skills.

Curricular requirements

A degree complying with Italian Ministerial Decree 270 (and previous degree programme systems) in one of the following classes:

- L-16 Administration
- L-18 Business administration
- L-33 Economics
- L-41 Statistics
- L-31 Computer Science
- L-8 Information technology engineering
- L-9 Industrial engineering

Or

A degree in a different class from those listed above, with at least 36 credits in the following subject groups:
- Business subjects: SECS-P/07 Business Administration, SECS-P/08 Corporate Finance, SECS-P/09 Financial Management, SECS-P/10 Business Organisation, SECS-P/11 Economics of Financial Intermediaries;
- economic subjects: SECS-P/01 Political Economy, SECS-P/02 Economic Policy, SECS-P/03 Finance, SECS-P/05 Econometrics, SECS-P/12 Economic History;
- computing subjects: ING-INF/05 Data Processing Systems and INF/01 Computer Science;
of which at least 24 credits in business and computing subjects.

Assessment of personal knowledge and skills

In order to be admitted to the 2nd cycle degree programme, candidates need to pass an assessment of personal knowledge and skills that will be held according to the methods defined in the degree programme teaching regulations. English language skills, to CEFR B2 level are also required.

In order to be admitted to the programme is subject, Italian language skills, CEFR level B2 at least, are needed.

Foreign students who do not meet this requirement will have to include learning activities in their study plan, in order the required level for the Italian knowledge.

b.Admission methods

Restricted-access

This second-cycle degree programme has a limited number of positions available, 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) .

Admission will be managed according to the modalities specified in the Call for Application which will be approved each year by the Degree Programme Board and published on the Degree Programme website.

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

Assessment of personal knowledge

An appointed Admission Board will verify candidates' personal knowledge according to the documents submitted by them. Candidates deemed as "eligible" after the first phase evaluation will attend an interview managed by the Admission Board. The Interview will be held in English.

During the interview, the B2 English language knowledge will be assessed, too.

Students holding an English Certificate (i.e. TOEFL, IELTS, Cambridge Esol…) certifying a B2 or higher level, will be exempted from the language knowledge evaluation.
Students who do not submit any English language certificate, will be assessed on their language knowledge during the aforementioned interview by the Admission Board.

ART. 2 INDIVIDUAL STUDY PLANS
Individual study plans are possible, in accordance with the criteria, the terms and modalities that are published on the University website.
However, individual study plans must comply with rules defined in the Degree Programme regulations, as well as with the guidelines established by the University governing Bodies.
If courses taught in restricted-access Degree Programmes are chosen and included in the study plan, access to these courses must be previously authorised by the Programme Board of those restricted-access Programmes, in compliance with the criteria those Boards established previously.

ART. 3 LEARNING ACTIVITIES MODALITIES AND TYPES OF TEACHING METHODS
The attached course structure diagram includes all the learning activities, their division into hours of classroom. The study plan also specifies types of teaching methods: lectures, practical exercises or internship.
Any further information will be published on the University website on a yearly basis.

ART. 4 ATTENDANCE AND COURSE UNIT PREREQUISITES
Details about the attendance methods (compulsory attendance or free attendance) are included in the attached course structure diagram, together with any needed prerequisites for each teaching unit.
The methods for the compulsory attendance and any verification thereof are established on a yearly basis by the Degree programme Board during the submission of the course structure diagram. All these pieces of information are sent to students through publication on the University Webportal before the start of the classes.

ART. 5 FLEXIBLE CURRICULUM (PART-TIME STUDENT STATUS)
The student can opt for the part-time student status, that allows students to complete their studies in a time higher or lower than the normal duration (3 years for the Degrees and 2 years for the Master Degrees) according to the modalities defined in the University Didactic Regulations.
If learning activities included in the study plan are cancelled, they can be replaced in order to guarantee the quality and sustainability of the Programme Catalogue.

ART. 6 ASSESSMENT OF LEARNING ACTIVITIES
The attached study plan indicates all cases in which the learning activities end with an exam. Exams can be marked with a score out of 30 or with simple "pass"/ ID (Italian acronym for "idoneo": eligible).
The assessment methods (oral, written or practical exam or any combination thereof; individual or group exams) are laid down annually by the Degree Programme Board during the presentation of the teaching planning phase. Students will be notified of these methods through the University Webportal before the beginning of the classes.

ART. 7 ELECTIVE LEARNING ACTIVITIES

The Degree Programme Board agrees to accept the course units that it decided to include in the course structure diagram and that are available in the attached course structure diagram and published in the University Web portal.
However, if students intend to include course unit (first cycle course unit) that was not considered by the Programme Board as consistent with aforementioned criteria, students will have to ask the Degree Programme Board for an authorisation. Authorization must be sent within the terms established on a yearly basis and that are published on the University website.

The Degree Programme Board will evaluate coherence between the student's request and his/her study plan. If courses taught in restricted-access Degree Programmes are chosen and included in the study plan, access to these courses must be previously authorised by the Programme Board of those restricted-access Programmes, in compliance with the criteria those Boards established previously.

ART. 8 CRITERIA FOR THE RECOGNITION OF CREDITS ACQUIRED IN DEGREE PROGRAMMES BELONGING TO THE SAME CLASS (CLASSE DI LAUREA)

Credits acquired in a previous university career and more specifically in a programme belonging to the same "classe di laurea" (Degree programme categories that are valid for the Italian University/Higher education system) will be recognised by applying the following criteria: not less than half of the total amount of credits and up to the same amount of the credits belonging to the same SSD (Settore scientifico disciplinare, "subject group"). Recognition will be managed according to the programme system, complying with the "ambito scientifico disciplinare" (general topic of each course unit) and the course unit type – TAF "Tipologia delle attività formative".

If some credits were left at the end of the recognition procedure, the Degree Programme Board could decide to recognise them by analysing the relevance of that credits to the teaching and cultural aspects of the degree programme.

If the Degree programme is not an Italian-taught one, recognition of credits will be possible only if the previous credits were obtained through course units that were taught in the same language the programme is taught.

As a general rule, the recognition process is applicable to English based teaching activity only. However, it is possible to ask for recognition of activities taught in languages other than English for a maximum of 24 CFUs. Recognized credits will be registered with the grade "Recognized-RC" and their outcome won't affect the overall grade average.

ART. 9 CRITERIA FOR THE RECOGNITION OF CREDITS ACQUIRED WITHIN DEGREE PROGRAMMES IN DIFFERENT CLASSES, FROM ONLINE UNIVERSITIES OR FOREIGN UNIVERSITIES

The acquired credits are recognised by the Degree Programme Board according to the following criteria:
- analysis of the course unit contents
- assessment of the coherence between the subject group the course unit belongs to and the contents of the learning activities being part of the student's previous career. During this assessment, the learning outcomes of the current study programme and the outcomes of the previous activities to be recognised are evaluated, too. Student mobility from one programme to another one is pursued as a goal in any case.

The credits are recognised up to the maximum number of university credits shown in the attached course structure diagram, complying with the subject groups and the type of each course unit.

If some credits were left at the end of the recognition procedure, the Degree Programme Board could decide to recognise them by analysing the relevance of that credits to the teaching and cultural aspects of the degree programme.

As a general rule, the recognition process is applicable to English based teaching activity only. However, it is possible to ask for recognition of activities taught in languages other than English for a maximum of 24 CFUs. Recognized credits will be registered with the grade "Recognized-RC" and their outcome won't affect the overall grade average.

ART. 10 CRITERIA FOR THE RECOGNITION OF EXTRA-UNIVERSITY EXPERIENCES AND SKILLS

Experiences not acquired during university career may be recognised in the following cases:
- professional knowledge and skills certified under the terms of the applicable current laws;
- experience and skills acquired in learning activities run or planned by the University, after high-school diploma.

The Degree programme Board will be in charge for this recognition. Recognition will be managed according to the information given by the University governing Bodies and the maximum limit of recognisable credits established in the programme system of the Degree Programme.

Credits of extra-university experiences and skills will be recognised if they are consistent with the specific learning outcomes of the Master Degree Programme and the learning outcomes of the course unit that would be chosen for the recognition and that are included in the Course structure diagram of the Master Degree Programme.

Recognized credits will be registered with the grade "Recognized-RC" and their outcome won't affect the overall grade average.

ART. 11 INTERNSHIPS

The course structure diagram includes an internship for the preparation of the final examination.

Internships must comply with the "Regolamento generale Tirocini di Ateneo" (University general rules for internships) as well as the procedures linked to the Mobility international programmes.

ART. 12 FINAL EXAM METHODS

a. Final examination details and description

The final examination consists in presenting and defending a Master Programme Degree dissertation. Dissertation must be written in English. Defence will be held in English, too.

Dissertation contents must be authentic. Students will be supervised by a professor. Through this work, students must prove that they can work autonomously, that they can fully master the topics related to the information technology as well as their communication skills.

b. Final examination modalities

The final examination consists in presenting and defending a dissertation, written in English. The topic for the dissertation must be settled both by the supervisor and the student.

The student will write his/her dissertation under Supervisor Professor's guidance. Through the dissertation, Student's acquired knowledge and in-depth analysis skills will be proved, as well as his/her ability to autonomously use the acquired knowledge in a specific context and to use them through his/her ability to précis.

Dissertation must include project either research activity, aiming at tackling problems in innovative contexts, or basic-research or methodological aspects.

In both cases, development of innovative solutions, research project activities as well as publication of research results will be fostered. The final examination aims at evaluating the written dissertation as well as its presentation by the student, while taking expected learning outcomes into account.

Students will defend their dissertation publicly. The maximum final grade being 110 out of 110, the Dissertation Board will be able to grant a "cum laude" (with honours) qualification.

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In accordance with the Italian Law "Decreto Ministeriale - DM 270/04", article 12, paragraph no.3, the Faculty-student joint Committee expressed its favourable opinion on the coherence between the credits established for each learning activity and its planned learning outcomes.