

## 1. CERTIFICATE TITLE

**Kvalificerad Yrkeshögskoleexamen**

**E-Business Manager**

## 2. TRANSLATION OF CERTIFICATE TITLE

**Advanced Higher Vocational Education Diploma in**

**E-Business Manager**

This translation has no legal status

## 3. SKILLS AND KNOWLEDGE PROFILE

### The holder of this document has

- Knowledge of different business systems linked to e-commerce.
- Knowledge of different payment systems.
- Skills for managing digital sales as per legislation and regulations.
- Skills for managing customer communication in the digital shop.
- Skills for using various methods to increase sales and value.
- Skills for developing company transactions based on new or existing business ideas.
- Skills for implementing business intelligence and trend monitoring.
- Skills for conducting current situational analyses with finance, competition, customer and sales analyses within the various stages of the marketing plan.
- Skills for managing the sales process in a customer-oriented way.
- Skills for planning and managing goods logistics from purchase to the final consumer. Skills implementing stock analysis and stock planning.
- Skills for analysing market information and using this in their work with business development.
- Competence transforming the skills acquired from education into the work within the various roles in the branch.
- Competence running e-commerce activities comprehensively, with initiative and responsibly.
- Competence working as project manager with an understanding of group dynamics for the different roles in a group/project.
- Competence to work independently and in a group to develop e-commerce activities.
- Competence to act as an entrepreneur in the industry.
- Competence to independently continue professional skills development.
- Competence managing e-shop finances, from calculations to monitoring and accounting.
- Competence running and implementing the development of an existing digital market place for increased sales.
- Competence developing personal leadership.

## 4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

E-Business Manager, E-commerce developer, Business Developer, e-commerce, E-commerce manager, Project Manager e-commerce, E-commerce advisor

## 5. OFFICIAL STATUS OF THE CERTIFICATE

<b>Name and address of the awarding institution</b>	<b>Name and address of the public authority issuing awarding entitlement to education providers</b>
	The Swedish National Agency for Higher Vocational Education Box 145, 721 05 Västerås Sweden <a href="http://www.myh.se">www.myh.se</a>
<b>Diploma level (national or international designation)</b>	<b>Grading scale</b>
SEQF/EQF:	Fail (Icke godkänt - IG) Pass (Godkänt - G) Pass with Distinction (Väl godkänt - VG)

## 6. OFFICIALLY RECOGNISED MANNER OF OBTAINING THE DIPLOMA

Description of vocational education and training received	Per cent of whole programme (%)	Length (weeks)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		<b>weeks</b>
<b>Further information</b>		
The Higher Vocational Education Diploma requires a minimum of a Pass (Godkänt) in all courses. Five HVE credits correspond to one week of full-time studies.		
A Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 200 Higher Vocational Education credits (HVE credits).		
An Advanced Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 400 HVE credits, at least one quarter of programme time is spent on student placement, and the student has completed an independent project.		
Entry requirement is successful completion of upper secondary education.		
For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: <a href="http://www.myh.se">www.myh.se</a>		

### (\*) Explanatory notes

This document is intended to provide additional information about the specified diploma and has no legal status in itself. It is based on Council Resolution 93/C No. 49/01 of 3 December 1992 on the transparency and clarity of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency and clarity of vocational education certificates, and the European Parliament and Council Recommendation 2001/613/EC of 10 July 2001 on mobility within the Union of students, persons undergoing vocational training, volunteers, teachers and educators.

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