



List of Abstracts

of Assoc. Prof. **Denitsa Zagorcheva – Koycheva, PhD**

for participation in a competition for the occupation of the academic position "professor" in the field of higher education 1. Pedagogical sciences, professional field 1.1. Theory and Management of education (Administrative and financial management in the educational system) in the department of "Technological education, entrepreneurship and visual arts" at the Faculty of Education of Konstantin Preslavsky University of Shumen in the State Gazette, No.41/03.06.2022

I. HABILITATION THESIS – MONOGRAPH

- 1. Zagorcheva, D., *System for Successful Management of the Educational Institution*, Publishing House Konstantin Preslavsky University of Shumen, Shumen, 2022, p.1-193, ISBN: 978-619-201-635-7.**

Abstract: The monograph presents **a system for management of the educational institution** as a tool of the **modern principal**, aimed at organizing the administrative process.

The proposed in the monograph system for successful management of educational institutions structures the main activities and stages in the management of schools and kindergartens. The system presents synthesized and systematized management algorithms in the various areas of management. The application of the algorithms will help in the organization and consistent implementation of various administrative activities within the scope of the education manager's duties.

Why a system? The administration in any field is a comprehensive process. It includes various activities that may be more or less related or may not have any functional relationship with each other. The creation of a system implies the unification of individual activities as a complete functional apparatus.

Why algorithms? Each administrative activity can be viewed as a process in the overall administrative process. In this sense, the administrative activities include multiple sub-activities. Each of them includes its own characteristics such as specificity and urgency of implementation, regulatory requirements and restrictions, need for expert staff, etc. The creation of algorithms for the various administrative activities implies their structuring in a certain sequence resulting from their specific characteristics.

Why there is a need for the system of algorithms? The use of the system will facilitate the principal in self-planning and self-organization of administrative commitments as follows:

- ✓ to have an overview of all processes in the educational institution managed by him;
- ✓ to plan and fulfill his obligations on time;
- ✓ to specify its direct participation and control;
- ✓ to make correct and working decisions;
- ✓ to provide free time for himself.

The system for successful management of the educational institution presented in the monograph was developed for the benefit of the educational institutions' principals in preschool and school education. The system has open content, which allows more management algorithms to be developed and included, directed toward other activities and processes such as principal duties.

The system allows rapid updating of individual algorithms in case of changes to the legal basis, changes in requirements and deadlines, addition or deletion of obligations, etc. The system for successful management of educational institutions is a tool for the educational manager to achieve effective management of the institution.

II. PUBLISHED MONOGRAPH NOT PRESENTED AS A MAIN HABILITATION THESIS.

1. **Zagorcheva, D., *Model for Formation of Financial Literacy as a Key Competence for the Development of Education***, Konstantin Preslavsky University of Shumen Publishing House, 2022, p.1-164, ISBN: 978-619-201-638-8.

Abstract: The theory and management of education are already looking for new ground and mechanisms for the formation of different early age values. In 2021, the National Strategy for Financial Literacy of the Republic of Bulgaria was adopted. Financial literacy is also included in the Three-Year Plan for the Implementation of the Strategy for the Development of Higher Education in the Republic of Bulgaria 2021-2030 (for the period 2021-2024). The implementation of strategic documents at the national level requires a new look at the overall management of education, from the creation of new subjects to the formation of sustainable values in society itself.

An innovative model for the formation of financial literacy is proposed in the monograph. The model was developed on the basis of cognitive development at different ages and is tailored to the mental capabilities of children and students of the respective age. The model is aimed at acquiring knowledge and building values at an early age. This will

benefit the overall growth and development of society, related to economic and technological development, financial well-being and administrative security.

The model has a double effect. On the one hand, it introduces innovative financial literacy training, and on the other hand, it prepares current and future management personnel to manage education and other key sectors of socio-economic life.

The model can be used both in the training of students and in the practice of teaching staff, and as a basis for upgrading or creating other models in this area. The model has no analogue to date.

III. ARTICLES AND PAPERS PUBLISHED IN NON-INDEXED JOURNALS WITH SCIENTIFIC PEER REVIEW

1. **Zagorcheva, D., (2021) *Model of relationships in the management of educational institutions***, IN: SocioBrains, Issue 82/2021, pp. 58-64, Journal homepage: www.sociobrain.com, ISSN 2367-5721 (online).

http://sociobrain.com/website/w1465/file/repository/8._Denitza_Zagorcheva.pdf

Abstract: This article will provide an overview of the management of educational institutions through the focus of relationships. The aim is to present a framework for the management of the educational institution with the interrelations in process management. When we talk about the management of education, we must proceed from the fact that educational institutions are mainly public institutions performing regulatory activities, following strategies and policies of the state and managing mainly state funds. In order to present a common model of interrelations in the management of educational institutions only the common elements involved in the system should be structured. The level of management in educational management can be presented as a management system at the macro level, at the meso level and at the micro level.

2. **Zagorcheva, D., (2021) *Algorithm for financial management in an educational institution***, Conference Proceedings International scientific and practical conference “Sustainable development and socioeconomic cohesion in the 21st century: trends and challenges”, vol.2 (1), c. 284-291, ISBN 978-954-23-2069-2 (print) ISBN 978-954-23-2070-8 (online).

Abstract: The financing and management of educational institutions in Bulgaria is one of the most discussed topics. This places a special requirement on the pedagogical staff for knowledge and competencies in the field of finance and their management. This report presents an algorithm for financial management in schools and kindergartens, which aims to optimize the activities of the head, to acquaint the teaching staff, to inform users (students and parents).

3. **Zagorcheva, D. (2021). *The need for financial literacy in children as a key factor for their future career development***, Journal "Careers". Vol.1 (1), 22-27, ISSN 2815-2786
<https://career.shu.bg/wp-content/uploads/2022/01/careers-2021-1.pdf>

Abstract: The employment and career development of young people have always been the subject of observation and discussion. Early realization in the labor market is often accepted as the sole responsibility of parents. However, modern conditions require that the "launch" and continuity of young people in the labor market become a public commitment. The article focuses on an unpopular factor for the future career development of young people - the need for financial literacy in children. Early financial literacy is built by applying different approaches adapted to the age and understanding of the child. It allows the formation of certain values that are a key factor for the future realization and career development of the individual.

4. **Zagorcheva, D., *Management of behavior and relationships in the collective***, IN:SocioBrains, Issue 89/2022, pp. 172-176, Journal homepage: www.sociobrains.com, ISSN 2367-5721 (online)
http://sociobrains.com/website/w1465/file/repository/23._Denitza_Zagorcheva_89.pdf

Abstract: The successful management of any organization is highly dependent on the interaction and relationship between staff. We accept that relationships between us are naturally shaped by our individual characteristics such as upbringing, education, skills, knowledge, level of intelligence, morals, etc. In reality, all personality characteristics determine our behavior in different situations and groups. They are the basis for the formation of behavior at home, in informal settings or at the workplace. By conflict management in the organization, we understand a conscious purposeful activity of predicting, preventing or stimulating, regulating and resolving conflicts. It is aimed at implementing managerial influence in a way that enhances the constructive functions of conflicts and prevents or minimizes their possible negative consequences.

5. **Zagorcheva, D., (2021) *Measuring financial literacy as a key competence for education development***, IN: SocioBrains, Issue 87/2021, pp. 93-106, Journal homepage: www.sociobrains.com, ISSN 2367-5721 (online)
http://sociobrains.com/website/w1465/file/repository/12._Denitza_Zagorcheva_87.pdf

Abstract: Financial literacy has become an increasingly topical topic in recent years. The development of technology, the globalization of financial relations, economic development, the mobility of money and the speed of transactions are only a small part of the reasons provoking a new way of thinking and financial preparation in order to be adequate to the changes, development and growth of the financial sector. The understanding of general financial literacy provokes such behavior of individuals, through which they balance their financial demands and their financial possibilities.

6. **Zagorcheva, D., (2022) *Management of Quality of Education as a Key factor for the Professional Development of Pupils***, Journal “Careers”. Vol.2 (1), 35-40, ISSN 2815-2786 (print), ISSN: 2815-3111 (online)

<https://career.shu.bg/wp-content/uploads/2022/07/careers-2022-v2-br2.pdf>

Abstract: Professional self-orientation of young people is a topic that is quite timely in recent years and shows a change in the predispositions and aspirations of the younger generation. The issue of the role of the educational environment and the family in choosing a field of career and realization is also debatable. Compared to previous generations, modern children grow up in a much greater degree of comfort – satisfied needs, accessible education, freedom of choice, and opportunities for mobility. This directs them towards choosing a professional realization, not taking into account their compliance with the requirements of the professional field: personality traits, intellectual level, physical abilities, basic knowledge and professional attainments. The choice of professional development does not take into account external influences: economic situation, labor market dynamics, automation and technological development.

Assisting young people in their career orientation is to be a commitment not only to the family but also to the educational system. The role of the educational system in this case is essential because the conscious and reasonable choice of profession is formed by provoked interest in various disciplines, by gained knowledge, by behavioral traits and by personal abilities. The choice of the field of future realization determines to a great extent the attitude of young people to the labor process, the ability to realize their creative activities, the desire to achieve high results and social responsibility.

7. **Zagorcheva, D., (2022) *Financing of education in Bulgaria for the 2001-2020 period***, Journal “Careers”. Vol.2 (1), 45-50, ISSN 2815-2786 (print), ISSN: 2815-3111 (online)

<https://career.shu.bg/wp-content/uploads/2022/07/careers-2022-v2-br2.pdf>

Abstract: Education is a basic commitment for every country to form a generation ready to realize, build and preserve what is created. Policies in education are aimed at direct transfer of knowledge from teachers to students, but also building skills for independent and critical thinking, for working in personal development teams. The financing of education is a key factor in achieving the planned activities of the Strategic Framework.

8. **Zagorcheva, D., (2022) *The school director – manager or executive***, IN: SocioBrains, Issue 92/2022, pp. 108-113, Journal homepage: www.sociobrains.com, ISSN 2367-5721 (online)

http://sociobrains.com/website/w1465/file/repository/18._Denitza_Zagorcheva_92.pdf

Abstract: Educational management has always been one of the most debated topics in society. The responsibility is multifaceted – national policy, regional opportunities, consumer needs and commitments of managers. The educational manager, as the ultimate executor and responsible for the overall process, must find the relationship between all the institutions and

individuals involved. The director comes from the pedagogical environment. For him, the pedagogical activity, the approach to children and students, the dialogue with parents and institutions are painfully familiar. However, the role of manager is new. It requires knowledge in different areas, includes new responsibilities, changes his selforganization in personal and professional terms. In the role of manager, in fact, he combines two roles - the role of leader and the role of executor

9. **Zagorcheva, D., (2022) *Establishment of early financial literacy as an innovative method in quality management in education***, IN:SocioBrains, Issue 92/2022, pp. 95-100, Journal homepage: www.sociobrain.com, ISSN 2367-5721 (online)

http://sociobrain.com/website/w1465/file/repository/16._Denitza_Zagorcheva_04.pdf

Abstract: The quality of educational services is an object of constant public interest and discussion. The modern view is focused on the inclusion of various social sciences and knowledge in the curriculum. The article focuses on the formation of early financial literacy as an innovative method in quality management in education. The aim is to present the benefits of early financial literacy in children as a key factor for their future development and realization. In this sense, the formation of early financial literacy can be defined as an innovative approach to quality management in education.

10. **Zagorcheva, D., (2022) *Legal aspects in financing schools***, IN:SocioBrains, Issue 93/2022, pp. 1-7, Journal homepage: www.sociobrain.com, ISSN 2367-5721 (online)

http://sociobrain.com/website/w1465/file/repository/1._Denitza_Zagorcheva.pdf

Abstract: Preschool and school education are one of the most sensitive topics for society. Commitment to children is often intertwined between the wishes of parents, the needs of the children themselves, the capabilities of the education system and the responsibility of the state. If we turn to the previous sentence: the state is responsible for building an education system that will provide an opportunity to meet the educational needs of consumers. The provision of public goods is financed by the state, in accordance with the mechanisms adopted by it.

IV. PUBLISHED CHAPTERS FROM A COLLECTIVE MONOGRAPH

1. Dobreva, S., Dimitrova, N, **Zagorcheva, D., *Current Problems of Educational Institutions Management (2022)***, Konstantin Preslavsky University of Shumen Publishing House, ISBN 978-619-201-555-8, 1-199. (two chapters of the monograph)

Abstract: Nowadays, educational institutions function and develop in the conditions of a rapidly changing environment. This requires them to be flexible in order to adapt to constant changes (economic, regulatory, political, provoked by crises, etc.) without disrupting their activities and to continue working to achieve the set goals.

The two chapters of the monograph consider risk management and financial management of educational institutions as the main areas of management in the administrative management activity of the director.

V. UNIVERSITY TEXTBOOKS AND LEARNING RESOURCES

1. Zagorcheva, D., *Financial Management in Education – Management of the Delegated Budget*, Konstantin Preslavsky University of Shumen Publishing House, 2022, ISBN: 978-619-201-587-9, p. 1 – 172.

Abstract: Financial management in education has its place in solving the problems related to fundraising, distribution and efficient use of resources. All these challenges place high demands on the modern educational manager to have knowledge in the field of finance, accountability and control. The education sector has a leading place in the amount of public expenditure. The distribution and effective management of education expenditures have a significant impact on the economic and social development of the country. The textbook *Financial Management in Education - Management of the Delegated Budget* aims to form knowledge on issues related to planning, implementation, reporting and control of the delegated budget. It will prepare students as future specialists in the field of financial management and heads of educational institutions.

2. Zagorcheva, D., *Financial Accounting and Control in Education*, Konstantin Preslavsky University of Shumen Publishing House, 2022, ISBN: 978-619-201-598-5, p. 1 – 204.

Abstract: The information in the educational institutions' financial statements is formative when consolidating the report on the implementation of the state budget. This places high demands on its content, credibility and completeness. The information in the financial statements is also the main guide in making management decisions by the directors of educational institutions. These challenges place high demands on the modern education manager to have knowledge in the field of finance, accountability and control.

The textbook "Financial Accounting and Control in Education" aims to form knowledge on issues related to current and annual reporting and control of the delegated budget. It will train the students as future professionals in the field of financial reporting and as leaders of educational institutions.

3. Zagorcheva, D., *Financial Management in Education (learning material)*, Publishing House Konstantin Preslavsky University of Shumen, Shumen, 2022, ISBN: 978-619-201-622-7, p. 1 – 112.

Abstract: The learning material "Financial Management in Education" aims to upgrade the already acquired knowledge through various case studies and tasks. It also provides

practical training on issues related to planning, implementation, reporting and control of the delegated budget. This will prepare students as future specialists in the field of financial management and heads of educational institutions. The learning material on the discipline of Financial Management in Education is intended for student training. The content is directly related to the discipline curriculum. The textbook will also be useful for heads of educational institutions at all levels, as well as for educational management specialists and other pedagogical specialists. Moreover, it can be used by anyone with a scientific or other interest in management and finance.

4. Zagorcheva, D., *Short Dictionary of Specialized Vocabulary in the Regulative Framework of Preschool and School Education*, Konstantin Preslavsky University of Shumen Publishing House, Shumen, ISBN: 978-619-201-610-4, p. 1 – 140.

Abstract: In my work with students and practitioners in educational institutions, I often have to search for appropriate definitions of terms and phrases that are both legal, understandable and applicable to educational institutions. Many of the concepts have a broad understanding that is not applicable in specific areas, but requires their narrow, specific definition for the relevant field or in a given context.

In normative and standardized documents, certain terms/phrases, beyond their broad understanding, have a precisely defined legal meaning in order to objectify actions, inactions, rights, obligations, etc. Misunderstanding and misrepresentation of these terms and phrases can lead to inaccurate fulfillment of obligations, misunderstanding of rights and other negative consequences.

The short dictionary of specialized vocabulary in the regulative framework of preschool and school education does not present new or author's definitions. It contains selected and systematized definitions of terms based on legal norms.

The dictionary is intended for the preparation of students who study in the professional fields of "Theory and management of education" and "Pedagogy of training in ...", as a learning material. The dictionary will be useful in the practice of specialists working in preschool and school education.

Prepared by:  
Denitsa Petkova Zagorcheva-Koycheva