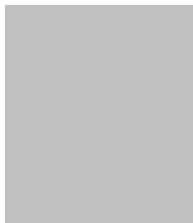


PERSONAL INFORMATION

Mrs. Edit Katona- Erdélyi, Ph.D 06-36/520-400/ 3085 erdelyi.edit@ektf.hu <http://www.ektf.hu/~erdelyi.edit>

Citizenship : Hungarian

POSITION

Head of Department, Associate Professor, Programme Co-ordinator

WORK EXPERIENCE

Duration 2012-
Position Head of Department, associate professor, programme co-ordinator

Duration 2011 –
Position Associate professor
Main activities and teaching tasks Accounting process management, Accounting and related special fields, Accounting for financial institutions, Enterprise control systems, Records management
Eszterházy Károly College, Department of Business Economics, Eger

Duration 01 August 2010–
Position College associate professor
Main activities and teaching tasks Accounting process management, Accounting and related special fields, Accounting for financial institutions, Enterprise control systems, Records management
Eszterházy Károly College, Department of Business Economics, Eger

Duration 01 May 1992 – 01 August 2010
Position Department Engineer / assistant lecturer / senior lecturer / college associate professor/
Main activities and teaching tasks Accounting process management, Accounting and related special fields, Accounting for financial institutions, Enterprise control systems, Records management

Duration 01 January 1988 -01 May 1992
Position Internal auditor
Károlyi Mihály Agricultural Collective Farm
Kál, Rózsa Ferenc út 27.

Duration 01 July 1979 – 01 January 1988
Position Head of Poultry Sector
Károlyi Mihály Agricultural Collective Farm
Kál, Rózsa Ferenc út 27.

EDUCATION

Academic Ranks

Ph.D. Economics (1996)
Doctoral Council of the Hungarian Academy of Sciences

Higher Education Studies

Qualified agricultural engineer in plant organisation (1986)
University of Agriculture, Gödöllő, Faculty of Agronomy

Computer programmer (1991)
SZÁMALK Training Centre of Computer Technology

Plant Engineer (1979)
University of Agriculture, Gödöllő, Faculty of Agronomy, Gyöngyös

Further Trainings

Chartered accountant (1986)
University of Agriculture, Gödöllő, Faculty of Agronomy

Distance learning tutor, Developing teaching material (2000)
Szent István University, Gödöllő

PERSONAL SKILLS

Mother tongue Hungarian

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	A/2	A/2	A/2		A/2
State Language Examination Certificate 1999. 030250					
Russian	A/2	A/2	A/2		A/2
State Language Examination Board 1993. 16500					

Communication skills

I have good communication skills which I acquired during my public activity in secondary school and my teaching profession.

Organisational/Managerial skills	My qualification is agricultural engineer in plant organising; currently I am responsible for a department consisting of seven people.
Job-related skills	<p>During my work besides handling professional tasks I also had to learn how to instruct my subordinates. besides</p> <p>Teaching College subjects requires the adequate knowledge of actual application softwares and integrated enterprise control. Among others: Exact, ABAS, COBRA, Habel etc. The introduction of the book of accounts accountant programme of MŰSZI and piloting the payroll programme (1991) were the basics for it. Later on the further trainings on application softwares contributed to successful work.</p>
Computer skills	Knowledge of Microsoft Office™ (Word, Excel and PowerPoint). Internet applications arose for the first time during the computer programmer training. My Ph.D. thesis also required significant user command. My everyday teaching practice is strongly based on these applications.
Other skills	I am skilled in certain branches of plant production, animal husbandry and horticulture. Besides my studies I gained my knowledge (from hoeing to milking cows) from my grandparents as these activities were my everyday tasks. My gained experience contributes to my teaching profession and makes it more descriptive. I was educated to be punctual, persistent, responsible and disciplined.
Driving licence	▪ B

ADDITIONAL INFORMATION

Publications	<p>Number of publications: 52 The five most important publications:</p> <ol style="list-style-type: none">1. Katonáné, Erdélyi E. (1997): Accounting Process Management. Specialised textbook. Saldo. Chapters 1-2. own work2. Katonáné Dr. Erdélyi Edit– Helgertné Dr. Szabó Ilona – Csomós Tamás – Kurcsinka Tamásné – Vanó Gábor: Finance and Accounting Praxis (Balance sheet examination topics) Saldó Rt 2010. Budapest Chapters 7-83. Katonáné, Erdélyi Edit (2000) Enterprise Information Systems College Textbook volumes I-II (pp. 1-308)4. Katonáné Dr. Erdélyi Edit: Records Management. Textbook for distance learning. Gyöngyös, 2004. (98 pages)5. Katonáné Dr. Erdélyi Edit: Practical Issues of Teaching Information Systems. Eszterházy Károly College, Faculty of Economics and Social Sciences, Possible Ways in Economics (conference lecture on 15 November 2012, Celebration of the Hungarian Science)
Presentations	<p>Updated lectures and presentations related to the subjects I teach are available on my website each semester.</p>
Researches	<p>Research field: Enterprise information systems, analysis of their operation. (related researches in teaching-methodology); regional researches (enterprise resources, especially the potential of information systems), ways of teaching information systems in dual form.</p>
Education organising, institutional public activity	<p>College-year co-ordinator of Business Management major (1997-1999) Szent István University, Faculty of Gyöngyös Programme co-ordinator of Finance and Accountancy major (BA) (2008-2010) Member of the faculty Council, Károly Róbert College 2000 – 2010. Participating in doctoral training (Szent István University) Programme co-ordinator of Business Management major since 2012 Member of the Advisory Board of Human Capital Foundation since 2012 Member of the Faculty Council at Eszterházy Károly College since 2014-</p>
Honours and awards	<p>1996 Director-general Praise (Szent István University, Faculty of Gyöngyös) 2009 Silver Plaque Károly Róbert College</p>
Memberships	<p>Member of the Hungarian Economic Association (2000) Exam Chair on the examinations of chartered accountant, accounting clerk, financial clerk, in trainings of National Qualifications Register AIFSZ (Accredited School-system in Higher Education) Expert (2009)</p>
References	<p>Regular participation in the training of chartered accountants since 2008. Participants' feedback after each lecture is 'excellent'.</p>