Title (Organizacja stanowisk roboczych i badanie pracy)	Code 1011101331011110613
Field Management - Full-time studies - First-cycle studies	Year / Semester 2 / 3
Specialty	Course
-	core
Hours	Number of credits
Lectures: 1 Classes: - Laboratory: - Projects / seminars: 15	2
	Language
	polish

Lecturer:

dr inż. Agnieszka Grzelczak e-mail: agnieszka.grzelczak@put.poznan.pl tel. (61) 665 33 69 The Faculty of Engineering Management 60-965 Poznań ul. Strzelecka 11 tel. (61) 665 33 74

Faculty:

Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań tel. (61) 665-33-74, fax. e-mail: office_fem@put.poznan.pl

Status of the course in the study program:

Obligatory

Assumptions and objectives of the course:

Presentation of the principles of good organization of work at the level of the position

Contents of the course (course description):

System approach to organization. Building effective business organization from the level position. Position as a system of work. Basic techniques in the study of methods of work. Methodology for the design and development positions. Improving the efficiency of the organization.

Introductory courses and the required pre-knowledge:

Basic knowledge of management

Courses form and teaching methods:

Lecture and project

Form and terms of complete the course - requirements and assessment methods: The current assessment in the class

Basic Bibliography:

Additional Bibliography: