

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Management of communication in organization		Code 1011105331011150976
Field of study Management - Part-time studies - Second-cycle	Profile of study (general academic, practical) (brak)	Year /Semester 2 / 3
Elective path/specialty Interpersonal Communication Engineering	Subject offered in: Polish	Course (compulsory, elective) elective
Cycle of study: Second-cycle studies	Form of study (full-time, part-time) part-time	
No. of hours Lecture: 10 Classes: 10 Laboratory: - Project/seminars: -		No. of credits 6
Status of the course in the study program (Basic, major, other) (brak)		(university-wide, from another field) (brak)
Education areas and fields of science and art social sciences		ECTS distribution (number and %) 6 100%
Responsible for subject / lecturer: dr hab. Edward Niesyty, prof. nadzw. email: Edward.Niesyty@put.poznan.pl tel. 604 264 282 Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	Knowledge of human resources managing
2	Skills	Can analyze and design systems of management
3	Social competencies	Can efficiently communicate with a team and collaborate with others
Assumptions and objectives of the course: To teach understanding and applying methods of social relationships management and management of a communication in an organization		
Study outcomes and reference to the educational results for a field of study		
Knowledge:		
1. Knows and understands psychological, sociological and cultural determinants of employee's behaviour - [-]		
2. Knows and understands methods of public opinion and human attitudes polls - [-]		
3. Knows and understands rules of management systems designing - [-]		
4. Knows and understands rules and methods of social climate diagnosing in an organization - [-]		
Skills:		
1. Can design, analyze and estimate social relationships in an organization - [-]		
2. Can design and effectuate social climate poll in an organization. - [-]		
Social competencies:		
1. Is able to work responsibly in a team - [-]		
Assessment methods of study outcomes		
Written final test and of social climate poll in an organization.		
Course description		

<p>1. Organization and its resources ? resources of a company, material and non-material, technical, economical, organizational, financial. Human resources: competence and attitudes.</p> <p>2. Culture of organization ? social and technical culture. Cultural patterns, social institutions. Social work division. Work division and roles of an owner, manager, employee. Works division and social climate in a working place.</p> <p>3. Human resources management ? the role of human resource in realization of company's aims. Work processes management and leadership. Human resources policy. System of human resources management.</p> <p>4. Leadership in working teams ? human groups types and dynamics. Power, authority and roles division in human groups. Leadership in a team. Pathologies of human groups: discrimination, molesting, mobbing. Management of group processes. Their influence into climate in working place.</p> <p>5. Social dialogue in an organization ? place and role of social communication in company's actions coordination and in analysis and development of institutional rules of organization. Institutional discourse. Social dialogue in organization. Pathologies of social dialogue.</p> <p>6. Social climate in organization ? Its essence and determinants. Manifestations and influence of social climate into credibility of organization. Methods of measurement and valuation of social climate. Social climate screening.</p> <p>7. Management of social climate in organization ? Standard SA 8000. Social responsibility of organization. Standard SA 8000. Requirements of Standard SA 8000. Criteria of accreditation in the extend of social responsibility of organization. Implementation of social responsibility managing system in organization.</p>
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Basic bibliography:

1. E. Niesyty, Menedżer w nowoczesnym przedsiębiorstwie, struktura jego kompetencji, ZN WSKIZ nr 1, Poznań 1999
2. E. Niesyty, Zespół pracowniczy w zarządzaniu jakością, ZN PP, Organizacja i Zarządzanie nr 30, Poznań 2001
3. E. Niesyty, Wpływ klimatu społecznego organizacji na jej sprawność, ZN GWSHM nr 3, Gniezno, 2009
4. D., S. Schultz, Psychologia a wyzwania dzisiejszej pracy, Warszawa, PWN 2002

Additional bibliography:

1. S. Borkowska, Strategie wynagrodzeń, Oficyna Ekonomiczna, Warszawa, 2001
2. S. Borkowska, Systemy motywowania w przedsiębiorstwie, Wyd. PWN, Warszawa, 1985
3. J. Jasiński [red.], Motywowanie w przedsiębiorstwie, Placet, Warszawa, 1998

Result of average student's workload

Activity	Time (working hours)
1. Lectures and classes	20
2. Preparation for classes	20
3. Chosen literature analysis and presentation of chosen problems of social climate screening.	30
4. Own learning	30
5. Consultations	6
6. Exam	2

Student's workload

Source of workload	hours	ECTS
Total workload	108	6
Contact hours	38	2
Practical activities	30	2