STUDY MODULE DESCRIPTION FORM

Name of the module/subject **Management of communication in organization**	Code **1011105341011150976**

Field of study **Management - Part-time studies - Second-cycle**	Profile of study (general academic, practical) **(brak)**	Year /Semester **2 / 4**

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				No. of credits
Lecture: **10**	Classes: **10**	Laboratory: **-**	Project/seminars: **-**	**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

1. Organization and it?s resources ? resources of a company, material and non-material, technical, economical, organizational, financial. Human resources: competence and attitudes.

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.

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.

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.

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.

6. Social climate in organization ? It?s essence and determinants. Manifestations and influence of social climate into credibility of organization. Methods of measurement and valuation of social climate. Social climate screening.

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.

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. Jasińki [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