

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Proseminar		Code 1010614171010614114
Field of study Mechanical Engineering	Profile of study (general academic, practical) (brak)	Year /Semester 4 / 7
Elective path/specialty Motor Vehicles and Tractors	Subject offered in: Polish	Course (compulsory, elective) obligatory
Cycle of study: First-cycle studies	Form of study (full-time, part-time) part-time	
No. of hours Lecture: 10 Classes: - Laboratory: - Project/seminars: -		No. of credits 1
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 technical sciences		ECTS distribution (number and %) 1 100%
Responsible for subject / lecturer: Andrzej Wołyński, PhD email: andrzej.wolynski@put.poznan.pl tel. 61 665 2 Faculty of Working Machines and Transportation 3 Piotrowo street, 60-965 Poznan, Poland		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	Student possesses basic knowledge about projects and research work. Knows the value of possessing the correct information in solving problems.
2	Skills	Student is able to search and integrate informations, interpret them, draw conclusions and use IT tools
3	Social competencies	Student is aware of necessity to be able to present the effects of his/her work and undergo verification of his/her practical knowledge
Assumptions and objectives of the course: To give students basic information about goals and types of diplomas, rules of preparing and executing such works, rules of presenting reports of the works.		
Study outcomes and reference to the educational results for a field of study		
Knowledge:		
1. Knows the functions and specifics of different diplomas in technical studies - [K1A-W22] 2. Knows the rules of preparing, scope and design of the diploma - [-] 3. Knows the copyright rules applied to literature data - [-] 4. Knows the basic editing rules - [-] 5. Knows terms and conditions of diploma exam - [-]		
Skills:		
1. Can prepare goal and scope of diploma, suitable to specific diploma theme. - [K1A-U01] 2. Can edit and prepare a diploma - [K1A-U03] 3. Can prepare presentation for the diploma exam - [K1A-U05]		
Social competencies:		
1. Can prepare and present reports of his works - [K1A-K01] 2. Possesses the awareness of copyright issues and their demands while using third persons? works - [K1A-K03, K1A-K04]		
Assessment methods of study outcomes		
Delivery upon participating in classes and presentation given upon scope and goal of diploma		

Course description		
Genesis and tasks of diplomas, types of diplomas at technical studies, promotor?s role. Planning the work: working on goal, scope and design of the diploma according to its type. General rules essential to reach the goals. Information sources and their use. Copyright, plagiarism, legal outcomes of plagiarism. General and detailed rules of editing, as well as presenting results. Rules of autopaper. Formal needs of final exam. Documents needed for final exam. Defence of diploma and diploma exam. Rules of grading final exam and Documents needed for final exam. Defence of diploma and diploma exam. Rules of grading final exam and studies. Individual presentation of scope and goal of diploma.		
Basic bibliography:		
1. Opoka Ewa, Uwagi o pisaniu i redagowaniu prac dyplomowych na studiach technicznych, Gliwice, Wyd. Politechniki Śląskiej, 2002		
2. Żółtowski B., Seminarium dyplomowe. Zasady pisania prac promocyjnych. Bydgoszcz, Wyd. AR-T, 1997		
Additional bibliography:		
1. Wołyński A.: materials for a lecture "Proseminary"		
Result of average student's workload		
Activity	Time (working hours)	
1. Participation in lecture	15	
2. Consolidation on lecture	1	
3. Consultations	1	
4. Preparing to delivery	3	
5. Participation in delivery	1	
Student's workload		
Source of workload	hours	ECTS
Total workload	21	1
Contact hours	17	1
Practical activities	0	0