

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Diploma Seminar		Code 1011105271011100723
Field of study Engineering Management - Part-time studies -	Profile of study (general academic, practical) (brak)	Year /Semester 4 / 7
Elective path/specialty -	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: - Classes: - Laboratory: - Project/seminars: 10		No. of credits 4
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 Technical sciences		ECTS distribution (number and %) 4 100% 4 100%
Responsible for subject / lecturer: dr hab. inż. Magdalena Wyrwicka, prof. nadzw. PP email: magdalena.wyrwicka@put.poznan.pl tel. 616653374 Engineering Management ul. Strzelecka 11, 60-965 Poznań		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	The student has knowledge of subjects covered by the education standards at the first cycle of studies in the field of Management, the student knows the basic principles of editing scientific papers and the use of selected research methods and techniques
2	Skills	The student has the ability to see, associate and interpret phenomena occurring in organizations and their use in order to write an engineering paper
3	Social competencies	The student follows the principles of the correct use of the Polish language and cares for the improvement of language skills
Assumptions and objectives of the course: Acquainting with the methodology of preparation of engineering work and the ability to present and discuss management or organizational problems		
Study outcomes and reference to the educational results for a field of study		
Knowledge:		
1. Has knowledge of disciplines associated with the subject of engineering work - [K1A_W01] 2. Knows the methods of data collection, processing and selection and distribution of information - [K1A_W11] 3. Knows the methods and tools of descriptive statistics and their application to modeling processes and phenomena taking place in organizations - [K1A_W12]		
Skills:		
1. Is able to analyze source data - [K1A_U02] 2. Is able to prepare a written work in Polish appropriate to management engineering, concerning specific issues, using the basic theoretical approaches, as well as various sources - [K1A_U09] 3. has language skills in the field of economic sciences and the discipline of management sciences, appropriate for the field of management engineering, B2 level of the European System of Language Description - [K1A_U11]		
Social competencies:		

1. Is determined to independently expand knowledge and skills in the selected field - [K1A_K01]
2. Is aware of the need for teamwork and responsibility for its course - [K1A_K02]
3. Acts professionally, in accordance with the principles of professional ethics and respect for professional and cultural diversity - [K1A_K04]
4. It provides substantive input in the preparation of projects taking into account legal, economic and organizational aspects - [K1A_K05]

Assessment methods of study outcomes

Forming rating:

- on the basis of current progress in the formulation of the research problem and work objectives, as well as methods for solving problems and work documentation
- confirmation of the ability to recall literature sources

Summary rating:

- thesis card confirmed by the supervisor (form)

Summary:

- presentation of the list of literature and other sources
- assessment of the diploma thesis presentation prepared by the diploma and its discussion

Course description

Methodical approaches to management problems. Acquainting with the methodology of writing engineering work. Framework work layout. Respect for copyright. Discussion of organizational problems covered by the problems of engineering works.

DIDACTIC METHODS: Instruction combined with demonstration and explanation, expert tables method (in groups implementing the subject), presentation demonstrations

Basic bibliography:

1. Regulamin realizacji prac dyplomowych oraz przebiegu egzaminu dyplomowego - www.fem.put.poznan.pl
2. Źródła literaturowe dobrane odpowiednio do problematyki pracy magisterskiej
3. Borcz L., Vademecum pracy dyplomowej, Wydawnictwo WSEiA, Bytom 2001
4. Wójcik K., Piszę akademicką pracę promocyjną, Placet, Warszawa 2005
5. Szkutnik Z., Metodyka pisania pracy dyplomowej, Wydawnictwo Poznańskie, Poznań 2005

Additional bibliography:

1. Majchrzak J., Mendel T., Metodyka pisania prac magisterskich i dyplomowych, Uniwersytet Ekonomiczny, Poznań, 2009
2. Rozpondek M., Poradnik dyplomanta i absolwenta, Wydawnictwo Politechniki Śląskiej, Gliwice 2003

Result of average student's workload

Activity	Time (working hours)	
1. Preparation for classes	2	
2. Participation in seminar classes	10	
3. Consultation on the correctness of the preparation of the framework plan of work	16	
4. Preparation for passing (preparation of the final presentation)	25	
5. Credit	2	
Student's workload		
Source of workload	hours	ECTS
Total workload	55	4
Contact hours	26	1
Practical activities	10	1