

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Information Technology		Code 1011104311011161956
Field of study Logistics - Part-time studies - First-cycle	Profile of study (general academic, practical) general academic	Year /Semester 1 / 1
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: 10 Project/seminars: -		No. of credits 2
Status of the course in the study program (Basic, major, other) other		(university-wide, from another field) university-wide
Education areas and fields of science and art technical sciences Technical sciences		ECTS distribution (number and %) 2 100% 2 100%
Responsible for subject / lecturer: dr inż. Aleksander Jurga email: aleksander.jurga@put.poznan.pl tel. +48616653388 Faculty of Engineering Management Strzelecka Str. 11, 60-965 Poznań		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	Basic knowledge of secondary school
2	Skills	Basic computer literacy
3	Social competencies	Able to work in computer laboratory group
Assumptions and objectives of the course: -Students should achieve fluency in spreadsheet calculations, especially in engineering and planning. They should be able to prepare technical reports and documentation in the form of Web pages. They should understand the difference between logical structure of a document and its graphical view and formatting.		
Study outcomes and reference to the educational results for a field of study		
Knowledge: 1. Students are able to describe means for logical structure definition and print and screen formatting in office editors and HTML documents. - [(T1A_W02) K1A_W09] 2. Students understand the terminology of Web page construction and operation. - [(T1A_W02) K1A_W10] 3. Students can describe the range of optimization problems that can be solved in spreadsheet applications. - [(InzA_W05) KInzA_W05]		
Skills: 1. Students are able to prepare Web pages appropriate for technical and scientific contents. - [T1A_U05 K1A_U05] 2. Students are able to solve a variety of spreadsheet tractable problems. - [(T1A_W02) K1A_W10] 3. Students are able to use problem solving applications for optimization problems. - [(T1A_U09) K1A_U09 i (T1A_U14) K1A_U14]		
Social competencies: 1. Is aware of computer data security and the interests and rights of their users. - [(T1A_KO2) K1A_K02]		
Assessment methods of study outcomes		

Formative assessment: a) in the field of laboratory classes: implementation of exercises.		
Summary: a) in the field of laboratory classes: the average of grades from partial tests.		
Course description		
A series of computational tasks in a spreadsheet with particular emphasis on conditional functions and databases. Transport task as an example of an optimization task using Solver. Preparation of an HTML page with a technical report.		
Didactic methods: -Work with a book. -Demonstration method. -Laboratory method.		
Basic bibliography: 1. Jurga A., Wybrane aspekty niwelacji luki informacyjnej oraz jej wpływ na użyteczność informacji. Case study. [w]: Woźniak M. (red.), Społeczeństwo informacyjne ? technologie, informacja i wiedza w gospodarce. Zeszyty Naukowe nr 35. Nierówności społeczne a wzrost gospodarczy. Wyd. Uniwersytetu Rzeszowskiego, Rzeszów, 2013, s. 226-236. 2. Wróblewski P., Microsoft Office 2007 PL w biurze i nie tylko, Helion, Gliwice, 2007. 3. Krysiak.K., Sieci komputerowe : kompendium : kompletne omówienie zagadnień sieci komputerowych: typologie i nośniki, sieci bezprzewodowe, usługi sieciowe i protokoły, administrowanie siecią, bezpieczeństwo w sieciach, Helion, Gliwice, 2005. 4. Walkenbach J. Excel 2010 PL. Najlepsze sztuczki i chwytaki. Vademecum Walkenbacha, Wyd. Helion , 2012 5. Tomaszewska A., Tworzenie stron WWW. Ilustrowany przewodnik. Wydanie II, Wyd. Helion 2011		
Additional bibliography: 1. . Karpiński M., Kurytnik I. P., Sieci komputerowe - bezpieczeństwo. Cz. 1, Metody i systemy kryptograficzne, Wyd. Akademii Techniczno-Humanistycznej, Bielsko-Biała, 2006. 2. Krzyżaniak S., Podstawy, zarządzania zapasami w przykładach, Instytut Logistyki i Magazynowania, Poznań, 2008.		
Result of average student's workload		
Activity	Time (working hours)	
1. Laboratory classes	10	
2. Preparation for the classes	20	
3. Consultation	10	
4. Literature studying	10	
Student's workload		
Source of workload	hours	ECTS
Total workload	50	2
Contact hours	20	1
Practical activities	10	1