Namo	of the module/subject	STUDY MODULE D	ESCRIPTION FORM	Code	
	rpersonal Comm	unication		1010512331010914327	
Field o	f study		Profile of study (general academic, practical)	Year /Semester	
Computing			general academic	2/3	
	e path/specialty		Subject offered in:	Course (compulsory, elective	
	Games and	d Internet Technologies	Polish	elective	
Cycle	of study:		Form of study (full-time,part-time)		
Second-cycle studies			full-time		
No. of	hours		<u> </u>	No. of credits	
Lectu	ire: 10 Classes	s: 20 Laboratory: -	Project/seminars:	- 2	
Status	of the course in the study	program (Basic, major, other)	(university-wide, from another f	ield)	
		other	unive	ersity-wide	
Education areas and fields of science and art				ECTS distribution (number and %)	
tech	nical sciences			2 100%	
dr Liliana Szczuka-Dorna email: liliana.szczuka-dorna@put.poznan.pl tel. 61 6652491 Centre of Languages and Communication PUT Piotrowo 3a Str., 60-965 Poznan			Ewa Hołubowicz		
tel. Ce	61 6652491 ntre of Languages and	Communication PUT	Ewa Hołubowicz email: ewa.holubowicz@pu tel. 61 6652491 Centre of Languages and 0 Piotrowo 3a Str., 60-965 Po	Communication	
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- 1. is able to communicate in mother tongue and English, using different techniques in professional environment $\,$ [K_U2]
- 2. is able to recognize elements of Interpersonal Communication [K_U3]
- 3. is able to prepare and give an oral presentation in mother tongue and English with all elements of positive presentation $-[K_U4]$
- 4. has language skills at B2+ level in accordance with the requirements set out for level B2+ (Common European Framework of Reference for Languages) $-[K_U6]$
- 5. is able to work in a team, taking on different roles [K_U15]

Social competencies:

Faculty of Computing

- 1. is able to collaborate and cooperate in a team performing different roles, [K_K5]
- 2. is able to extend her/his life-long learning knowledge based on practical knowledge and professional literature [K_K2]
- 3. is able to communicate effectively in different environments both in written and oral forms [K_K4]

Assessment methods of study outcomes

Formative assessment:

- a) tutorials:
- Progress of tasks realization,

Summative assessment:

- b) verification of assumed learning objectives related to tutorials
- Constant assessment during tutorials of oral tasks;
- Ability of teamwork;
- Project realization

Course description

Communication: theories and its meaning. Different kinds of Communications.

Oral language: Verbal and non-verbal communication. Public speaking: different kinds of speech, ways of preparation. Active listening. Negotiations.

Written language: Writing summaries, reports, research papers in English. Principles of correct communication in business.

Learning methods:

1. Tutorials: solving tasks, practical exercises, discussion, teamwork, multimedia showcase, workshops, team-building games, case studies,

Basic bibliography:

- 1. Morreale S.P., Spitzberg B.H., Barge J.K. Komunikacja między ludźmi, PWN, 2008
- 2. McKay M., Davis M., Fanning P., Sztuka skutecznego porozumiewania się, GWP, 2010
- 3. Liliana Szczuka-Dorna, Elżbieta Vendome, Introduction to Interpersonal Communication, Publishing House of PUT, 2017

Additional bibliography:

- 1. Witkowski T., Psychomanipulacje, Biblioteka Moderatora, Warszawa 2000
- 2. Cialdini R., Wywieranie wpływu na ludzi, GWP, 2010
- 3. Hofstede Geert, Hofstede Gert Jan, Minkov Michael, Cultures and Organisations:Software of the Mind, The McGraw Hill Companies, 2005

Result of average student's workload

Activity	Time (working hours)
1. participating in tutorials	30
2. preparing to classes:	8
3. studying literature / learning aids (10 pages = 1 hour), 70 pages	7
4. participating in consultation	4

Student's workload

Source of workload	hours	ECTS		
Total workload	50	2		
Contact hours	32	1		
Practical activities	28	1		