

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject Methodology of business organization		Code 1011105231011100978
Field of study Engineering Management - Part-time studies -	Profile of study (general academic, practical) (brak)	Year /Semester 2 / 3
Elective path/specialty Communication Management in	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 Lecture: 10 Classes: - Laboratory: - Project/seminars: -		No. of credits 2
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		ECTS distribution (number and %)
Responsible for subject / lecturer: dr inż. Małgorzata Spychała email: malgorzata.spychala@put.poznan.pl tel. 61 665 34 15 Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań		Responsible for subject / lecturer: dr inż. Małgorzata Spychała email: malgorzata.spychala@put.poznan.pl tel. 61 665 34 15 Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	Student knows the basic concepts related to business
2	Skills	Student has the ability to interpret the occurrences on the market.
3	Social competencies	Student is aware of his own abilities to lead the company.
Assumptions and objectives of the course: The skills of preparing business plan and leadership of own firm.		
Study outcomes and reference to the educational results for a field of study		
Knowledge:		
1. The student knows the legal forms of business. - [K2A_W12]		
2. The student knows the formal and legal responsibilities for starting their own business. - [K2A_W18]		
3. The student knows the methods of financing the business. - [K2A_W18]		
Skills:		
1. The student is able to analyze the business cost. - [K2A_U05]		
2. The student can develop a preliminary business plan. - [K2A_U04]		
3. The student can make a choice of the formal and legal responsibilities for starting their own business. - [K2A_U06]		
Social competencies:		
1. The student is able to think and act in an entrepreneurial manner. - [K2A_K07]		
2. the student can work in team. - [K2A_K02]		
Assessment methods of study outcomes		
Presentation of the idea on business, written test		
Course description		
Didactic methods:		

<ul style="list-style-type: none"> - interactive lecture - teamwork - brainstorming <p>The psychosocial determinants leadership of enterprise, The legal form economic activities, Main steps to leadership of enterprise - the Idea on business, The opinion of market in range of supply on service or the goods, Weakness and enterprises, the Ways of funding the undertaking, Analysis of costs before beginning the activity, Insurance of firm, Biznesplan, Choice of legal form of led economic activity, Recipes of protection the useful environments for businessmen, the Institution the firm - the duties the formal and legal, the records of business activity.</p>		
<p>Basic bibliography:</p> <ol style="list-style-type: none"> 1. Blackwell E., (2005), Biznesplan od podstaw, Wydawnictwo One Press, 2. Cieślak J., (2008), Przedsiębiorczość dla ambitnych, Jak uruchomić własny biznes, Wydawnictwa Akademickie i Profesjonalne, Warszawa, 3. Małecki P. (red.), Własna firma. Zakładanie i prowadzenie działalności gospodarczej, Forum, 2006 4. Cieślak J., Kostrzewa A. Przedsiębiorczość dla ambitnych, WAIp, Warszawa, 2008 5. Barrow C., Barrow P., Brown R.: Biznesplan w małej firmie, Wydaw. Helion, Gliwice 2005. 6. Pasieczny J., Biznesplan, PWE, Warszawa 2007 7. Skrzypek J., Biznesplan. Model najlepszych praktyk, Poltext, Warszawa, 2012 		
<p>Additional bibliography:</p> <ol style="list-style-type: none"> 1. Krajewski K., Śliwa J., (2004), Lokalna przedsiębiorczość w Polsce. Uwarunkowania rozwoju, Wyd. Naukowe Wydziału Zarządzania UW, Warszawa, 2. Rakowska A., (2005), Kompetencje współczesnego menedżera. W. Zarządzanie kompetencjami w organizacji, Warszawa, 3. Pawlak Z., Biznes plan. Zastosowania i przykłady, Poltext, Warszawa, 2005 4. Drucker P. Skuteczne zarządzanie, Warszawa, 1976 		
Result of average student's workload		
Activity		Time (working hours)
Student's workload		
Source of workload	hours	ECTS
Total workload	20	2
Contact hours	10	1
Practical activities	10	1