

<b>STUDY MODULE DESCRIPTION FORM</b>		
Name of the module/subject <b>Business Planning</b>		Code <b>1011105211011105112</b>
Field of study <b>Corporate Management - Part-time studies -</b>	Profile of study (general academic, practical) <b>(brak)</b>	Year /Semester <b>1 / 1</b>
Elective path/specialty <b>Corporate Management</b>	Subject offered in: <b>Polish</b>	Course (compulsory, elective) <b>elective</b>
Cycle of study: <b>Second-cycle studies</b>	Form of study (full-time,part-time) <b>part-time</b>	
No. of hours Lecture: <b>10</b> Classes: <b>10</b> Laboratory: <b>-</b> Project/seminars: <b>-</b>		No. of credits <b>2</b>
Status of the course in the study program (Basic, major, other) <b>(brak)</b>		(university-wide, from another field) <b>(brak)</b>
Education areas and fields of science and art		ECTS distribution (number and %)
<b>Responsible for subject / lecturer:</b>  dr inż. Maciej Szafrąński email: maciej.szafranski@put.poznan.pl tel. 616653304 Faculty of Engineering Management ul. Strzelecka 11 60-965 Poznań		
<b>Prerequisites in terms of knowledge, skills and social competencies:</b>		
1	<b>Knowledge</b>	Student has the knowledge of marketing, accounting and enterprise management
2	<b>Skills</b>	Student is able to discern, to associate and to interpret the occurrence appearing in marketing, production and accounting
3	<b>Social competencies</b>	Student understand and is prepared for held his social responsibility in business planning area
<b>Assumptions and objectives of the course:</b> Getting acquaint students with the methodology and skills in designing of bussines		
<b>Study outcomes and reference to the educational results for a field of study</b>		
<b>Knowledge:</b>		
1. Student has the knowledge of structural relationships in planned bussines ventures - [ K2A_W05]		
2. Student has the knowledge of functions and relationships among organizational units involved in a process of bussines plannig - [[K2A_W07, K2A_W14, K2A_W15, K2A_W16]		
3. Student has the knowledge of bussines planning methodology - [K2A_W08,K2A_W09]		
<b>Skills:</b>		
1. Student is able to structurize and to rationalize planned bussines venture - [K2A_U02, K2A_U03]		
2. Student is able to propose the way of optimization the structure of capital - [[K2A_U04, K2A_U06, K2A_U07]		
<b>Social competencies:</b>		
1. Student is conscious of the role, required competences and responsibilities of managers planning the bussines ventures - [[K2A_K02]		
2. Student is ready to prepare marketing, technical, organizational and financial aspects of bussines venture - [K2A_K03]		
<b>Assessment methods of study outcomes</b>		

<p>-Forming grade:  a/ classes on the basis of the evaluation the systematical progress of carried out tasks in process of creating project  b/ lectures: on the basis of the answers to the questions concerning the discussed problems at the previous lectures  Sum up grade:  a/ classes - (1)public presentation of the project (2) assessment the concept of the business and implentation of methodology  b/ lectures: questionnaire with open questions, 60% of points to pass the questionnaire</p>		
<b>Course description</b>		
<p>The essence and functions of bussines plans. Methodology of bussines planning for the next year of the bussines. Standards and procedures of bussines planning for new and existing enterprises.</p> <p>Didactic methods:</p> <p>Monograph lectures, case studies, classes</p>		
<p><b>Basic bibliography:</b></p> <ol style="list-style-type: none"> <li>1. Pawłowski E., Pawłowski K., Trzcielińska J., Trzcieliński S. Projektowanie biznesu i ocena przedsięwzięć inwestycyjnych. Wyd. Politechniki Poznańskiej, Poznań, 2010.</li> <li>2. Rogowski W. Rachunek efektywności przedsięwzięć inwestycyjnych. Wyd. Oficyna Ekonomiczna, Warszawa, 2004.</li> <li>3. Bednarski L, Analiza finansowa w przedsiębiorstwie, PWE, Warszawa, 2006.</li> <li>4. Sierpińska M., Jachna T.Ocena przedsiębiorstwa według standardów światowych. PWN, Warszawa, 2007.</li> </ol>		
<p><b>Additional bibliography:</b></p> <ol style="list-style-type: none"> <li>1. Hurdle. The Book on Business Planning, Berry Tim, PaloAlto Software, Inc , USA, 2006.</li> <li>2. Filar E., Skrzypek J., Biznesplan , Wydawnictwo poltex, W-wa 2005</li> </ol>		
<b>Result of average student's workload</b>		
<b>Activity</b>	<b>Time (working hours)</b>	
1. Lectures	10	
2. Classess	10	
3. Consultation	10	
4. Own study	20	
<b>Student's workload</b>		
<b>Source of workload</b>	<b>hours</b>	<b>ECTS</b>
Total workload	50	2
Contact hours	30	1
Practical activities	20	1