



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Basics of management

Course

Field of study

Aviation and cosmonautics

Area of study (specialization)

Level of study

Second-cycle studies

Form of study

full-time

Year/Semester

1/1

Profile of study

practical

Course offered in

polish

Requirements

compulsory

Number of hours

Lecture

30

Laboratory classes

0

Other (e.g. online)

0

Tutorials

15

Projects/seminars

15

Number of credit points

3

Lecturers

Responsible for the course/lecturer:

mgr inż. Joanna Ziomek

Responsible for the course/lecturer:

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Instytut Inżynierii Bezpieczeństwa i Jakości

Wydział Inżynierii Zarządzania

Prerequisites

The student should have the ability to perceive, associate and interpret phenomena in social relations and bear social responsibility for decisions in the area of organization management.

Course objective

Teaching a system of basic concepts used to describe the management process and models, methods and principles explaining basic aspects of the management phenomenon.

Course-related learning outcomes

Knowledge



has extended knowledge necessary to understand the profile subjects and specialist knowledge about the construction, methods of construction, production, operation, air traffic management, safety systems, impact on the economy, society and the environment in the field of aviation and cosmonautics

has detailed and structured knowledge in the field of using air technical facilities for the transport of passengers, goods, dangerous goods, as well as in the management of air operations and airports

has basic knowledge necessary to understand social, economic, legal and other non-technical determinants of engineering activity

knows the general principles of creating and developing forms of individual entrepreneurship, also taking into account time management, as well as the skills of proper self-presentation, using knowledge in the field of science and scientific disciplines relevant to aviation and cosmonautics

Skills

is able to communicate using various techniques in the professional environment and other environments using the formal notation of construction, technical drawing, concepts and definitions of the scope of the study field

has the ability to self-educate with the use of modern teaching tools, such as remote lectures, websites and databases, teaching programs, e-books

can obtain information from literature, the Internet, databases and other sources. Can integrate the obtained information, interpret and draw conclusions from it, and create and justify opinions

is able to prepare and present a short verbal and multimedia presentation devoted to the results of an engineering task

is able to assess material and environmental costs as well as labor costs for the implementation of aviation modules and on-board devices

is able to organize and substantively manage the process of designing and operating an on-board device, machine or technical flying object from the group covered by the selected specialty

Social competences

understands the need for lifelong learning; can inspire and organize the learning process of other people

Is ready to critically evaluate the knowledge and content received, recognize the importance of knowledge in solving cognitive and practical problems, and consult experts in case of difficulties in solving the problem on its own

is able to interact and work in a group, assuming various roles in it

is able to properly define priorities for the implementation of a task set by himself or others

can think and act in an entrepreneurial manner



Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

LECTURE: written exam in the scope of content conducted as part of the lecture

CLASSES: written colloquium on knowledge and exercises performed during classes

Programme content

Genesis and development of management sciences. Management - its essence and significance. Management functions. Organization in the environment as a management object. Elements of organization - people, technologies, processes. Organizational unit, morphology of processes in an organizational unit. Management as a process of information and decision making. Control cycle in managing an organizational unit. Information and communication in management. Decision models. Organizational structure - conditions and directions of evolution. Management methods. Criteria of assessing efficiency of actions. The essence of managerial work, managerial roles, management styles, managerial skills. Motivation theory. Ethical and cultural context of management. Management in the context of change. Management in the context of globalisation

Teaching methods

Informative (conventional) lecture (providing information in a structured way) - may be of a course (introductory) or monographic (specialist) character

The exercise method (subject exercises, practice exercises) - in the form of auditorium exercises (application of the acquired knowledge in practice - may take various forms: solving cognitive tasks or training psychomotor skills; transforming a conscious activity into a habit through repetition)

Bibliography

Basic

1. R.W. Griffin, Podstawy zarządzania organizacjami, PWN, W-wa, 2017
2. S.P. Robbins, D.A. DeCenzo, Podstawy zarządzania, PWE, 2002
3. A.K. Koźmiński, W. Piotrowski (red). Zarządzanie. Teoria i praktyka, PWE, W-wa, 2020

Additional

1. Kałkowska J., Pawłowski E., Włodarkiewicz – Klimek H., Zarządzanie organizacjami w gospodarce opartej na wiedzy. Wydawnictwo Politechniki Poznańskiej. Poznań, 2013
2. J.A.F. Stoner, C. Wankel, Kierowanie, PWE, W-wa, 1999
3. M. Stróżycki, (red), Podstawy zarządzania, SGH, 2008



Breakdown of average student's workload

	Hours	ECTS
Total workload	85	3,0
Classes requiring direct contact with the teacher	55	2,0
Student's own work (literature studies, preparation for laboratory classes/tutorials, preparation for tests, project preparation) ¹	30	1,0

¹ delete or add other activities as appropriate