



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Fundamentals of management [S1MwT1>POA-POiZ]

Course

Field of study

Mathematics in Technology

Year/Semester

2/4

Area of study (specialization)

–

Profile of study

general academic

Level of study

first-cycle

Course offered in

polish

Form of study

full-time

Requirements

elective

Number of hours

Lecture

15

Laboratory classes

0

Other (e.g. online)

0

Tutorials

0

Projects/seminars

0

Number of credit points

1,00

Coordinators

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Lecturers

Prerequisites

General knowledge of organization and management [K_W12 (P6S_WK)] The student has skills of noticing, associating and interpreting occurrences in social relations [K_U10 (P6S_UW)] The student understands and is prepared for bearing the social responsibility of making decisions in the area of management [K_K03 (P6S_KO)]

Course objective

Acquainting students with the basic concepts being used for a description of the process of management, methods and principles explaining essential aspects of the phenomenon of the management.

Course-related learning outcomes

Knowledge:

1. Has a basic knowledge essential to understand social, economic, legal and other non-technical conditions of engineering activity. - [K_W12 (P6S_WK)]
2. Has a general knowledge about cultural and international conditions of management. - [K_W12 (P6S_WK)]
3. Has a basic knowledge concerning managing and creating, running and the development of business. -

[K_W14 (P6S_WK)]

4. Has a knowledge about the models and information and decision-making processes. - [K_W14 (P6S_WK)]

5. Has a basic knowledge about the leadership and managing, managements functions, and management styles of control. - [K_W14 (P6S_WK)]

6. Has a knowledge about using mathematical tools in solving problems in management - [K_W01 (P6S_WG)]

Skills:

1. Is able to interpret phenomena in the organization from the point of view of the manager and managee (taking into account managements functions and the management style of control). - [K_U8 (P6S_UW)]

2. Is able to assess the usefulness of applying various methods of the organization and management. - [K_U10 (P6S_UW)]

3. Is able to work individually and in the team, can estimate a needed time for the accomplishment of the assigned task, is able to draw up and to carry out the schedule meeting the deadline. - [K_U14 (P6S_UO)]

4. Has abilities of the self-education raising his professional and social competences. - [K_U15 (P6S_UU)]

Social competences:

1. Knows the limitations of the own knowledge and understands the need of the further education. - [K_K01 (P6S_KK)]

2. Is able to think and to act in the enterprising way, is able to work as a team. - [K_K03 (P6S_KO)]

3. Is conscious of the role and the responsibility (organizational, economic and social) of human resources in functioning of the organization. - [K_K03 (P6S_KO)]

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Learning outcomes presented above are verified as follows:

-Forming evaluation:

a) lectures: based on the answer to questions concerning material discussed at previous lectures,

Recapitulating evaluation:

a) lectures: (1) ranking a multiple-choice test, with replies amongst which at least one is correct; every question is being in the scale from 0 to 1; the object is ranked after getting at least 55% of points, (2) discussing test results

Programme content

-Management - its meaning. Organization in surrounding the management as the object. Elements of the organization - people, technologies, processes. Information and communication in the management. Managing as the decision-making process. The structure, goals and managements functions. Management methods. Evaluation criteria of the efficiency of action. The essence of the steering work, elements of the management, roles and managerial abilities, management styles of control. Ethical and cultural context of the management. Management in the context of changes. Management in the conditions of the globalization

Teaching methods

Lectures include interactions with students

Bibliography

Basic

1. Griffin R.W., Podstawy zarządzania organizacjami, PWE, Warszawa, 2012

2. Stabryła A., Podstawy organizacji i zarządzania. Wybrane problemy i przykłady praktyczne, Wydawnictwo Uniwersytetu Ekonomicznego, Kraków, 2013

Additional

1. Grudzewski W.M., Hejduk I., Metody projektowania systemów zarządzania, Difin, Warszawa, 2004

Breakdown of average student's workload

	Hours	ECTS
Total workload	30	1,00
Classes requiring direct contact with the teacher	24	1,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	6	0,00