



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Leadership in management [N2IBiJ1>PwZ]

### Course

Field of study

Safety and Quality Engineering

Year/Semester

1/1

Area of study (specialization)

–

Profile of study

general academic

Level of study

second-cycle

Course offered in

Polish

Form of study

part-time

Requirements

compulsory

### Number of hours

Lecture

10

Laboratory classes

10

Other

0

Tutorials

0

Projects/seminars

0

### Number of credit points

2,00

### Coordinators

dr Rafał Prendke

rafal.prendke@put.poznan.pl

### Lecturers

### Prerequisites

Student should demonstrate knowledge of the basics of management, micro and macroeconomics .

### Course objective

The student will learn about the subject of team management, practical aspects of organization management, elements of social communication and key tasks of a manager in the field of HR.

### Course-related learning outcomes

Knowledge:

1. Student knows in-depth the mechanisms of functioning of complex socio-technical systems characteristic of modern organizations [K2\_W03].
2. Student knows in depth the economic, legal, ethical, social and psychological aspects taken into account in professional activities in the field of team and organization resource management [K2\_W10].
3. Student knows in depth the fundamental dilemmas of modern civilization, including legal, political, economic, ethical and moral changes affecting the modern leader [K2\_W11].

Skills:

1. Student is able to develop and properly apply methods and tools for solving complex problems characteristic of the area of team management or select and apply existing and known methods and tools [K2\_U03].
2. Student is able to implement the assumptions of organization management, including planning activities, scheduling, defining goals and specific tasks, criteria for their achievability and building work teams, identifying resources and determining the control methodology [K2\_U09].

Social competences:

1. Student shows creativity and entrepreneurship [K2\_K04].
2. Student is prepared to reliably perform professional roles resulting from current economic and social needs [K2\_K06].

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment:

Lecture: The knowledge acquired during the lecture is verified by two tests carried out at 7 and 15 hours. The first colloquium consists of 10 open questions with a maximum of 30 points. The second colloquium consists of 14-20 open questions and a maximum of 70 points can be scored. Passing threshold: 51% of points.

Laboratory: The student carries out two individual projects (25 points each) and one group presentation (30 points). In addition, a student can receive 3 points for activity in each class. Passing threshold: 51% of points.

Summative assessment:

Lecture: the average of the grades from the colloquium. Passing threshold: 51%.

Laboratory: arithmetic average of partial grades obtained from individual tasks. Passing threshold: 51%.

Grading scale in accordance with part C of the Regulations of First and Second Degree Studies adopted by the Academic Senate of the Poznań University of Technology.

### Programme content

Definitions and principles of modern leadership, building and managing an effective teams, hiring, delegating, motivating and firing employees; management by objectives, organizing professional meetings, psychological aspects of management, providing feedback, decision making, cross-cultural management.

### Course topics

Definitions and principles of modern leadership, team building and management, management styles, basic managerial roles, hiring, delegating, motivating and firing employees; management by objectives, organizing professional meetings, psychological aspects of management, providing feedback, decision-making, intercultural management.

Lecture:

1. Leadership qualities
2. Teamwork - managing a team of employees
3. Management styles
4. Motivation
5. Decision-making methods
6. Cross-cultural management
7. Summary and test

Exercises / Laboratory:

1. Leadership/charisma
2. Expose the boss
3. Delegation of authority / Empowerment
4. Recruitment
5. Constructive feedback
6. Business meetings
7. Management by objectives
8. Dismissal of an employee

### Teaching methods

Conversational lecture, talk. The lecture is conducted using distance learning techniques in a synchronous mode. Acceptable platforms: eMeeting, Zoom, Microsoft Teams.

Case studies, staging, business stories, didactic simulation games, business exercises.

## Bibliography

Basic:

1. Pacana A. Praca zespołowa i liderzy. Oficyna Wydawnicza Politechniki Rzeszowskiej. Rzeszów 2017
2. Stoner J., Freeman E., Gilbert D. Kierowanie. Polskie Wydawnictwo Ekonomiczne. Warszawa 2011

Additional:

1. Chmielecki M. Anatomia Lidera. Jak zostać świetnym szefem i doskonalić się w sztuce przywództwa. Onepress. Warszawa 2021
2. Gut J. Haman W. Szef to zawód. Psychologia szefa. Helion. Gliwice 2015
3. Przemieniecki L. Jak być dobrym menedżerem. BookPlan.pl. Łódź 2022
4. Prendke R. Uwarunkowania strategii dywergencji i konwergencji w przedsiębiorstwach międzynarodowych. Wydawnictwo Politechniki Poznańskiej. Poznań 2023
5. Roberts J. Boss phubbing, trust, job satisfaction and employee performance. Personality and individual differences. vol.155. 2020

## Breakdown of average student's workload

|   | Hours | ECTS |
|---|-------|------|
| Total workload  | 60    | 2,00 |
| Classes requiring direct contact with the teacher   | 20    | 0,50 |
| Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation) | 40    | 1,50 |