



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Management and leadership in organization [S2Bud1E-IOB>ZiPwO]

### Course

Field of study

Civil Engineering

Year/Semester

2/3

Area of study (specialization)

Smart and resilient buildings

Profile of study

general academic

Level of study

second-cycle

Course offered in

English

Form of study

full-time

Requirements

elective

### Number of hours

Lecture

15

Laboratory classes

0

Other

0

Tutorials

0

Projects/seminars

30

### Number of credit points

3,00

### Coordinators

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### Lecturers

### Prerequisites

Basic knowledge of organizational processes, economics and teamwork.

### Course objective

The aim of the course is to provide knowledge and develop skills related to management and leadership in organizations, including decision-making, communication, team management and organizational effectiveness.

### Course-related learning outcomes

Knowledge:

- have detailed knowledge on business activity in construction industry and the ways of developing different forms of individual entrepreneurship; understand the principles of enterprise financial economy.
- know the legal regulations in the field of industrial and intellectual property protection

#### Skills:

- are able to obtain information from literature, databases and other properly selected information sources; can integrate the obtained information, interpret and evaluate it as well as draw conclusions, formulate, justify, discuss and present opinions.
- can make plans autonomously, carry out lifelong learning processes and direct others in this respect; can apply the obtained knowledge into building engineering in order to communicate with different target groups using specialized terminology and discuss important problems of building industry.
- can manage team work, cooperate with other people and take the leading part in teams.

#### Social competences:

- take responsibility for the reliability of working results and their interpretation.
- can realise that it is necessary to improve professional and personal competence; are ready to critically evaluate the knowledge and received content.
- are ready to think and act in a business-like way.

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

- Lecture: written test (knowledge)
- Project: team project (skills) / presentation and discussion (social competences)
- activity during classes

Grading scale (percentage thresholds):

- 91-100% - A (excellent)
- 81-90% - B (very good)
- 71-80% - C (good)
- 61-70% - D (satisfactory plus)
- 50-60% - E (satisfactory)
- <49% - F (fail)

### Programme content

The course covers issues related to management and leadership in organizations, including leadership styles, decision-making processes, interpersonal communication, motivation, conflict management, change management and fundamentals of project management.

### Course topics

- Introduction to management and leadership
- Leadership styles
- Communication in organizations
- Team management
- Decision-making
- Conflict management
- Change management
- Fundamentals of project management
- Organizational effectiveness
- Case studi

### Teaching methods

- interactive lecture using distance learning methods and techniques.
- case studies
- teamwork
- presentations

### Bibliography

Basic:

- Robbins S., Judge T., Organizational Behavior
- Northouse P., Leadership: Theory and Practice

Additional:

- Drucker P., Management
- Kotter J., Leading Change

#### Breakdown of average student's workload

|                                                                                                                                            | Hours | ECTS |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------|------|
| Total workload                                                                                                                             | 90    | 3,00 |
| Classes requiring direct contact with the teacher                                                                                          | 45    | 1,50 |
| Student's own work (literature studies, preparation for laboratory classes/<br>tutorials, preparation for tests/exam, project preparation) | 45    | 1,50 |