COURSE DESCRIPTION CARD - SYLLABUS

Course name
Basics of crisis management in an organization [N1IBiJ1>PZKwO]

Course

Field of study
Safety and Quality Engineering

Year/Semester
3/5

Area of study (specialization)
–

Profile of study
general academic

Level of study
first-cycle

Course offered in
Polish

Form of study
part-time

Requirements
compulsory

Number of hours

Lecture
9

Laboratory classes
0

Other
0

Tutorials
0

Projects/seminars
9

Number of credit points

2,00

Coordinators

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Lecturers

Prerequisites

The student has basic knowledge of the issues related to crisis management in national security. The student has the ability to obtain information from the indicated sources and is ready to actively seek, systematize and present knowledge in the field of crisis management and be ready to cooperate as part of the team.

Course objective

Transfer and systematization of basic knowledge related to issues related to crisis management, business continuity and organizational resilience in the organization. Overview of the categories of hazards. Presentation of the organization and functioning of entities responsible for the implementation of tasks under crisis management. Developing the ability to solve problems occurring during the preparation and implementation of tasks related to crisis management.

Course-related learning outcomes

Knowledge:
1. Knows in detail issues in the field of technical safety, security systems, occupational health and safety as well as threats and their effects [K1_W02].

2. Has advanced knowledge of threats and their effects, risk assessment in the work environment and occupational accidents and diseases [K1_W03].
3. Knows the fundamental dilemmas of modern civilization and development trends as well as best practices in the field of security engineering [K1_W10].

Skills:
1. Is able to properly select sources on crisis management and information derived from them and evaluate, critically analyze and synthesize this information [K1_U01].
2. Is able to use various techniques to communicate in a professional environment and in crisis management [K1_U02].
3. Is able to recognize systemic and non-technical, as well as socio-technical, organizational and economic aspects in engineering tasks [K1_U03].
4. Is able to prepare the necessary resources for work in an industrial environment and knows the safety rules related to this work and is able to enforce their application in practice [K1_U05].

Social competences:
1. Is able to notice cause-and-effect relationships in the implementation of set goals and use ranks in relation to the importance of alternative or competing tasks [K1_K01].
2. Is aware of understanding non-technical aspects and effects of engineering activities, including its impact on the environment and the related responsibility for decisions made [K1_K03].
3. Is able to initiate activities related to the formulation and transfer of information and cooperation in society in the area of security engineering [K1_K05].

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment:
a) lectures: short test after the second didactic unit - single / multiple-choice test consisting of several questions. Credit after passing at least 3.0. 1st and 2nd approach passing: 56% of the points available.
b) projects: ongoing assessment (on a scale of 2 to 5) of the implemented tasks. Credit after passing at least 3.0. 1st and 2nd approach passing: 56% of the points available.
Summary assessment:
a) lectures: final test at the last lecture. The 40-minute test consists of 15 to 20 questions (single / multiple choice and / or open-ended) with different scores. Credit after passing at least 3.0.. 1st and 2nd approach passing: 56% of the points available.
b) projects: average of grades for partial tasks and during the execution of the entire project; Credit after passing at least 3.0. 1st and 2nd approach passing: 56% of the points available.

Programme content

The program covers the characteristics of the crisis management system, including: organizational resilience and business continuity, categories of crisis situations, critical infrastructure and phases of crisis management.

Course topics

Lectures:
Scope, tasks and basic categories of crisis management. Categories of crisis situations, hazards, their consequences for the population, property, infrastructure and the environment. Critical infrastructure. Crisis management system and its elements. Crisis management phases. Crisis management and business continuity plans. Crisis response procedures. Tasks and competences of entities responsible for managing the crisis situation in Poland. Business continuity management in crisis situations. Methods of monitoring threats and organizational resilience. Principles of informing about hazards and methods of proceeding in the event of hazards.
Projects:
Development of analytical data for selected elements of a crisis management plan or business continuity plan at the level of a specific local government or organization, including: risk analysis and risk assessment, preparation of hazard and risk maps, identification of critical infrastructure. preparation of a safety net assigning tasks in the crisis response system to organizational units. Llegal aspects of tasks for selected hazards. Developing basic procedures.

Teaching methods

Lectures:
- information lecture, seminar lecture, multimedia presentation.
Projects:
- multimedia presentation, case study. During the classes, the practice and design method is used.

Bibliography

Basic:
1. Szymonik A. (2011), Organization and functioning of safety systems. Safety management, Publisher Difin, Warsaw.
2. Legal regulations regarding the issues discussed.
3. Nowak E. (2007), Crisis management in non-military situations, AON, Warsaw.
4. Ficoń K. (2007), Crisis management engineering, BEL Studio Sp. Z.o.o, Warsaw.
5. Kaczmarek T. T., Ćwiek G., (2009), Ryzyko Kryzysu a ciagłość działania, Wydawnictwo Difin, Warszawa.
6. Dębicka A., Łuczka T., (2019), Zarządzanie sytuacją kryzysową w małych i średnich przedsiębiorstwach diagnoza i procedury, Wydawnictwo Politechniki Poznańskiej, Poznań.

Additional:
1. Skoczylas J. (2011), Rescue Law, Lexis Nexis, Warsaw.
2. Ewertowski T., Bienias M., Czerniak K., (2019), Preparation of an enterprise for emergency situations and their better communication, Informatyka Ekonomiczna - 2019, nr 3(53), s. 9-22.
3. Ewertowski T., (2022), A Standard-Based Concept of the Integration of the Corporate Recovery Management Systems: Coping with Adversity and Uncertainty during a Pandemic, Sustainability - 2022, vol. 14, iss. 3, s. 1254-1-1254-20.
4. Ewertowski T., Kacprzycka M., Lewandowska M., (2019) Analiza oceny zagrożeń prowadzonych na potrzeby opracowania planu ratowniczego na podstawie wybranych przykładów: Bezpieczeństwo zdrowotne : postępy monitorowania i obrazowania stanu środowiska, red. Jerzy Konieczny, Leonard Dajerling - Poznań, Polska : Uniwersytet im. Adama Mickiewicza w Poznaniu, 2019 - s. 337-353.
5. Ewertowski T., Jacygrad N., Jakowicz A., (2020), Analiza porównawcza elementów planów ratowniczych wybranych powiatów, Zarządzanie kryzysowe wobec wyzwań i zagrożeń dla bezpieczeństwa wewnętrznego państwa red. Katarzyna Śmiałek , Wojskowa Akademia Techniczna, Warszawa, s. 349-366.

Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,00
Classes requiring direct contact with the teacher	18	0,50
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	32	1,50