COURSE DESCRIPTION CARD - SYLLABUS

Course name
Team management [S2IBio1>ZZP]

Course

Field of study
Biomedical 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
full-time

Requirements
elective

Number of hours

Lecture
30

Laboratory classes
0

Other
0

Tutorials
0

Projects/seminars
0

Number of credit points

2,00

Coordinators

dr inż. Małgorzata Spychała
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Lecturers

Prerequisites

Knowledge: The student knows the basic concepts of teamwork. Skills: The student has the ability to perceive, associate and interpret phenomena occurring during team work. Social competences: The student is aware of the importance of teamwork in professional and private life.

Course objective

The aim is to develop students" team management skills: appointing a team, motivating team members, organizing work, controlling team work; to familiarize students with the issues of managing a team of employees.

Course-related learning outcomes

Knowledge:
1. The student has the knowledge necessary to manage an employee team in various fields of activity.
2. The student has a basic knowledge of team building and team roles.
3. The student knows the general principles of creating, organizing, motivating and improving employee teams.

Skills:
1. Student is able to resolve conflict in a team, using various strategies for resolving conflicts in a business environment.
2. The student is able to select people for the team due to competences and team roles.
3. Student can motivate people in a team.
4. Student is able to adapt the team management style depending on the competence and motivation of team members.

Social competences:
1. The student is aware of the importance and understands responsibility for decisions taken when managing a team of employees.
2. Student is able to interact and work in a group, taking on various team roles.
3. Student is able to think and act in a creative and entrepreneurial way while working in a team.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

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written test - 12 questions,
> 50 % - ndst
≤ 50%; 60% ≥- dst.,
< 60%; 70%> dst plus,
≤70%, 85%> db,
≤85%, 91≥ db plus,
≤92%, 100%≥ bdb.
Discussions;
- work in groups, observation of students in class,

Programme content

1. Introduction to the issues of human resource management, Models of the personnel function
2. The essence of employee teams, the difference between a group and a team, pros and cons of teamwork
3. Stages of employee team management
4. Appointment of employee teams - recruitment and selection of team members
5. Roles in the team - role characteristics
6. Communication and cooperation in a team of employees
7. Conflicts in a team, conflict resolution strategies in employee teams
8. Systems of motivating employees in a team. How to motivate effectively - practical tips
9. Development and improvement of employees in teams. Employee improvement methods.
10. Styles of managing employee teams. Project team management - theory and practice
11. Effectiveness of employee teams
12. Errors in the management of employee teams

Course topics

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Teaching methods

problem lecture / lecture with multimedia presentation, discussion, case studies, group work, role playing

Bibliography

Basic
1. Belbin R.M., (2003),Twoja rola w zespole. Gdańskie Wydawnictwo Psychologiczne, Gdańsk,
2. KatzenbachJ.R., SmithD.K. , (2001),Siła zespołów. Wpływ pracy zespołowej na efektywność organizacji, Dom Wydawniczy ABC, Kraków,
3. Król H. Ludwiczyński, A. (2007), Zarządzanie zasobami ludzkimi, Warszawa: PWN,
4. Mackin D., (2011), Budowanie zespołu. Zestaw narzędzi, Poznań, Wydaw. Rebis,
5. Kożusznik (2005), Kierowanie zespołem pracowniczym, Warszawa: PWE.
Additional
1. Kożusznik B. (2002), Psychologia zespołu pracowniczego: doskonalenie efektywności, Katowice: Wydaw. Uniwersytetu Śląskiego
2. Heidema J.M., McKenzie C.A., (2006), Budowanie zespołu z pasją, Od toksycznych zachowań do zaangażowania, Dom Wydawniczy Rebis.

Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,00
Classes requiring direct contact with the teacher	30	1,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	20	1,00