



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Pre-graduate seminar [S2ZiIP2-liZJ>SPr]

### Course

Field of study

Management and Production Engineering

Year/Semester

1/2

Area of study (specialization)

Quality Engineering and Management

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

0

Laboratory classes

0

Other

0

Tutorials

0

Projects/seminars

15

### Number of credit points

1,00

### Coordinators

dr inż. Jakub Grabski  
jakub.grabski@put.poznan.pl

### Lecturers

### Prerequisites

The student has basic knowledge in the field of programmes and subjects provided for students of Management and Production Engineering at the level of second-cycle studies. In particular, the student is aware of the role and importance of the pro-quality approach in the management of modern organizations. The student has the skill to think logically, use various information sources (PUT Library e-sources, Internet) and process the obtained data and information, use programs for editing text and graphic documents. Understands the need to learn, acquire new knowledge, skillfully argue and communicate own insights and conclusions and make a correct self-presentation.

### Course objective

The aim of the course is to generate subjects of diploma theses, to specify the objectives and scope of work and to prepare the student to write a master's thesis.

### Course-related learning outcomes

Knowledge:

The student knows the rules related to editing a diploma thesis (structure, editorial requirements, sources of knowledge acquisition, rules for drawing up lists of bibliographic data, which are the result of

referring to studies contained in the literature). The student has a defined aim of the diploma thesis and a formulated scope of the topic (issues developed subsequently in the diploma thesis). Knows the substantive scope of the diploma examination.

#### Skills:

The student can analyze and synthesize the source literature; present the scope of the subject, main assumptions and aim of a thesis and report on its important fragments. Has the skill to articulate the acquired knowledge and present it in various ways (multimedia presentation, paper, talk, discussion). Can formulate conclusions from the work performed.

#### Social competences:

The student can cooperate in a team. Proceeds in accordance with the principles of student and researcher ethics. Can express assessment and justify it with substantive arguments.

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

The seminar will be passed on the basis of grades obtained from presentations. The condition for passing the seminar is to have a defined objective and scope of work agreed on with a supervisor.

### Programme content

Preparation to write a master's thesis.

Editorial requirements.

Selection and presentation of work methodology.

Selecting a thesis supervisor, determining the topic of the thesis in close contact with the supervisor; - presenting an outline of the selected work topic.

### Course topics

1. Characteristics of master's theses (structural, technological, production organization, research, review, theoretical).
2. Structure of the thesis.
3. Editorial requirements.
4. Characterization of the substantive area, formulation of the purpose of the thesis and its scope.
5. Selection and presentation of the methodology of the thesis: inference at the stage of analysis of the topic, selection of methods and means to be performed by the experiment, modeling, statistical analysis of results, measures of variability, statistical verification of hypotheses, final conclusions with innovative, practical or theoretical emphasis.
6. Formal principles of developing a literature review and student's own research.
7. Issues common to groups of students with examples - preparation of a paper in groups, discussion.
8. Selection of a thesis supervisor, determination of the topic of the thesis in close contact with the supervisor - presentation of an outline of the selected topic of the thesis and its relevant parts.

### Teaching methods

Seminar, consultations in the area of implemented projects, workshops - discussions regarding the presented diploma projects.

### Bibliography

Basic:

Diakun J., Szablon pracy dyplomowej, <http://pm.put.poznan.pl/strefa-studenta/instrukcje-do-zajec-laboratoryjnych/>

Wisłocki K., Metodologia i redakcja prac naukowych, Wydawnictwo Politechniki Poznańskiej, Poznań 2013

Opoka E., Uwagi o pisaniu i redagowaniu prac dyplomowych na studiach technicznych, Wyd. Politechniki Śląskiej, Gliwice 2001

Additional:

Additional literature selected individually

## Breakdown of average student's workload

	Hours	ECTS
Total workload	25	1,00
Classes requiring direct contact with the teacher	15	0,50
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	10	0,50