

## MODULE DESCRIPTION

Module code	<b>Z-ZIP-504z</b>
Module name	<b>Seminarium i projekt dyplomowy</b>
Module name in English	<b>Seminar and Diploma Thesis</b>
Valid from academic year	<b>2016/2017</b>

## A. MODULE PLACEMENT IN THE SYLLABUS

Field of study	<b>Management and Production Engineering</b>
Level of education	<b>1st degree</b> <i>(1st degree / 2nd degree)</i>
Studies profile	<b>General</b> <i>(general / practical)</i>
Form and method of conducting classes	<b>Full-time</b> <i>(full-time / part-time)</i>
Specialisation	<b>All</b>
Unit conducting the module	
Module co-ordinator	<b>Diploma theses tutors</b>
Approved by:	

## B. MODULE OVERVIEW

Type of subject/group of subjects	<b>Major</b> <i>(basic / major / specialist subject / conjoint / other HES)</i>
Module status	<b>Compulsory</b> <i>(compulsory / non-compulsory)</i>
Language of conducting classes	<b>English</b>
Module placement in the syllabus - semester	<b>7th semester</b>
Subject realisation in the academic year	<b>Winter semester</b> <i>(winter / summer)</i>
Initial requirements	<b>No requirements</b> <i>(module codes / module names)</i>
Examination	<b>No</b> <i>(yes / no)</i>
Number of ECTS credit points	<b>18</b>

<b>Method of conducting classes</b>	<b>Lecture</b>	<b>Classes</b>	<b>Laboratory</b>	<b>Project</b>	<b>Other</b>
<b>Per semester</b>					<b>30</b>

## C. TEACHING RESULTS AND THE METHODS OF ASSESSING TEACHING RESULTS

<b>Module target</b>	The aim of the seminar is to familiarise students with basic principles and requirements regarding a diploma thesis in the form of an engineering project and also a supervision of project completion according to "An engineering project task" assigned to students during the sixth semester.
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Effect symbol	Teaching results	Teaching methods (l/c/lab/p/other)	Reference to subject effects	Reference to effects of a field of study
W_01	A student has knowledge as regards creating and analysing technical documentation with the elements of engineering design considering internal legal regulations which concern engineering projects at the Faculty of Management Computer Modelling.	other	K_W03 K_W06	T1A_W04 T1A_W08 T1A_W10
W_02	A student has basic knowledge and understands the importance of humane contents in the fields of technology and business activity. Moreover, a student has basic knowledge and understands the significance of the intellectual property law.	other	K_W03 K_W06	T1A_W04 T1A_W08 T1A_W10
U_01	A student is able to prepare a diploma project under the supervision of an academic teacher, according to general methodological and formal requirements concerning writing diploma works and reports.	other	K_U01 K_U02 K_U03	T1A_U01 T1A_U02 T1A_U03
U_02	A student is able to study literature on the subject individually, which is necessary to prepare diploma project; a student is also able to identify and solve basic decision-making problems as regards correct preparation of the project.	other	K_U01 K_U02 K_U03	T1A_U01 T1A_U02 T1A_U03
U_03	A student can individually prepare a short multimedia presentation considering the requirements as regards indispensable information synthesis. A student can give the presentation in public.	other	K_U04	T1A_U04
K_01	A student understands the significance of preparing and editing written works correctly, including diploma works, and the necessity of improving his/her methods as well as knowledge concerning the methodology of preparing such compilations.	other	K_K03 K_K04 K_K06	T1A_K03 T1A_K04 T1A_K05 T1A_K07
K_02	A student is aware of the significance of complying with ethical, moral, and legal norms as regards using and providing documentation for other person's intellectual property while preparing diploma works. A student identifies his/her own contribution in preparing a diploma project and is aware of regulations concerning copyrights.	other	K_K03 K_K04 K_K06	T1A_K03 T1A_K04 T1A_K05 T1A_K07

### Teaching contents:

#### 1. Teaching contents as regards lectures

Lecture number	Teaching contents	Reference to teaching results for a module

2. Teaching contents as regards classes

Class number	Teaching contents	Reference to teaching results for a module

3. Teaching contents as regards laboratory classes

Laboratory class number	Teaching contents	Reference to teaching results for a module

4. The characteristics of project assignments

5. Teaching contents as regards seminar classes

Seminar class number	Teaching contents	Reference to teaching results for a module
1	General description of the objective and essence of the seminar. Requirements concerning seminar credit. The description of formal requirements and requirements concerning the essence of the subject with reference to engineering projects (which result from the university and faculty regulations). General description of different types of graduation theses (a diploma engineering/BSc thesis, a master's thesis, and a PhD dissertation – their placement in academic educational process as well as requirements given in particular types of work).	W_01 W_02 K_02
2	Students' presentation of "Diploma project tasks" assigned in the sixth semester. The discussion concerning project subjects, formulated objectives and problem identification requiring consideration in projects.	U_01 U_02 U_02
3	The principles of creating the structure of an engineering project. The principles of separating chapters and their order (theoretical and analytical parts of the project). Chapter structure – separating subchapters. The principles of creating a complete project plan including: the introduction, chapters, conclusion and a list of tables, figures, diagrams, bibliography, and appendices.	W_01 W_02 K_02
4	Source materials – types and methods of obtaining them. Quotations and the methods of quoting source materials. The principles of providing documentation for the sources used and generating footnotes. The principles of compiling bibliography. The issue of plagiarism. Intellectual property protection.	W_01 W_02 K_02
5	Tabular and graphic presentations – general principles. The objective and form of tabular summary – the principles of preparing, describing and concluding. The forms of graphic presentation – charts, diagrams, schemata, figures, and pictures. Author's comments.	W_01 W_02 K_02
6	Formal, editorial, and linguistic requirements concerning a project. Project and text layout (margins, font, spacing, tabulation, paragraphs, etc.). Stylistic and linguistic text correctness – checking methods. Editing the title page of the project. Generating the list of contents, and text cover. The analysis of structure correctness of students' own projects in terms of the above	W_01 W_02 K_02

	mentioned requirements. A discussion.	
7-8	Students' presentation of the selected fragments of engineering projects. A discussion concerning the problems occurring during the development stage.	U_01 U_02 U_02
9	The principles of creating a multimedia project presentation. Preparing a presentation for a student's own engineering project.	U_01 U_02 U_02
10	Students' presentation of diploma projects using the prepared multimedia presentations. Obtaining a credit for seminar classes.	U_01 U_02 U_02

### The methods of assessing teaching results

<b>Effect symbol</b>	<b>Methods of assessing teaching results</b> <i>(assessment method, including skills – reference to a particular project, laboratory assignments, etc.)</i>
W_01	A discussion during seminar classes.
W_02	A discussion during seminar classes.
U_01	A discussion during seminar classes.
U_02	Observing a student's project preparation process.
U_03	Assessing a multimedia presentation of an engineering projects presented by a student during seminar classes.
K_01	A discussion during seminar classes. Observing a student's preparation process.
K_02	A discussion during seminar classes. Observing a student's preparation process.

## D. STUDENT'S INPUT

ECTS credit points		
	Type of student's activity	Student's workload
1	Participation in lectures	
2	Participation in classes	30
3	Participation in laboratories	
4	Participation in tutorials (2-3 times per semester)	
5	Participation in project classes	
6	Project tutorials	60
7	Participation in an examination	
8		30
9	<b>Number of hours requiring a lecturer's assistance</b>	<b>120</b> <i>(sum)</i>
10	<b>Number of ECTS credit points which are allocated for assisted work</b> <i>(1 ECTS point=25-30 hours)</i>	<b>4.8</b>
11	Unassisted study of lecture subjects	
12	Unassisted preparation for classes	
13	Unassisted preparation for tests	
14	Unassisted preparation for laboratories	
15	Preparing reports	
15	Preparing for a final laboratory test	
17	Preparing a project or documentation	330
18	Preparing for an examination	
19		
20	<b>Number of hours of a student's unassisted work</b>	<b>330</b> <i>(sum)</i>
21	<b>Number of ECTS credit points which a student receives for unassisted work</b> <i>(1 ECTS point=25-30 hours)</i>	<b>13.2</b>
22	<b>Total number of hours of a student's work</b>	<b>450</b>
23	<b>ECTS points per module</b> <i>1 ECTS point=25-30 hours</i>	<b>18</b>
24	<b>Work input connected with practical classes</b> <i>Total number of hours connected with practical classes</i>	<b>450</b>
25	<b>Number of ECTS credit points which a student receives for practical classes</b> <i>(1 ECTS point=25-30 hours)</i>	<b>18</b>

## E. LITERATURE

Literature list	<ol style="list-style-type: none"> <li>1. Wójcik K., <i>Piszę akademicką pracę promocyjną – licencjacką, magisterską, doktorską</i>, Wydawnictwo Wolters Kluwer Polska, Sp. z o.o., Warszawa 2012.</li> <li>2. Zenderowski R., <i>Praca magisterska</i>, CeDeWu Sp. z o.o., Warszawa 2007.</li> <li>3. Wojciechowski T., <i>Jak pisać prace dyplomowe, licencjackie i magisterskie</i>, Wydawnictwo Wyższej Szkoły Zarządzania i Marketingu, Warszawa 1999.</li> <li>4. Rawa T., <i>Metodyka wykonywania inżynierskich i magisterskich prac dyplomowych</i>, Wydawnictwo Akademii Rolniczo-Technicznej, Olsztyn 1999.</li> <li>5. Żółtowski B., <i>Seminarium dyplomowe. Zasady pisania prac dyplomowych</i>, Wydawnictwo Akademii Techniczno-Rolniczej, Bydgoszcz 1997.</li> </ol>
Module website	