



COURSE SPECIFICATION

Course code	M#1-S1-ME-702a
Course title in Polish	Podstawy organizacji i zarządzania
Course title in English	Management
Valid from (academic year)	2020/2021

GENERAL INFORMATION

Programme of study	MECHANICAL ENGINEERING
Level of qualification	first-cycle
Type of education	academic
Mode of study	full-time
Specialism	all
Department responsible	select
Course leader	dr Lyubov Andrushko*
Approved by	

COURSE OVERVIEW

Course type	specialism-related
Course status	elective
Language of instruction	English
Semester of delivery	semester 7
Pre-requisites	None
Examination required (YES/NO)	NO
ECTS value	1

Mode of instruction	lecture	class	laboratory	project	seminar
No. of hours per semester	15				

LEARNING OUTCOMES

Category of outcome	Out-come code	Course learning outcomes	Corresponding programme outcome code
Knowledge	W01	Student knows and understands the basic principles of creation and development various forms of individual entrepreneurship.	MiBM1_W24
	W02	Student has knowledge of appropriate production planning, taking into account logistics issues, knows the basic principles of designing technological processes of machine parts.	MiBM1_W17
	W03	Student has a basic knowledge of the concepts and procedures in the field of national, European and international standardization as well as knowledge of the importance of standards related to quality and data security management, has a structured knowledge of law, including economic law, protection of industrial property and intellectual property law and principles use of patent information resources.	MiBM1_W07
Skills	U01	Student has the ability to self-educate in order to solve and implement new tasks and improve professional competences.	MiBM1_U21
	U02	Student can work individually and in a team; knows how to estimate the time needed to complete the commissioned task; is able to establish a work schedule ensuring meeting deadlines.	MiBM1_U20
	U03	Student can conduct a basic economic analysis engineering activities in the field of mechanics and construction machines.	MiBM1_U18
Competence	K01	Student is aware of the responsibility for their own work, understands the need to submit to the rules of work in team and responsibility for jointly performed tasks.	MiBM1_K04

COURSE CONTENT

Type of instruction*	Topics covered
lecture	1. Introduction to the subject, assumptions and basic concepts.
	2. The basic model "Input – Output" of the enterprise.
	3. Elements of marketing in the enterprise. Company image.
	4. The production system in the enterprise.
	5. Organizational structure of the enterprise.
	6. Stages of the management process.
	7. Planning the manufacturing cost of production.
	8. Organization and management methods.
	9. Rationality of management.
	10. Test

*) Please delete rows in the table above that are not applicable.

ASSESSMENT METHODS

Outcome code	Methods of assessment <i>(Mark with an X where applicable)</i>					
	Oral examination	Written examination	Test	Project	Report	Other
W01			X			
W02			X			
W03			X			
U01			X			
U02			X			
U03			X			
K01			X			

ASSESSMENT TYPE AND CRITERIA

Mode of instruction*	Assessment type	Assessment criteria
lecture	non-examination assessment	Credit with grade

*) Please delete rows in the table above that are not applicable.

OVERALL STUDENT WORKLOAD

ECTS weighting							
1.	Activity type	Student workload					Unit
		L	C	Lab	P	S	
	Scheduled contact hours	15					h

2.	Other contact hours (office hours, examination)	2					h
3.	Total number of contact hours	17					h
4.	Number of ECTS credits for contact hours	0,0					ECTS
5.	Number of independent study hours	0					h
6.	Number of ECTS credits for independent study hours	0,7					ECTS
7.	Number of practical hours	8					h
8.	Number of ECTS credits for practical hours	0,3					ECTS
9.	Total study time	25					h
10.	ECTS credits for the course <i>1 ECTS credit = 25-30 hours of study time</i>	1					ECTS

READING LIST

1. Best K., Design Management, Wydawnictwo Naukowe PWN, Warszawa 2009, 200 s.
2. Akhil Kumar, Business Process Management, New York; London: Routledge/ Taylor & Francis Group, 2018.
3. Hannagan Tim, Management Concepts and Practices, Harlow: Prentice-Hall, 2008.
4. Mathias Weske, Business Process Management: Concepts, Languages, Architectures, Berlin: Springer-Verlag, 2012.
5. Marlon Dumas ed. [and others.], Fundamentals of Business Process Management, Heidelberg : Springer, 2013.
6. W. B. Lee. (Ed). Systems Approaches to Knowledge Management, Transfer, and Resource Development, Hershey : Information Science Reference, 2012.
7. Kerzner, Harold. Project management: a systems approach to planning, scheduling and controlling. John Wiley&Sons, cop.2013. 11th ed. XXVII, 1264 s.: il
8. Contemporary dilemmas of management /ed. By Magdalena Dołgasz. Kraków: Krakowskie Towrzystwo Edukacyjne – Oficyna Wydawnicza AFM, 201, 176 s.
9. Financial management for decision makers/Peter Atrill. Harlow [etc] Financial Times Prentice Hall, cop. 2021. 6th ed. XXIII, [2], 610 s.