#### Item Card

|  |  |
| --- | --- |
| Subject name | Management system project  |

1. The placement of the subject in the study system

|  |  |
| --- | --- |
| 1.1. Field of study | Management |
| 1.2. Form and path of study | Full-time/Part-time |
| 1.3. Level of education | First-cycle studies |
| 1.4. Study profile | Practical |

|  |  |
| --- | --- |
| 1. 5. Specialty | - |
| 1.6. Subject Coordinator | Dr hab. Mariya Fleychuk |

2. General characteristics of the subject

|  |  |
| --- | --- |
| 2.1. Belonging to a subject group | Optional/practical |
| 2.2. Number of ECTS | 3 |
| 2.3. Language of lectures | Polish |
| 2.4. Semesters in which the subject is taught | IV |
| 2.5.Criteria for selecting course participants | For the specialization: Company management |

1. Learning outcomes and course delivery
	1. Subject Objectives

|  |  |
| --- | --- |
| No. | Subject Objectives |
|
| C1 | Acquiring knowledge of the principles of creating an organizational structure and classical and modern schemes. |
| C2 | Developing skills in creating an organizational structure. |
| C3 | Developing skills in creating a team within the organizational structure and selecting tasks for specific positions. |
| C4 | Developing independence in choosing a communication network. |

* 1. Subject-specific learning outcomes, divided into knowledge , skills and competences , with reference to the directional learning outcomes

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Description of subject learning outcomes | Reference to directional effectslearning (symbols) | Method of implementation (mark "X") |
| ST | NST |
| Classes at the University | Activities on the platform | Classes at the University | Activities on the platform |
| After passing the course, the student knows and understands **the knowledge** |
| W1 | principles of creating an organizational structure and classic and modern schemes | Z1\_W04 | X |  | X |  |
| W2 | types and principles of shaping organizational relationships | X |  | X |  |
| W3 | principles of creating organizational regulations and types of communication networks | X |  | X |  |
| After passing the course, the student is **able** to: |
| U1 | design an organizational structure using classic and modern structure diagrams | Z1\_U14Z1\_U16Z1\_U17 | X |  | X |  |
| U2 | select appropriate employees for the project team based on tests conducted | X |  | X |  |
| U3 | select the type of communication networks for a given company's activity | X |  | X |  |
| After completing the course, the student is ready to take part in **social competences.** |
| K1 | cooperation within the team to create organizational structures | Z1\_K04 | X |  | X |  |
| K2 | presenting an active attitude towards the analysed challenges and in case of difficulties is able to turn to an expert | X |  | X |  |

3.3. Forms of teaching and their number of hours - Full-time studies (ST), Part-time studies (NST)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Path | Lecture | Exercises | Design | Workshop | Laboratory | Seminar | Lecturer | Classes conducted using distance learning methods and techniques in the form of ………………. | Other | **ECTS points** |
| **ST** |  |  | 30 |  |  |  |  |  |  | 3 |
| **NST** |  |  | 10 |  |  |  |  |  |  | 3 |

3.4. Content of education (separately for each form of classes: (W, ĆW, PROJ, WAR, LAB, LEK, OTHER). It should be marked (X) how the given content will be implemented (classes at the university or classes on the e-learning platform conducted using distance learning methods and techniques)

TYPE OF CLASS: PROJECT

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Content of the course | Reference to subject-specific learning outcomes | Method of implementation (mark "X") |
| ST | NST |
| **Classes at the University** | **Activities on the platform** | **Classes at the University** | **Activities on the platform** |
| 1. | Organizational structure, its elements and diagrams | W1, W2, U1, K1, K2 | X |  | X |  |
| 2. | Principles of organizational structure coherence | W1, W2, U1, K2 | X |  | X |  |
| 3. | Creating a team and the ability to select the right employees | W1, W2, U2, K1, K2 | X |  | X |  |
| 4. | Organizational regulations and types of documents | W2, W3, K2 | X |  | X |  |
| 5. | Organizational chart, job descriptions and scope of activities | W1, W2, U2, U3, K1, K2 | X |  | X |  |
| 6. | Information flow and types of communication networks | W3, U3, K2 | X |  | X |  |
| 7. | Summary of classes and discussion of grades. |  | X |  | X |  |

3.5. Methods of verifying learning outcomes (indication and description of methods of conducting classes and verification of achievement of learning outcomes and method of documentation)

Methods of verifying achievement of learning outcomes:

The project involves:

* Selecting a group and company
* Design of an organizational structure divided into positions and organizational units (flat, linear, functional, with elements of: matrix, projects, divisions, lean management, outsourcing or offshoring).
* For a selected project in your company, create a dream team and justify why these people were chosen and not others (based on 3 tests discussed during the class).
* Preparation of a job description for the selected position.
* Choosing the type of communication network for your company (chain, Y, circle, wheel).

|  |  |  |  |
| --- | --- | --- | --- |
| Subject Effects | Teaching methods | Methods of verifying learning outcomes | Documentation methods |
| KNOWLEDGE |
| W1-W3 | Project work, discussions, analysis of materials/documents | Design(description above) | Archived project. |
| SKILLS |
| U1-U3 | Project work, discussions, analysis of materials/documents | Design(description above) | Archived project. |
| SOCIAL COMPETENCES |
| K1-K2 | Project work, discussions, analysis of materials/documents | Design(description above) | Archived project. |

3.6. Assessment criteria for the achieved learning outcomes

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Learning effect | For a grade of 3 or "pass."the student knows and understands/is able to/is ready to | For a grade of 3.5, the student knows and understands/is able to/is ready to | For a grade of 4, the student knows and understands/is able to/is ready to | For a grade of 4.5, the student knows and understands/is able to/is ready to | For a grade of 5, the student knows and understands/is able to/is ready to |
| W | 51-60% of knowledge indicated in learning outcomes | 61-70% of knowledge indicated in learning outcomes | 71-80% of knowledge indicated in learning outcomes | 81-90% of knowledge indicated in learning outcomes | 91-100% of knowledge indicated in learning outcomes |
| U | 51-60% of skills indicated in learning outcomes | 61-70% of skills indicated in learning outcomes | 71-80% of skills indicated in learning outcomes | 81-90% of skills indicated in learning outcomes | 91-100% of skills indicated in learning outcomes |
| K | 51-60% of skills indicated in learning outcomes | 61-70% of skills indicated in learning outcomes | 71-80% of skills indicated in learning outcomes | 81-90% of skills indicated in learning outcomes | 91-100% of skills indicated in learning outcomes |

3.7. Literature

**Basic**

* Larson Gregory S.; Gill Rebecca Organizations and identity, Polity Malden 2017
* Daft Richard, Understanding the theory and design of organizations, South-Western Mason 2010
* Griffin R. W., Podstawy zarządzania organizacjami, Wydawnictwo Naukowe PWN, Warszawa, 2022
* Czerniachowicz B., Zarządzanie organizacją : współczesne perspektywy badawcze, CeDeWu, Warszawa, 2023

**Supplementary**

* Griffin Ricky W. Fundamentals of management, CENGAGE, Learning Boston, 2016
* Zakrzewska-Bielawska A. (red.), Podstawy zarządzania : teoria i ćwiczenia, Wydawnictwo Nieoczywiste, Warszawa, 2020
* Łukasiewicz K., Pietrzak P. (red.), Nowoczesne zarządzanie : podstawy zarządzania, CeDeWu, Warszawa, 2024

4. Student workload - ECTS points balance

|  |  |
| --- | --- |
| **Types of student activity** | **Student Load** |
| **ST** | **NST** |
| **Classes requiring direct contact between the student and the academic teacher at the university premises** | **30** | **10** |
| Classes included in the study plan | 30 | 10 |
| **Student's own work** | **45** | **65** |
| Ongoing preparation for classes, preparation of project work/presentations/etc. | 25 | 35 |
| Preparation for passing classes | 20 | 30 |
| **TOTAL STUDENT HOURLY LOAD** | **75** | **75** |
| **Number of ECTS points** | **3** | **3** |

|  |  |
| --- | --- |
| Last change date | 30/09/2024 |
| The changes were introduced | ZAZ Education Quality Team |
| The changes were approved | Mgr Anna Bielak |