#### card of course

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| Subject name | Seminar and preparation of the diploma thesis part 2 |

1. The placement of the subject in the study system

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| 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 |

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| 1. 5. Specialty | - |
| 1.6. Subject Coordinator | Dr hab. Mariya Fleychuk; mgr Michał Furmanek |

2. General characteristics of the subject

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| 2.1. Belonging to a subject group | Directional |
| 2.2. Number of ECTS | 6 |
| 2.3. Language of lectures | Polish |
| 2.4. Semesters in which the subject is taught | VI |
| 2.5.Criteria for selecting course participants | - |

1. Learning outcomes and course delivery
	1. Subject Objectives

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| No. | Subject Objectives |
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| C1 | Expanding knowledge about research methodology and the secrets of writing theses. |
| C2 | Continuation of work related to searching for and collecting source materials and data necessary to prepare a diploma thesis. |
| C3 | Development of individual chapters of the diploma thesis in accordance with the established goal and concept. |
| C4 | Discussing the significance and preparing analyses and hypotheses. |
| C5 | Developing skills in preparing written works and expanding existing knowledge in the field of management. |
| C6 | Preparing students for the diploma examination: presentation and defense of the prepared diploma thesis. |

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

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| 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 | Has advanced knowledge in the field of management, thematically related to the diploma thesis being prepared. | Z1\_W01Z1\_W08Z1\_W09Z1\_W14 | X |  |  | X |
| W2 | Has knowledge of the formal requirements related to the preparation of a diploma thesis | X |  |  | X |
| W3 | Knows the principles of intellectual and industrial property protection, knows the principles related to searching for and collecting source materials and data necessary to prepare a diploma thesis | X |  |  | X |
| W4 | the importance and methodology of conducting problem-solving research in management sciences and the possibilities of its application in the preparation of a diploma thesis |  | X |  |  | X |
| After passing the course, the student is **able** to: |
| U1 | Obtain information from literature, databases and other appropriately selected sources and use them appropriately for the purpose of preparing a diploma thesis | Z1\_U04Z1\_U10Z1\_U11Z1\_U13Z1\_U14Z1\_U15Z1\_U19 | X |  |  | X |
| U2 | Is able to prepare a written diploma thesis in accordance with the requirements specified in the study regulations. | X |  |  | X |
| U3 | Is able to properly implement and argue the stated goal of the diploma thesis in accordance with the prepared work plan. | X |  |  | X |
| U4 | Is able to organize work taking into account all phases of work on the concept, plan individual stages of the writing process, use analytical methods to formulate and solve tasks, optimize variant solutions, as well as interpret synthetic data and verify adopted assumptions. | X |  |  | X |
| After completing the course, the student is ready to take part in **social competences.** |
| K1 | Understands the need to educate oneself in accordance with ethical principles and to take a critical approach to the results of one's own work . | Z1\_K01Z1\_K03 | X |  |  | X |
| K2 | Is able to manage his/her working time, is able to use the knowledge he/she possesses to solve problems, and in the event of any difficulties in a given field, is able to find the right expert and consult the problem with him/her . | X |  |  | X |

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

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| Path | Lecture | Exercises | Design | Workshop | Laboratory | Seminar | Lecturer | Classes conducted using distance learning methods and techniques in the form of …….. | Other | **ECTS points** |
| **ST** |  |  |  |  |  | 15 |  |  |  | 6 |
| **NST** |  |  |  |  |  | 15 |  |  |  | 6 |

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: SEMINAR

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| --- | --- | --- | --- |
| 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. | Verification of progress in the preparation of the work. Work on subsequent chapters of the work. | W1, W2, W3, W4, U1, U2, U3, U4, K1, K2 | X |  |  | X |
| 2. | Initial checking of the content of the work. Analysis and correction of errors, providing advice. | W1, W2, W4, U2, U4, K1, K2 | X |  |  | X |
| 3. | Formatting your work. | W2, U2, U4 K1, K2 | X |  |  | X |
| 4. | Literature, lists, declarations. Preparation for the diploma exam and thesis defense. | W2, W3, U1, U2, U3, U4, K1, K2 | X |  |  | X |
| 5. | Summary and discussion of the seminar |  | 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)

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| Subject Effects | Teaching methods | Methods of verifying learning outcomes | Documentation methods |
| KNOWLEDGE |
| W1-W3 | Seminar, writing and editing the work, conducting research and analysis | Submission and evaluation of the finished diploma thesis | Finished diploma thesis |
| SKILLS |
| U1-U4 | Seminar, writing and editing the work, conducting research and analysis | Submission and evaluation of the finished diploma thesis | Finished diploma thesis |
| SOCIAL COMPETENCES |
| K1-K2 | Seminar, writing and editing the work, conducting research and analysis | Submission and evaluation of the finished diploma thesis | Finished diploma thesis |

3.6. Assessment criteria for the achieved learning outcomes

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| 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

Literature appropriate to the topic of a given bachelor's thesis.

4. Student workload - ECTS points balance

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| **Types of student activity** | **Student Load** |
| **ST** | **NST** |
| **Classes requiring direct contact between the student and the academic teacher at the university premises** | **15** | **15** |
| Classes included in the study plan | 15 | 15 |
| **Student's own work** | **135** | **135** |
| Ongoing preparation for classes, preparation of project work/presentations/etc. | 65 | 65 |
| Preparation for passing classes | 70 | 70 |
| **TOTAL STUDENT HOURLY LOAD** | **150** | **150** |
| **Number of ECTS points** | **6** | **6** |

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