*Appendix No. 1 to the Study Program – Description of learning outcomes for the first-cycle Management program 2022/2023*

**THE LEARNING OUTCOMES FOR THE FIELD OF MANAGEMENT OF FIRST-CYCLE STUDIES**

**PRACTICAL PROFILE**

**AT THE UNIVERSITY COLLEGE OF ENTERPRISE AND ADMINISTRATION IN LUBLIN**

**1. Assignment of a field of study with scientific disciplines**

The management major belongs to the social sciences. It fits well in this area of education because the knowledge and skills acquired during the studies of management refer not only to the scientific achievements of the disciplines fundamental to the field, i.e.: management and quality sciences, as well as economics and finance, but also related disciplines, such as psychology, sociology, law represented by the relevant fields of study within the same scientific field.

The graduates of the management major are expected to have certain specific skills and attitudes. These are professional, personal and social competencies allowing them to play an active, civic role in the life of a community, in particular in the economic life.

The knowledge acquired in the field of management is highly application-oriented. Above all, it includes, learning about issues (theories and paradigms) in management and related disciplines, as well as research methods and tools, including those of an IT nature, which support decision-making processes and enable the implementation of tasks whose main purpose is to interpret, describe and analyze intra- and inter-organizational processes as well as socio-economic structures and phenomena, as well as designing solutions in this field.

The practical nature of the studies is reinforced by the possibility of achieving some learning outcomes directly in the work environment, as part of professional internships, work carried out or volunteering.

Completion of these studies prepares the graduates to organize individual businesses, continue learning in the second-cycle studies and undertake professional work and managerial work at the first (lowest) level of management in economic and public entities.

**2. Purpose of studies (practical profile)**

1. Providing comprehensive knowledge in the field of management sciencesand shaping the understanding of the theoretical foundations of knowledge about economic, psychosocial and organizational phenomena and processes.
2. Preparing graduates to implement their own entrepreneurship, co-manage family businesses and work as specialists and managers in the management structures of enterprises and other organizations.
3. Shaping ethical sensitivity, social responsibility and commitment in the work environment and beyond.
4. Awareness of the need and development of lifelong learning skillsand personal development.

**3. Learning outcomes**

*3.1. General Learning Outcomes*

A graduate of first-cycle studies in ***management*** demonstrates:

* knowledge in the field of economics,
* knowledge in the field of management sciences and related subjects concerning the functioning and development of economic organizations, primarily enterprises, in their economic, social and legal environment, as well as basic specialist knowledge in the given scope,
* the ability to critically understand knowledge and use it in practice to describe and analyze typical problems and areas of activity of an enterprise (institution) and its environment,
* preparation for active participation in decision-making processes and in the creation and implementation of complex projects in the work environment and beyond,
* the ability to clearly and unambiguously present and consult with a group of specialists on one’s conclusions and the theoretical and practical premises that form their basis,
* the ability to learn, allowing for continuing studies, and the ability to formulate
and solve a typical research task using modern methods and tools for acquiring and processing information,
* understanding the professional and social obligations of a graduate of social science studies,
* understanding the need for knowledge and developing lifelong learning skillsand personal development.

**SPECIALIZATIONS**

Innovative business management

The graduate of the specialization is prepared for the efficient management of a company. They know how to employ value-based management of a company, can carry out an organizational audit, and know how to implement organizational and management improvements in a company. In addition, they have skills in project management and know how to use a creative approach in planning the company's resources and how to build lasting relationships with customers. After completing the specialization, the students are prepared both to set up and run their own company as well as to take up a full-time job.

HR Management

After completing this specialization, the graduate has knowledge about the management of human potential in modern organizations. They are able to prepare a personal strategy, analyze the needs of the employee and the employer, and design competence profiles. The graduate of this specialization are also able to plan their own professional career. At the end of the specialization, the graduate is prepared to work as:

* a human resources manager/specialist in enterprises, public administration, and non-governmental organizations
* a specialist in career counselling offices
* a specialist in organizational and personnel departments
* an expert/specialist in training and consulting firms.

*3.2. Detailed learning outcomes*

**Field of social sciences**

**Field of study:** Management

**Level of study:** first-cycle studies

**Education profile:** practical

**Explanation of symbols:**

**Z** – Directional Effect

**1** – first-cycle studies

**W** – knowledge category

**U** - skill category

**K** – category of social competences

**01** , **02, 03 and subsequent** – learning outcome number

**Table 1. Intended detailed learning outcomes**

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| **Learning outcomes****for the direction** | **DESCRIPTION OF DIRECTIONAL LEARNING OUTCOMES****After completing first-cycle studies in *Management,* the graduate:** | **Reference to learning outcomes for qualifications at level 6 of the Polish Qualifications Framework** |
| **KNOWLEDGE** |
| Z1\_W01 | has advance knowledge of the nature of social sciences, in particular about management science, both relating to their history and the current state | P6S\_WG |
| Z1\_W02 | is knowledgeable about the qualifications of managers and about organizational tasks they are facing | P6S\_WGP6S\_WK |
| Z1\_W03 | knows advanced mathematical and statistical methods as well as common research methods used in the various areas of business activity, and instruments useful in decision-making processes, including tools for collecting, analysing, and presenting economic and social data | P6S\_WG |
| Z1\_W04 | has the knowledge of the structures, processes and phenomena occurring in organizations and their environment and about the relationships between them, they also know the causes, course, scale, and consequences of the changes they are subject to | P6S\_WG |
| Z1\_W05 | can explain the importance of norms and standards in the various areas of business activity (accounting standards, labour standards, systems of quality standards, etc.); | P6S\_WG |
| Z1\_W06 | recognizes and explains the role of leadership and negotiation in the processes of transformation of structures and organizations | P6S\_WG |
| Z1\_W07 | knows the basic principles of the employees functioning in an organization, their behaviour and relations in the context of individual and collective actions | P6S\_WG |
| Z1\_W08 | sees and explains the role of culture, ethics and technical progress in the transformation processes of contemporary societies and organizations | P6S\_WG |
| Z1\_W09 | knows and understands the basic concepts and principles in the field of industrial property protection and data security | P6S\_WK |
| Z1\_W10 | can explain the essence and determinants of individual and team entrepreneurship, knows the general principles for undertaking, organizing, running, and development of various forms of individual entrepreneurship | P6S\_WK |
| Z1\_W11 | has knowledge of human creativity and subjectivity, knows and understands the creative and practical application of acquired knowledge in management in professional activities related to the field of study | P6S\_WG |
| **SKILLS** |
| Z1\_U01 | is able to recognize, describe, analyse, and interpret processes and phenomena (e.g. legal, social, economic, technological) emerging in the environment of an organization and affecting its operations; implements the acquired theoretical knowledge in the field of management | P6S\_UW |
| Z1\_U02 | by means of their theoretical knowledge in the field of management and related disciplines, they can interpret, describe and analyse intra- and inter-organizational processes | P6S\_UWP6S\_UK |
| Z1\_U03 | is capable of leading and co-operating in projects introducing certain changes in an organization, as well as carrying out their assessment, using professional standards and rules as well as ethical standards | P6S\_UWP6S\_UO |
| Z1\_U04 | is able to select, use and evaluate the effectiveness of methods, techniques, and tools implemented in order to investigate, describe, and perform practical analysis of an organization and / or its surroundings and the direction of changes taking place; | P6S\_UW |
| Z1\_U05 | applies appropriate methods and analytical tools as well as IT systems supporting decision-making processes | P6S\_UW |
| Z1\_U06 | uses norms and standards (legal, professional, ethical, quality) in the processes of planning, organizing, motivating and controlling (of, e.g. work, product quality) in order to justify particular actions and decisions | P6S\_UW |
| Z1\_U07 | on the basis of theoretical knowledge and skills acquired during professional internship, they can interpret and fulfil basic managerial functions in an organization | P6S\_UW |
| Z1\_U08 | can independently develop an action plan leading to the realization of organizational as well as professional goals | P6S\_UUP6S\_UO |
| Z1\_U09 | has the skills allowing designing, organizing, and running business activities | P6S\_UO |
| Z1\_U10 | is able to reach out to sources of knowledge, evaluate and interpret them, and use them in practice in the project and management processes | P6S\_UWP6S\_UO |
| Z1\_U11 | using basic theoretical approaches, as well as a variety of sources they are able to communicate using specialist terminology, participate in debates, and prepare written works and oral presentations on the issues regarding functioning of an organization | P6S\_UK |
| Z1\_U12 | has language competences within the studied discipline in accordance with the requirements for level B2 of the European Framework of Reference for Languages | P6S\_UK |
| Z1\_U13 | understands the need to improve their professional qualifications, is able to set directions for their own development and independently plan and implement their own lifelong learning | P6S\_UU |
| Z1\_U14 | is able to plan and organise individual and team work and actively and creatively cooperate in a group, assuming specific roles and using the skills of creative thinking and action, constructive conflict resolution and using methods of effective communication | P6S\_UO |
| **SOCIAL COMPETENCES** |
| Z1\_K01 | is ready to critically evaluate the results of own work, understands the importance of knowledge in solving problems, in the event of difficulties, can turn to an expert in a given scientific field | P6S\_KK |
| Z1\_K02 | is capable of thinking and acting in an entrepreneurial and creative manner, is dedicated to the implementation of tasks and achievement of goals, has decision-making skills | P6S\_KO |
| Z1\_K03 | is able to set priorities and identify and resolve dilemmas related to the implementation of tasks set-up by themselves or others | P6S\_KK, P6S\_KO, P6S\_KR |
| Z1\_K04 | can co-create social projects (political, economic, civil) taking into account their legal, economic, and political aspects | P6S\_KO |
| Z1\_K05 | is motivated to seek work and / or to create own workplace, as well as to design a new business venture | P6S\_KO |
| Z1\_K06 | is ready to perform professional roles responsibly, understands and abides the principles of professional ethics and requires it from others, cares for the achievements and traditions of the profession. | P6S\_KR |