#### card of course

|  |  |
| --- | --- |
| Subject name | Modern management methods and techniques |

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; mgr Michał Furmanek |

2. General characteristics of the subject

|  |  |
| --- | --- |
| 2.1. Belonging to a subject group | Directional/Practical |
| 2.2. Number of ECTS | 3 |
| 2.3. Language of lectures | English |
| 2.4. Semesters in which the subject is taught | III |
| 2.5.Criteria for selecting course participants | - |

1. Learning outcomes and course delivery
	1. Subject Objectives

|  |  |
| --- | --- |
| No. | Subject Objectives |
|
| C1 | Learning and understanding modern management concepts and methods, as well as the goals and results of their application depending on the type of project |
| C2 | Developing skills in using appropriate management techniques and methods in response to changing business operating conditions |
| C3 | Developing skills in analyzing and interpreting information regarding various business practices in the area of management. |

* 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 | Modern concepts and methods in management in a changing world and in the aspect of geopolitical conditions, in particular in the context of outsourcing, benchmarking, reengineering, lean management, TQM, partnership management, time management, turquoise management. | Z1\_W03Z1\_W07 | X |  |  | X |
| W2 | Objectives and results of the application of modern management concepts and methods depending on the type of project, in particular in the context of outsourcing, benchmarking, reengineering, lean management, TQM, partnership management, time management, and Turquoise management. | X |  |  | X |
| W3 | Behavior of employees in organizations using modern methodsmanagement taking into account differences between generations | X |  |  | X |
| After passing the course, the student is **able** to: |
| U1 | Use the skills of applying modern management concepts and methods in a changing world and in the aspect of geopolitical conditions, in particular in the context of outsourcing, benchmarking, reengineering, lean management, TQM, partnership management, time management, and Turquoise management. | Z1\_U10Z1\_U16 | X |  | X |  |
| U2 | Find information about various business practices in the area of management, describe them, interpret them and use them taking into account differences between generations | X |  | X |  |
| After completing the course, the student is ready to take part in **social competences.** |
| K1 | Is aware of the level of his/her knowledge and skills and understands the need for continuous professional training and personal development, performs self-assessment of his/her own competences and improves his/her skills, sets directions for his/her own development and self-education in a changing world | Z1\_K01Z1\_K06 | X |  | X |  |
| K2 | Has decision-making skills in the area of modern management concepts and methods taking into account differences between generations | 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 a lecture | Other | **ECTS points** |
| **ST** | 20 | 20 |  |  |  |  |  |  |  | 3 |
| **NST** |  | 10 |  |  |  |  |  | 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: LECTURE

|  |  |  |  |
| --- | --- | --- | --- |
| 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. | Management in the 21st century – a dynamically changing world | W1, W2, W3 | X |  |  | X |
| 2. | Outsourcing | **W1, W2, W3** | X |  |  | X |
| 3. | Benchmarking | **W1, W2, W3** | X |  |  | X |
| 4. | Reengineering | **W1, W2, W3** | X |  |  | X |
| 5. | Lean management | **W1, W2, W3** | X |  |  | X |
| 6. | TQM | **W1, W2, W3** | X |  |  | X |
| 7. | Management by partnership | **W1, W2, W3** | X |  |  | X |
| 8. | Turquoise management | **W1, W2, W3** | X |  |  | X |
| 9. | Summary of classes and discussion of grades. |  | X |  |  | X |

TYPE OF CLASSES: EXERCISES

|  |  |  |  |
| --- | --- | --- | --- |
| 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 . | Competencies of the future manager – discussion | **U1, U2, K1, K2** | X |  | X |  |
| 2. | Outsourcing – case study | **U1, U2, K1, K2** | X |  | X |  |
| 3. | Benchmarking – case study | **U1, U2, K1, K2** | X |  | X |  |
| 4. | Reengineering – case study | **U1, U2, K1, K2** | X |  | X |  |
| 5. | Lean management – case study | **U1, U2, K1, K2** | X |  | X |  |
| 6. | TQM – case study | **U1, U2, K1, K2** | X |  | X |  |
| 7. | Partnership Management – Case Study | **U1, U2, K1, K2** | X |  | X |  |
| 8. | Turquoise Management – Discussion | **U1, U2, K1, K2** | X |  | X |  |
| 9. | 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)

|  |  |  |  |
| --- | --- | --- | --- |
| Subject Effects | Teaching methods | Methods of verifying learning outcomes | Documentation methods |
| KNOWLEDGE |
| W1-W3 | Informative lecture using multimedia, discussion, debate, analysis of materials | Knowledge Verification Test | Test sheet |
| SKILLS |
| U1 | Project work, discussion, debate | Preparing a presentation on one of the methods/techniques of modern management (explanation below\*) – 40% of the final grade for the exercises | Rated project |
| U2 | Group work, debate, discussion | Preparation of a final presentation on the impact of generational differences on business management methods – 60% of the final grade from the exercises | Rated project |
| SOCIAL COMPETENCES |
| K1-K2 | Group work, debate, discussion | Preparing a presentation on one of the methods/techniques of modern management (explanation below\*) – 40% of the final grade for the exercisesPreparation of a final presentation on the impact of generational differences on business management methods – 60% of the final grade from the exercises | Rated projects |

\*Preparing a term paper in the form of a presentation, based on the functioning of an organization in which you work, have worked, are a volunteer, or one that you know well. You can describe one of the management techniques and methods already implemented by the organization of your choice or plan its implementation.

Topics of works (choose one):

Outsourcing

Benchmarking

Reengineering

Lean management

TQM

Management by partnership

Time management

Turquoise management

The work should be prepared in the form of a presentation, up to 20 slides, pptx format is recommended, pdf, docx, rtf formats are acceptable.

The following elements will be verified in the work: correctness of the selection of the method technique for the type of enterprise, correctness of the definition of goals, introduction of a new management method/techniques (compliance with SMART criteria, feasibility of achievement), correctness of the description of activities (whether the activities lead to solving problems and achieving goals), correctness of the development of a risk analysis and determination of resources necessary to implement the new concept. The following learning outcomes are verified during the discussion during classes: using the skills of applying modern management concepts and methods (according to the criteria: selection of the concept for the type of organization; its structure and profile;) and finding information on various business practices in the area of management (according to the criterion of the number of proposals for solutions that best fit the given situation).

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**

1. Griffin Ricky W. Fundamentals of management, CENGAGE Learning, Boston 2016
2. Zarębska Anna (red.), Using modern solutions in business, System-Graf, Lublin, 2010
3. Łukasiewicz K., Pietrzak P. (red.), Nowoczesne zarządzanie: podstawy zarządzania, CeDeWu, Warszawa, 2023
4. Michalski K., Werenowska A. (red.), Nowoczesne zarządzanie: najnowsze trendy, koncepcje i metody w zarządzaniu, CeDeWu, Warszawa, 2024

**Supplementary**

1. Sitko Włodzimierz Jan (red.), Entrepreneurship creation in modern organizations, System-Graf, Lublin 2010.
2. Smolira M. (red.), Współczesne trendy w zarządzaniu, Wydawnictwo Akademii Ekonomiczno-Humanistycznej, Warszawa, 2020
3. Mazur M. (red.), Współczesne trendy w zarządzaniu, Wydawnictwo Akademii Ekonomiczno-Humanistycznej, Warszawa, 2023

**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** | **40** | **20** |
| Classes included in the study plan | 40 | 20 |
| **Student's own work** | **35** | **55** |
| Ongoing preparation for classes, preparation of project work/presentations/etc. | 20 | 30 |
| Preparation for passing classes | 15 | 25 |
| **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 |