

ECTS

EUROPEJSKI SYSTEM TRANSFERU I AKUMULACJI PUNKTÓW
EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM



Legnica 2010/2011

The Witelon University of Applied Sciences in Legnica
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GENERAL INFORMATIONS

ECTS – introduction*

The European Credit Transfer System was initially set up in 1989 as a pilot scheme within the framework of the Erasmus programme. Its aim at that time was to facilitate the recognition of study periods undertaken abroad by mobile students through the transfer of credits. As a transfer system ECTS has expanded to over 30 countries and has been introduced in more than one thousand higher education institutions.

The 40 Signatory States in the Bologna Process have identified ECTS as one of the cornerstones of the European Higher Education Area. A large number of countries have adopted ECTS by law as an accumulation system for their own higher education systems and others are in the process of doing so. In some countries ECTS has become a requirement for accreditation. The Zurich Conference on Credit Transfer and Accumulation, held in October 2002 by the European University Association, endorsed the central role of ECTS in higher education. ECTS will have a fundamental place in the design of a national and European Qualifications Framework. Schemes based on ECTS are being introduced in other continents.

The correct use of ECTS depends on the commitment of thousands of motivated people working in higher education, in very different circumstances and cultures. The following measures have been taken in order to assist these persons and to promote the correct and consistent use of ECTS across Europe.

ECTS makes study programmes easy to read and compare. It can be used for all types of programmes, whatever their mode of delivery, and for lifelong learning purposes. It serves both mobile and non-mobile students: it can be used for accumulation within an institution and for transfer between institutions. ECTS helps learners moving between countries, within a country, town or region, as well as between different types of institutions; it also covers self-study and work experience. For these reasons the well-known acronym “ECTS” now stands for “European Credit Transfer and Accumulation System”.

* ECTS USERS’ GUIDE EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM AND THE DIPLOMA SUPPLEMENT, Directorate-General for Education and Cultural, February 2005.

ABOUT THE UNIVERSITY

ADDRESS

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Erasmus ID Code: PL LEGNICA01
EUC Number: 101553-IC-1-2007-1-PL-ERASMUS-EUC-1

THE AUTHORITIES OF THE UNIVERSITY

Rector

Prof. PhD hab. inż. Ryszard Kazimierz Pisarski

Deputy rector for Education and Student Affairs

Kazimiera Jaworska, PhD

Deputy rector for Scientific Affairs and Cooperation with Abroad

Edward Puchała, PhD

Chancellor

Jerzy Stefaniak, MA

Faculty of Administration

Dean – Edward Biegun M.A.

Deputy Dean – Janusz Moryl PhD

Deputy Dean – Rafał Lipniewicz M.A.

Faculty of Humanities

Dean – Mirosław Karykowski M.A.

Faculty of Medicine

Dean – Izabela Gasińska-Drozdowska MD, PhD

Deputy Dean – Jolanta Bielawska MD, PhD

Faculty of Pedagogy, Tourism and Recreation

Dean – Andrzej Wnuk PhD

Deputy Dean – Jan Wojtaś PhD

Deputy Dean – Leszek Gramza M.A.

Faculty of Political Science

Dean – prof. Stanisław Dąbrowski PhD hab.

Deputy Dean – Wioletta Drzystek PhD

Faculty of Management and Computer Science

Dean – Renata Supranowicz M.A. eng.

Deputy Dean – Renata Gnitecka PhD, eng.

Deputy Dean – Marek Moi M.A. eng.

FIELDS OF STUDIES

I. FACULTY OF ADMINISTRATION

1. Field of Administration (BA studies) including the following specializations:
 - a) public administration
 - b) environment administration
 - c) public safety and security administration
 - d) municipal and economic administration
2. Field of Environmental Protection (engineering studies) including the following specialization:
 - a) environmental protection systems
 - b) protection and rehabilitation of degraded areas

II. FACULTY OF HUMANITIES

Field of Philology (BA studies) including the following specializations:

- a) English philology and computer science
- b) English philology
- c) German philology
- d) Russian philology

III. FACULTY OF MANAGEMENT AND COMPUTER SCIENCE

1. Field of Computer Science (engineering studies) including the following specializations:
 - a) computer systems and networks
 - b) multimedia and Internet systems
 - c) computer graphics
 - d) information systems management
2. Field of Management (BA studies) including the following specializations:
 - a) enterprise management
 - b) small and medium enterprise management
 - c) financial management
 - d) human resources management
3. Field of Management and Production Engineering (engineering studies) including the following specializations:
 - a) industrial systems controlling
 - b) logistics
 - c) occupational safety engineering

4. Field of Management and Production Engineering (MA studies) including the following specializations:
 - a) energy from renewable resources
 - b) information technologies in production engineering
 - c) security
5. Field of Economy (BA studies) including the following specializations:
 - a) economic analysis
 - b) accounting and internal audit

IV. FACULTY OF POLITICAL SCIENCE

1. Field of Political Science (BA studies) including the following specializations:
 - a) public services
 - b) public communication and public relations
 - c) European integration

V. FACULTY OF PEDAGOGY, TOURISM AND RECREATION

1. Field of Pedagogy (BA studies) including the following specializations:
 - a) social work
 - b) care pedagogy and health promotion
 - c) integrated early pre-school education with the English language
2. Field of Tourism and Recreation (BA studies) including the following specializations:
 - a) organization of tourism and recreation
 - b) tourism and hospitality industry
 - c) agrotourism

VI. FACULTY OF MEDICINE

1. Field of Nursing (BA studies)
2. Field of Emergency Medical Care (BA studies)

HISTORY

In Poland, the schools of higher learning are relatively new element in education system, whereas in the countries of Western Europe they have been functioning for a long time and have managed to develop their own systems of teaching and organizational solutions, have adapted to the needs – very often the niche ones – of the regions and have gained rich experience, which allows them to occupy a decent and commonly recognized position on educational market.

The Witelon University of Applied Sciences in Legnica is one of the oldest schools of such type in Poland along with other two pioneering public vocational schools that were established in Poland in the year 1998. The school began its activity without having its own material base and didactic staff, nonetheless, within years it has become one of the biggest Higher Vocational State Schools in Poland; around seven thousand of students have been educating here on full-time, extramural and post-graduate studies. The area of didactic rooms exceeds 21 thousand square meters, that is two hectares.

The first business seat of the school was located in the buildings which earlier belonged to the Complex of Schools of Motor Vehicle Engineering at 10 Mickiewicza Street. Soon after the partial rebuilding, it appeared to be too small to accommodate all the students, therefore there was the need for finding other premises for the school. The Rector's Office was located in a part of a building at

89 Złotoryjska Street, a small pre-war villa, which despite its charm, was not suitable for housing the Schools authorities. The rector's office, deputy rector's office and chancellor's office as well as three administration offices of the institutes and the building's administration were located on several dozen meters of loft. This is where the Department of Foreign Languages and the Department of Physical Education functioned. The students were in much better position. Their tutorials were held in a building at 151 Jaworzyńska Street, which belonged to a private Technical University and in the Piast Castle.

A hope for rectifying the situation occurred on 31st December 1998 when the governor of the Legnica province handed over to the School a few real estates, including old barracks complex located between Hutników Street and Sejmowa Street, with an area exceeding 3.5 hectares. The complex comprises a few buildings, including three buildings with a cubic capacity of circa 30 thousand cubic meters each and a few smaller ones. Until the year 1993 the complex was used for military purposes; the buildings erected in the second half of the 19th century primarily were the Prussian barracks, then the German ones, and after the end of World War II-a famous „red city” of Northern Group of Soviet Army Forces in Poland.

After the Russian troops left the city, the buildings were deteriorating, and once have become the ownership of the School, they were completely devastated. Nonetheless, the school's authorities decided that the complex be adapted for their seat. The renovation of the first building began after a few months of design works, in the second half of the year 1999. This undertaking was a big challenge. Only few believed that the refurbishment could end soon. The technical condition of the building and the scale of the planned adaptation works were raising doubt. The capital refurbishment works started with an exchange of the construction elements, the roof and of all ceilings.

In the year 2008 the Witelon University of Applied Sciences celebrated 10th anniversary of its existence. In this period the school developed from an educational institution to an autonomous school of higher education, having its influence both on the city and the region. Therefore it is crucial to make a note of the most important events from the history of the Witelon University of Applied Sciences in Legnica.

16th June 1998 – by virtue of the Ministry Council of the Republic of Poland Regulation the Minister of Education set up as of 1st July 1998 Vocational State School in Legnica.

1st July 1998 – Vocational State School in Legnica came into existence and prof. Stanisław Dąbrowski PhD, hab. was appointed the first Rector of the School.

31st December 1998 – Vocational State School in Legnica received from the State Treasury a former barracks complex of the Royal Grenadier Regiment at Hutników – Sejmowa.

15th March 2000 – by virtue of the Minister of Education Regulation the School's name was changed into the University of Applied Sciences in Legnica.

9th June 2001 – the School was awarded with the Lower Silesian Key to Success.

30th August 2001 – University of Applied Sciences was awarded in the competition Modernization of the Year 2000 in the category „The School Buildings in Poland”

15th October 2001 – the first celebration at which Licentiate Diplomas were conferred upon graduating students of the University of Applied Sciences in Legnica.

13th April 2002 – the first celebration at which Diplomas in Engineering were conferred upon the graduates of the University of Applied Sciences in Legnica.

13th February 2003 – ceremonial opening of the Multi-purpose Halls.

25th March 2003 – by virtue of the Ministry Council of the Republic of Poland Regulation the School was granted the name of Witelon by the Minister of National Education and Sport. As part of the School's fifth anniversary a scientific conference devoted to the life and activity of Witelon was organized and a commemorative plaque was unveiled.

13th February 2004 – classes commenced in newly renovated wing of the building at 5C Sejmowa Street.

12th October 2006 – „University Traditions of Legnica” International Scientific Conference was organized in our School on the occasion of the 480th anniversary of Legnica University which was established by Frederick II of Legnica.

20th December 2006 – ceremonial opening of an Internet café for students in our School.

24th January 2007 – ceremonial opening of Academic Computer Network in Legnica – a system of broadband Internet Access (100Mb/s).

16th June 2007 – the first Reunion of the University of Applied Sciences in Legnica graduates was organized.

1st September 2007 – New term of the authorities of the Witelon University of Applied Sciences in Legnica began. Prof. Ryszard K.Pisarski PhD, Hab., was chosen the Rector of the Witelon University of Applied Sciences in Legnica by Electoral College of Legnica School.

1st September 2007 – change in the organizational structure of the Witelon University of Applied Sciences in Legnica took place. The institutes were replaced by the following faculties: Administration, Political Science, Pedagogy, Tourism and Recreation, and Management and Computer Science.

16th June 2008 – as part of celebration of the 10th anniversary of the Witelon University of Applied Sciences in Legnica a scientific session called „Heritage and future of the Witelon University of Applied Sciences in Legnica” was held.

17–20th September 2008 – the Witelon University of Applied Sciences in Legnica hosted International Public Administration and Management Forum IFPAM.

8th October 2008 – new university banner was handed over to the authorities of the School.

3rd December 2008 – the Minister of Science and Higher Education conferred to the Faculty of Management and Computer Science powers to conduct M.A. studies in the field of Management and Production Engineering. The Witelon University of Applied Sciences in Legnica thus became

the first vocational state school in Poland to obtain the consent for conducting the M.A study in the field of technology.

23rd January 2009 – the first commencement ceremony of the academic year of the University of Third Age took place. One hundred thirty seven students participated in the ceremony.

1st October 2009 – two new faculties were added to the organizational structure of the School – Faculty of Medicine and Faculty of Humanities.

8th October 2009 – ceremonial opening of the Students Dormitory of the Witelon University of Applied Sciences in Legnica at 10 Adam Mickiewicz Street.

The Witelon University of Applied Sciences in Legnica became successful, and its achievements to date seem to be sufficient to guarantee the School of Legnica a leading position among this type of schools of higher education in Poland.

SCIENTIFIC-RESEARCH ACTIVITY

The scientific-research activity of the Witelon University of Applied Sciences in Legnica focuses primarily on the activity of young teaching staff. In the University there is a competition system of internal grants on research projects, financed by the funds mobilized by the University. The criteria, procedure and method of distribution and accounting of grant are regulated by appropriate University Senate resolution on the matter. The grants are awarded primarily to:

- development of scientific staff,
- the evolution of scientific specialisations of organizational units of the University,
- improvement of teaching methods, development of new fields of education.

For the first time the Witelon University of Applied Sciences in Legnica was reported to the categorisation of scientific unit and pass the evaluation parameter for the years 2000-2004. As the only in the country - among state higher vocational schools - received IV category of scientific unit. Evaluation criteria included a four-year University activity in:

- obtaining scientific degrees by teaching staff;
- participation in the implementation of research projects and targeted projects;
- publications in peer-reviewed journals (including the list of Philadelphia's Institute for Scientific Information);
- authorship of the academic monograph or academic textbook.

The research areas have included the scientific disciplines of teaching stuff.

It was released the Scientific Notebooks series, which addressed a wide range of topics. The first volume covered the legal and administrative issues. The second part of this volume approached valuable information on the economy and marketing. The second volume was devoted almost entirely by the public and educational themes. The articles in the third volume are the work of the Faculty of Administration. Here are the leitmotif of the Civil Code issues and copyright protection issues with the European Union. The dominant theme of the fourth volume is the wider security, the protection against terrorism and general issues of protection of classified information. The paper also covered the legal aspects of environmental protection. The four volumes of the Scientific Notebooks are the result of activity of scientific staff of the Faculty of Administration, the Faculty of Pedagogy, Tourism and Recreation and the Faculty of Management and Computer Science.

The Witelon University of Applied Sciences in Legnica is also involved in the dissemination and popularization of scientific achievements, including through organizing conferences and implementation of outsourced research projects. Thanks to the cooperation with regional and local

leaders of economic life, institutions, foundations and local governments of the region may have formed a variety of research projects. The most important of these can include:

- *Entrepreneurship of students – theory and practice* – conference co-organized by the Federation of Western Poland Employers, Academic Circle *Przedsiębiorca* at the Institute of Entrepreneur Business Management, Office of Labour in Złotoryja and co-sponsored by the District Office of Złotoryja.
- *European code of good administration and the Polish procedure and administrative practices* - a conference organized by the Institute of Administration and the Academic Circle *Koło Młodych Administratywistów*.
- *Determinants of regional and local development – the subregion of Legnica against the background of experience nationwide* - a conference organized by the Institute of Political Science under the auspices of the Minister of Regional Development and the Governor of Lower Silesia.
- *START - Regional programme for the promotion of entrepreneurship* - project subsidised by the Foundation of Polish Copper in Lubin, implemented by employees of the Institute of Business Management.
- *Partnership as a form of active policy of labour market* – conference organised in the framework of the implementation of the partnership project, co-financed by the European Union from the European Social Fund, jointly with the Federation of Western Poland Employers.
- *"Study of educational and occupational mobility of disabled people in the province of Lower Silesia"* - a project implemented under the Sectorial Operational Programme Human Resources Development, Activity 1.4. The aims and objectives of the project were completed on schedule within the prescribed period and in accordance with the procedures of the use of aid funds and public.
- *"Partnership for innovation - support for the establishment of the Academic Technology Incubator in Legnica"* - a project implemented under the Integrated Regional Operational Programme, Measure 2.6. The aims and objectives of the project were completed on schedule within the prescribed period and in accordance with the procedures of the use of aid funds and public
- *"Step to success - increase of the didactic potential of university"* - the aim of the project implemented by the University of Applied Sciences in Głogów is to "provide education at European level, taking into account the needs of the local community". The project is implemented from the date of 01.09.2008, co-financed under the Fund (ESF), Operational Programme Human Capital (PO KL), Priority IV, Sub-activity 4.1.1 "Strengthening of the didactic potential of university". The planned completion of the activities associated with the implementation of the project is scheduled for the day 30.09.2010. The Witelon University of Applied Sciences in Legnica, together with KGHM Letia Technology Park and Grinsby Institute are partners in the project.
- *"Diagnosis of the needs of vocational education in the context of labour market conditions in the former Legnica Province"* - the aim of the project carried out by the Witelon University of Applied Sciences in Legnica was to identify possible areas for modification of the educational vocational schools in the area of the former province of Legnica in accordance with the needs of local labour markets. The project was funded under the ESF, the regional component of the OP Human Capital, Priority IX, Activity 9.2 "Improving the attractiveness and quality of vocational education." Implementation of the project was completed on 30.06.2010.
- *"Knowledge - the best investment"* - the aim of the project implemented by the Federation of Western Poland Employers in Legnica is to increase the participation of persons aged 25-

64 years (and non-learning persons at age 18-24 years) in lifelong learning within the school system based on high quality consulting services. The project is financed under the ESF, the regional component of the OP Human Capital, Priority IX, Activity 9.3 "Promoting a formal learning in school." The term of the project: from 01.12.2009 until 30.11.2010.

- *“Closer to market reality - strengthening of relationship between students and employers”* - the aim of the project implemented by the Witelon University of Applied Sciences in Legnica is to transfer and enrich the knowledge about on-going studies and specializations, vocational training, academic education and lifelong learning of highly skilled and entrepreneurial team able to cope with the economic and social challenges, both in the region, as well as country. The project is financed within the framework (ESF), (PO KL), Priority IV, Sub-activity 4.1.1 “Strengthening of the didactic potential of university”. The term of the project: from 17.05.2010 until 30.09.2014. The University of Applied Sciences in Głogów, together with the Federation of Western Poland Employers are partners in the project.

INTERNATIONAL COOPERATION

The Witelon University of Applied Sciences in Legnica has been cooperating with many academic and scientific centres in Poland and abroad ever since its beginning. The first agreements of cooperation the School signed among others with Wrocław higher schools- the University, the University of Technology and Academy of Economics. Each year the number of cooperating centres is rising. Within the framework of numerous scientific activities the school gets new contacts with foreign partners, which mainly base on the exchange of the teaching staff, students and scientific-research activities.

The activeness of our School on the international level is coincident with the state policy and concentrates on the countries of the European Union and countries aspiring for membership in this organization.

Our School cooperates, as part of Erasmus programme – „lifelong learning”, with the following foreign partners on the basis of bilateral agreements:

No	Country	University
1	Belgium	Xios University College in Limburg
2	Bulgaria	Technical University of Gabrovo
3	Cyprus	European University Cyprus in Nicosia
4	Czech Republic	Univerzita Hradec Králové (Pedagogická fakulta)
5	Denmark	International Business Academy
6	France	Universite Jean Monnet –Saint Etienne - Institut Universitaire de Technologie in Roanne
7	Germany	Hochschule in Bremem
8	Germany	Fachhochschule des Bundes für öffentliche Verwaltung in Brühl
9	Germany	IHK-Bildungszentrum in Dresden
10	Germany	Hochschule für öffentliche Verwaltung Kehl
11	Germany	Pädagogische Hochschule Ludwigsburg
12	Germany	Hochschule für öffentliche Verwaltung und Finanzen in Ludwigsburg
13	Germany	Fachhochschule der Sächsischen Verwaltung in Meißen
14	Germany	Fachhochschule Nordhausen
15	Germany	Heimvolkshochschule St. Hedwigshaus in Öerlinghausen
16	Germany	Fachhochschule in Schmalkalden
17	Germany	Bergische Universität in Wuppertal
18	Romania	1 Decembrie 1918 University of Alba Iulia

19	Slovakia	Univerzita Pavla Jozefa Safarika v Košicach
20	Slovakia	Univerzita Konstantina Filozofa v Nitre
21	Turkey	Selcuk University in Konya
22	Turkey	Cumhuriyet University in Sivas

The school is entitled to send students abroad, to take foreign students, to go for training abroad and to exchange the didactic and administration staff by virtue of Erasmus University Charter, which our School has received for years 2003-2007 and next for years 2007-2013.

As part of the cooperation, the Witelon University of Applied Sciences in Legnica has engaged, among others, in the following activities: conducting joint research and scientific conferences, organizing foreign practical placements for students from our University, exchange of the scientific-didactic staff. Thanks to the apprenticeships, practical placements, and studies abroad, our students have a chance of deepening their knowledge relating to the western self-governmental and governmental systems. It is also a great opportunity for them to upgrade their language skills.

Participation in international programmes becomes therefore a crucial factor increasing the chances of graduates of schools of higher education on the job market both in Poland and in countries of European Union.

Since 2005 the students of our School have had the possibility of applying for the grants for studies and trainings within the Polish- French Found of Cooperation.

In the year 2008 our School hosted IFPAM International Forum for Public Administration and Management. The Witelon University of Applied Science is the only academic centre, which also acts in the capacity of a member of this organization. Among invited guests there were eighteen representatives of European academic centres, e.g. from Germany, Hungary, Belgium, Holland, Bulgaria, France, Russia and Slovakia.

As part of international cooperation carried out with foreign institutions, the Witelon University of Applied Sciences in Legnica has employed since 2008 independent scientific-didactic staff on full-time basis – professor Volker Ronge and professor Ludwig Schmal.

More information can be found at the website <http://bw.pwsz.legnica.edu.pl>.

THE ASSOCIATION „ACADEMIC COMMUNITY”

The Association for the Development of the Witelon University of Applied Sciences in Legnica known as the „Academic Community” was registered in the National Court Register in March 2001. It operates under the Associations Act of 7th April 1989 and Public Benefit and Volunteer Work Act of 24th April 2003. The statutory aim of the association is to gather a group of individuals and corporations working closely to support academic development of the Witelon University of Applied Sciences in Legnica. The planned aims are the financial, scientific and research development of the University as well as activation of students, employees and other people for education, voluntary work and active citizenship. The association operates in several areas:

1. It acts as a public benefit organization, mainly through the implementation of the „Volunteer Work Programme” in particular aimed at taking care of the elderly and disabled people. The volunteer students of the Witelon University of Applied Sciences in Legnica, trained by their teachers, become well qualified to work in all types of institutions. The volunteers provide help, among others, to Palliative Care Unit in the Provincial Specialist Hospital in Legnica, Local Rehabilitation and Social Welfare Centre for Deaf People, Mental Health Outpatient Clinic of the Provincial Psychiatric Hospital or St. John the Baptist Community Centre in Legnica. Moreover, the volunteers help the elderly, those with disabilities or socially maladjusted children.

2. Research and scientific activities comprising research projects and studies in the scope of engineering geology, geo-technology and environmental protection. In cooperation with the

specialists from the Witelon University of Applied Sciences in Legnica, the Association has prepared several geotechnical studies (research and documentation) for clients. The Association has also launched the project of the Legnica Academic Computer Network using Dialog S.A.'s infrastructure.

3. Publishing and printing – the Association has issued over 80 publications, including forty titles of more than 20,000 copies issued as the Witelon University of Applied Sciences in Legnica book series.

4. Education – TELC language courses, courses and specialist trainings and - since September 2005 – Academic Grammar School – non public high school with public school accreditation.

5. Business – Academic Bookshop and a kiosk at the Witelon University of Applied Sciences in Legnica.

6. Services – printing and stationery services for students (binding diplomas, photocopying, printing, other services)

7. Statutory activity – academic, scientific, educational, cultural, environmental protection activities, charity and social aid pursuant to art. 17 paragraph 1 subparagraph 4 of the Corporate Income Tax Act of 15th February 1992. Moreover, the Association, using the funds from its business activities, financially supports the Witelon University of Applied Sciences in Legnica in its operations referred to in the Act on Universities of Applied Sciences and the University's Charter.

ACADEMIC CALENDAR AND PUBLIC HOLIDAYS

ACADEMIC CALENDAR 2010/2011	
WINTER SEMESTER	
Beginning of the Classes	01.10.2010
End of the Classes	21.01.2011
Final Examinations	24.01.2011 – 06.02.2011 and 07.02.2011 – 13.02.2011
SUMMER SEMESTER	
Beginning of the Classes	14.02. 2011
End of the Classes	10.06.2011
Final Examinations	23.05.2011 – 05.06.2011 (only for 3 year) 13.06.2011 – 27.06.2011 (only for 1 and 2 year) and 12.09.2011 – 25.09.2011
BREAK	
24.12.2010 – 26.12.2010 31.12.2010 – 02.01.2011 22.04.2011 – 28.04.2011	
FREE DAYS	
02.05.2011 04.05.2011	
INTERNSHIP	
1 st and 2 nd year	5 weeks (July or August)

Public Holidays in Poland

New Year's Day – 1st January
Easter Sunday – March or April
Easter Monday – March or April
May Day – 1st May
Constitution Day – 3rd May
Corpus Christi – June
Feast of the Assumption – 15th August
All Saints' Day – 1st November
Independence Day – 11th November
Christmas Day – 25th December
Boxing Day – 26th December

ADMISSION PROCEDURES

Admission of Polish students

The detailed information on the admission of Polish students can be found at the website:
<http://www.pwsz.legnica.edu.pl/strona-1248-rekrutacja-3>

Admission procedures for foreign students

1. Non-Polish citizens may enter and be studied under the conditions laid down in Article 43 of Law on Higher Education (Journal of Laws No. 164, item. 1365 with subsequent amendments).
2. Candidates taking the studies on the same basis as Polish citizens, in addition to the documents referred to on page <http://www.pwsz.legnica.edu.pl/strona-1248-rekrutacja-3> (documents in foreign languages must be translated into Polish) are required to include:
 - 1) proof of compliance with the conditions laid down in Article 43 Paragraph 2 or 5 of the Law on Higher Education,
 - 2) confirmation of the equivalence of foreign certificates of the Polish certificate,
 - 3) in the case of candidates for second cycle studies - legalized or bear an apostille diploma or other document of studies graduation abroad, giving access to second cycle studies in the country in which it was issued, recognized, in accordance with the provisions on recognition of diplomas obtained abroad, or under an international agreement, to be equivalent with the relevant Polish diploma of first cycle studies.
3. In relation to other foreigners, not mentioned in paragraph 2, the provisions of the Minister of Science and Higher Education of 12 October 2006 on the taking up and pursuing education and training of foreign nationals and their participation in research and development work (Journal of Laws No. 190 pos. 1406) apply.

Admission for Erasmus Students

The deadline for Erasmus Programme Coordinator of the sending school to submit via e-mail an official note concerning the students to be sent to our school is 15 May (winter semester) and 15 November (summer semester). The note should be sent to the following e-mail address: witkowskam@pwsz.legnica.edu.pl and it should include the following information: student's name, surname, sex, date of birth, place of birth, address, e-mail address, information on the semester (summer, winter), academic year and number of months the student is going to study in Poland for.

By 31st May (winter semester) or 30th November (summer semester) we should be sent the following documents by regular mail:

- e-version of student's application form and its ordinary version
- learning agreement
- accommodation form
- photocopy of the student's passport and ID
- 4 photos (3,5 x 4,5 cm)

On reception of the above mentioned documents we will send a letter of acceptance to your coordinator via regular mail.

A month prior to the student's departure we should be sent the following:

- photocopy of the student's visa (if applicable)
- information form containing details of the trip

Please send all the documents to the following address:

Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy
Biuro Współpracy z Zagranicą
ul. Sejmowa 5C pok. 117
59-220 Legnica Polska / Poland

LEGAL BASIS

16th June 1998 by force of the ordinance of the Council of Ministers of the Republic of Poland the Minister of Education (Dz.U. Nr 76, poz. 498, 1998) set up the University of Applied Sciences in Legnica, which was also endowed with the statute determining its structure and rules for functioning. Till 2005 University of Applied Sciences in Legnica was acting in accordance with the regulation "Act of Higher Vocational Schools" (Dz.U.Nr 96, poz.590, 1997 z późn.zm.). From 2005 University of Applied Sciences has been acting in accordance with the regulation "Law of Higher Education" (Dz.U.Nr 164, poz. 1365, 2005).

MAIN UNIVERSITY REGULATIONS

The main regulations at The Witelon University of Applied Sciences in Legnica are The Statute and The Rules of Study. These documents are available (in Polish) on the following websites:

- The Statute

http://www.bip.pwsz.legnica.edu.pl/dokumenty/br_statut%20pwsz%20im%20witelona%20zatwierdzony%20w%20dniu%2019_02_2010.pdf

- The Rules of Study

http://www.pwsz.legnica.edu.pl/zalaczniki/regulamin_studiow_09_10.pdf

ECTS INSTITUTIONAL COORDINATOR

Karol Selwat, PhD

The Witelon University of Applied Sciences in Legnica

(Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy)

ul. Sejmowa 5A

59-220 Legnica

Polska / Poland

Telephone: 0048 76 723 23 24

E-mail: selwatk@pwsz-legnica.eu

	Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy
	ECTS – EUROPEJSKI SYSTEM TRANSFERU I AKUMULACJI PUNKTÓW
	FORMULARZ ZGŁOSZENIOWY STUDENTA

(Zdjęcie)

ROK AKADEMICKI: 20... /20....

KIERUNEK STUDIÓW:

Formularz należy wypełnić CZARNYM kolorem, ponieważ może być powielany, wysyłany faksem lub pocztą

UCZELNIA WYSYŁAJĄCA

Nazwa i pełny adres:

Koordynator wydziałowy – imię i nazwisko, numer telefonu i faksu, adres e-mail

Koordynator uczelniany - imię i nazwisko, numer telefonu i faksu, adres e-mail.....

DANE OSOBOWE STUDENTA

(wypełnia student występujący o przyjęcie na studia)

Nazwisko: Imię/ Imiona :

Data urodzenia:

Płeć:

Obywatelstwo:

Miejsce urodzenia: Stały adres (jeżeli inny niż aktualny):

Aktualny adres:

.....

.....

.....

Aktualny adres ważny do: Tel.:

Tel.:

E-mail:

LISTA UCZELNI, KTÓRE OTRZYMAJĄ NINIEJSZE ZGŁOSZENIE (według preferencji studenta):

Uczelnia	Kraj	Okres studiów od do	Okres pobytu (w miesiącach)	Liczba punktów, jaką student planuje uzyskać w uczelni zagranicznej
.....				

Imię i nazwisko studenta:

Uczelnia wysyłająca:

Kraj:

Proszę krótko uzasadnić, dlaczego chciałby /chciałaby Pan/Pani studiować za granicą?

.....

.....

.....

.....

.....

ZNAJOMOSC JEZYKÓW

[illegible]**DOŚWIADCZENIE ZAWODOWE(jeżeli jest związane z obecnym kierunkiem studiów)**

Rodzaj pracy	Firma/ organizacja	Okres pracy	Kraj
.....			
.....			

DOTYCHCZASOWY PRZEBIEG STUDIÓW

Jaki dyplom/ tytuł zawodowy uzyska Pan/Pani po ukończeniu studiów Liczba zaliczonych przed wyjazdem za granicę lat studiów: Czy studiował / a Pan / Pani za granicą ? Tak ☐ Nie ☐ Jeśli tak, kiedy i w jakiej uczelni ? Załączony wykaz zaliczeń zawiera pełne dane o dotychczasowym przebiegu studiów. Informacje, które nie mogą być podane w momencie ubiegania się o przyjęcie na studia, zostaną uzupełnione w terminie późniejszym Czy zamierza Pan / Pani ubiegać się o stypendium na pokrycie dodatkowych kosztów związanych z okresem studiów za granicą? Tak ☐ Nie ☐	

UCZELNIA PRZYJMUJĄCA

Niniejszym poświadczamy przyjęcie zgłoszenia, proponowanego programu zajęć i wykazu zaliczeń studenta.

	☐	Został wstępnie przyjęty na studia w naszej uczelni
	☐	Nie został przyjęty na studia w naszej uczelni
Podpis koordynatora wydziałowego	☐	Podpis koordynatora uczelnianego
.....		
Data:		Data :.....

	The Witelon University of Applied Sciences in Legnica
	ECTS – EUROPEAN CREDIT TRANSFER SYSTEM
	STUDENT APPLICATION FORM

(Photograph)

ACADEMIC YEAR: 20... /20....

FIELD OF STUDY:

This application should be completed in BLACK in order to be easily copied and/or telefaxed.

SENDING INSTITUTION

Name and full address:.....

.....

Department coordinator - name, telephone and fax numbers, e-mail

.....

Institutional coordinator - name, telephone and fax numbers, e-mail

.....

STUDENT'S PERSONAL DATA

(to be completed in capitals by the student applying)

Family name: First name (s):

Date of birth:

Sex:

Nationality:.....

Place of Birth: Permanent address (if different):

Current address:

.....

.....

.....

Current address is valid until: Tel.:

Tel.:

E-mail:

LIST OF INSTITUTIONS WHICH WILL RECEIVE THIS APPLICATION FORM (in order of preference):

Institution	Country	Period of study from to	Duration of stay (months)	N° of expected ECTS credits
.....				
.....				

Name of student:

Sending institution:

Country:

Briefly state the reasons why you wish to study abroad ?

.....

.....

.....

LANGUAGE COMPETENCE

Mother tongue: Language of instruction at home institution (if different):

Other languages	I am currently studying this language		I have sufficient knowledge to follow lectures		I would have sufficient knowledge to follow lectures if I had some extra preparation	
	yes	no	yes	no	yes	no
.....	☐	☐	☐	☐	☐	☐
.....	☐	☐	☐	☐	☐	☐
.....	☐	☐	☐	☐	☐	☐

WORK EXPERIENCE RELATED TO CURRENT STUDY (if relevant)

Type of work experience	Firm/organisation	Dates	Country
.....			
.....			

PREVIOUS AND CURRENT STUDY

Diploma/degree for which you are currently studying:

Number of higher education study years prior to departure abroad:

Have you already been studying abroad ? Yes ☐ No ☐

If Yes, when ? at which institution ?

The attached Transcript of records includes full details of previous and current higher education study. Details not known at the time of application will provided be at a later stage.

Do you wish to apply for a mobility grant to assist towards the additional costs of your study period abroad?

Yes ☐ No ☐

RECEIVING INSTITUTION

We hereby acknowledge receipt of the application, the proposed learning agreement and the candidate's Transcript of records.

The above-mentioned student is

Departmental coordinator's signature

.....

Date:

☐ provisionally accepted at our institution

☐ not accepted at our institution

Institutional coordinator's signature

.....

Date :

	Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy
	ECTS – EUROPEJSKI SYSTEM TRANSFERU I AKUMULACJI PUNKTÓW
	POROZUMIENIE O PROGRAMIE ZAJĘĆ

ROK AKADEMICKI: 20... /20... KIERUNEK STUDIÓW:

Imię i nazwisko studenta:

Uczelnia Wysyłająca:

Kraj:

Szczegółowy opis proponowanego programu zajęć na uczelni przyjmującej

Uczelnia przyjmująca:

Kraj:

Kod przedmiotu (jeżeli istnieje) i numer strony w pakiecie informacyjnym	Nazwa przedmiotu (jak w katalogu przedmiotów)	Liczba punktów ECTS

Jeżeli to konieczne, proszę kontynuować na następnej stronie

Podpis studenta

..... Data:

UCZELNIA WYSYŁAJĄCA

Niniejszym potwierdzamy, że proponowany program zajęć został zatwierdzony.

Podpis koordynatora wydziałowego

Podpis koordynatora uczelnianego

.....
Data:

.....
Data:

UCZELNIA PRZYJMUJĄCA

Niniejszym potwierdzamy, że proponowany program zajęć został zatwierdzony.

Podpis koordynatora wydziałowego

Podpis koordynatora uczelnianego

.....
Data:

.....
Data:

ZMIANY W POROZUMIENIU O PROGRAMIE ZAJĘĆ
(wypełnić tylko w stosownych przypadkach)

Imię i nazwisko studenta:	
Uczelnia wysyłająca:	Kraj:

Przedmiot (jak w katalogu przedmiotów)	Nazwa przedmiotu (jak w katalogu przedmiotów)	Wykreślony przedmiot	Dodany przedmiot	Liczba punktów ECTS
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	

Jeżeli to konieczne, proszę kontynuować na następnej stronie

Podpis studenta	Data:

UCZELNIA WYSYŁAJĄCA

Niniejszym potwierdzamy ,że proponowany program zajęć został zatwierdzony

Podpis koordynatora wydziałowego

Podpis koordynatora uczelnianego

.....

.....

Data:

Data:

UCZELNIA PRZYJMUJĄCA

Niniejszym potwierdzamy ,że proponowany program zajęć został zatwierdzony

Podpis koordynatora wydziałowego

Podpis koordynatora uczelnianego

.....

.....

Data:

Data:

	The Witelon University of Applied Sciences in Legnica
	ECTS – EUROPEAN CREDIT TRANSFER SYSTEM ECTS LEARNING AGREEMENT

ACADEMIC YEAR: 20... /20... **FIELD OF STUDY:**

Name of student: Sending institution: Country:

DETAILS OF THE PROPOSED STUDY PROGRAMME ABROAD

Receiving institution: Country:

Course unit code (if any) and page no. of the information package	Course unit title (as indicated in the information package)	Number of ECTS credits

if necessary, continue the list on a separate sheet

Student's signature Date:

SENDING INSTITUTION

We confirm that the proposed programme of study/learning agreement is approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

Date:

RECEIVING INSTITUTION

We confirm that this proposed programme of study/learning agreement is approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

Date:

CHANGES TO THE ORIGINALLY PROPOSED STUDY PROGRAMME
(to be filled in ONLY if appropriate)

Name of student:.....

Sending institution:

Country:

Course unit code (if any)	Course unit title (as indicated in the information package)	Deleted course unit	Added course unit	Number of ECTS credits
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	
.....		☐	☐	

if necessary, continue this list on a separate sheet

Student's signature

..... Date:

SENDING INSTITUTION

We confirm that the above-listed changes to the initially agreed programme of study/learning agreement are approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

Date:

RECEIVING INSTITUTION

We confirm that the above-listed changes to the initially agreed programme of study/learning agreement are approved.

Departmental coordinator's signature

Institutional coordinator's signature

.....

.....

Date:

Date:

	Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy
	ECTS – EUROPEJSKI SYSTEM TRANSFERU I AKUMULACJI PUNKTÓW WYKAZ ZALICZEŃ
	ROK AKADEMICKI 20..../20....

NAZWA UCZELNII WYSYŁAJĄCEJ: Wydział:..... Koordynator wydziałowy ds. ECTS:..... Tel:.....Fax:.....E-mail:.....
Nazwisko studenta: Imię studenta: Data i miejsce urodzenia:.....Płeć:..... Data przyjęcia na studia: Numer legitymacji:.....
NAZWA UCZELNI PRZYJMĄCEJ: Wydział Koordynator wydziałowy ds. ECTS:..... Tel:.....Fax:.....E-mail:.....

Kod przedmiotu (1)	Nazwa przedmiotu	Czas realizacji przedmiotu (2)	Ocena lokalna (3)	Ocena ECTS (4)	Punktu ECTS (5)
Łącznie:					

(1) (2) (3) (4) (5) Patrz wyjaśnienie na kolejnej stronie

Przyznany dyplom/ tytuł, zawodowy/ stopień naukowy:.....

Data: Podpis dziekan lub osoby upoważnionej: Pieczęć uczelni:

Uwaga: Niniejszy dokument nie jest ważny, jeżeli nie widnieje na nim podpis dziekana lub upoważnionej osoby i pieczęć uczelni

(1) Kod przedmiotu/ zajęć:

Patrz katalog przedmiotów

(2) Czas trwania zajęć z danego przedmiotu

Y = 1 rok akademicki

IS = 1 semestr

IT = 1 trymestr

2S = 2 semestry

2T = 2 trymestry

(3) Charakterystyka systemu i skali ocen stosowanych w uczelni :

Polska skala ocen:

5.0 five (pięć)

4.5 four and a half (cztery i pół)

4 four (cztery)

3.5 three and a half (trzy i pół)

3.0 three (trzy)

2 two (dwa)

Stopnie ECTS :

A excellent

B very good

C good

D satisfactory

E sufficient

FX/F fail

(4) Skala ocen ECTS

Ocena ECTS	% studentów, którzy uzyskują zaliczenia / zdają egzaminy I otrzymują dany stopień	Definicja (wyłącznie stopni niedostatecznych)
A	10	NIEDOSTATECZNY – punkty będzie można przyznać po uzupełnieniu przez studenta pewnych braków
B	25	
C	30	
D	25	
E	10	NIEDOSTATECZNY – punkty będzie można przyznać po uzupełnieniu przez studenta istotnych braków
FX	-	
F	-	

(5) Punkty ECTS:

1 pełny rok akademicki = 60 punktów

1 semestr = 30 punktów

1 trymestr = 20 punktów

	The Witelon University of Applied Sciences in Legnica
	ECTS – EUROPEAN CREDIT TRANSFER SYSTEM TRANSCRIPT OF RECORDS
	ACADEMIC YEAR 20.../20...

NAME OF SENDING INSTITUTION: Department of:..... ECTS departmental coordinator:..... Tel:.....Fax:.....E-mail:.....
NAME OF STUDENT: First name:..... Date and place of birth:..... (sex):..... Matriculation date: Matriculation number:.....
NAME OF RECEIVING INSTITUTION: Department of ECTS departmental coordinator:..... Tel:.....Fax:.....E-mail:.....

Course Unit code (1)	Title of the course unit	Duration of course unit (2)	Local Grade (3)	ECTS grade (4)	ECTS credits (5)
Total:					

(2) (3) (4) (5) See explanation on last page

Diploma/ degree awarded:.....

Date: Signature of registrar/ dean/administration officer: Stamp of institution:

NB: His documents is not valid without the signature of the registrar/dean/administration officer and the official stamp of the institution

(1) Course unit code:

Refer to the ECTS information Package

(2) Duration of course unit

Y = 1 full academic year

IS = 1 semester

IT = 1 term/trimester

2S = 2 semesters

2T = 2 terms/trimester

(3) Description of the institutional grading system:

Polish scale:

6.0 five (pięć)

4.6 four and a half (cztery i pół)

5 four (cztery)

3.6 three and a half (trzy i pół)

3.0 three (trzy)

2 two (dwa)

ECTS grade:

A excellent

B very good

C good

D satisfactory

E sufficient

FX/F fail

(4) ECTS grading scale

ECTS Grade	% of successful students normalny achieving the grade	Definition
A	10	The use of words like „excellent” or „good” is no longer recommended as they do not fit with percentage based ranking of the ECTS Grade Transfer Scale.
B	25	
C	30	
D	25	
E	10	
FX	-	FAIL – some more work required before the credit can be awarded Fail – considerable further work is required
F	-	

(5) ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

PAŃSTWOWA WYŻSZA SZKOŁA ZAWODOWA im. Witelona w Legnicy

Niniejszy suplement do dyplomu oparty jest na modelu opracowanym przez Komisję Europejską, Radę Europy oraz UNESCO/CEPES. Ma on dostarczyć obiektywnych i pełnych informacji dla lepszego zrozumienia oraz sprawiedliwego uznawania kwalifikacji akademickich i zawodowych w kraju i za granicą. Suplement zawiera opis rodzaju, poziomu, kontekstu, treści i statusu studiów odbytych i pomyślnie ukończonych przez osobę wymienioną w oryginalnym dyplomie. Opis ten nie powinien zawierać żadnych sądów wartościujących, stwierdzeń o równoważności lub sugestii dotyczących uznania. Powinien dostarczać informacji odnośnie do wszystkich ośmiu sekcji. Tam, gdzie informacja nie została podana, należy wyjaśnić przyczyny jej braku.

SUPLEMENT DO DYPLOMU

ważny z dyplomem nr

(ODPIS PRZEZNACZONY DO AKT)

I. INFORMACJE O POSIADACZU DYPLOMU

1. **Nazwisko:**
2. **Imię (imiona):**
3. **Data urodzenia (dzień, miesiąc, rok):**
4. **Numer identyfikacyjny lub kod studenta, lub numer albumu:**

II. INFORMACJE O DYPLomie

1. **Numer dyplomu ukończenia studiów:**
2. **Określenie uzyskanego wykształcenia (tytuł zawodowy) 1) :**
3. **Kierunek studiów i specjalność:**, ...
4. **Nazwa i status uczelni wydającej dyplom 1) :** Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy.
5. **Nazwa i status uczelni prowadzącej studia 2) :** Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy - publiczna uczelnia zawodowa - powstała na mocy Rozporządzenia Rady Ministrów z dnia 16 czerwca 1998 r. w sprawie utworzenia Wyższej Szkoły Zawodowej w Legnicy (Dz. U. Nr 76, poz.498 z późn. zm.).
6. **Język (języki) wykładowy / egzaminów:** polski.

III. INFORMACJE O POZIOMIE WYKSZTAŁCENIA

1. **Poziom posiadanego wykształcenia:**
2. **Czas trwania studiów według programu:**
3. **Warunki przyjęcia na studia:**

Posiadanie świadectwa dojrzałości, konkurs punktów przyznawanych za określone przedmioty, z których kandydat zdawał egzamin maturalny, egzamin dojrzałości, egzamin przeprowadzony w ramach programu Matury Międzynarodowej.

IV. INFORMACJE O TREŚCI STUDIÓW I OSIĄGNIĘTYCH WYNIKACH**1. Forma studiów:****2. Standardy kształcenia:**

Standardy nauczania zgodne z Rozporządzeniem Ministra Nauki i Szkolnictwa Wyższego z dnia 12 lipca 2007 r. w sprawie standardów kształcenia dla poszczególnych kierunków oraz poziomów kształcenia, a także trybu tworzenia i warunków, jakie musi spełniać uczelnia, by prowadzić studia międzykierunkowe oraz makrokierunki (Dz. U. Nr 164, poz. 1166 z późn. zm.) Standardy określają wymagania ogólne, kwalifikacje absolwenta, minimalną liczbę godzin zajęć oraz liczbę punktów ECTS, treści i efekty kształcenia z podziałem na grupę treści podstawowych oraz kierunkowych, a także wymagania dotyczące praktyk.

3. Szczegóły dotyczące programu-składowe programu studiów oraz indywidualne osiągnięcia, uzyskane oceny/punkty ECTS:

Skróty użyte w tabelach: W - wykłady, Ćw. - ćwiczenia, Lab. - laboratoria, Proj. - projekty, Sem. - seminarium, ZWL - zwolnienie lekarskie

Lp.	Rok: 1 Semestr: 1	Liczba godzin					Ocena z	Ocena z	Punkty
	Przedmioty	W	Ćw.	Lab.	Proj.	Sem.	zaliczenia	egzaminu	ECTS
Suma:									30

.....

4. System ocen i - o ile to możliwe - sposób ich przyznawania:

Zgodnie z regulaminem studiów Państwowej Wyższej Szkoły Zawodowej im. Witelona w Legnicy stosuje się następującą skalę ocen:

Oceny w języku polskim	Wartości cyfrowe
bardzo dobry	5,0
dobry plus	4,5
dobry	4,0
dostateczny plus	3,5
dostateczny	3,0
niedostateczny	2,0

Podstawą obliczenia ostatecznego wyniku studiów są:

1) średnia arytmetyczna ocen ze wszystkich egzaminów i zaliczeń - z uwzględnieniem ocen niedostatecznych - uzyskanych w ciągu całego okresu studiów, łącznie z semestrami powtarzanymi oraz wznowionymi (waga 0,6),

2) ocena pracy dyplomowej (waga 0,2),

3) ocena egzaminu dyplomowego (waga 0,2).

Ostateczny wynik studiów, wpisywany na dyplomie, wyrównuje się do pełnej oceny zgodnie z zasadą:

- do 3,40 - dostateczny
- od 3,41 do 3,80 - dostateczny plus
- od 3,81 do 4,25 - dobry
- od 4,26 do 4,69 - dobry plus
- od 4,70 - bardzo dobry.

5. Wynik ukończenia studiów:

V. INFORMACJE O UPRAWNIENIACH POSIADACZA DYPLOMU

1. Dostęp do dalszych studiów:
2. Posiadane kwalifikacje oraz uprawnienia zawodowe:

VI. DODATKOWE INFORMACJE

1. Dodatkowe informacje, w tym: o odbytych praktykach, otrzymanych nagrodach:

.....

2. Dalsze źródła informacji:

Statut Państwowej Wyższej Szkoły Zawodowej im. Witelona w Legnicy, Regulamin studiów, plany studiów i programy nauczania, strona internetowa Uczelni: <http://www.pwsz.legnica.edu.pl>, Biuro Uznawalności Wykształcenia i Wymiany Międzynarodowej: <http://www.buwiwm.edu.pl>

VII. POŚWIADCZENIE SUPLEMENTU

1. Data:
2. Podpis i pieczęć imienna kierownika podstawowej jednostki organizacyjnej:

pieczęć

urzędowa

VIII. INFORMACJA O KRAJOWYM SYSTEMIE SZKOLNICTWA WYŻSZEGO

1. Kryterium dostępu do szkolnictwa wyższego

Łączny czas kształcenia do momentu ukończenia szkoły dającej możliwość przystąpienia do egzaminu dojrzałości (egzaminu maturalnego) wynosi 12 - 15 lat. Po zdaniu egzaminu dojrzałości (egzaminu maturalnego) absolwenci otrzymują świadectwo dojrzałości upoważniające do ubiegania się o przyjęcie do szkoły wyższej.

2. System szkolnictwa wyższego

System szkolnictwa i podstawy jego funkcjonowania określa ustawa z dnia 27 lipca 2005 r. - Prawo o szkolnictwie wyższym. Przepisy tej ustawy stosuje się do publicznych i niepublicznych szkół wyższych, a prowadzenie kształcenia odbywa się na tych samych zasadach i po spełnieniu tych samych warunków. Uczelnie, niezależnie od ich statusu, dzielą się na *uczelnie akademickie* oraz *uczelnie zawodowe*.

Uczelnia akademicka

to uczelnia, w której przynajmniej jedna jednostka organizacyjna posiada uprawnienie do nadawania stopnia naukowego doktora.

Uczelnia zawodowa

to uczelnia prowadząca studia pierwszego lub drugiego stopnia albo jednolite studia magisterskie nieposiadająca uprawnienia do nadawania stopnia naukowego doktora.

Studia w uczelniach prowadzone są jako studia pierwszego stopnia, studia drugiego stopnia lub studia jednolite magisterskie oraz studia doktoranckie (studia trzeciego stopnia).

Studia pierwszego stopnia, czyli studia licencjackie, trwają od sześciu do ośmiu semestrów, a studia inżynierskie siedem lub osiem semestrów.

Studia drugiego stopnia trwają trzy lub cztery semestry, a jednolite studia magisterskie od dziewięciu do dwunastu semestrów.

Studia doktoranckie trwają nie dłużej niż cztery lata i ich uczestnicy otrzymują świadectwo ukończenia studiów doktoranckich. W odrębnym trybie uzyskują stopień naukowy doktora lub stopień doktora w zakresie sztuki.

Studia wyższe oraz studia doktoranckie mogą być prowadzone jako studia stacjonarne lub jako studia niestacjonarne.

3. Tytuły nadawane absolwentom szkół wyższych

- licencjat, licencjat pielęgniarstwa lub licencjat położnictwa, inżynier, inżynier pożarnictwa, inżynier architekt oraz inżynier architekt krajobrazu - nadawane absolwentom studiów pierwszego stopnia;
- magister oraz tytuły równorzędne: magister sztuki, magister farmacji, magister inżynier, magister inżynier architekt, magister inżynier architekt krajobrazu, magister inżynier pożarnictwa, magister pielęgniarstwa, magister położnictwa, lekarz, lekarz dentysta, lekarz weterynarii.

4. Punkty zaliczeniowe

Liczba punktów ECTS przewidziana planem studiów dla semestru wynosi od 27 do 33, natomiast dla roku studiów - 60. Liczba punktów dla ukończenia studiów pierwszego stopnia wynosi 180-240, dla ukończenia studiów drugiego stopnia - 90-120, dla ukończenia zaś jednolitych studiów magisterskich - 270-360.

5. Stopnie naukowe, stopnie w zakresie sztuki, tytuł naukowy, tytuł w zakresie sztuki

Stopniami naukowymi są stopnie *doktora* i *doktora habilitowanego* określonej dziedziny nauki w zakresie danej dyscypliny naukowej.

Stopniami w zakresie sztuki są stopnie *doktora* i *doktora habilitowanego* określonej dziedziny sztuki w zakresie danej dyscypliny artystycznej. Stopnie naukowe nadają jednostki szkół wyższych, Polskiej Akademii Nauk oraz jednostki badawczo-rozwojowe, zgodnie z uprawnieniami uzyskanymi w odrębnym trybie.

Tytułem naukowym jest tytuł *profesora* określonej dziedziny nauki, tytułem w zakresie sztuki jest tytuł *profesora* określonej dziedziny sztuki. Tytuł *profesora* nadaje Prezydent Rzeczypospolitej Polskiej.

1) W przypadku tłumaczenia na język obcy wpisana treść pozostaje w oryginalnym brzmieniu.

2) Należy podać status uczelni prowadzącej studia: publiczna/niepubliczna, należy podać także nazwy uczelni lub instytucji prowadzących studia wspólnie, w oryginalnym brzmieniu.

3) Pkt IV. 2-4, pkt VI. 1 i 2 mogą zostać rozszerzone o odpowiednią liczbę stron, w zależności od potrzeb.

THE WITELON UNIVERSITY OF APPLIED SCIENCES IN LEGNICA

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international transparency and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed at home or abroad by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

DIPLOMA SUPPLEMENT

Valid with the Diploma no.

(A DUPLICATE IS INTENDED FOR THE FILES /COPY)

I. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

1. Surname:
2. First name(s):
3. Date of birth (day, month, year):
4. Student identification number or code:

II. INFORMATION IDENTIFYING THE QUALIFICATION

1. Diploma number:
2. Name of qualification and title conferred 1) :
3. Main field of study and field of specialisation for the qualification:
4. Name of awarding institution 1) : The Witelon University of Applied Sciences in Legnica
5. Name and status of administering studies 2) : The Witelon University of Applied Sciences in Legnica - public vocational school - came into existence by virtue of the Council of Ministers Regulation of 16 th June 1998 on establishing Higher Vocational State School in Legnica (Journal of Laws No.76, item 498 with later amendments).
6. Language(s) of instruction/examination: Polish.

III. INFORMATION ON THE LEVEL OF THE QUALIFICATION

1. Level of qualification:
2. Official length of programme:
3. Access requirements:

Submission of a secondary school leaving certificate (maturity certificate), graduates are admitted of the basic of average grades from secondary school leaving certificate, and grades obtained from subjects chosen from secondary leaving certificate linked with specialisations, where in the priority is given to graduates undertaking studies in accordance with the secondary school graduation profile.

IV. INFORMATION ON THE CONTENTS AND RESULTS GAINED 3)**1. Mode of study:****2. Programme requirements:**

Teaching standards comply with the Minister of National Education and Sport Regulation of 18th April 2002 on defining teaching standards for particular fields of study and levels of training (Journal of Laws No. 116, item 1004 with later amendments). The standards specify general requirements, including the number of teaching material for particular subjects, within the division into subject groups: general training, basic, profiled, specialized and specialization, as well as particular placement requirements. In the academic year 2007/2008 the studies were still conducted in accordance with the above indicated regulations - in accordance with the content of Paragraph. 16 of the Minister of Science and Higher Education Regulation of 12 July 2007 on education standards for particular fields of study and levels of teaching, as well as the mode of creating fields of study and requirements, the higher education institution has to comply with in order to conduct interdisciplinary programme and macro-field of study (Journal of Laws No. 164 item 1166).

3. Programme details - modules or units studied and the individual achievements, grades/marks/(ECTS) credits obtained:

L - lectures, T - tutorial, Lab.- laboratory, P - project, Sem.- seminar, SN - sick note

No.	Year: 1 Semester: 1	Number of hours					Grade	Grade	ECTS
	Subjects	L	T	Lab.	P	Sem.	Credit	Examination	Credits
Total:									30

4. Grading scheme and, if available, grade distribution guidance:

In accordance with the regulations of the Witelon University of Applied Sciences in Legnica, the following grading scheme shall be applicable:

Grades in Polish	Digits
excellent	5.0
very good	4.5
good	4.0
above average	3.5
average (satisfactory)	3.0
fail	2.0

The basis for calculating the final result of studies constitute the following:

- 1) overall examination and credit grade point average with taking into consideration all grades achieved including those below par - obtained during the cycle of programme. Semesters repeated and resat shall also be taken into account (the weighing of the final grade 0.6) ,
- 2) diploma paper grade (weighing 0.2),
- 3) diploma paper examination (weighing 0.2).

The overall classification of the qualification, included in the Diploma of the Higher Education, is to be rounded up to the nearest number in accordance with the following rule:

- up to 3.40 - satisfactory
- from 3.41 to 3.80 - above average
- from 3.81 to 4.25 - good
- from 4.26 to 4.69 - very good
- from 4.70 - excellent.

5. Overall classification of the qualification

V. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

1. Access to further study:

2. Professional status (if applicable):

VI. ADDITIONAL INFORMATION

1. Additional information, including practical placements completed, research activities undertaken, awards received:

.....

2. Further information sources:

The Statute of the Witelon University of Applied Sciences in Legnica, The Study Regulations, study plans and syllabuses, the institution's official website: <http://www.pwsz.legnica.edu.pl>, Bureau For Academic International Exchange: <http://www.buwiwm.edu.pl>

VII. CERTIFICATION OF THE SUPPLEMENT

1. Date:

2. Signature and name-bearing stamp or seal of the head of the organisational unit:

official
seal

VIII. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

1. Access to the higher education

The total duration of education until completion of a school which offers the possibility of taking the secondary school leaving examination (maturity examination) is 12 – 15 years. Having passed successfully the secondary school leaving examination (maturity examination), graduates are awarded a secondary school leaving certificate (maturity certificate) which entitles them to apply for admission to a higher education institution.

2. Higher education system

Higher education system in Poland and the basis for its operation are laid down in the Act of 27 July 2005 – Law on Higher Education. Its provisions are applied both to state (public) and non-State (non-public) higher education institutions, in which programmes of study are offered on the same basis and upon completion of the same requirements. Higher education institutions are divided, irrespective of their status, into academic and vocational ones. An academic higher education institution is a school in which at least one of its organisational units is entitled to award the academic degree of *doktor*.

A vocational higher education institution is a school offering first or second cycle study programmes or one-tier (long-cycle) study programmes, and which is not entitled to award the academic degree of *doktor*.

Study programmes are offered as first cycle, second cycle and one-tier (long-cycle) programmes and doctoral (third cycle) programmes. First cycle programmes leading to a *licencjat* degree last from 6 to 8 semesters, and those leading to an *inżynier* degree last seven or eight semesters. Second cycle degree programmes last three or four semesters and one-tier (long-cycle) programmes leading to a *magister* degree last from 9 to 12 semesters.

Doctoral study programmes last no longer than 4 years and upon completion graduates are awarded a certificate. Under a separate procedure graduates are conferred the academic degree of a *doktor* or *doktor w zakresie sztuki*.

Higher education programmes and doctoral programmes may be offered as full-time or part-time programmes.

3. Degrees awarded to graduates of higher education institutions

- *licencjat*, *licencjat pielęgniarstwa* or *licencjat położnictwa*, *inżynier*, *inżynier pożarnictwa*, *inżynier architekt* and *inżynier architekt krajobrazu* – awarded to graduates of first cycle programmes;

- *magister* and equivalent degrees of *magister sztuki*, *magister farmacji*, *magister inżynier*, *magister inżynier architekt*, *magister inżynier architekt krajobrazu*, *magister inżynier pożarnictwa*, *magister pielęgniarstwa*, *magister położnictwa*, *lekarz*, *lekarz dentysta*, *lekarz weterynarii*

4. ECTS

The number of the ECTS credits provided by the plan of studies for one semester is from 27 to 33, while it is 60 ECTS credits for an academic year. It is necessary to gather 180 – 240 ECTS credits to complete a first cycle programme, 90 – 120 ECTS credits to complete a second cycle programme, and 270 – 360 ECTS credits to complete a one-tier (long-cycle) programme.

5. Academic degrees, degrees in arts, academic title, academic title in arts

The academic degrees are the degrees of *doktor* and *doktor habilitowany* of a specific area of science in a given scientific discipline. The degrees awarded in arts are the degrees of *doktor* and *doktor habilitowany* of a specific area of arts in a given artistic discipline.

Academic degrees are conferred by organisational units of higher education institutions, Polish Academy of Sciences and research and development institutions in compliance with the powers granted under a separate procedure.

The academic title is the degree of *profesor* of a specific area of science, while the equivalent degree in arts is the degree of *profesor* of a specific area of arts. The degree of *profesor* is conferred by the President of the Republic of Poland.

¹⁾ In original language

²⁾ Indicate the status of the higher education institution administering studies: State, non-State/State-recognised; indicate the name of the higher education institution offering the study programme jointly in original language.

³⁾ If necessary additional pages may be added to fill in information in item IV.2-4 and VI.1-2.

Administration

Environment Administration – former Administration of Environmental Protection

The graduates of the field of Administration in specialization of **Environment Administration** possess general knowledge of social study, particularly studies of law and administration as well as elementary knowledge of economics. They can use this knowledge in their professional work and know how to apply rules of ethics. They are prepared for clerical jobs in various kinds of public administration – both governmental as well as local – and applying regulations in nonpublic institutions. The graduates are ready for independent self-improvement and development of their knowledge and skills along with the progress of integration processes in Europe. The graduates are able to solve occupational problems, have the ability to communicate with their surroundings in a workplace, to use efficiently different means of information and office equipment, to take an active part in group work and to organize and manage little teams. The graduates can independently work in institutions of local government, public administration authorities and everywhere that the knowledge of administrative law, procedures and proceedings as well as the ability of their interpretation is required. To complement their specialist knowledge students learn a foreign language at the Council of Europe level B2 with special regard to specialized vocabulary of administration, law and economics. The graduates are ready to start second grade studies.

After having graduated from the specialization of Environment Administration the graduate is able to understand both physical-chemical and ecological processes that create natural environment as well as social, legal and economic mechanisms that create peoples' behaviours, attitudes and expectations towards the environment.

The graduate of this specialization is prepared for working in:

- 1) government authorities and local administration;
- 2) national and international institutions and organizations;
- 3) European Community authorities;
- 4) enterprises cooperating with EU countries;
- 5) supervising organs and environmental protection authorities;
- 6) services of natural protection;
- 7) social ecological organizations.

Public Administration

The graduates of the field of Administration in specialization of **Public Administration** possess general knowledge of social study, particularly studies of law and administration as well as elementary knowledge of economics. They can use this knowledge in their professional work and know how to apply rules of ethics. They are prepared for clerical jobs in various kinds of public administration – both governmental as well as local – and applying regulations in nonpublic institutions. The graduates are ready for independent self-improvement and development of their knowledge and skills along with the progress of integration processes in Europe. The graduates are able to solve occupational problems, have the ability to communicate with their surroundings in a workplace, to use efficiently different means of information and office equipment, to take an active part in group work and to organize and manage little teams. The graduates can independently work in institutions of local government, public administration authorities and everywhere that the knowledge of administrative law, procedures and proceedings as well as the ability of their interpretation is required. To complement their specialist knowledge students learn a foreign language at the Council of Europe level B2 with special regard to specialized vocabulary of administration, law and economics. The graduates are ready to start second grade studies.

The graduates of vocational studies of Public Administration after having completed the studies are professionally qualified, possess proper knowledge of legal rules, their interpretation and application. They are prepared for solving problems of organizations and teamwork. They have high social aptitude and ethical standards. The students learn to solve problems independently and identify with an ethos of administration worker. Any administration worker that has been educated in The Witelon Higher Vocational State School in Legnica is well-qualified to work in any institution and knows how to represent the administration that he or she works in.

The graduate of this specialization is prepared for working in:

- 1) government authorities and local administration;
- 2) national and international institutions and organizations;
- 3) European Community authorities;
- 4) enterprises cooperating with EU countries;
- 5) enterprises of public utility;
- 6) communal companies;
- 7) institutions managing entrusted property.

Administration of Public Security and Order

The graduates of the field of Administration in specialization of **Administration of Public Security and Order** possess general knowledge of social study, particularly studies of law and administration as well as elementary knowledge of economics. They can use this knowledge in their professional work and know how to apply rules of ethics. They are prepared for clerical jobs in various kinds of public administration – both governmental as well as local – and applying regulations in nonpublic institutions. The graduates are ready for independent self-improvement and development of their knowledge and skills along with the progress of integration processes in Europe. The graduates are able to solve occupational problems, have the ability to communicate with their surroundings in a workplace, to use efficiently different means of information and office equipment, to take an active part in group work and to organize and manage little teams. The graduates can independently work in institutions of local government, public administration authorities and everywhere that the knowledge of administrative law, procedures and proceedings as well as the ability of their interpretation is required. To complement their specialist knowledge students learn a foreign language at the Council of Europe level B2 with special regard to specialized vocabulary of administration, law and economics. The graduates are ready to start second grade studies.

Students graduating from this specialization understand and can analyze occurrences related to global, national, regional or local security. They know the matters of internal safety and particularly legal regulations referring to this area.

The graduate of this specialization is prepared for working in:

- 1) government authorities and local administration;
- 2) national and international institutions and organizations;
- 3) European Community authorities;
- 4) enterprises cooperating with EU countries;
- 5) enterprises of public utility;
- 6) communal maintenance services and municipal guard services;
- 7) organizational units of state services responsible for internal security of state.

Economic and Communal Administration

The graduates of the field of Administration in specialization of **Economic and Communal Administration** possess general knowledge of social study, particularly studies of law and administration as well as elementary knowledge of economics. They can use this knowledge in their professional work and know how to apply rules of ethics. They are prepared for clerical jobs in various kinds of public administration – both governmental as well as local – and applying regulations in nonpublic institutions. The graduates are ready for independent self-improvement and development of their knowledge and skills along with the progress of integration processes in Europe. The graduates are able to solve occupational problems, have the ability to communicate with their surroundings in a workplace, to use efficiently different means of information and office equipment, to take an active part in group work and to organize and manage little teams. The graduates can independently work in institutions of local government, public administration authorities and everywhere that the knowledge of administrative law, procedures and proceedings as well as the ability of their interpretation is required. To complement their specialist knowledge students learn a foreign language at the Council of Europe level B2 with special regard to specialized vocabulary of administration, law and economics. The graduates are ready to start second grade studies.

The graduate of this specialization is prepared for working in:

- 1) government authorities and local administration;
- 2) national and international institutions and organizations;
- 3) European Community authorities;
- 4) enterprises cooperating with EU countries;
- 5) enterprises of public utility;
- 6) communal companies;
- 7) institutions managing entrusted property;
- 8) should function on the market as a property manager or an agent of property trading.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in Polish, foreign language and one of the selected subjects: geography, biology, history or Civics (knowledge on society) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Administration**Specialization: Public administration,****Recruitment: 2010****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Information Technology	30		30	2				grade
3	Basics of Philosophy	15	15		1				grade
4	Basics of Psychology	15	15		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	60				30	30	6	exam
11	Elements of Civil Law	60				30	30	6	exam
12	Techniques of Office Work	15					15	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 150 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	30	30		2				grade
14	Creating Image of Public Institution	30	30		2				grade
15	Ethics in Administration	30	30		2				grade
16	Constitution of Selected Countries	30				30		2	grade
17	Basics of Legal Logic	30				30		2	grade
18	Sociology and Methods of Sociology Research in Administration	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	European System of Respecting Human Rights	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		690	240	75	32	255	120	32	
Total of minimum hours and ECTS credits in 1st year		630	210	75	30	225	120	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Public administration,****Recruitment: 2010****Stationary****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	0		30	0	credit
Basic subjects									
3	Administrative Procedure	60	30	30	7				exam
4	Administrative Law I	45	30	15	5				exam
5	Administrative Law II	45				30	15	5	exam
6	Organization and Management in Administration	30				15	15	5	exam
7	Economic Public Law	45	30	15	5				exam
Main subjects									
8	Public Finance and Financial Law	45				30	15	5	exam
9	Exexutive, Legal and Administrative Proceedings	45				30	15	5	exam
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
11	Diploma Seminar	15					15	1	grade
Subjects for speciality (courses selected while choosing specialization)									
12	Law of Obligations in Administration	60	30	30	4				grade
13	Negotiation and Mediation Techniques in Administration	30		30	2				grade
14	Legal Basis of Accountancy	30		30	1				grade
15	Statistics with Demography	30					30	3	grade
16	Private Economic Law with Elements o f Civil Proceedings	60				30	30	5	grade
Total of recommended hours and ECTS credits in 2nd year		705	150	225	30	135	195	30	
Total of minimum hours and ECTS credits in 2nd year		705	150	225	30	135	195	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2010****Stationary****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Basic subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				grade
3	Labour Law and Office Law in Poland and EU	45				30	15	5	exam
4	Diploma Seminar	60		30	1		30	1	grade
5	Traineeship (hours not included in the study curriculum)	160						0	credit
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	30		30	3				grade
8	Competitive Rendering in Poland and EU	30	15	15	5				exam
9	Tax Law	30	15	15	5				exam
10	International Public Law	30	30		3				grade
11	European Administrative Procedures	45	30	15	5				exam
12	Social Security and Social Law in Poland and EU	30				30		2	grade
13	Administrative Legislation	30				15	15	4	exam
14	Protection of Intellectual Property	15				15		2	grade
15	Penal and Fiscal Law	15					15	2	grade
16	Spatial Development Law	15				15		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30	15		2	15		2	grade
Total of recommended hours and ECTS credits in 3rd year		465	120	150	30	120	75	30	
Total of minimum hours and ECTS credits in 3rd year		465	120	150	30	120	75	30	
Total of recommended hours and ECTS credits in the course of study		1860	510	450	92	510	390	92	
Total of minimum hours and ECTS credits in the course of study		1800	480	450	90	480	390	90	

Major: Administration**Specialization: Public administration,****Recruitment: 2010****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18					18	1	grade
2	Information Technology	18		18	2				grade
3	Basics of Philosophy	10	10		1				grade
4	Basics of Psychology	10	10		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	24				12	12	6	exam
11	Elements of Civil Law	24				12	12	6	exam
12	Techniques of Office Work	10					10	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 60 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	12	12		2				grade
14	Creating Image of Public Institution	12	12		2				grade
15	Ethics in Administration	12	12		2				grade
16	Constitution of Selected Countries	12				12		2	grade
17	Basics of Legal Logic	12				12		2	grade
18	Sociology and Methods of Sociology Research in Administration	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	European System of Respecting Human Rights	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		417	176	63	32	111	67	32	
Total of minimum hours and ECTS credits in 1st year		393	164	63	30	99	67	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Public administration,****Recruitment: 2010****Non-stationary****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	36		18	1		18	1	grade
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	22				12	10	5	exam
8	Exexutive, Legal and Administrative Proceedings	22				12	10	5	exam
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
10	Diploma Seminar	8					8	1	grade
Subjects for speciality (courses selected while choosing specialization)									
11	Law of Obligations in Administration	22	12	10	4				grade
12	Negotiation and Mediation Techniques in Administration	12		12	2				grade
13	Legal Basis of Accountancy	10		10	1				grade
14	Statistics with Demography	12					12	3	grade
15	Private Economic Law with Elements of Civil Proceedings	22				12	10	5	grade
Total of recommended hours and ECTS credits in 2nd year		413	114	120	30	81	98	30	
Total of minimum hours and ECTS credits in 2nd year		413	114	120	30	81	98	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2010****Non-stationary****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18		18	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	20	10	10	4				grade
3	Labour Law and Office Law in Poland and EU	28				18	10	5	exam
4	Diploma Seminar	24		12	1		12	1	grade
5	Traineeship (hours not included in the study curriculum)	120						0	grade
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	14		14	3				grade
8	Competitive Rendering in Poland and EU	22	12	10	5				exam
9	Tax Law	22	12	10	5				exam
10	International Public Law	18	18		3				grade
11	European Administrative Procedures	22	12	10	5				exam
12	Social Seurity and Social Law in Poland and EU	18				18		2	grade
13	Administrative Legislation	20				10	10	4	exam
14	Protection of Intelectual Property	10				10		2	grade
15	Penal and Fiscal Law	10					10	2	grade
16	Spatial Development Law	10				10		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20	10		2	10		2	grade
Total of recommended hours and ECTS credits in 3rd year		276	74	84	30	76	42	30	
Total of minimum hours and ECTS credits in 3rd year		276	74	84	30	76	42	30	
Total of recommended hours and ECTS credits in the course of study		1106	364	267	92	268	207	92	
Total of minimum hours and ECTS credits in the course of study		1082	352	267	90	256	207	90	

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Information Technology	30		30	2				grade
3	Basics of Philosophy	15	15		1				grade
4	Basics of Psychology	15	15		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	45				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	60				30	30	6	exam
11	Elements of Civil Law	60				30	30	6	exam
12	Techniques of Office Work	15					15	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 150 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	30	30		2				grade
14	Creating Image of Public Institution	30	30		2				grade
15	Ethics in Administration	30	30		2				grade
16	Constitution of Selected Countries	30				30		2	grade
17	Basics of Legal Logic	30				30		2	grade
18	Sociology and Methods of Sociology Research in Administration	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	European System of Respecting Human Rights	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		690	240	75	32	255	120	32	
Total of minimum hours and ECTS credits in 1st year		630	210	75	30	225	120	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Stationary****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	0		30	0	credit
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	45				30	15	5	exam
8	Exexutive, Legal and Administrative Proceedings	45				30	15	5	exam
9	Institutions and Sources of Law in European Union	45	30	15	5				exam
10	Diploma Seminar	15					15	1	grade
Subjects for speciality									
11	Basics of Earth Studies	45	30	15	3				grade
12	Law of Obligations in Environment Administration	30		30	2				grade
13	Applied Ecology	60				30	30	5	exam
14	Private Economic Law with Elements of Civil Proceedings	45				30	15	3	grade
15	Environment Management in Administration and Business Entities	30	30		2				grade
Total of recommended hours and ECTS credits in 2nd year		705	180	180	30	165	180	30	
Total of minimum hours and ECTS credits in 2nd year		705	180	180	30	165	180	30	

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Stationary****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				grade
3	Labour Law and Office Law in Poland and EU	45				30	15	5	exam
4	Diploma Seminar	60		30	1		30	1	grade
5	Traineeship (hours not included in the study curriculum)	160						0	
6	Diploma Thesis - preparation							10	grade
Subjects for speciality									
7	EU Supportive Programs	30		30	3				grade
8	Competitive Rendering in Poland and EU	30	15	15	5				exam
9	Tax Law	30	15	15	5				exam
10	Environment Protection Techniques	30				15	15	4	exam
11	Documenting Processes of Environment Protection and Its Monitoring	60	30	30	5				exam
12	International Public Law	30	30		3				grade
13	Waste Management	30				15	15	4	exam
14	Protection of Intellectual Property	15				15		2	grade
15	Spatial Development Law	15				15		2	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30	15		2	15		2	grade
Total of recommended hours and ECTS credits in 3rd year		465	120	165	30	105	75	30	
Total of minimum hours and ECTS credits in 3rd year		465	120	165	30	105	75	30	
Total of recommended hours and ECTS credits in the course of study		1860	540	420	92	525	375	92	
Total of minimum hours and ECTS credits in the course of study		1800	510	420	90	495	375	90	

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18					18	1	grade
2	Information Technology	18		18	2				grade
3	Basics of Philosophy	10	10		1				grade
4	Basics of Psychology	10	10		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	24				12	12	6	exam
11	Elements of Civil Law	24				12	12	6	exam
12	Techniques of Office Work	10					10	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 60 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	12	12		2				grade
14	Creating Image of Public Institution	12	12		2				grade
15	Ethics in Administration	12	12		2				grade
16	Constitution of Selected Countries	12				12		2	grade
17	Basics of Legal Logic	12				12		2	grade
18	Sociology and Methods of Sociology Research in Administration	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	European System of Respecting Human Rights	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		417	176	63	32	111	67	32	
Total of minimum hours and ECTS credits in 1st year		393	164	63	30	99	67	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Non-stationary****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	36		18	1		18	1	grade
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	22				12	10	5	exam
8	Exexutive, Legal and Administrative Proceedings	22				12	10	5	exam
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
10	Diploma Seminar	8					8	1	grade
Subjects for speciality (courses selected while choosing specialization)									
11	Basics of Earth Studies	22	12	10	3				grade
12	Law of Obligations in Environment Administration	12		12	2				grade
13	Applied Ecology	30				18	12	5	exam
14	Private Economic Law with E lements of Civil Proceedings	20				10	10	3	grade
15	Environment Management in Administration and Business Entities	12	12		2				grade
Total of recommended hours and ECTS credits in 2nd year		431	126	110	30	97	98	30	
Total of minimum hours and ECTS credits in 2nd year		431	126	110	30	97	98	30	

Major: Administration**Specialization: Environment administration,****Recruitment: 2010****Non-stationary****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18		18	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	20	10	10	4				grade
3	Labour Law and Office Law in Poland and EU	28				18	10	5	exam
4	Diploma Seminar	24		12	1		12	1	grade
5	Traineeship (hours not included in the study curriculum)	120						0	grade
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	14		14	3				grade
8	Competitive Rendering in Poland and EU	22	12	10	5				exam
9	Tax Law	22	12	10	5				exam
10	Environment Protection Techniques	20				10	10	4	exam
11	Documenting Processes of Environment Protection and Its Monitoring	24	12	12	5				exam
12	International Public Law	18	18		3				grade
13	Waste Management	22				12	10	4	exam
14	Protection of Intellectual Property	10				10		2	grade
15	Spatial Development Law	10				10		2	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20	10		2	10		2	grade
Total of recommended hours and ECTS credits in 3rd year		272	74	86	30	70	42	30	
Total of minimum hours and ECTS credits in 3rd year		272	74	86	30	70	42	30	
Total of recommended hours and ECTS credits in the course of study		1120	376	259	92	278	207	92	
Total of minimum hours and ECTS credits in the course of study		1096	364	259	90	266	207	90	

Major: Administration**Specialization: Administration of public security and order,****Recruitment: 2010****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Information Technology	30		30	2				grade
3	Basics of Philosophy	15	15		1				grade
4	Basics of Psychology	15	15		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	60				30	30	6	exam
11	Elements of Civil Law	60				30	30	6	exam
12	Techniques of Office Work	15					15	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 150 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	30	30		2				grade
14	Creating Image of Public Institution	30	30		2				grade
15	Ethics in Administration	30	30		2				grade
16	Constitution of Selected Countries	30				30		2	grade
17	Basics of Legal Logic	30				30		2	grade
18	Sociology and Methods of Sociology Research in Administration	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	European System of Respecting Human Rights	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		690	240	75	32	255	120	32	
Total of minimum hours and ECTS credits in 1st year		630	210	75	30	225	120	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of public security and order,****Stationary****Recruitment: 2010****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	0		30	0	credit
Basic subjects									
3	Administrative Procedure	60	30	30	7				exam
4	Administrative Law I	45	30	15	5				exam
5	Administrative Law II	45				30	15	5	exam
6	Organization and Management in Administration	30				15	15	5	exam
7	Economic Public Law	45	30	15	5				exam
Main subjects									
8	Public Finance and Financial Law	45				30	15	5	exam
9	Exexutive, Legal and Administrative Proceedings	45				30	15	5	exam
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
11	Diploma Seminar	15					15	1	grade
Subjects for speciality (courses selected while choosing specialization)									
12	Law of Obligations in Administration	60	30	30	4				grade
13	Negotiation and Mediation Techniques in Administration	30		30	2				grade
14	Psychology and Internal Security	15	15		1				grade
15	Internal Security of State and EU	30				30		2	grade
16	Criminology and Crime Detection	60				30	30	6	exam
Total of recommended hours and ECTS credits in 2nd year		690	165	195	30	165	165	30	
Total of minimum hours and ECTS credits in 2nd year		690	165	195	30	165	165	30	

Major: Administration**Specialization: Administration of public security and order,****Stationary****Recruitment: 2010****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				grade
3	Labour Law and Office Law in Poland and EU	45				30	15	5	exam
4	Diploma Seminar	60		30	1		30	1	grade
5	Traineeship (hours not included in the study curriculum)	160						0	grade
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	30		30	3				grade
8	Competitive Rendering in Poland and EU	30	15	15	5				exam
9	Tax Law	30	15	15	5				exam
10	International Public Law	30	30		3				grade
11	Security of Children, Youths and Local Societies	60	30	30	5				exam
12	Internal Security and Administration - Case Study	30				30		3	grade
13	Protection of Intellectual Property	15				15		2	grade
14	Fighting Terrorism	30				30		3	grade
15	Managing in Crisis Situations	45				30	15	4	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30	15		2	15		2	grade
Total of recommended hours and ECTS credits in 3rd year		495	120	165	30	150	60	30	
Total of minimum hours and ECTS credits in 3rd year		495	120	165	30	150	60	30	
Total of recommended hours and ECTS credits in the course of study		1875	525	435	92	570	345	92	
Total of minimum hours and ECTS credits in the course of study		1815	495	435	90	540	345	90	

Major: Administration**Specialization: Administration of public security and order,****Non-stationary****Recruitment: 2010****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	18					18	1	grade
2	Information Technology	18		18	2				grade
3	Basics of Philosophy	10	10		1				grade
4	Basics of Psychology	10	10		1				grade
Basic subjects									
5	Administration Science	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	24				12	12	6	exam
11	Elements of Civil Law	24				12	12	6	exam
12	Techniques of Office Work	10					10	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 60 hours and 10 ECTS credits in 2nd semester)									
13	Regional History	12	12		2				grade
14	Creating Image of Public Institution	12	12		2				grade
15	Ethics in Administration	12	12		2				grade
16	Constitution of Selected Countries	12				12		2	grade
17	Basics of Legal Logic	12				12		2	grade
18	Sociology and Methods of Sociology Research in Administration	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	Organizational Behaviours in Administration	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		417	176	63	32	111	67	32	
Total of minimum hours and ECTS credits in 1st year		393	164	63	30	99	67	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of public security and order,****Non-stationary****Recruitment: 2010****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	36		18	1		18	1	grade
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	22				12	10	5	exam
8	Exexutive, Legal and Administrative Proceedings	22				12	10	5	exam
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
10	Diploma Seminar	8					8	1	grade
Subjects for speciality									
11	Law of Obligations in Administration	22	12	10	4				grade
12	Negotiation and Mediation Techniques in Administration	12		12	2				grade
13	Psychology and Internal Security	10	10		1				grade
14	Internal Security of State and EU	12				12		2	grade
15	Criminology and Crime Detection	24				12	12	6	exam
Total of recommended hours and ECTS credits in 2nd year		415	124	110	30	93	88	30	
Total of minimum hours and ECTS credits in 2nd year		415	124	110	30	93	88	30	

Major: Administration**Specialization: Administration of public security and order,****Non-stationary****Recruitment: 2010****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			lecture	classes		lecture	classes		
Subjects of general education									
1	Foreign Language	18		18	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	20	10	10	4				grade
3	Labour Law and Office Law in Poland and EU	28				18	10	5	exam
4	Diploma Seminar	24		12	1		12	1	grade
5	Traineeship (hours not included in the study curriculum)	120						0	credit
6	Diploma Thesis - preparation							10	grade
Subjects for speciality									
7	EU Supportive Programs	14		14	3				grade
8	Competitive Rendering in Poland and EU	22	12	10	5				exam
9	Tax Law	22	12	10	5				exam
10	International Public Law	18	18		3				grade
11	Security of Children, Youths and Local Societies	30	18	12	5				exam
12	Internal Security and Administration - Case Study	18				18		3	grade
13	Protection of Intellectual Property	10				10		2	grade
14	Fighting Terrorism	16				16		3	grade
15	Managing in Crisis Situations	22				12	10	4	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20	10		2	10		2	grade
Total of recommended hours and ECTS credits in 3rd year		282	80	86	30	84	32	30	
Total of minimum hours and ECTS credits in 3rd year		282	80	86	30	84	32	30	
Total of recommended hours and ECTS credits in the course of study		1114	380	259	92	288	187	92	
Total of minimum hours and ECTS credits in the course of study		1090	368	259	90	276	187	90	

Major: Administration**Specialization: Communal and economic administration,****Recruitment: 2010****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Information Technology	30		30	2				grade
3	Basics of Philosophy	15	15		1				grade
4	Basics of Psychology	15	15		1				grade
Basic subjects									
5	Science of Administration	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	60				30	30	6	exam
11	Elements of Civil Law	60				30	30	6	exam
12	Office Work Techniques	15					15	2	grade
Optional courses (460 hours and 4 ECTS credits in 1st semester and 150 hours and 10 ECTS credits in 2nd semester)									
13	Historia regionalna	30	30		2				grade
14	Creating Image of Public Institution	30	30		2				grade
15	Ethics in Administration	30	30		2				grade
16	Constitution of Selected Countries	30				30		2	grade
17	Basics of Legal Logic	30				30		2	grade
18	Sociology and Methods of Sociology Research in Administration	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	Organizational Behaviour in Administration	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		690	240	75	32	255	120	32	
Total of minimum hours and ECTS credits in 1st year		630	210	75	30	225	120	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Communal and economic administration,****Recruitment: 2010****Stationary****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	0		30	0	credit
Basic subjects									
3	Administrative Procedure	60	30	30	7				exam
4	Administrative Law I	45	30	15	5				exam
5	Administrative Law II	45				30	15	5	exam
6	Organization and Management in Administration	30				15	15	5	exam
7	Economic Public Law	45	30	15	5				exam
Main subjects									
8	Public Finance and Financial Law	45				30	15	5	exam
9	Exexutive, Legal and Administrative Proceedings	45				30	15	5	exam
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
11	Diploma Seminar	15					15	1	grade
Subjects for speciality (courses selected while choosing specialization)									
12	Right of Contracts in Economic Turnover	30		30	2				grade
13	Negotiation and Mediation Techniques in Administration	30		30	2				grade
14	Legal Basis of Accountancy	30		30	3				grade
15	Private Economic Law with Elements of Civil Proceedings	60				30	30	5	grade
16	Communal Administration	30				30		3	grade
Total of recommended hours and ECTS credits in 2nd year		675	120	225	30	165	165	30	
Total of minimum hours and ECTS credits in 2nd year		675	120	225	30	165	165	30	

Major: Administration**Specialization: Communal and economic administration,****Stationary****Recruitment: 2010****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				grade
3	Labour Law and Office Law in Poland and EU	45				30	15	5	exam
4	Diploma Seminar	60		30	1		30	1	grade
5	Traineeship (hours not included in the study curriculum)	160							
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	30		30	3				grade
8	Competitive Rendering in Poland and EU	30	15	15	5				exam
9	Tax Law	30	15	15	5				exam
10	International Public Law	30	30		3				grade
11	European Administrative Procedures	45	30	15	5				exam
12	Real Estate Management and Trading	30				30	15	3	grade
13	Social Security and Social Law in Poland and EU	30				30		2	grade
14	Protection of Intellectual and Industrial Property	30				30		3	grade
15	Penal and Fiscal Law	15					15	2	grade
16	Spatial Development Law	15				15		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30	15		2	15		2	grade
Total of recommended hours and ECTS credits in 3rd year		495	120	150	30	150	75	30	
Total of minimum hours and ECTS credits in 3rd year		495	120	150	30	150	75	30	
Total of recommended hours and ECTS credits in the course of study		1860	480	450	92	570	360	92	
Total of minimum hours and ECTS credits in the course of study		1800	450	450	90	540	360	90	

Major: Administration**Specialization: Communal and economic administration,****Recruitment: 2010****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18					18	1	grade
2	Information Technology	18		18	2				grade
3	Basics of Philosophy	10	10		1				grade
4	Basics of Psychology	10	10		1				grade
Basic subjects									
5	Science of Administration	45	30	15	6				exam
6	Constitutional System of State Bodies	45	30	15	6				exam
7	Elements of Jurisprudence	45	30	15	6				exam
8	Macro-economics and Micro-economics	30				15	15	5	exam
9	History of Administration and Polish Law	30	30		4				exam
Main subjects									
10	Organisation of Environmental Protection and Its Legal Basis	24				12	12	6	exam
11	Elements of Civil Law	24				12	12	6	exam
12	Office Work Techniques	10					10	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 60 hours and 10 ECTS credits in 2nd semester)									
13	Historia regionalna	12	12		2				grade
14	Creating Image of Public Institution	12	12		2				grade
15	Ethics in Administration	12	12		2				grade
16	Constitution of Selected Countries	12				12		2	grade
17	Basics of Legal Logic	12				12		2	grade
18	Sociology and Methods of Sociology Research in Administration	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	European System of Respecting Human Rights	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		417	176	63	32	111	67	32	
Total of minimum hours and ECTS credits in 1st year		393	164	63	30	99	67	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Communal and economic administration,****Non-stationary****Recruitment: 2010****Year II**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	36		18	1		18	1	grade
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	22				12	10	5	exam
8	Exexutive, Legal and Administrative Proceedings	22				12	10	5	exam
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
10	Diploma Seminar	8					8	1	grade
Subjects for speciality (courses selected while choosing specialization)									
11	Right of Contracts in Economic Turnover	12		12	2				grade
12	Negotiation and Mediation Techniques in Administration	12		12	2				grade
13	Legal Basis of Accountancy	18		18	3				grade
14	Private Economic Law with Elements of Civil Proceedings	24				14	10	5	grade
15	Communal Administration	14				14		3	grade
Total of recommended hours and ECTS credits in 2nd year		415	102	130	30	97	86	30	
Total of minimum hours and ECTS credits in 2nd year		415	102	130	30	97	86	30	

Major: Administration**Specialization: Communal and economic administration,****Non-stationary****Recruitment: 2010****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18		18	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	20	10	10	4				grade
3	Labour Law and Office Law in Poland and EU	28				18	10	5	exam
4	Diploma Seminar	24		12	1		12	1	grade
5	Traineeship (hours not included in the study curriculum)	120							
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	14		14	3				grade
8	Competitive Rendering in Poland and EU	22	12	10	5				exam
9	Tax Law	22	12	10	5				exam
10	International Public Law	18	18		3				grade
11	European Administrative Procedures	22	12	10	5				exam
12	Real Estate Management and Trading	20				10	10	3	grade
13	Social Seurity and Social Law in Poland and EU	18				18		2	grade
14	Protection of Intelectual and Industrial Property	18				18		3	grade
15	Penal and Fiscal Law	10					10	2	grade
16	Spatial Development Law	10				10		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20	10		2	10		2	grade
Total of recommended hours and ECTS credits in 3rd year		284	74	84	30	84	42	30	
Total of minimum hours and ECTS credits in 3rd year		284	74	84	30	84	42	30	
Total of recommended hours and ECTS credits in the course of study		1116	352	277	92	292	195	92	
Total of minimum hours and ECTS credits in the course of study		1092	340	277	90	280	195	90	

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	45				30	15	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	15	15		1				grade
5	Basics of Psychology	15	15		1				grade
6	Basics of Legal Logic	15				15		2	grade
Basic subjects									
7	Science of Administration	45	30	15	6				exam
8	Constitutional System of State Bodies	45	30	15	6				exam
9	Elements of Jurisprudence	45	30	15	6				exam
10	Macro-economics and Micro-economics	45				30	15	6	exam
11	History of Administration and Polish Law	30	30		4				exam
Main subjects									
12	Organisation of Environmental Protection and Its Legal Basis	60				30	30	5	exam
13	Elements of Civil Law	60				30	30	5	exam
14	Office Work Techniques	15					15	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 60 hours and 4 ECTS credits in 2nd semester)									
15	Regional History	30	30		2				grade
16	Roman Legal Culture	30	30		2				grade
17	Social and Political Idea	30	30		2				grade
18	Constitution of Selected Countries	30	30		2				grade
19	Ethics in Administration	30				30		2	grade
20	Administration in Selected Countries	30				30		2	grade
21	Access to Information and Its Limits	30				30		2	grade
22	Organisational Behaviour in Administration	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		735	270	75	34	255	135	34	
Total of minimum hours and ECTS credits in 1st year		615	210	75	30	195	135	30	

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Stationary****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	1		30	1	grade
Basic sybjects									
3	Administrative Procedure	45	30	15	6				exam
4	Administrative Law	90	30	15	3	30	15	5	exam
5	Organization and Management in Administration	45	30	15	4				exam
6	Economic Public Law	45	30	15	4				exam
Main subjects									
7	Public Finance and Financial Law	45				30	15	4	exam
8	Administrative Enforcement Proceedings	45				30	15	4	exam
9	Statistcs with Demography	30					30	2	grade
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
11	Diploma Seminar	15					15	1	grade
	Traineeship (hours not included in the study curriculum)	160					160		grade
Optional courses (30 hours and 2 ECTS credits in 3rd semester and 30 hours and 3 ECTS credits in 4th semester)									
12	Social Communications - Selected Issues	15		15	1				grade
13	Negotiation and Mediation Techniques in Administration	15		15	1				grade
14	Administrative Protection of a Consumer in European Union	15		15	1				grade
15	Social and Economic Policies of Local Authority	30				30		3	grade
16	Creating Image of a Public Institution and a Company	30				30		3	grade
Subjects for speciality (subject area is selected along with specialization)									
17	Polish and European Civil Proceedings	15		15	1				grade
18	Law of Obligations in Administration	30		30	2				grade
19	Penal and Fiscal Law	15		15	1				grade
20	Private Economic Law	45				30	15	5	exam
22	Managment of Environment in Administration and Economic Entities	30				30		2	grade
23	Adminstration of Public Security and Policy	30				30		2	grade
Total of recommended hours and ECTS credits in 2nd year		795	150	240	31	240	165	33	
Total of minimum hours and ECTS credits in 2nd year		750	150	225	30	210	165	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Stationary****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				exam
3	Labour Law and Office Law	45				30	15	5	exam
4	Administrative Legislation	30				15	15	4	exam
5	Diploma Seminar	60		30	1		30	1	grade
	Diploma Thesis - preparation of thesis							10	grade
Subjects for speciality (subject area is selected along with specialization)									
6	EU Supportive Programs	30		30	3				grade
7	Public Procurement in Poland and EU	30	15	15	4				exam
8	Tax Law	30		30	3				grade
9	European Law of Local Authority	15	15		2				grade
10	Sociology and Methods of Sociological Research in Administration	15	15		2				grade
11	Public International Law	30	30		3				grade
12	European Administrative Procedures	30	15	15	4				exam
13	Protection of Intellectual Property	15				15		2	grade
14	Project Management	15				15		2	grade
15	Legal Basis in Accountancy	15				15		2	grade
16	Spatial Development Law	15				15		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30		15	2		15	2	grade
Total of recommended hours and ECTS credits in 3rd year		465	105	180	30	105	75	30	
Total of minimum hours and ECTS credits in 3rd year		465	105	180	30	105	75	30	
Total of recommended hours and ECTS credits in the course of study		1995	525	495	95	600	375	97	
Total of minimum hours and ECTS credits in the course of study		1830	465	480	90	510	375	90	

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	20				12	8	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	16	16		1				grade
5	Basics of Psychology	16	16		1				grade
6	Basics of Legal Logic	16				16		2	grade
Basic subjects									
7	Science of Administration	30	18	12	6				exam
8	Constitutional System of State Bodies	46	24	22	6				exam
9	Elements of Jurisprudence	30	18	12	6				exam
10	Macro-economics and Micro-economics	30				18	12	6	exam
11	History of Administration and Polish Law	30	30		4				exam
Main subjects									
12	Organisation of Environmental Protection and Its Legal Basis	24				12	12	5	exam
13	Elements of Civil Law	24				12	12	5	exam
14	Office Work Techniques	10					10	2	grade
Optional courses (24 hours and 2 ECTS credits in 1st semester and 16 hours and 3 ECTS credits in 2nd semester)									
15	Regional History	12	12		2				grade
16	Roman Legal Culture	12	12		2				grade
17	Social and Political Idea	12	12		2				grade
18	Constitution of Selected Countries	12	12		2				grade
19	Ethics in Administration	12				12		2	grade
20	Administration in Selected Countries	12				12		2	grade
21	Access to Information and Its Limits	12				12		2	grade
22	Organisational Behaviour in Administration	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		448	170	76	34	118	84	34	
Total of minimum hours and ECTS credits in 1st year		400	146	76	30	94	84	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Non-stationary****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
Basic subjects									
2	Administrative Procedure	46	24	22	6				exam
3	Administrative Law	76	24	14	3	24	14	5	exam
4	Organization and Management in Administration	30	16	14	4				exam
5	Economic Public Law	46	24	22	4				exam
Main subjects									
6	Public Finance and Financial Law	16				8	8	4	exam
7	Administrative Enforcement Proceedings	16				8	8	4	exam
8	Statistics with Demography	10					10	2	grade
9	Institutions and Sources of Law in European Union	18	10	8	5				exam
10	Diploma Seminar	8					8	2	grade
	Traineeship (hours not included in the study curriculum)	120					120		grade
Optional courses (24 hours and 2 ECTS credits in 3rd semester and 16 hours and 3 ECTS credits in 4th semester)									
11	Social Communications - Selected Issues	12		12	1				grade
12	Negotiation and Mediation Techniques in Administration	12		12	1				grade
13	Administrative Protection of a Consumer in European Union	12		12	1				grade
14	Social and Economic Policies of Local Authority	16				16		3	grade
15	Creating Image of a Public Institution and a Company	16				16		3	grade
Subjects for speciality (subject area is selected along with specialization)									
16	Polish and European Civil Proceedings	12		12	2				grade
17	Law of Obligations in Administration	12		12	2				grade
18	Penal and Fiscal Law	12		12	1				grade
19	Private Economic Law	22				12	10	5	grade
21	Managment of Environment in Administration and Economic Entities	12				12		2	grade
22	Adminstration of Public Security and Policy	12				12		2	grade
Total of recommended hours and ECTS credits in 2nd year		476	98	182	31	108	88	33	
Total of minimum hours and ECTS credits in 2nd year		448	98	170	30	92	88	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2009****Non-stationary****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	16	8	8	4				exam
3	Labour Law and Office Law	18				10	8	5	exam
4	Administrative Legislation	16				8	8	4	exam
5	Diploma Seminar	16		8	1		8	1	grade
	Diploma Thesis - preparation of thesis							10	grade
Subjects for speciality (subject area is selected along with specialization)									
6	EU Supportive Programs	14		14	3				grade
7	Public Procurement in Poland and EU	18	10	8	4				exam
8	Tax Law	12		12	3				grade
9	European Law of Local Authority	12	12		2				grade
10	Sociology and Methods of Sociological Research in Administration	12	12		2				grade
11	Public International Law	16	16		3				grade
12	European Administrative Procedures	18	10	8	4				exam
13	Protection of Intellectual Property	12				12		2	grade
14	Project Management	12				12		2	grade
15	Legal Basis in Accountancy	12				12		2	grade
16	Spatial Development Law	12				12		2	grade
17	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20		10	2		10	2	grade
Total of recommended hours and ECTS credits in 3rd year		266	68	98	30	66	34	30	
Total of minimum hours and ECTS credits in 3rd year		266	68	98	30	66	34	30	
Total of recommended hours and ECTS credits in the course of study		1190	336	356	95	292	206	97	
Total of minimum hours and ECTS credits in the course of study		1114	312	344	90	252	206	90	

Major: Administration**Specialization: Administration of public security and order,****Recruitment: 2009****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	45				30	15	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	15	15		1				grade
5	Basics of Psychology	15	15		1				grade
6	Basics of Legal Logic	15				15		1	grade
Basic subjects									
8	Administration Science	45	30	15	6				exam
9	Constitutional System of State Bodies	45	30	15	6				exam
10	Elements of Jurisprudence	45	30	15	6				exam
11	Macro-economics and Micro-economics	45				30	15	6	exam
12	History of Administration and Polish Law	30	30		4				exam
Main subjects									
13	Organisation of Environmental Protection and Its Legal Basis	60				30	30	5	exam
14	Elements of Civil Law	60				30	30	5	exam
15	Techniques of Office Work	15					15	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 60 hours and 4 ECTS credits in 2nd semester)									
16	Regional History	30	30		2				grade
17	Roman Legal Culture	30	30		2				grade
17	History of Legal Thought	30	30		2				grade
18	Constitution of Selected Countries	30	30		2				grade
19	Ethics in Administration	30				30		2	grade
20	Administration in Selected Countries	30				30		2	grade
21	Access to Information and Its Limits	30				30		2	grade
22	Organisational Behaviour in Administration	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		735	270	75	34	255	135	34	
Total of recommended hours and ECTS credits in 1st year		615	210	75	30	195	135	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of public security and order,****Stationary****Recruitment: 2009****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Physical Education	60		30	1		30	1	credit
Basic subjects									
3	Administrative Procedure	60	30	30	7				exam
4	Administrative Law I	45	30	15	5				exam
5	Administrative Law II	45				30	15	5	exam
6	Organization and Management in Administration	30				15	15	5	exam
7	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	45				30	15	4	exam
9	Executive, Legal and Administrative Proceedings	45				30	15	5	exam
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
11	Diploma Seminar	15					15	1	grade
Subjects for speciality (courses selected while choosing specialization)									
12	Law of Obligations in Administration	60	30	30	4				grade
13	Negotiation and Mediation Techniques in Administration	30		30	2				grade
14	Psychology and Internal Security	15	15		1				grade
15	Internal Security of State and EU	30				30		2	grade
16	Criminology and Crime Detection	60				30	30	6	exam
Total of recommended hours and ECTS credits in 2nd year		690	165	195	30	165	165	30	
Total of minimum hours and ECTS credits in 2nd year		690	165	195	30	165	165	30	

Major: Administration**Specialization: Administration of public security and order,****Stationary****Recruitment: 2009****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	30	15	15	4				grade
3	Labour Law and Office Law in Poland and EU	45				30	15	5	exam
4	Diploma Seminar	60		30	1		30	1	grade
5	Traineeship (hours not included in the study curriculum)	160						0	credit
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	30		30	3				grade
8	Competitive Rendering in Poland and EU	30	15	15	5				exam
9	Tax Law	30	15	15	5				exam
10	International Public Law	30	30		3				grade
11	Security of Children, Youths and Local Societies	60	30	30	5				exam
12	Internal Security and Administration - Case Study	30				30		3	grade
13	Protection of Intellectual Property	15				15		2	grade
14	Fighting Terrorism	30				30		3	grade
15	Managing in Crisis Situations	45				30	15	4	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30	15		2	15		2	grade
Total of recommended hours and ECTS credits in 3rd year		495	120	165	30	150	60	30	
Total of minimum hours and ECTS credits in 3rd year		495	120	165	30	150	60	30	
Total of recommended hours and ECTS credits in the course of study		1920	555	435	94	570	360	94	
Total of minimum hours and ECTS credits in the course of study		1800	495	435	90	510	360	90	

Major: Administration**Specialization: Administration of public security and order,****Recruitment: 2009****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18					18	1	grade
2	Human Rights and Their Protection	20				12	8	5	exam
3	Information Technology	18		18	2				grade
4	Basics of Philosophy	16	16		1				grade
5	Basics of Psychology	16	16		1				grade
6	Basics of Legal Logic	16				16		2	grade
Basic subjects									
7	Administration Science	30	16	12	6				exam
8	Constitutional System of State Bodies	46	24	12	6				exam
9	Elements of Jurisprudence	30	18	12	6				exam
10	Macro-economics and Micro-economics	30				18	12	6	exam
11	History of Administration and Polish Law	30	30		4				exam
Main subjects									
12	Organisation of Environmental Protection and Its Legal Basis	24				12	12	5	exam
13	Elements of Civil Law	24				12	12	5	exam
14	Techniques of Office Work	10					10	2	grade
Optional courses (60 hours and 4 ECTS credits in 1st semester and 60 hours and 4 ECTS credits in 2nd semester)									
15	Regional History	12	12		2				grade
16	Roman Legal Culture	12	12		2				grade
17	History of Legal Thought	12	12		2				grade
18	Constitution of Selected Countries	12	12		2				grade
19	Ethics in Administration	12				12		2	grade
20	Administration in Selected Countries	12				12		2	grade
21	Access to Information and Its Limits	12				12		2	grade
22	Organisational Behaviour in Administration	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		424	170	64	34	118	72	34	
Total of recommended hours and ECTS credits in 1st year		376	146	64	30	94	72	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of public security and order,****Non-stationary****Recruitment: 2009****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	36		18	1		18	1	grade
Basic subjects									
2	Administrative Procedure	60	30	30	7				exam
3	Administrative Law I	45	30	15	5				exam
4	Administrative Law II	45				30	15	5	exam
5	Organization and Management in Administration	30				15	15	5	exam
6	Economic Public Law	45	30	15	5				exam
Main subjects									
7	Public Finance and Financial Law	22				12	10	5	exam
8	Executive, Legal and Administrative Proceedings	22				12	10	5	exam
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
10	Diploma Seminar	8					8	1	grade
Subjects for speciality (courses selected while choosing specialization)									
11	Law of Obligations in Administration	26	16	10	4				grade
12	Negotiation and Mediation Techniques in Administration	12		12	2				grade
13	Psychology and Internal Security	10	10		1				grade
14	Internal Security of State and EU	14				14		2	grade
15	Criminology and Crime Detection	28				16	12	6	exam
Total of recommended hours and ECTS credits in 2nd year		425	128	110	30	99	88	30	
Total of minimum hours and ECTS credits in 2nd year		425	128	110	30	99	88	30	

Major: Administration**Specialization: Administration of public security and order,****Non-stationary****Recruitment: 2009****Year III**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	18		18	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	20	10	10	4				grade
3	Labour Law and Office Law in Poland and EU	28				18	10	5	exam
4	Diploma Seminar	24		12	1		12	1	grade
5	Traineeship (hours not included in the study curriculum)	120						0	credit
6	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
7	EU Supportive Programs	14		14	3				grade
8	Competitive Rendering in Poland and EU	22	12	10	5				exam
9	Tax Law	22	12	10	5				exam
10	International Public Law	18	18		3				grade
11	Security of Children, Youths and Local Societies	36	18	18	5				exam
12	Internal Security and Administration - Case Study	16				16		3	grade
13	Protection of Intellectual Property	10				10		2	grade
14	Fighting Terrorism	16				16		3	grade
15	Managing in Crisis Situations	22				12	10	4	grade
16	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20	10		2	10		2	grade
Total of recommended hours and ECTS credits in 3rd year		286	80	92	30	82	32	30	
Total of minimum hours and ECTS credits in 3rd year		286	80	92	30	82	32	30	
Total of recommended hours and ECTS credits in the course of study		1139	378	272	94	309	180	94	
Total of minimum hours and ECTS credits in the course of study		1091	354	272	90	285	180	90	

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	45				30	15	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	15	15		1				grade
5	Basics of Psychology	15	15		1				grade
6	Basics of Legal Logic	15				15		1	grade
7	Ethics in Administration	15				15		1	grade
Basic subjects									
8	Administration Science	45	30	15	6				exam
9	Constitutional System of State Bodies	45	30	15	6				exam
10	Elements of Jurisprudence	45	30	15	6				exam
11	Macro-economics and Micro-economics	45				30	15	6	exam
12	History of Administration and Polish Law	30	30		4				exam
Main subjects									
13	Organisation of Environmental Protection and Its Legal Basis	45				15	30	5	exam
14	Elements of Civil Law	45				30	15	5	exam
	Traineeship (hours not included in the study curriculum)	200					200	2	grade
Optional courses (24 hours and 2 ECTS credits in 1st semester and 16 hours and 3 ECTS credits in 2nd semester)									
15	Regional History	30	30		2				grade
16	Roman Legal Culture	30	30		2				grade
17	Constitution of Selected Countries	30	30		2				grade
18	Economic and Political Geography of Europe	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	Organisational Behaviour in Administration	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		675	240	75	30	255	105	30	
Total of minimum hours and ECTS credits in 1st year		585	210	75	30	195	105	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Stationary****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Sport	60		30	1		30	1	grade
Basic subjects									
3	Administrative Procedure	45	30	15	6				exam
4	Administrative Law	90	30	15	3	30	15	5	exam
5	Organization and Management in Administration	30	30		4				exam
6	Economic Public Law	45	30	15	4				exam
Main subjects									
7	Public Finance and Financial Law	45				30	15	4	exam
8	Administrative Enforcement Proceedings	45				30	15	4	exam
9	Statistics with Demography	30					30	2	grade
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
	Traineeship (hours not included in the study curriculum)	200					200	2	grade
Optional courses (210 hours and 20 ECTS credits in 3rd semester and 165 hours and 11 ECTS credits in 4th semester)									
11	Law of Obligations in Administration	30		30	3				grade
12	European Economic Law	30				30		2	grade
13	Social Communications - Selected Issues	15		15	1				grade
14	HR Management	30				30		2	grade
15	Penal and Fiscal Law	30				30		2	grade
16	Financial Policy of EU	30				30		2	grade
17	Creating Image of a Public Institution and a Company	30				30		2	grade
18	Civil Proceedings in Administration	15		15	2				grade
19	Administrative Protection of a Consumer in European Union	15		15	1				grade
20	Law of Commercial Companies	30				30		2	grade
21	Management of Environment in Administration and Business Entities	30				30		2	grade
21	Diploma Seminar - selecting topic and promotor (obligatory credit)	15					15	1	grade
Total of recommended hours and ECTS credits in 2nd year		790	150	195	30	300	150	30	
Total of minimum hours and ECTS credits in 2nd year		720	150	180	30	240	150	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Stationary****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2			2	exam
Main subjects									
2	Competitive Rendering in Poland and EU	45	15	15	4				exam
3	Basics of Penal Law and Misdemeanour Law	45	15	15	4				exam
4	Labour Law and Office Law	45				30	15	5	exam
5	Administrative Legislation	30				15	15	4	exam
	Diploma Thesis - preparation							10	credit
Optional courses (210 hours and 20 ECTS credits in sem. 5 and 165 hours and 11 ECTS credits in sem. 6)									
6	Protection of Intellectual Property	30				30		2	credit
7	International Public Law	30	30		3				credit
8	EU Supportive Programs	30		30	3				credit
9	Spatial Development Law	30				30		2	credit
10	European Law of Local Authority	30	30		3				credit
11	Tax Law of EU Countries	30		30	3				credit
12	Negotiation and MediationTechniques in Administration	30		30	3				credit
13	Administration and Social Pathologies	15		15	2				credit
14	European Social Law	15		15	2				credit
15	Nutritional issues in EU	30				30		2	credit
16	European System of Respecting Human Rights	30				30		2	credit
17	Sociology and Methods of Sociological Research in Administration	15		15	2				credit
18	Podstawy prawne rachunkowości	30				30		2	credit
19	Project Management	30				30		2	credit
20	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30		15	2		15	2	credit
21	Diploma Seminar - selecting topic and promotor (obligatory credit)	60		30	1		30	1	credit
Total of recommended hours and ECTS credits in 3rd year		615	90	240	30	225	75	30	
Total of minimum hours and ECTS credits in 3rd year		540	90	210	30	165	75	30	
Total of recommended hours and ECTS credits in the course of study		2085	480	510	90	765	330	90	
Total of minimum hours and ECTS credits in the course of study		1845	450	465	90	600	330	90	

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Non-stationary****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	30				12	8	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	16	16		1				grade
5	Basics of Psychology	16	16		1				grade
6	Basics of Legal Logic	16				16		1	grade
7	Ethics in Administration	16				16		1	grade
Basic subjects									
8	Administration Science	30	18	12	6				exam
9	Constitutional System of State Bodies	46	24	22	6				exam
10	Elements of Jurisprudence	30	18	12	6				exam
11	Macro-economics and Micro-economics	30				18	12	6	exam
12	History of Administration and Polish Law	30	30		4				exam
Main subjects									
13	Organisation of Environmental Protection and Its Legal Basis	24				12	12	5	exam
14	Elements of Civil Law	24				12	12	5	exam
	Traineeship (hours not included in the study curriculum)	200					200	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 24 hours and 4 ECTS credits in 2nd semester)									
15	Regional History	12	12		2				grade
16	Roman Legal Culture	12	12		2				grade
17	Constitution of Selected Countries	12	12		2				grade
18	Economic and Political Geography of Europe	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	Organisational Behaviour in Administration	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		442	158	76	30	134	74	30	
Total of minimum hours and ECTS credits in 1st year		406	146	76	30	110	74	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Non-stationary****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
Basic subjects									
2	Administrative Procedure	46	24	22	6				exam
3	Administrative Law	76	24	14	3	24	14	5	exam
4	Organization and Management in Administration	30	30		4				exam
5	Economic Public Law	46	24	22	4				exam
Main subjects									
6	Public Finance and Financial Law	20				10	10	4	exam
7	Administrative Enforcement Proceedings	20				10	10	4	exam
8	Statistics with Demography	18					18	3	grade
9	Institutions and Sources of Law in European Union	22	12	10	5				exam
	Traineeship (hours not included in the study curriculum)	120					120	2	grade
Optional courses (24 hours and 2 ECTS credits in 3rd semester and 16 hours and 3 ECTS credits in 4th semester)									
10	Law of Obligations in Administration	16		16	3				grade
11	European Economic Law	16				16		2	grade
12	Social Communications - Selected Issues	10		10	2				grade
13	HR Management	16				16		2	grade
14	Penal and Fiscal Law	16				16		2	grade
15	Financial Policy of EU	16				16		2	grade
16	Creating Image of a Public Institution and a Company	16				16		2	grade
17	Civil Proceedings in Administration	10		10	2				grade
18	Administrative Protection of a Consumer in European Union	10		10	2				grade
19	Law of Commercial Companies	16				16		2	grade
20	Management of Environment in Administration and Business Entities	16				16		2	grade
21	Diploma Seminar - selecting topic and promotor	10					10	1	grade
Total of recommended hours and ECTS credits in 2nd year		506	114	144	30	156	92	30	
Total of minimum hours and ECTS credits in 2nd year		454	114	124	30	124	92	30	

Major: Administration**Specialization: Public administration,****Recruitment: 2008****Non-stationary****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Competitive Rendering in Poland and EU	20	10	10	4				exam
3	Basics of Penal Law and Misdemeanour Law	20	10	10	4				exam
4	Labour Law and Office Law	22				12	10	5	exam
5	Administrative Legislation	20				10	10	4	exam
	Diploma Thesis - preparation							10	grade
Optional courses (104 hours and 20 ECTS credits in sem. 5 and 74 hours and 11 ECTS credits in sem. 6)									
6	Protection of Intellectual Property	16				12		2	grade
7	International Public Law	16	16		3				grade
8	EU Supportive Programs	16		12	3				grade
9	Spatial Development Law	16				16		2	grade
10	European Law of Local Authority	16	16		3				grade
11	Tax Law of EU Countries	16		16	3				grade
12	Negotiation and Mediation Techniques in Administration	16		12	3				grade
13	Administration and Social Pathologies	10		10	2				grade
14	European Social Law	10		10	2				grade
15	Nutritional issues in EU	16				12		2	grade
16	European System of Respecting Human Rights	16				12		2	grade
17	Sociology and Methods of Sociological Research in Administration	10		10	2				grade
18	Podstawy prawne rachunkowości	16				12		2	grade
19	Project Management	16				12		2	grade
20	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20		10	2		10	2	grade
21	Diploma Seminar - selecting topic and promotor (obligatory credit)	24		12	1		12	1	grade
Total of recommended hours and ECTS credits in 3rd year		334	52	142	30	98	42	30	
Total of minimum hours and ECTS credits in 3rd year		278	52	122	30	62	42	30	
Total of recommended hours and ECTS credits in the course of study		1282	324	362	90	388	208	90	
Total of minimum hours and ECTS credits in the course of study		1138	312	322	90	296	208	90	

Major: Administration**Specialization: Administration of environment protection****Stationary****Recruitment: 2008****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	45				30	15	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	15	15		1				grade
5	Basics of Psychology	15	15		1				grade
6	Basics of Legal Logic	15				15		1	grade
7	Ethics in Administration	15				15		1	grade
Basic subjects									
8	Administration Science	45	30	15	6				exam
9	Constitutional System of State Bodies	45	30	15	6				exam
10	Elements of Jurisprudence	45	30	15	6				exam
11	Macro-economics and Micro-economics	45				30	15	6	exam
12	History of Administration and Polish Law	30	30		4				exam
Main subjects									
13	Organisation of Environmental Protection and Its Legal Basis	45				15	30	5	exam
14	Elements of Civil Law	45				30	15	5	exam
	Traineeship (hours not included in the study curriculum)	200					200	2	grade
Optional courses (24 hours and 2 ECTS credits in 1st semester and 16 hours and 3 ECTS credits in 2nd semester)									
15	Regional History	30	30		2				grade
16	Roman Legal Culture	30	30		2				grade
17	Constitution of Selected Countries	30	30		2				grade
18	Economic and Political Geography of Europe	30				30		2	grade
19	Administration in Selected Countries	30				30		2	grade
20	Access to Information and Its Limits	30				30		2	grade
21	Organisational Behaviour in Administration	30				30		2	grade
Total of recommended hours and ECTS credits in 1st year		675	240	75	30	255	105	30	
Total of minimum hours and ECTS credits in 1st year		585	210	75	30	195	105	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of environment protection****Stationary****Recruitment: 2008****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
2	Sport	60		30	1		30	1	grade
Basic subjects									
3	Administrative Procedure	45	30	15	6				exam
4	Administrative Law	90	30	15	3	30	15	5	exam
5	Organization and Management in Administration	30	30		4				exam
6	Economic Public Law	45	30	15	4				exam
Main subjects									
7	Public Finance and Financial Law	45				30	15	4	exam
8	Administrative Enforcement Proceedings	45				30	15	4	exam
9	Statistics with Demography	30					30	2	grade
10	Institutions and Sources of Law in European Union	45	30	15	5				exam
	Traineeship (hours not included in the study curriculum)	200					200	2	grade
Optional courses (210 hours and 20 ECTS credits in 3rd semester and 165 hours and 11 ECTS credits in 4th semester)									
11	Law of Obligations in Administration	30		30	3				grade
12	European Economic Law	30				30		2	grade
13	Social Communications - Selected Issues	15		15	1				grade
14	HR Management	30				30		2	grade
15	Penal and Fiscal Law	30				30		2	grade
16	Financial Policy of EU	30				30		2	grade
17	Creating Image of a Public Institution and a Company	30				30		2	grade
18	Civil Proceedings in Administration	15		15	2				grade
19	Administrative Protection of a Consumer in European Union	15		15	1				grade
20	Law of Commercial Companies	30				30		2	grade
21	Management of Environment in Administration and Business Entities	30				30		2	grade
21	Diploma Seminar - selecting topic and promotor (obligatory credit)	15					15	1	grade
Total of recommended hours and ECTS credits in 2nd year		790	150	195	30	300	150	30	
Total of minimum hours and ECTS credits in 2nd year		720	150	180	30	240	150	30	

Major: Administration**Specialization: Administration of environment protection****Stationary****Recruitment: 2008****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2			2	exam
Main subjects									
2	Competitive Rendering in Poland and EU	45	15	15	4				exam
3	Basics of Penal Law and Misdemeanour Law	45	15	15	4				exam
4	Labour Law and Office Law	45				30	15	5	exam
5	Administrative Legislation	30				15	15	4	exam
	Diploma Thesis - preparation							10	credit
Optional courses (210 hours and 20 ECTS credits in sem. 5 and 165 hours and 11 ECTS credits in sem. 6)									
6	Protection of Intellectual Property	30				30		2	credit
7	International Public Law	30	30		3				credit
8	EU Supportive Programs	30		30	3				credit
9	Spatial Development Law	30				30		2	credit
10	European Law of Local Authority	30	30		3				credit
11	Tax Law of EU Countries	30		30	3				credit
12	Negotiation and Mediation Techniques in Administration	30		30	3				credit
13	Administration and Social Pathologies	15		15	2				credit
14	European Social Law	15		15	2				credit
15	Nutritional issues in EU	30				30		2	credit
16	European System of Respecting Human Rights	30				30		2	credit
17	Sociology and Methods of Sociological Research in Administration	15		15	2				credit
18	Podstawy prawne rachunkowości	30				30		2	credit
19	Project Management	30				30		2	credit
20	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	30		15	2		15	2	credit
21	Diploma Seminar - selecting topic and promotor (obligatory credit)	60		30	1		30	1	credit
Total of recommended hours and ECTS credits in 3rd year		615	90	240	30	225	75	30	
Total of minimum hours and ECTS credits in 3rd year		540	90	210	30	165	75	30	
Total of recommended hours and ECTS credits in the course of study		2085	480	510	90	765	330	90	
Total of minimum hours and ECTS credits in the course of study		1845	450	465	90	600	330	90	

Major: Administration**Specialization: Administration of environment protection****Non-stationary****Recruitment: 2008****Year I**

No.	Course	hours	1st semester		ECTS	2nd semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30					30	1	grade
2	Human Rights and Their Protection	30				12	8	5	exam
3	Information Technology	30		30	2				grade
4	Basics of Philosophy	16	16		1				grade
5	Basics of Psychology	16	16		1				grade
6	Basics of Legal Logic	16				16		1	grade
7	Ethics in Administration	16				16		1	grade
Basic subjects									
8	Administration Science	30	18	12	6				exam
9	Constitutional System of State Bodies	46	24	22	6				exam
10	Elements of Jurisprudence	30	18	12	6				exam
11	Macro-economics and Micro-economics	30				18	12	6	exam
12	History of Administration and Polish Law	30	30		4				exam
Main subjects									
13	Organisation of Environmental Protection and Its Legal Basis	24				12	12	5	exam
14	Elements of Civil Law	24				12	12	5	exam
	Techniques of Office Work	10					10	2	grade
Optional courses (24 hours and 4 ECTS credits in 1st semester and 24 hours and 4 ECTS credits in 2nd semester)									
15	Regional History	12	12		2				grade
16	Roman Legal Culture	12	12		2				grade
17	Constitution of Selected Countries	12	12		2				grade
18	Economic and Political Geography of Europe	12				12		2	grade
19	Administration in Selected Countries	12				12		2	grade
20	Access to Information and Its Limits	12				12		2	grade
21	Organisational Behaviour in Administration	12				12		2	grade
Total of recommended hours and ECTS credits in 1st year		452	158	76	32	134	84	34	
Total of minimum hours and ECTS credits in 1st year		416	146	76	30	110	84	30	

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Administration**Specialization: Administration of environment protection****Non-stationary****Recruitment: 2008****Year II**

No.	Course	hours	3rd semester		ECTS	4th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	60		30	1		30	1	grade
Basic subjects									
2	Administrative Procedure	46	24	22	6				exam
3	Administrative Law	76	24	14	3	24	14	5	exam
4	Organization and Management in Administration	30	30		4				exam
5	Economic Public Law	46	24	22	4				exam
Main subjects									
6	Public Finance and Financial Law	16				8	8	4	exam
7	Administrative Enforcement Proceedings	16				8	8	4	exam
8	Statistics with Demography	10					10	2	grade
9	Institutions and Sources of Law in European Union	18	10	8	5				exam
	Diploma Seminar	8					8	2	grade
	Traineeship (hours not included in the study curriculum)	120					120		grade
Optional courses (24 hours and 2 ECTS credits in 3rd semester and 16 hours and 3 ECTS credits in 4th semester)									
12	Social Communications - Selected Issues	12		12	1				grade
13	Techniques of Negotiations and Mediation in Administration	12		12	1				grade
14	Administrative Protection of a Consumer in European Union	12		12	1				grade
15	Social and Economic Policy of Local Authority	16				16		3	grade
16	Creating Image of a Public Institution and a Company	16				16		3	grade
Subjects for speciality (courses selected while choosing specialization)									
16	Basics of Earth Studies	18	10	8	2				grade
17	Law of Obligations in Environment Protection	10		10	1				grade
18	Environment Monitoring	10		10	2				grade
19	Applied Ecology	22				12	10	5	exam
21	Environment Management in Administration and Business Entities	12				12		2	grade
22	Civilization Dangers and Balanced Development	12				12		2	grade
Total of recommended hours and ECTS credits in 2nd year		478	108	174	31	108	88	33	
Total of minimum hours and ECTS credits in 2nd year		450	108	162	30	92	88	30	

Major: Administration**Specialization: Administration of environment protection****Non-stationary****Recruitment: 2008****Year III**

No.	Course	hours	5th semester		ECTS	6th semester		ECTS	Form of credit
			l.	cl.		l.	cl.		
Subjects of general education									
1	Foreign Language	30		30	2				exam
Main subjects									
2	Basics of Penal Law and Misdemeanour Law	16	8	8	4				exam
3	Labour Law and Office Law	18				10	8	5	exam
4	Administrative Legislation	16				8	8	4	exam
5	Diploma Seminar	16		8	1		8	1	grade
	Diploma Thesis - preparation							10	grade
Subjects for speciality (courses selected while choosing specialization)									
6	EU Supportive Programms	14		14	3				grade
7	Public Rendering in Poland and EU	18	10	8	4				exam
8	Tax Law	12		12	3				grade
9	Environmental Health Dangers	12	12		2				grade
10	Documentig Processes of Environment Protection	8		8	2				grade
11	International Public Law	16	16		3				grade
12	Waste Management	22	12	10	4				exam
13	Intellectual Proptert Protection	12				12		2	grade
14	Techniques of Environment Protection	22				12	10	4	exam
15	Spatial Development Law	12				12		2	grade
20	foreign language classes on the subject related to the specialization and major of study - optional (choice of subject matter and language)	20		10	2		10	2	grade
Total of recommended hours and ECTS credits in 3rd year		264	58	108	30	54	44	30	
Total of minimum hours and ECTS credits in 3rd year		264	58	108	30	54	44	30	
Total of recommended hours and ECTS credits in the course of study		1194	324	358	93	296	216	97	
Total of minimum hours and ECTS credits in the course of study		1130	312	346	90	256	216	90	

Subjects of general education:

ECTS credits
1

1. Course title:

English – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of English at A1 level.

5. Recommended reading:Grant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:**

facultative

7. Teaching team:

Department of Administration

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods:

exam

10. Language of instruction

Polish / Russian

ECTS credits
1

1. Course title:

English – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working. Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows English at elementary level A1 in the skills of speaking, writing and understanding. An English learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended readingOxenden Clive, Christina Latham-Koenig, Paul Seligson **New English File pre-intermediate**, OUP 2007.**6. Type of course:** facultative**7. Teaching team:**

foreign language lector

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods:

credit

10. Language of instruction

Polish / English

ECTS credits

1

1. Course title:

English – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	30		

9. Assessment methods: exam**10. Language of instruction:** English

ECTS credits

1

1. Course title:

English – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practising language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** English

ECTS credits
2

1. Course title:

English – intermediate B1

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

1.2 Conversation:

- Giving information about
- Exchanging information about a picture, photograph, drawing and giving opinion
- Negotiating

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals
- vocabulary for expressing opinions and thoughts
- writing letters: asking for information, giving information

2. Vocabulary:

- interests
- entertainment
- way to school / work

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction:** English

ECTS credits
1

1. Course title:

English – intermediate B1

2. Course contents

Business correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Intercultural sensitivity.. Cultural differences at formal meetings.

3. Prerequisites:

Ability to speak English at B1 level

4. Learning outcomes:

Student prepares for TELC examination of English B1 level.

Student fluently communicates in English in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended readingPowell Mark, *In company Intermediate*, Macmillan, 2002Taylor Liz, *International Express Intermediate*, OUP, 2002**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	4	II
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** English

ECTS credits
2

1. Course title:

French – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of French at A1 level.

5. Recommended reading

G. Migdalska, Cecile Billard-Woźniak, « Déjà-vu » 1, unité 0,1, PWN, Warszawa 2005

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction**

Polish / French

ECTS credits

1

1. Course title:

French – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working. Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows French at elementary level A1 in the skills of speaking, writing and understanding. A French learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended reading

G. Migdalska, Cecile Billard-Woźniak, « Déjà-vu » 1, PWN, Warszawa 2005

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish / French

ECTS credits

2

1. Course title:

French – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak French at A2 level

4. Learning outcomes:

Student prepares for TELC examination of French at A2 level. Student is able to communicate in French in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

M.Grégoire, O.Thiévenaz: "Grammaire progressive du français", CLE international, Paris, 2003

M.-L.Parizet, E.Grandet, M.Corsain: „Activités pour le CECR – niveau A2”, CLE international, 2005

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction:** French

ECTS credits

1

1. Course title:

French – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak French at A2 level

4. Learning outcomes:

Student prepares for TELC examination of French at A2 level.

Student is able to communicate in French in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

G. Migdalska, Cecile Billard-Woźniak, « Déjà-vu » 1, PWN, Warszawa 2005

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** French

ECTS credits
2

1. Course title:

French – intermediate B1

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

1.2 Conversation:

- Giving information about
- Exchanging information about a picture, photograph, drawing and giving opinion
- Negotiating

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

1.4 writing letters: asking for information, giving information

2. Vocabulary:

- sport and entertainment: leisure time activities, cinema, theatre, music, exhibitions, sports, games, tournaments, festivals, days-off...
- Media and means of communicating: press, radio, television, telephone, fax, computer ...
- Social, economical and political surrounding: institutions and political parties, public authorities, social matters, living conditions, population, army ...
- Interpersonal and intercultural differences: regions, neighbour countries, exchanges, immigration, mother tongues, foreign language, habits, traditions ...

3. Prerequisites:

Ability to speak French at B1 level

4. Learning outcomes:

Student prepares for TELC examination of French at B1 level.

Student is able to communicate in French in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

- M.-L. Parizet, E.Grandet, M.Corsain: Activités pour le CECR – niveau B1, CLE international 2006

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction:** French

ECTS credits
2

1. Course title:

French – intermediate B1

2. Course contents

Business contacts correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Cultural differences at formal meetings. Negotiations.

3. Prerequisites:

Ability to speak French at B1 level

4. Learning outcomes:

Student prepares for TELC examination of French B1 level.

Student fluently communicates in French in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended reading

J.-L. Penfornis, Français. Com, CLE International, Paris, 2002

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	4	II
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** French

ECTS credits
2

1. Course title:

German – intermediate B1

2. Course contents**Skills:**

Comprehending, detailed and selective, of short written texts

Conversation:

Giving information about

Exchanging information about a picture, photograph, drawing and giving opinion

Negotiating

Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

writing letters: asking for information, giving information

2. Vocabulary:

sport and entertainment: leisure time activities, cinema, theatre, music, exhibitions, sports, games, tournaments, festivals, days-off...

Media and means of communicating: press, radio, television, telephone, fax, computer ...

Social, economical and political surrounding: institutions and political parties, public authorities, social matters, living conditions, population, army ...

Interpersonal and intercultural differences: regions, neighbour countries, exchanges, immigration, mother tongues, foreign language, habits, traditions ...

3. Prerequisites:

Ability to speak German at B1 level

4. Learning outcomes:

Student prepares for TELC examination of German at B1 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

- Funk, Kuhn, Demme, Winzer: studio d B1 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods:

exam

10. Language of instruction:

German

ECTS credits
1

1. Course title:

German – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of German at A1 level.

5. Recommended reading

- Funk, Kuhn, Demme, Winzer: studio d A1 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction**

Polish / German

ECTS credits
1

1. Course title:

German – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working, Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows German at elementary **level A1** in the skills of speaking, writing and understanding. A German learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended reading

Hermann Funk, Rita M. Niemann, Dong Ha Kim, Studio D A1, Cornelsen, 2005

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish / German

ECTS credits
1

1. Course title:

German – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...) and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak German at A2 level

4. Learning outcomes:

Student prepares for TELC examination of German at A2 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: examination**10. Language of instruction:** German

ECTS credits

1

1. Course title:

German – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak German at A2 level

4. Learning outcomes:

Student prepares for TELC examination of German at A2 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

- Funk, Kuhn, Demme, Winzer: studio d A2 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction:** German

ECTS credits
1

1. Course title:

German – intermediate B1

2. Course contents

Business contacts correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Cultural differences at formal meetings. Negotiations.

3. Prerequisites:

Ability to speak German at B1 level

4. Learning outcomes:

Student prepares for TELC examination of German B1 level.

Student fluently communicates in German in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended reading**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	II
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction:** German

ECTS credits

2

1. Course title:

Information Technology

2. Course contents

Basics of spreadsheets on the example of Excel 2000/2003; rules of creating spreadsheets, elements of spreadsheets, types and structures of data, entering and formatting data, standard functions, creating formulas, graphic presentation of data. Advanced topics: a spreadsheet as a database (adding records, sorting out, list management; filtering), spreadsheet in group work, formulas and advanced functions, presentation of geographic data - MICROSOFT MAP, presenting and preparing compound printouts, advanced operations on database lists. Definitions of databases. Basis of databases – example of ACCESS 2000 application; basics of working with a database; performing operations on existing databases; designing databases; database charts; creating forms and reports.

Creating individual own database. Using computer network.

3. Prerequisites:

Elementary knowledge of computer science

4. Learning outcomes:

Student knows basics of information knowledge particularly regarding application of modern software and knows how to use computer hardware

5. Recommended reading

Banachowski L., *Bazy danych. Tworzenie aplikacji*, Akademicka Oficyna Wydawnicza PLJ, Warszawa 1998

Benon- Davies P., *Systemy baz danych*, WNT, Warszawa 1998

Jakubowski J., *Zastosowanie Informatyki w Administracji – część II*, Wydawnictwo WSZ Administracji Publicznej w Sulechowie, Sulechów 2000

Nelson S., *Microsoft Excel 2000 PL. Mały poradnik*, PWN, Warszawa 2000

Supranowicz R., Łozowski L., *Podstawy pracy z bazami danych MS ACCESS 2003*, PWSZ, Legnica 2006

6. Type of course: obligatory**7. Teaching team:** Department of Information Technology and Production Engineering**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	1
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
1

1. Course title:

Physical Education

2. Course contents

Physical education - different forms of motion activit

3. Prerequisites: none**4. Learning outcomes:**

Student can make use of different forms of motion activity

5. Recommended reading

none

6. Type of course: obligatory**7. Teaching team:** Department of Physical Education**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	60	3,4	2
Seminars			
Total student's workload	30		

9. Assessment methods: classes - credit**10. Language of instruction**

Polish

ECTS credits
2

1. Course title:

Russian – intermediate B1

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

1.2 Conversation:

- Giving information about
- Exchanging information about a picture, photograph, drawing and giving opinion
- Negotiating

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

1.4 writing letters: asking for information, giving information

2. Vocabulary:

- sport and entertainment: leisure time activities, cinema, theatre, music, exhibitions, sports, games, tournaments, festivals, days-off...
- Media and means of communicating: press, radio, television, telephone, fax, computer ...
- Social, economical and political surrounding: institutions and political parties, public authorities, social matters, living conditions, population, army ...
- Interpersonal and intercultural differences: regions, neighbour countries, exchanges, immigration, mother tongues, foreign language, habits, traditions ...

3. Prerequisites:

Ability to speak Russian at B1 level

4. Learning outcomes:

Student prepares for TELC examination of Russian at B1 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: examination**10. Language of instruction:** Russian

ECTS credits
2

1. Course title:

Russian – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of Russian at A1 level.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction**

Polish / Russian

ECTS credits
1

1. Course title:

Russian – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working, Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows Russian at elementary level A1 in the skills of speaking, writing and understanding. A Russian learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish / Russian

ECTS credits

2

1. Course title:

Russian – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak Russian at A2 level

4. Learning outcomes:

Student prepares for TELC examination of Russian at A2 level.

Student is able to communicate in Russian in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction:** Russian

ECTS credits

1

1. Course title:

Russian – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak Russian at A2 level

4. Learning outcomes:

Student prepares for TELC examination of Russian at A2 level.

Student is able to communicate in Russian in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** Russian

ECTS credits
1

1. Course title:

Russian – intermediate B1

2. Course contents

Business contacts correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Cultural differences at formal meetings. Negotiations.

3. Prerequisites:

Ability to speak Russian at B1 level

4. Learning outcomes:

Student prepares for TELC examination of Russian B1 level.

Student fluently communicates in Russian in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended readingAnna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	II
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction:** Russian

Basic subjects:

ECTS credits
5

1. Course title

Administrative Law

2. Course contents

1. Concept of administration, evidence of administrative tempering development
2. Standards of administrative Law regulating situation of external entities, internal administrative law, international administrative law (general issues)
3. Sources of administrative law, features, types, interim provisions, non-organized sources (references and extralegal standards), habits, justice – judgments, thoughts
4. organization of administrative law
 - a) organizational structures
 - b) administrative units
5. National administration – main authorities of government administration, central authorities of national administration, local authorities of government special administration, authorities of enterprises as administrative units, administrative institutions, social organizations performing public administrative functions, private entities performing public administrative functions
6. Local self-government
7. Legal relations between administering subjects
8. Departmental structure of administration
9. Local structure of administration
10. Administrative staff
11. Public property
12. Legal forms of public administration activity
13. Administrative relations
14. Legal control of administration
15. Administrative law standardizing situation of a citizen

Notice: items 7 - 15 to be covered in semester 4

3. Prerequisites

Introduction to jurisprudence

4. Learning outcomes

Student has comprehensive knowledge of public administration; practically implements knowledge of public administration in legal and administrative procedures

5. Recommended readingBoć J. (red), Administrative Law (org. *Prawo administracyjne*), Kolonia Limited, Wrocław 2000

Literature recommended by authors of the above-mentioned subjects

6. Type of course

Obligatory

7. Teaching team

Department of Administration Science.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	4	2
Classes	15/15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lecture - exam, classes - credit

10. Language of instruction

Polish

ECTS credits

6

1. Course title:

Basics of jurisprudence

2. Course contents

1. Concept of law, general knowledge about law
2. Legal regulations
3. Legal norms, definition, a regulation vs. a norm
4. System of law
5. Being in force of law
6. Execution of law, interpretation of law,
7. Legal relation, subjects, legal capacity and capacity to perform legal acts, sources of legal relation

3. Prerequisites:

general knowledge about state at the level of secondary school

4. Learning outcomes:

Student knows legal regulations; uses general notional apparatus with range of jurisprudence

5. Recommended readingNowacki J., Tabor Z., *Introduction to Jurisprudence* (org. *Wstęp do prawoznawstwa*), Katowice 1998Redelbach A., *Introduction to Jurisprudence* (org. *Wstęp do prawoznawstwa*), Poznań 1996Rot H., *Introduction to Legal Science* (org. *Wstęp do nauk prawnych*), Wrocław 1994**6. Type of course:** obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/18	1	1
Classes	15/12	1	1
Seminars			
Total student's workload	180		

9. Assessment methods: lecture - exam, classes -credit**10. Language of instruction**

Polish

ECTS credits

5

1. Course title:

Organization and Management in Administration

2. Course contents

5. Organization as a structure, characteristics and functions of organizational structure
6. Projecting organizational structures
7. Management as a decision-making process, stages of a decision –making process
8. Informative systems at organization
9. Functions of management
10. Theories and currents in management science

3. Prerequisites: Administrative law

4. Learning outcomes: student posiada wiedzę z zakresu organizacji i zarządzania instytucjami, funkcjonowania w administracji publicznej potrafi prowadzić działalność gospodarczą

5. Recommended readingGriffin R. W., *Management* (org. *Zarządzanie*), PWN Warszawa 1992

Koźmiński A. K., Piotrowski W., *Management – theory and practice* (org. *Zarządzanie – teoria, praktyka*), PWN Warszawa 1997

6. Type of course: Obligatory**7. Teaching team**

Department of Administration Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/15	3	2
Classes	15/15	3	2
Seminar			
Total student's workload	150		

9. Assessment methods: lecture - exam, classes - credit**10. Language of instruction**

Polish

ECTS credits

5

1. Course title: Public Economic Law**2. Course contents**

1. Concept of economic law: public and private, subject, characteristics of legal sources
2. Public and legal measures of state's influence on the economy
3. Principles of public economic law
4. Concept, structure and tasks of economic administration
5. Law of business activity. Rules of commencing and conducting business activity
6. Concept and subject of commercial company law
7. Companies of commercial and civil law
8. Private companies: general partnership. Creation, relation with third parties, internal relations, dissolution and liquidation of a company, corporate and partner liability.
9. Partner company. Company establishment, representation, running, liquidation, corporate liability
10. Limited partnership. Company establishment, legal status, company representation, running, liquidation, corporate liability.
11. Incorporated partnership. Company establishment, company assets, representation, corporate liability, shareholder resignation, dissolution of partnership, liquidation of a company.
12. Capital company: limited liability company. Company establishment, partners' rights and obligations, board of directors, supervisory authority, representation, corporate liability, shareholder resignation, dissolution of partnership, liquidation of a company
13. Company limited by share. Company establishment, shareholders' rights and obligations, concept of a share, board of directors, supervision, shareholders' general meeting, increasing company's capital, corporate liability, shareholder resignation, dissolution of partnership, liquidation of a company.
14. Joining, dividing and transforming companies. Rules of joining, dividing and transforming companies and the outcomes.
15. Penal and fiscal liability in accordance with commercial company code.
16. Establishing business activity with participation of foreign subjects.
17. European company law. European company, European cooperation, border-line companies seated in Poland.
18. Proceedings in bankruptcy. Grounds for bankruptcy, bankruptcy announcement, legal results of bankruptcy announcement, proceeding participants, international bankruptcy law.
19. Changes of ownership in economy.
20. Restructuring and privatization of economy.
21. Public economic activity.
22. State enterprises and their restructuring.
23. Business activity of local self-government.
24. Law of market protection, its mechanisms and participants.
25. Protection of competition and consumers

3. Prerequisites: Basis of civil law**4. Learning outcomes:**

Student knows economic law with particular regard to legal regulations concerning establishing and functioning business entities and the role of the state in the sphere of economy and is prepared to be staff in public administration authorities performing economic tasks.

5. Recommended reading

Ciechanowicz-McLean J., A. Powalowski, *Publiczne prawo gospodarcze. Zarys wykładu*, wyd. LexisNexis, Warszawa 2003

Kosikowski C., *Publiczne prawo gospodarcze Polski i UE*, wyd. I, LexisNexis, Warszawa 2005

Olszewski J. (red.), *Publiczne prawo gospodarcze*, wyd. C. H. Beck, Warszawa 2005

6. Type of course: obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/30	3	2
Classes	15/15	3	2
Seminars			
Total student's workload	150		

9. Assessment methods: lecture – exam, classes - credit**10. Language of instruction:** Polish

Main subjects:

ECTS credits
5

1. Course title:

Basics of Civil Law

2. Course contents

1. General parts of civil law: The subject matter and sources, civil and legal relationship, subjective right; individuals and legal entities, civil and legal events, expiration
2. Property law: ownership, perpetual usufruct, limited property right, possession and its protection
3. Obligations – general part: concept, allowance, multitude of subjects, contacts, unjustified enrichment, prohibited actions, execution of contract and effects of failure to execute contracts.
4. Obligations – detailed part: basic types of contracts
5. Inheritance law – general information
6. Family law – general information
7. Intellectual Property Law – general information

3. Prerequisites: Introduction to jurisprudence

4. Learning outcomes: Student knows basic institutions of civil law and can practically use acquired knowledge in civil and legal relations

5. Recommended reading

Czachórski W., *Obligations – lecture outline* (org. *Zobowiązania – zarys wykładu*), Warszawa 1995

Gniewek E. (red), *Basics of Civil and Commercial Law* (org. *Podstawy prawa cywilnego i handlowego*), Wrocław 1998

Łętowska E., *Basics of Civil Law* (org. *Podstawy prawa cywilnego*), Wydawnictwo ECOSTAR 1994

Skowrońska E.– Bocian, *Inheritance Law* (org. *Prawo spadkowe*), Wydawnictwo CH Beck 2000

6. Type of course: obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/12	2	1
Classes	30/12	2	1
Seminars			
Total student's workload	150		

9. Assessment methods: lecture - exam, classes -credit**10. Language of instruction**

Polish

ECTS credits

4

1. Course title:

Basis of penal law and penal procedure

2. Course contents

1. Concept and division of criminal law
2. Notion and structure of crime
3. Stages and exceptional forms of crime
4. Circumstances repealing penal responsibility
5. Concurrence of offences and concurrence of regulations
6. Punishments
7. Penal measures
8. Probation measures
9. Preventive measures
10. Rules of penalty and penal measures
11. Expunction of sanction and time limit for prosecution
12. Idea and structure of penal process
13. Process procedure
14. Evidence
15. Detention and preventive measures
16. Process evidence
17. Pre-trial proceedings
18. General procedures
19. Appealing proceedings. Cassation
20. Resumption of proceedings
21. Main principles of a process

3. Prerequisites:

Introduction to jurisprudence, Constitutional Law

4. Learning outcomes

Student understands concepts of basic penal responsibility and rules of penal procedure, knows how to behave in a situation of committing an offence by an individual or a legal entity

5. Recommended readingGardocki L., *Penal Law* (org. *Prawo karne*), Warszawa 1998Marek A., Waltoś S., *Basis of penal law and penal procedure* (org. *Podstawy prawa karnego i procesu karnego*), Warszawa 1999Zoll A., Buchała K., *Polish Penal Law* (org. *Polskie prawo karne*), Warszawa 1997**6. Type of course:** Obligatory**7. Teaching team :** Department of General Theory of Law**8. Course structure**

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	15/10	5	3
Seminar			
Total student's workload	120		

9. Assessment methods: exam**10. Language of instruction**

Polish

ECTS credits
5

1. Course title:

Competitive Rendering in Poland and EU

2. Course contents

1. Concept of competitive rendering
2. Competitive rendering issues in Poland
3. Competitive rendering issues in EU

3. Prerequisites: general knowledge**4. Learning outcomes:**

Student can presentation competitive rendering issues in Poland and EU

5. Recommended reading

Competitive rendering law, edited by Tomasz Czajkowski, Warszawa, 2006

6. Type of course: obligatory**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	15/ 12	5	3
Classes	15/10	5	3
Seminars			
Total student's workload	150		

9. Assessment methods: lecture – exam, classes - credit**11. Language of instruction**

Polish

ECTS credits

2/ sem.4

3/ sem.5

3/ sem.6

1. Course title:

Diploma Seminar

2. Course contents

1. Methodological workshops and selecting subjects of diploma theses – *semester 4*
2. Thesis, determining the problematic range of licentiate thesis – *semester 5*
3. Writing, reporting extracts from diploma theses and their assessment – *semester 6*

3. Prerequisites: Credit of general courses and some subjects of specialized curriculum**4. Learning outcomes:**

Student is familiar with an organized cycle of writing diploma theses, research methods for diploma theses, uses creative writing techniques, is able to formulate the case himself/herself and can design research and result analysis.

5. Recommended reading

Boć J., *Jak napisać pracę magisterską*, Kolonia Limited, Wrocław 2001

Puńko A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN, Warszawa 2001

6. Type of course: obligatory**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15,30,30 / 12, 24, 24	4,5,6	2,3
Seminars			
Total student's workload	120, 150, 180		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
10

1. Course title:

Diploma Thesis

2. Course contents

Preparation of diploma thesis by a student according to the promotor's guidance

3. Prerequisites: Credits of previous semesters**4. Learning outcomes:** Student graduates from the studies and obtains licentiate (Bachelor's) degree**5. Recommended reading**

depending on the subject of diploma thesis

6. Type of course: obligatory**7. Teaching team:** none**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
Total student's workload	300		

9. Assessment methods: credit for diploma thesis**10. Language of instruction**

Polish

ECTS credits
5

1. Course title:

Executive Proceedings in Administration

2. Course contents

1. Origin, idea and basic terms of executive proceedings and administrative execution
2. Rules of executive proceedings in administration.
3. Subjects of executive proceedings.
4. Executive means.
5. Course of executive proceedings
6. Means of appeal and means of supervision in executive proceedings

3. Prerequisites:

Podstawy prawa

4. Learning outcomes:

Student zna podstawowy aparat pamięciowy postępowania egzekucyjnego; praktycznie wykorzystuje procedury,

5. Recommended reading

Ustawa – Kodeks postępowania cywilnego

Zieliński A., *Postępowanie cywilne*, Warszawa 2002**6. Type of course:** obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/12	4	2
Classes	15/10	4	2
Seminars			
Total student's workload	150		

9. Assessment methods: lecture – exam, classes - credit**10. Language of instruction**

Polish

ECTS credits
5

1. Course title:

Labour Law and Official Law

2. Course contents

1. Stages of labour law development, general issues, subject of labour law
2. Establishing of the employment relationship
3. Termination of the employment relationship without a notice
4. Annual leave and other breaks from work

3. Prerequisites:

credits in some subjects of law

4. Learning outcomes:

Student has a skill of interpreting legal language labour code and other acts related to labour law, understands employment relationships – commencing, transferring, terminating an employment relationship, has the knowledge of employment relationship protection.

5. Recommended reading

Florek L., Zieliński T., *Prawo pracy*, Warszawa 2004

Iwulski J., Sanetra W., *Kodeks pracy, komentarz*, Warszawa 1999

Salwa Z., *Prawo pracy i ubezpieczeń społecznych*, Warszawa 2002

Zieliński T., *Prawo pracy. Zarys systemu*, Cz. I, II, III Warszawa-Kraków 1986, tenże *Podstawy rozwoju prawa pracy*, Warszawa-Kraków 1988

Żołyński J.– *Indywidualne prawo pracy w teorii i praktyce*, Legnica 2005

6. Type of course: obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/18	6	3
Classes	15/12	6	3
Seminars			
Total student's workload	150		

9. Assessment methods: lecture – exam, classes - credit**10. Language of instruction**

Polish

ECTS credits
3

1. Course title:

Statistics with Demography

2. Course contents

1. Organization of public statistics in Poland
2. Statistical observations
3. Assembling and statistical sequences
4. Presentation of statistical material
5. Digits of relation
6. Synthetic description statistic collection: parameters of location and spreading, variability and symmetry indexes.
7. Audit of correlation of phenomena in time
8. Economic indexes: individual and collaborate for absolute quantities

3. Prerequisites: Economics**4. Learning outcomes:**

Student knows basic methods of presenting statistical material; can practically implement statistics in public administration.

5. Recommended reading

Jurek T., Mika E., Olbrycht I., *Zbiór zadań ze statystyki opisowej*, Kolonia Limited, Wrocław 2001

Sobczyk M., *Statystyka*, PWN, Warszawa 2000

6. Type of course: obligatory**7. Teaching team:** Department of Accountancy, Finance and Quantity Methods**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/ 12	4	2
Seminars			
Total student's workload	90		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
2

1. Course title:

Vocational training

2. Course contents

History of development of an enterprise (institution),
 Legal regulations of enterprise (institution) functioning,
 Organization structure,
 Course of production and service processes,
 Forms of organizing labour,
 Economic and financial system,
 System of motivating,
 Size and structure of resources,

3. Prerequisites:

general knowledge of entrepreneurship

4. Learning outcomes:

Student possesses practical skills of performing office activities (administering).

5. Recommended reading

Bożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.

Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.

Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.

Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.

6. Type of course: facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
other	160	4	II
Total student's workload			

9. Assessment methods: credit without a grade**10. Language of instruction**

Polish

Main subjects (elective):

ECTS credits
1

1. Course title:

Administrative Protection of a Consumer in EU

2. Course contents

Origin and development of consumer law in European Communities and in Poland:

System of consumer protection in EU:

System of consumer protection in Poland

Administration of consumer health care and life protection in EU and Poland:

Administrative protection of a consumer of a tourist service market in EU and Poland:

Administrative protection of consumer rights in financial service market in EU and Poland

Administrative protection of consumer rights in medical service market:

Administrative protection of consumer rights in telecommunication and mailing service market in EU and Poland

3. Prerequisites:

basic knowledge of law

4. Learning outcomes:

Student knows community regulations and Polish rules of consumer law of administrative and legal character, knows how to represent the role of public administration authorities in protecting consumer's interests.

5. Recommended reading

T. Kierzyk: *Prawo konsumenckie*. Stowarzyszenie na Rzecz Rozwoju Państwowej Wyższej Szkoły Zawodowej „Wspólnota Akademicka”, Legnica 2002 r.

Ochrona interesów konsumentów w Polsce w aspekcie integracji europejskiej, praca zbiorowa pod red.

E. Kieźel, D. D. Fin, Warszawa 2007 r.

Prawo konsumenckie, praca zbiorowa pod red. E. Łętowskiej, C.H. Beck, Warszawa 2006 r.

E. Biegun, J. Halikowski, J. Jezioro, T. Kierzyk, *Odpowiedzialność za jakość świadczenia w wybranych umowach*, Kolonia Limited, Wrocław 2006 r.

6. Type of course: facultative**7. Teaching team:** Department of Environment Protection**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15	3	II
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
3

1. Course title:

Creating image of a public institution

2. Course contents

Concept of an entrepreneur, business activity, enterprise and company.

A company.

Forms of entrepreneur's activity.

An entrepreneur.

Ethic codes in entrepreneur's functioning.

Consumer protection in a goods and service market

Legal and ethical execution of obligations taken by an entrepreneur.

3. Prerequisites:

general knowledge of entrepreneurship

4. Learning outcomes:

Student knows some selected issues about entrepreneurs' functioning in Poland and Europe, with particular regard of such aspects of activity as: ethics in business, business liability; legal; aspects of protecting personal goods; industrial property; relation entrepreneur – consumer including: entrepreneur's behavior while signing contracts and fulfilling obligations taken.

5. Recommended readingBożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.**6. Type of course:** facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/16	4	II
Classes			
Seminars			
Total student's workload	90		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
1

1. Course title:

Creating image of a public institution

2. Course contents

Concept of an entrepreneur, business activity, enterprises and companies

A company.

Forms of an entrepreneur's activity .

Entrepreneur.

Ethic codes in functioning of an entrepreneur.

Consumer's protection in the market of goods and services

3. Prerequisites:

Elementary information about entrepreneurship

4. Learning outcomes:

Student knows some selected issues about entrepreneurship in Poland and Europe, with particular regard to such aspects of activity as the following: ethics in business; liability in business; legal aspects of protecting personal goods; industrial property; relation entrepreneur – consumer including: entrepreneur's behaviour while signing contracts and fulfilling obligations taken.

5. Recommended reading

Bożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.

Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.

Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.

Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	3	II
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits

2

1. Course title:

Sociology and Methods of Sociological Research in Administration

2. Course contents

General information about sociology – sociology as a science.

Historical, analytical and emphatic sociology.

Identification of phenomena and processes in various areas of social and public life.

Methodology of research

Research process (problem, hypothesis, original and secondary data, analysis, conclusions).

Methods and techniques of research (experiment, interview, observation, document analysis).

3. Prerequisites:

general knowledge of sociology

4. Learning outcomes:

Student knows elementary terminology of sociology (sociology as a science, analytical sociology, empirical sociology and humanistic sociology) as well as possibilities of applying techniques and methods to analyse phenomena related to public institution functioning (organization, regulation, proceedings, activities)).

5. Recommended readingEarl Babbie. *Badania społeczne w praktyce*. PWN W-wa 2007.Red. T. Panek. *Statystyka społeczna*. PWE W-wa 2007Hammersley Martin, Atkinson Poul. *Metody badawcze w naukach społecznych*. Zysk i S-ka Poznań 2000.**6. Type of course:** facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	5	III
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish

Subjects for speciality:

ECTS credits
2

1. Course title:

Administration and Social Pathology

2. Course contents

Presentation of elementary issues related to concept of social pathologies.

Selected issues of drug addictions

Selected issues of alcoholism problems..

Violence in family and in place of residence

Problem of unemployment

Subjects responsible for safety in a public place, in business activity.

Pathology in administration . Program against crime

3. Prerequisites:

general knowledge of social science

4. Learning outcomes:

Student knows elementary terms connected with concept of pathology, social deviation, elementary problems regarding social pathologies, social safety, current legal state of administrative and legal issues of social pathologies and subject of a program of crime limitation and anti-social behaviour.

5. Recommended reading1. Domachowski W. *Przewodnik po psychologii społecznej* Wyd. Naukowe Warszawa 20002. Podgórecki A. (red) *Zadania patologii społecznej*, przedmiot wybieralny na specjalności *administracja publiczna* zawierający treści kształcenia specjalnościowego PWN Warszawa 1993.**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15	5	III
Seminars			
Total student's workload			

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits

2

1. Course title:

Administration of Public Policy and Security

2. Course contents

National security.

EU internal security.

Social security.

Security of local societies.

Fighting against terrorism.

Management in crisis situations.

Professional ethics of state and self-governing service officers.

3. Prerequisites:

general knowledge of social science

4. Learning outcomes:

Student has the knowledge of internal security – especially in reference to local societies – in solving various conflicts as a public worker, an officer of government administration or an entrepreneur..

5. Recommended reading

C. Banasiński, H. Gronkiewicz-Walz, M. Wyrzykowski, D. Szafrński, M. Wierzbowski,

Prawo gospodarcze. Zagadnienia administracyjnoprawne, wyd. 5 LexisNexis, Warszawa 2005.K. Sobczak, *Działalność gospodarcza. Uregulowania prawne*, wyd. 2 Lexisnexus, Warszawa 2004.H. Izdebski, *Samorząd terytorialny. Podstawy ustroju i działalności*, Warszawa 2004.A. Błaś, J. Boć, J. Jeżewski, *Administracja publiczna*, Kolonia Limited, Wrocław 2004.J. Marszałek-Kawa, A. Lutrzykowski, *Samorząd terytorialny w Polsce i Europie*, Toruń 2008.**6. Type of course:** facultative**7. Teaching team:** Department of Administration Sciences**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30	2	II
Classes			
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits

2

1. Course title:

European Social Rights

2. Course contents

Regulations of social problems in international sources of law

Treaty establishing European Union with respect to social issues.

Concept and aims of European social policy

Instruments and institutions of regional social policy in European Union – European Social Fund

European Union law and policy with respect to reducing unemployment

Selected issues of social protection in European Union

Poland towards European social regulations

3. Prerequisites:

Elementary knowledge of law

4. Learning outcomes:

Student knows regulations of social law of European Union and policy of Communities in the social sphere, standard solutions of selected social issues binding in EU member countries compared with Polish law and social policy.

5. Recommended readingE. Piontek, A. Zawidzka, *Szkice z prawa Unii Europejskiej*, Zakamycze 2005.B. Bzdzińska-Jakubowska, *Unia Europejska*, Opole 2000.M. Świątkowski *Europejskie prawo socjalne*, Warszawa 1999.H. Szurgacz, *Europejskie prawo pracy i prawo socjalne a prawo polskie*, Wrocław 1998.**6. Type of course:** facultative**7. Teaching team:** Department of Economy and European Union**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	15/12	6	III
Classes			
Seminars			
Total student's workload	60		

9. Assessment methods:

credit

10. Language of instruction

Polish

ECTS credits
3/3

1. Course title:

Facultative seminars

2. Course contents

History of development of an enterprise (institution),
 Legal regulations of enterprise (institution) functioning,
 Organization structure,
 Course of production and service processes,
 Forms of organizing labour,
 Economic and financial system,
 System of motivating,
 Size and structure of resources,

3. Prerequisites:

general knowledge of entrepreneurship

4. Learning outcomes:

Student possesses practical skills of performing office activities (administering).

5. Recommended reading

Bożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.
 Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.

Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.

Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.

6. Type of course: facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
other	160	4	II
Total student's workload			

9. Assessment methods: credit without a grade**10. Language of instruction**

Polish

ECTS credits

5

1. Course title:

Human Rights and their protection

2. Course contents

1. Origin, concept and typology of human rights
2. The range and character of binding legal norms concerning the individual
3. Limitations of rights and freedoms
4. Guarantees and protection of human rights
5. Universalism and regionalism within systems of protection of human rights
6. Regulation of human right in the Republic of Poland

3. Prerequisites: General knowledge about state at the secondary school level, Constitutional law**4. Learning outcomes:**

Student knows and understands problems of freedoms, rights and duties of an individual in theory and practice and can use this knowledge in the further learning process and administrative practice.

5. Recommended readingBanaszak B., *Prawa jednostki i systemy ich ochrony*, Wrocław 1995Łopatka A., *Międzynarodowe prawo praw człowieka*, Warszawa 1998Redelbach A., *Sądy a ochrona praw człowieka*, Toruń 1999**6. Type of course:** obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/20	2	1
Classes	15/8	2	1
Seminars			
Total student's workload	150		

9. Assessment methods: lecture – exam, classes - credit**10. Language of instruction**

Polish

ECTS credits
3

1. Course title:

International Public Law

2. Course contents

1. Characteristic features of international public law
 2. Characteristic features of international organizations law
 3. Relationship of international law with internal law of states
 4. Sources of international law
 5. International legal subjectivity
 6. Territory, population, human rights protection
 7. Diplomatic law
 8. Admiralty law
 9. Settling international disputes
 10. Legal international liability, armed conflict law
- 3. Prerequisites:** European Law, Constitutional law

4. Learning outcomes:

Student can present international legal regulations and knows how to function in European Union.

5. Recommended readingBierzanek R., Simonides J., *Prawo międzynarodowe publiczne*, Warszawa 1997rGilas J., *Prawo międzynarodowe*, Toruń 1999 r**6. Type of course:** obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/18	5	3
Classes			
Seminars			
Total student's workload	90		

9. Assessment methods: exam**10. Language of instruction**

Polish

ECTS credits

4

1. Course title:

Prawo zobowiązań w administrowaniu środowiskiem

2. Course contents

Primary institutions of law of obligations

Selected issues of contracts concluded with participation of market participants

Market protection as a task for the state and government administration

Contracts concluded with participation of consumers and other market participants

Role of contracts in government administration

3. Prerequisites:

Elementary knowledge about environment protection law

4. Learning outcomes:

Student knows at elementary level legal regulations about trade turnover with participation of business subjects, state, self-governments, consumers and institutions protecting this turnover .

5. Recommended reading*Podstawy prawa cywilnego* pod red. Edwarda Gniewka, Wydawnictwo C.H.Beck, Warszawa 2005r.,E. Biegun, J. Halikowski, J. Jezioro, T. Kierzyk, *Odpowiedzialność za jakość świadczenia w wybranych umowach*, Wydawnictwo Kolonia Limited, Wrocław 2006r**6. Type of course:** facultative**7. Teaching team:** Department of environment Protection**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/16	3	2
Classes	30/10	3	2
Seminars			
Total student's workload	120		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
2

1. **Course title:** Legal basis of accounting

2. **Course contents**

1. Basic categories of accounting
2. Accounting record, rules of accounts' functioning, learning procedures of establishing financial outcome
3. Accounting as an informative and evidence system
4. Accounting category of costs, incomes and outcomes
5. Balance sheet of a company
6. Economic events and operations
7. Principles of functioning of accounts
8. Problems of balance sheet valuation
9. Establishing financial outcome
10. Financial reporting

3. **Prerequisites:** Economics

4. **Learning outcomes**

Student knows the accountancy record, knows how to determine the outcome and reporting and can practically implement this knowledge in business activity and institution functioning

5. **Recommended reading**

Gierusz B., *Handbook for Self-study of Accountancy* (org. *Podręcznik dla samodzielnej nauki księgowania*), Gdańsk 2002

Kiziukiewicz T. (red), *Accountancy. Principles of Accounting in Economic Entities*. (org. *Rachunkowość. Zasady prowadzenia w jednostkach gospodarczych*), Warszawa 2001

6. **Type of course:** Obligatory

7. **Teaching team** : Department of Accountancy, Finance and Quantity Methods

8. **Course structure**

Form	Number of hours	Semester	Year
Lecture	15/12	5	3
Classes			
Seminar			
Total student's workload	60		

9. **Assessment methods:** credit

10. **Language of instruction**

Polish

ECTS credits
1

1. Course title

Polish and European Civil Procedure

2. Course contents

1. Concept and range of civil procedure
2. Parties to civil proceedings and subjects participating in them
3. Costs of suit
4. Proceedings in court of original jurisdiction
5. Appeal measures
6. Separate proceedings in civil procedure
7. Non-litigious -proceedings
8. Proceedings to secure claims
9. Executive proceedings
10. International civil proceedings

3. Prerequisites: Basis of civil law

4. Learning outcomes: Student knows basic notional apparatus of civil procedure; can practically implement civil procedures.

5. Recommended reading

Act – Civil Proceedings Code (org. Ustawa - Kodeks postępowania cywilnego)

Zieliński A., *Civil Proceedings* (org. *Postępowanie cywilne*), Warszawa 2002**6. Type of course:** obligatory**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	4	2
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
2

1. Course title

Protection of Intellectual Property

2. Course contentsLecture

Intellectual assets as a particular kind of legal goods; copyright; law of industrial property: objects of industrial property; role of the Patent Office of the Republic of Poland; subjects entitled to invention projects; contents of laws to invention projects within the scope of personal and property rights; general principles of protecting rights to objects of industrial property.

3. Prerequisites

Elementary knowledge of Intellectual Property Rights

4. Learning outcomes

Student can name basic sources of regulation and institution of intellectual property rights (section of civil law), understands terminology and terms in the scope this subject at elementary level – can individually find and interpret regulations of industrial property law with reference to possible factual circumstances and is able to prepare basic documents (contracts, simple process documents).

5. Recommended reading

1. J. Jezioro, Intellectual Property Rights (org. *Prawo własności intelektualnej*) (in:) Basics of Civil Law (org. *Podstawy Prawa cywilnego*) edited by: E. Gniewka, Warszawa 2005.
2. J. Barta, M. Czajkowska-Dąbrowska, Z. Cwiakalski, R. Markiewicz, E. Traple, *Copyright and Other Related Rights. Commentary* (org. *Prawo autorskie i prawa pokrewne. Komentarz*), Kraków 2005.
3. J. Barta R. Markiewicz, *Act on Database Protection. Commentary* (org. *Ustawa o ochronie baz danych. Komentarz*), Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Environmental Protection

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	I	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits
3

1. Course title:

EU Supportive Programs

2. Course contents

- I. EU legal acts regulating the matter of funds in period of 2007-2013.
- II. EU policies:
- III. EU financial instruments available for Poland in periods of 2002-2006 and 2007-2013.
- IV. Operational programs available for Poland in period of 2007-2013 :
- V. Project:
- VI. Application letter:
- VII. Contract about project subsidizing.
- VIII. Project reporting:
- IX. Motions about payments.
- X. Promoting union programs – rules.
- XI. Monitoring union projects.
- XII. Presentation of example projects.

3. Prerequisites:

general knowledge of social science

4. Learning outcomes:

Student has practical knowledge and skills of creating and managing union projects. Having acquired the aforesaid aim, a graduate becomes a more competitive candidate on the labour market.

5. Recommended reading

„Przygotowanie Polski do absorpcji funduszy strukturalnych” Mirosław Grewiński, Warszawa 2003r.

„Polityka Regionalna UE” I. Pietrzyk, , Warszawa 2003r

„Zarządzanie projektami” Paweł Pietras, Maciej Szmit, Wyd. Horyzont, 2003 r.

6. Type of course: facultative**7. Teaching team:** Department of Administration Science**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/14	5	III
Seminars			
Total student's workload	90		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
3

1. Course title: Tax Law of EU countries

2. Course contents

Tax law in Poland:

Tax law in European Union:

Intercommunity transactions and VAT tax:

Transitive period and the target system of VAT in EU,

Trading turnover of goods inside the Community and VAT tax – tailoring Polish regulations to regulations of Council Directive about common system of value added tax

3. Prerequisites:

Basic knowledge of law

4. Learning outcomes:

Student can present tax policy of EU, compare tax regulations binding in selected countries of EU with Polish regulations, can describe the most essential elements constructing direct and indirect taxes.

5. Recommended reading

Lipniewicz R., *Prawo podatkowe w Polsce i w Unii Europejskiej*, Seria wydawnicza Państwowej Wyższej Szkoły Zawodowej im. Witelona w Legnicy, Legnica 2006,

Brzeziński B., Kalinowski M., *Prawo podatkowe Wspólnoty Europejskiej*, ODDK, Gdańsk 2006.

Gomułowicz A., Małecki J., *Podatki i prawo podatkowe*, LexisNexis, Warszawa 2004.

Skowrońska E.– Bocian, *Inheritance Law* (org. *Prawo spadkowe*), Wydawnictwo CH Beck 2000

6. Type of course: facultative

7. Teaching team: Department of Civil and Commercial Law

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/10	5	III
Classes	15/10	5	III
Seminars			
Total student's workload	90		

9. Assessment methods: credit

10. Language of instruction

Polish

Field: Economy

Studying Economy provides graduates solid fundamentals in economics which is useful in management of finance, human resources and material resources. The graduates develop the skills necessary to analyze information properly and make logical decisions based on economic knowledge. Graduates may be employed in private or public companies as well as in a wide range of state government organizations. They also may run their own economic activity.

Specialization: Accountancy and internal audit

Graduates gain knowledge from the field of companies and small businesses accountancy, budget accountancy, non-profit organization accountancy, methodology and procedures of internal audit. They develop skills used in preparing financial statement and tax declarations. They also become equipped with practical skills of qualifying and using the mechanisms, techniques, and rules of internal audit. Graduates are well-prepared to work in finance, accountancy or audit departments in private or public company, a state government organizations, tax offices, banks and other financial organizations.

Specialization: Economic analysis

Graduates gain knowledge in analyzing economic phenomena and processes which exist within or outside an organization. They become equipped with skills of making economic decision and determining opportunity costs of the decision. Graduates are well-prepared to find job in analysis departments in a wide range of companies and organizations.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in mathematics, foreign language and one of the selected subjects: Polish, geography, history or Civics (knowledge on society) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

Dariusz Sobotkiewicz, Ph.D.

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Major: Economy**Specialization: Accountancy and internal audit****Stationary****Recruitment: 2010****Year I**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30											30	2	Grade
3	Lectures at choice	30	30					1							Grade
Basic subjects															
4	Microeconomics	60	30	30				7							Exam (1)
5	Mathematics	60	30	30				6							Exam (1)
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					4							Grade
8	Management	45	15	30				5							Exam (1)
9	Accountancy	60							30	30				7	Exam (1)
10	Basics of macroeconomic	60							30	30				7	Exam (1)
11	Econometrics	45							15				30	7	Exam (1)
Main subjects															
12	Public finance and financial markets	60							30	30				7	Exam (1)
Total number of hours:			180	120	0	0	0		105	90			60		
Total number of hours per semester(year)/ECTS:		555	300					30	255					30	
Number of examinations:		8	4						4						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Economy**Specialization: Accountancy and internal audit****Stationary****Recruitment: 2010****Year II**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	15	15					2							Grade
3	Physical education	60		30				1		30				1	Grade
4	International economic intercourse	30	30					4							Grade
Main subjects															
5	Economic analysis	45	15	30				6							Exam (1)
6	European integration economy	30	30					4							Grade
7	Regional economy	30	30					4							Grade
8	Social policy	30	30					4							Grade
9	Economic policy	30	15	15				4							Grade
Total number of hours/ECTS:		330	165	105	0	0	0	30	0	60	0	0	0	2	
Subjects for speciality															
1	Internal audit standards	30							15	15				2	Grade
2	Economic diagnostic	30							15	15				3	Grade
3	Internal control	15							15					1	Grade
4	Science about enterprise	45							30	15				5	Exam (1)
5	Practical aspects of internal audit	15								15				1	Grade
6	Budget accountancy	45							15	30				4	Exam (1)
7	Financial accountancy	60							30	30				6	Exam (1)
8	Diploma seminar	15											15	2	Grade
9	Business finance management	45							15	30				4	Exam (1)
Total number of hours:		300	0	0	0	0	0	0	135	150	0	0	15	28	
Total number of hours/ECTS:			165	105	0	0	0	30	135	210	0	0	15	30	
Total number of hours per semester (year):		630	270						360						
Number of examinations:		5	1						4						

Major: Economy

Specialization: Accountancy and internal audit

Stationary

Recruitment: 2010

Year III

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
	Total number of hours/ECTS:		0	30	0	0	0	1	0	30	0	0	0	1	
Subjects for speciality															
1	Financial statements research	15		15				1							Grade
2	Bussines plan	30	15	15				2							Grade
3	Organisation resources managing	30	15	15				2							Grade
4	Computer systems of accountancy	30		30				2							Grade
5	Treasure and tax supervising	15		15				1							Grade
6	Internal control organising	15		15				1							Grade
7	Accountancy organising	30		30				4							Grade
8	Accountancy and audit in bank	15		15				1							Grade
9	Management accountancy	45	15	30				4							Exam (1)
10	Reporting and financial analysis	45	15	30				5							Exam (1)
11	Lectures at choice	45	30					3	15					1	Grade
12	Union funds audit	15							15					1	Grade
13	Public orderings audit	15								15				1	Grade
14	Controlling	30							15	15				4	Exam (1)
15	Statistic methods in audit	15							15					1	Grade
16	International standards of financial reporting	30							15	15				2	Grade
17	Internal audit organising in public finance sector	15								15				1	Grade
18	Labour and civil law	30							30					2	Grade
19	Foundations and associations accountancy	15							15					1	Grade
20	Enterpreneur tax accounts	30							15	15				4	Exam (1)
21	Workshops at choice in foreign language	30			30			2							Grade
22	Diploma seminar	60					30	2					30	2	Grade
23	Thesis													10	
Total number of hours:		600	90	210	30	0	30	30	135	75	0	0	30	29	
Total number of hours/ECTS:			90	240	30	0	30	30	135	105	0	0	30	30	
Total number of hours per semester (year):		660	390						270						
Number of examinations:		5	2						2						

Major: Economy**Specialization: Accountancy and internal audit****Non-stationary****Recruitment: 2010****Year I**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	18											18	2	Grade
3	Lectures at choice	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	60	30	30				6							Exam (1)
6	Descriptive statistics	30	10	20				5							Exam (1)
7	Law	30	30					4							Grade
8	Management	30	10	20				5							Exam (1)
9	Accountancy	40							20	20				7	Exam (1)
10	Basics of macroeconomic	60							30	30				7	Exam (1)
11	Econometrics	34							10				24	7	Exam (1)
Main subjects															
12	Public finance and financial markets	40							20	20				7	Exam (1)
Total number of hours:			170	100	0	0	0		80	70			42		
Total number of hours per semester(year)/ECTS:		462	270					30	192					30	
Number of examinations:			4						4						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Economy**Specialization: Accountancy and internal audit****Non-stationary****Recruitment: 2010****Year II**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				1	Grade
2	Protection of intellectual property	10	10					2							Grade
Basic subjects															
4	International economic intercourse	30	30					5							Grade
Main subjects															
5	Economic analysis	30	10	20				6							Exam (1)
6	European integration economy	30	30					4							Grade
7	Regional economy	20	20					4							Grade
8	Social policy	30	30					4							Grade
9	Economic policy	30	20	10				4							Grade
Total number of hours/ECTS:		216	150	48	0	0	0	30	0	18	0	0	0	1	
Subjects for speciality															
1	Internal audit standards	20							10	10				2	Grade
2	Economic diagnostic	16							16					3	Grade
3	Internal control	10							10					1	Grade
4	Science about enterprise	30							20	10				5	Exam (1)
5	Practical aspects of internal audit	10								10				1	Grade
6	Budget accountancy	30							10	20				5	Exam (1)
7	Financial accountancy	40							20	20				6	Exam (1)
8	Diploma seminar	12											12	2	Grade
9	Business finance management	30							10	20				4	Exam (1)
Total number of hours:		198	0	0	0	0	0	0	96	90	0	0	12	29	
Total number of hours/ECTS:			150	48	0	0	0	30	96	108	0	0	12	30	
Total number of hours per semester (year):		404	198						216						
Number of examinations:		5	1						4						

Major: Economy

Specialization: Accountancy and internal audit

Non-stationary

Recruitment: 2010

Year III

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade
Total number of hours/ECTS:		36	0	18	0	0	0	1	0	18	0	0	0	2	
Subjects for speciality															
1	Financial statements research	10		10				1							Grade
2	Bussines plan	20	10	10				2							Grade
3	Organisation resources managing	16	16					2							Grade
4	Computer systems of accountancy	20		20				2							Grade
5	Treasure and tax supervising	10		10				1							Grade
6	Internal control organising	10		10				1							Grade
7	Accountancy organising	20		20				4							Grade
8	Accountancy and audit in bank	10		10				1							Grade
9	Management accountancy	30	10	20				4							Exam (1)
10	Reporting and financial analysis	30	10	20				5							Exam (1)
11	Lectures at choice	46	30					3	16					1	Grade
12	Union funds audit	10							10					1	Grade
13	Public orderings audit	10								10				1	Grade
14	Controlling	20							10	10				4	Exam (1)
15	Statistic methods in audit	12							12					1	Grade
16	International standards of financial reporting	20							10	10				2	Grade
17	Internal audit organising in public finance sector	10								10				1	Grade
18	Labour and civil law	20							20					2	Grade
19	Foundations and associations accountancy	10							10					1	Grade
20	Enterpreneur tax accounts	20							10	10				4	Exam (1)
21	Workshops at choice in foreign language	30			30			2							Grade
22	Diploma seminar	48					24	2					24	2	Grade
23	Thesis													10	
Total number of hours:		432	76	130	30	0	24	30	98	50	0	0	24	29	
Total number of hours/ECTS:			76	148	30	0	24	30	98	68	0	0	24	30	
Total number of hours per semester (year):		468	278						190						
Number of examinations:		4	2						2						

Major: Economy**Specialization: Accountancy and internal audit****Recruitment: 2009****Stationary****Year I**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30											30	2	Grade
3	Lectures at choice	30	30					1							Grade
Basic subjects															
4	Microeconomics	60	30	30				7							Exam (1)
5	Mathematics	60	30	30				6							Exam (1)
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					4							Grade
8	Management	45	15	30				5							Exam (1)
9	Accountancy	60							30	30				7	Exam (1)
10	Basics of macroeconomic	60							30	30				7	Exam (1)
11	Econometrics	45							15				30	7	Exam (1)
Main subjects															
13	Public finance and financial markets	60							30	30				7	Exam (1)
Total number of hours:			180	120	0	0	0		105	90			60		
Total number of hours per semester(year)/ECTS:		555	300					30	255					30	
Number of examinations:		8	4						4						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Economy

Specialization: Accountancy and internal audit

Stationary

Recruitment: 2009

Year II

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	15	15					2							Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	International economic intercourse	30	30					4							Grade
Main subjects															
5	Economic analysis	45	15	30				6							Exam (1)
6	European integration economy	30	30					4							Grade
7	Regional economy	30	30					4							Grade
8	Social policy	30	30					4							Grade
9	Economic policy	30	15	15				4							Grade
Total number of hours/ECTS:		330	165	105	0	0	0	30	0	60	0	0	0	2	
Subjects for speciality															
1	Internal audit standards	30							15	15				2	Grade
2	Economic diagnostic	30							15	15				3	Grade
3	Internal control	15							15					1	Grade
4	Science about enterprise	45							30	15				5	Exam (1)
5	Practical aspects of internal audit	15								15				1	Grade
6	Budget accountancy	45							15	30				4	Exam (1)
7	Financial accountancy	60							30	30				6	Exam (1)
8	Diploma seminar	15											15	2	Grade
9	Business finance management	45							15	30				4	Exam (1)
Total number of hours:		300	0	0	0	0	0	0	135	150	0	0	15	28	
Total number of hours/ECTS:			165	105	0	0	0	30	135	210	0	0	15	30	
Total number of hours per semester (year):		630	270						360						
Number of examinations:		5	1						4						

Major: Economy

Specialization: Accountancy and internal audit

Stationary

Recruitment: 2009

Year III

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
	Total number of hours/ECTS:		0	30	0	0	0	1	0	30	0	0	0	1	
Subjects for speciality															
1	Financial statements research	15		15				1							Grade
2	Bussines plan	30	15	15				2							Grade
3	Organisation resources managing	30	15	15				2							Grade
4	Computer systems of accountancy	30		30				2							Grade
5	Treasure and tax supervising	15		15				1							Grade
6	Internal control organising	15		15				1							Grade
7	Accountancy organising	30		30				4							Grade
8	Accountancy and audit in bank	15		15				1							Grade
9	Management accountancy	45	15	30				4							Exam (1)
10	Reporting and financial analysis	45	15	30				5							Exam (1)
11	Lectures at choice	45	30					3	15					1	Grade
12	Union funds audit	15							15					1	Grade
13	Public orderings audit	15								15				1	Grade
14	Controlling	30							15	15				4	Exam (1)
15	Statistic methods in audit	15							15					1	Grade
16	International standards of financial reporting	30							15	15				2	Grade
17	Internal audit organising in public finance sector	15								15				1	Grade
18	Labour and civil law	30							30					2	Grade
19	Foundations and associations accountancy	15							15					1	Grade
20	Enterpreneur tax accounts	30							15	15				4	Exam (1)
21	Workshops at choice in foreign language	30			30			2							Grade
22	Diploma seminar	60					30	2					30	2	Grade
23	Thesis													10	
Total number of hours:		600	90	210	30	0	30	30	135	75	0	0	30	29	
Total number of hours/ECTS:			90	240	30	0	30	30	135	105	0	0	30	30	
Total number of hours per semester (year):		660	390						270						
Number of examinations:		5	2						2						

Major: Economy**Specialization: Accountancy and internal audit****Non-stationary****Recruitment: 2009****Year I**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	18											18	2	Grade
3	Lectures at choice	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	60	30	30				6							Exam (1)
6	Descriptive statistics	30	10	20				5							Exam (1)
7	Law	30	30					4							Grade
8	Management	30	10	20				5							Exam (1)
9	Accountancy	40							20	20				7	Exam (1)
10	Basics of macroeconomic	60							30	30				7	Exam (1)
11	Econometrics	34							10				24	7	Exam (1)
Main subjects															
12	Public finance and financial markets	40							20	20				7	Exam (1)
Total number of hours:			170	100	0	0	0		80	70			42		
Total number of hours per semester(year)/ECTS:		462	270					30	192					30	
Number of examinations:			4						4						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Economy**Specialization: Accountancy and internal audit****Non-stationary****Recruitment: 2009****Year II**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				1	Grade
2	Protection of intellectual property	10	10					2							Grade
Basic subjects															
4	International economic intercourse	30	30					5							Grade
Main subjects															
5	Economic analysis	30	10	20				6							Exam (1)
6	European integration economy	30	30					4							Grade
7	Regional economy	20	20					4							Grade
8	Social policy	30	30					4							Grade
9	Economic policy	30	20	10				4							Grade
Total number of hours/ECTS:		216	150	48	0	0	0	30	0	18	0	0	0	1	
Subjects for speciality															
1	Internal audit standards	20							10	10				2	Grade
2	Economic diagnostic	16							16					3	Grade
3	Internal control	10							10					1	Grade
4	Science about enterprise	30							20	10				5	Exam (1)
5	Practical aspects of internal audit	10								10				1	Grade
6	Budget accountancy	30							10	20				5	Exam (1)
7	Financial accountancy	40							20	20				6	Exam (1)
8	Diploma seminar	12											12	2	Grade
9	Business finance management	30							10	20				4	Exam (1)
Total number of hours:		198	0	0	0	0	0	0	96	90	0	0	12	29	
Total number of hours/ECTS:			150	48	0	0	0	30	96	108	0	0	12	30	
Total number of hours per semester (year):		404	198						216						
Number of examinations:		5	1						4						

Major: Economy**Specialization: Accountancy and internal audit****Non-stationary****Recruitment: 2009****Year III**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade
Total number of hours/ECTS:		36	0	18	0	0	0	1	0	18	0	0	0	2	
Subjects for speciality															
1	Financial statements research	10		10				1							Grade
2	Bussines plan	20	10	10				2							Grade
3	Organisation resources managing	16	16					2							Grade
4	Computer systems of accountancy	20		20				2							Grade
5	Treasure and tax supervising	10		10				1							Grade
6	Internal control organising	10		10				1							Grade
7	Accountancy organising	20		20				4							Grade
8	Accountancy and audit in bank	10		10				1							Grade
9	Management accountancy	30	10	20				4							Exam (1)
10	Reporting and financial analysis	30	10	20				5							Exam (1)
11	Lectures at choice	46	30					3	16					1	Grade
12	Union funds audit	10							10					1	Grade
13	Public orderings audit	10								10				1	Grade
14	Controlling	20							10	10				4	Exam (1)
15	Statistic methods in audit	12							12					1	Grade
16	International standards of financial reporting	20							10	10				2	Grade
17	Internal audit organising in public finance sector	10								10				1	Grade
18	Labour and civil law	20							20					2	Grade
19	Foundations and associations accountancy	10							10					1	Grade
20	Enterpreneur tax accounts	20							10	10				4	Exam (1)
21	Workshops at choice in foreign language	30			30			2							Grade
22	Diploma seminar	48					24	2					24	2	Grade
23	Thesis													10	Grade
Total number of hours:		432	76	130	30	0	24	30	98	50	0	0	24	29	
Total number of hours/ECTS:			76	148	30	0	24	30	98	68	0	0	24	30	
Total number of hours per semester (year):		468	278						190						
Number of examinations:		4	2						2						

Major: Economy**Specialization: Accountancy and internal audit****Stationary****Recruitment: 2008****Year I**

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30											30	2	Grade
3	Lectures at choice	30	30					1							Grade
Basic subjects															
4	Microeconomics	60	30	30				7							Exam (1)
5	Mathematics	60	30	30				6							Exam (1)
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					4							Grade
8	Management	45	15	30				5							Exam (1)
9	Accountancy	60							30	30				7	Exam (1)
10	Basics of macroeconomic	60							30	30				7	Exam (1)
11	Econometrics	45							15				30	7	Exam (1)
Main subjects															
12	Public finance and financial markets	60							30	30				7	Exam (1)
Total number of hours:			180	120	0	0	0		105	90			60		
Total number of hours per semester(year)/ECTS:		555	300					30	255					30	
Number of examinations:		8	4						4						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Economy

Specialization: Accountancy and internal audit

Stationary

Recruitment: 2008

Year II

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	15	15					2							Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	International economic intercourse	30	30					4							Grade
Main subjects															
5	Economic analysis	45	15	30				6							Exam (1)
6	European integration economy	30	30					4							Grade
7	Regional economy	30	30					4							Grade
8	Social policy	30	30					4							Grade
9	Economic policy	30	15	15				4							Grade
Total number of hours/ECTS:		330	165	105	0	0	0	30	0	60	0	0	0	2	
Subjects for speciality															
1	Internal audit standards	30							15	15				2	Grade
2	Economic diagnostic	30							15	15				3	Grade
3	Internal control	15							15					1	Grade
4	Science about enterprise	45							30	15				5	Exam (1)
5	Practical aspects of internal audit	15								15				1	Grade
6	Budget accountancy	45							15	30				4	Exam (1)
7	Financial accountancy	60							30	30				6	Exam (1)
8	Diploma seminar	15											15	2	Grade
9	Business finance management	45							15	30				4	Exam (1)
Total number of hours:		300	0	0	0	0	0	0	135	150	0	0	15	28	
Total number of hours/ECTS:			165	105	0	0	0	30	135	210	0	0	15	30	
Total number of hours per semester (year):		630	270						360						
Number of examinations:		5	1						4						

Major: Economy

Specialization: Accountancy and internal audit

Stationary

Recruitment: 2008

Year III

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
Total number of hours/ECTS:		60	0	30	0	0	0	1	0	30	0	0	0	1	
Subjects for speciality															
1	Financial statements research	15		15				1							Grade
2	Bussines plan	30	15	15				2							Grade
3	Organisation resources managing	30	15	15				2							Grade
4	Computer systems of accountancy	30		30				2							Grade
5	Treasure and tax supervising	15		15				1							Grade
6	Internal control organising	15		15				1							Grade
7	Accountancy organising	30		30				4							Grade
8	Accountancy and audit in bank	15		15				1							Grade
9	Management accountancy	45	15	30				4							Exam (1)
10	Reporting and financial analysis	45	15	30				5							Exam (1)
11	Lectures at choice	45	30					3	15					1	Grade
12	Union funds audit	15							15					1	Grade
13	Public orderings audit	15								15				1	Grade
14	Controlling	30							15	15				4	Exam (1)
15	Statistic methods in audit	15							15					1	Grade
16	International standards of financial reporting	30							15	15				2	Grade
17	Internal audit organising in public finance sector	15								15				1	Grade
18	Labour and civil law	30							30					2	Grade
19	Foundations and associations accountancy	15							15					1	Grade
20	Enterpreneur tax accounts	30							15	15				4	Exam (1)
21	Workshops at choice in foreign language	30			30			2							Grade
22	Diploma seminar	60					30	2					30	2	Grade
23	Thesis													10	
Total number of hours:		600	90	210	30	0	30	30	135	75	0	0	30	29	
Total number of hours/ECTS:			90	240	30	0	30	30	135	105	0	0	30	30	
Total number of hours per semester (year):		660	390						270						
Number of examinations:		5	2						2						

Subjects of general education:

ECTS credits
2

1. Course name

Information Technology

2. Course descriptionLaboratory

1. Basis conceptions and definitions used in Computer Science. 2. Elements of architecture and functioning of a computer. 3. The introduction to the computer usage. 4. The Basic characteristics of operational system Windows XP: functions of the operational system. 5. TOOL SOFTWARE (ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING). 6. Internet: characteristics, functions and usage of the Internet, the services available in Internet. 7. Text editors on the example of WORD 2003: the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents (pagnations, headlines, Footer), creation of the contents and index (subscripts, superscripts), tabulator, numbering, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions. 8. Computer data analysis (the area of usage of the data analysis), the rule of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in CALCULATING SHEET, management of the sheets and folders, sheet as the data basis (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT MAP, presentations and preparations of large printed papers, advanced operations on lists (pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems. 9. Work in program used for creating the presentations Power Point or FLASH Preparing own presentation

3. Prerequisites

none

4. Aim of the course

The main goal of the lecture is the introduction of the basic informatical knowledge about the using of the most commonly used software. Learning students about the basic definitions, practical skills and learning them how to perceive, formulate and solve the problem

The usage of the information technology while creating the own basis of the intellectual work: conversion of texts, the rules of using the calculating sheet, data basis, the manager's graphics and presentations and services in informatic nets

5. Literature

R. Supranowicz, L. Łozowski, *Systemy operacyjne Windows oraz Microsoft Office 2000 w praktyce*, PWSZ im. Witelona w Legnicy 2005

A. Bąk (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000

Z. Dec, R. Konieczny, *ABC...komputera 2000*, EDITION 2000, Kraków, 2000

K. Kluczna, *ABC...Windows 2000*, EDITION 2000, Kraków, 2000

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

laboratory and written test are the conditions of ranking the lecture

10. Language:

Polish

1. Course name:

Sociology

2. Course description:

The place of sociology among other social sciences. The subject and functions of general and specific sociology. Natural, economical and cultural considerations of social life. Mass culture and its influence on social and work processes. Cultural diffusion and cultural heritage as factors of social and economical development. The man vs. social environment. Sociological model of man. The question of personality in social sciences. Work vs. personality. Economic mentality of the individual vs. their participation in economic and social processes. Socio-psychological characteristics of relations and relationships: needs – motivations – bases – behaviors. Social bonds as the basis for the emerging of social groups. Public institutions and their functions. Characteristics of total institutions. Social norms and values as the elements of the social organization of the group. Most important groups in the life of the individual. Characteristics of the basic social processes (adaptation, cooperation, conflict, disorganization, social mobility). Social problems of the Polish society in the period of political transformation. Research in social development. Elements of chosen theories of social development (Plato, Condorcet, Turgot, Popper). Social stratification (social classes). The society and its sociopolitical organization. Nation as a group having the features of a community. Nation and other contemporary ethnic groups. Bureaucracy in modern social institutions. Development of self-government institutions during transformation. Basic methods and techniques of sociological research.

3. Prerequisites

None

4. Aim of the course

The main goal is to show the complexity of the social reality, consisting of social groups, institutions, processes and phenomena. Presented methods and techniques of sociological research are also supposed to show the possibility of getting to know this reality. One of the goals of the course is also showing the possibility of using sociological knowledge in other social sciences.

5. Literature

1. B. Szacka, *Wprowadzenie do socjologii*. Warszawa, OW 2003
2. P. Sztompka *Socjologia. Analiza społeczeństwa*. Kraków, ZNAK 2002
3. Z. Polakowska-Kujawa (editor) *Socjologia ogólna*. SGH, Warszawa 1999

6. Type of the course

Obligatory

7. Teaching Team

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	1	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance

Term assignments and coursework

10. Language

Polish

ECTS credits

2

1. Course name:

Protection of Intellectual Property

2. Course description

Subject area: I. Introduction: Intellectual goods as a special kind of goods. Position of intellectual rights regulation in a system of Polish law. Catalogue of objects of intellectual property law. Genesis and meaning of international regulation of intellectual property law (Bern, Paris and common Conventions and other covenants with Poland as a party thereof) II. Copyright: Definition of original creative works and their kinds. Subjects of intellectual property rights. Co-authorship. Content of intellectual property rights – personal and commercial intellectual property rights; exploitation fields. General rules of assignment of rights – succession of rights. Agreements assigning rights and licence agreements. Collective administration and protection of rights; Commission of Authors Rights, templates of authors fees; Promotion of Creative Works Fund. Protection of rights. Related rights – subjects, content, usage and protection. Protection of databases. III. Industrial property rights: Objects of industrial property rights; Polish Patent Office. Subjects entitled to protection of patents. Content of right to patent. Project regarding to personal and economic rights. General rules on protection of rights to industrial property objects.

3. Prerequisites

None

4. Aim of the course

Introduction of the basic regulation and institutions of intellectual property rights (as a part of civil law). It allows students to understand and use basic terminology from this area of law to such extent that they can independently search for and interpret provisions of intellectual property law and use them in particular cases as well as in preparation of basic documents such as agreements and lawsuits.

5. Literature

BASIC LITERATURE:

J. Jezioro, Prawo własności intelektualnej (w:) Podstawy Prawa cywilnego pod red.: E. Gniewka, Warszawa 2005.

SUPPLEMENTAL LITERATURE:

J. Barta, M. Czajkowska-Dąbrowska, Z. Cwiakalski, R. Markiewicz, E. Traple, Prawo autorskie i prawa pokrewne. Komentarz, Kraków 2005,

J. Barta R. Markiewicz, Ustawa o ochronie baz danych. Komentarz, Warszawa 2002,

6. Type of course

Obligatory

7. Teaching team

Department of Economy and European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance

Passing of final test exam

10. Language

Polish

ECTS credits

3

1. Course name

English

2. Course description**Thematic scope of the course:**

1. Autopresentation , telling about yourself in the professional context, about your future career ambitions, interests, contemporary world./ 4 hours
2. Earning a Living. / 8 hours
 - 2.1 Wages and living standards.
 - 2.2 Job roles and types- agriculture, industry, services.
 - 2.3 Applying for a job. Job interviews.
 - 2.4 Employer/ employee relationships.
3. Business correspondence. Practising writing memos. / 6 hours
4. Production and Sale of Goods and Services. / 8 hours
 - 4.1 Distribution: origin and destination of product.
 - 4.2 Retail and wholesale outlets: competition between small shops and supermarkets.
 - 4.3 New markets and products.
 - 4.4 Quality and customer service.

3. Prerequisites

none

4. Aim of the course

Acquisition of language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3).

5. Literature

How to Pass English for Business Second Level. The Official LCCI Examinations Board Guide.
 Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate.* Longman.
 Sweeney, S. 2000. Business English. *Marketing.* Longman.
 Flinders, S. 2000. Business English. *Intermediate.* Longman.
 McKellen, J.S. 2000. Business English. *General Usage.* Longman.
 Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication.* Oxford University Press.
 Comfort, J. 1995. *Speaking Effectively.* Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	60	3	2
Laboratory			
Project			
Seminar			
Total student's workload	90		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

ECTS Credits

3

1. Course name

German

2. Course description

Thematic scope of the course:

1. Welcoming guests to a company.
 - 1.1 Inviting guests – formal business correspondence.
 - 1.2 Autopresentation and presenting associates, job position names.
 - 1.3 Scope of duties – making description.
2. At workplace.
 - 2.1 Basic duties and activities at work.
 - 2.2 Telephone calls, leaving and conveying information.
 - 2.3 Office equipment.
3. Arranging a meeting.
 - 3.2 Arranging the date and time of the meeting.
 - 3.3 Day and week planning in the company calendar.
4. On a business trip.
 - 4.1 Means of transport: train , aeroplane.
 - 4.2 Train and flights connections - giving descriptions.
 - 4.3 Hotel reservations, checking into a hotel.

3. Prerequisites

none

4. Aim of the course

Acquisition of skills at A2 level helpful in language communication appropriate for the field of study of Business Management.

5. Literature

KONTAKT DEUTSCH, Kursbuch, Udo Miebs, Leena Vehovirta, wyd. Langenscheidt

DEUTSCH IM BÜRO

UNTERNEHMENSDEUTSCH

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	60	3	2
Laboratory			
Project			
Seminar			
Total student's workload	90		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

ECTS Credits

3

1. Course name

Russian

2. Course description:**Thematic scope of the course:**

1. Making contacts, introductions, giving personal information about oneself, family, friends, nationality and occupation, tabular and descriptive CV.
2. Personal outlook, parts of body, clothing, fashion, character features.
3. Daily routine (e.g. tutorials, at university, at faculty), leisure time, everyday activities, interests, style of living.
4. Means of communication: a telephone call, a fax, a letter, the Internet.
5. A flat – room, dormitory description; my town/ town plan, objects' location, asking/telling the way.
6. Travel- means of locomotion, a travel plan, travel agency, the railway station, the airport, accommodation.
7. Free time, leisure, interests, city sightseeing, going to the cinema/theatre.
8. The nature- climate, seasons of the year, weather forecast.
9. Shopping (e.g. gifts/souvenirs), and services, prices and money.
10. Meals- the restaurant, holidays and parties.
11. Health (at the doctor's, the pharmacy, healthy lifestyle).

3. Prerequisites

None

4. Aim of the course

Acquisition of language skills at A2 level, having regard for the skills helpful in situations of language communication appropriate for the field of study of Business Management.

5. Bibliography

H.Granatowska, *Как дела?* 1, wyd. Szkolne PWN, Warszawa 2002

R.Skiba, M.Szczepaniak, *Деловая речь. Dla rozpoczynających naukę od podstaw*, wyd. REA

M.Fidyk, T.Skup'-Stundis, *Nowe repetytorium z języka rosyjskiego*, Wyd. Szkolne PWN, Warszawa 2000

6. Type of the course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	60	3	2
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	90		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

Basic subjects:

ECTS credits

6

1. Course title

Mathematics

2. Course contentsLecture and classes

Elements of linear algebra: matrices, determinants, systems of linear equations, an application of matrix analysis in economics – basics of linear programming.

Differential calculus of functions of one variable: limit of a function, continuity of a function, derivative of a function; basic theorems of differential calculus, an investigation of economical functions.

Integral calculus of functions of one variable: indefinite and definite integral, an application of integral calculus in economics.

Basics of theory of functions of several real variables: a function of two or several variables, partial derivatives, differentiability of a function, extrema, applications in economics.

3. Prerequisites

None.

4. Learning outcomes

Students apply elements of mathematical analysis and linear algebra in description and analysis of basic problems in economics and management. Students apply the mathematical knowledge as a tool in the workshop of economist, in the study of economic phenomena and processes.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. T. Jurewicz, Z. Skoczylas, *Algebra i geometria analityczna*, Oficyna Wydawnicza GiS, Wrocław, 2009.
3. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2009.
4. A. Piwecka-Staryszak (red.), *Wykłady z matematyki dla studentów uczelni ekonomicznych*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław, 2004.
5. J. Abtowa, K. Piasecki, T. Różański, Z. Świtalski, *Matematyka wspomagająca zarządzanie*, Wydawnictwo Akademii Ekonomicznej w Poznaniu, Poznań, 2002.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	1	1
Classes	30/30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods:

Lecture – written examination,
classes – grading on the basis of written colloquia.

10. Language of instruction:

Polish

1. Course name

Accounting

2. Course description:Lecture

Essence and characteristics of accounting as a informational and filing system. Overriding principles of accounting. Educational methods of accounting and her regulations. International Generally Accepted Accounting Principles (International GAAP). Rules of current and balance appraisal. Posting categories of costs, incomes and outcomes. Balance as a reflection of state of possession. Documenting of events in accounting. Functioning principles of accounts. Account divisibility and merging. Accounting and filing cross-sections of costs. Posting and beside posting settling of financial outcome. Organization of accounting in company. Overall specifications of financial reporting.

Classes

Classification and appraisal of assets and liabilities elements and preparing a balance. Classification of economic operations and record of operations on balance and result accounts. Determining financial result and preparation of simple financial report upon instructions from exercises set and examples prepared by students.

3. Prerequisites

None

4. Aim of the course

Acquiring information and understanding essence of the accounting as a informational and filing system, her tools, functioning principles of accounts and financial outcome settling procedure; economical effect valuation of events being a subject of account filing, valuation of proper account documentation, making of account entries and understanding of their effects, making of summary financial reports.

5. Literature

1. Gierusz B. Podręcznik do samodzielnego księgowania, Oddk 2006
2. Olchowicz I., Podstawy rachunkowości, Difin 2006
3. Wprowadzenie do rachunkowości, praca zbiorowa pod red. Śnieżek E. Oficyna Ekonomiczna 2004
4. Zbiór zadań z rachunkowości, część I, praca zbiorowa pod red I. Izbiańskiej, PWSZ im. Witelona 2006

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30 / 20	2	1
Classes	30 / 20	2	1
Laboratory			
Projects			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Written test, mark from the project, activity and tests on classes,

10. Language

Polish

ECTS credits

6 / 7

1. Course name

Macroeconomics

2. Course description

Creation and distribution of national income and his measurment. Two paradigms in macroeconomics. Basic foundations and statements of the Keynesian economy. Business fluctuations in the market economy. Economic role of government. Budget policy. Monetary and credit system. Unemployment. Inflation. International trade. Balance of payments and foreign exchange rates.

3. Prerequisites

completed subjects: Microeconomics

4. Aim of the course

Delivery of knowledge about basic economy rules, explanation and understanding of mechanizm of economy.

5. Literature

1. 1. Begg D., S. Fischer, R. Dornbusch, Makroekonomia t. 2, PWE, Warszawa 1992
2. Sloman J.: *Podstawy ekonomii*, PWE, Warszawa 2001.
3. Czarny B.: *Podstawy ekonomii*, PWE, Warszawa 2002.
4. Kammerschen D.R., R.B. Mckenzie, C. Nardinelli, Ekonomia, Gdańsk 1991

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	2	1
Classes	30/30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	180 / 210		

9. Conditions of the course acceptance:

Lecture – written exam

Classes – constant grading

10. Language:

Polish

Punkty ECTS

5

1. Course name

Econometrics

2. Course description

Statistical concepts used in econometrics. Definitions of econometric model. Choosing independent variables for linear model. The Classic Linear Regression Model. Linear model estimation using the ordinary least squares method. Model verification: determination coefficient, standard error, hypothesis testing. Linear transformations. Analysis of production, the Cobb-Douglas production function.

3. Prerequisites

Informatics (using Excel calculations).

4. Aim of the course

Presentation of steps of building econometrics model, such as choosing independent variable, choosing form of a model, model estimation and verification. Presentation of basic statistical and mathematical Excel functions or components which are used in linear model estimation and verification. The students learn how to build simple econometrics models and how to test such models.

5. Literature

1. Dziechciarz J. (red.) *Ekometria. Metody, przykłady zadania*. Wydanie 2 poprawione, Wydawnictwo Akademii Ekonomicznej im. Oskara Langego, Wrocław 2003.

2. Gruszczyński M., Podgórska M (red.) *Ekometria*, SGH, Warszawa 2004.

3. Strahl D., Sobczak E., Markowska M., Bal-Domańska Beata. *Modelowanie ekonometryczne z Excelem. Materiały pomocnicze do laboratoriów z ekonometrii*. Wydawnictwo Akademii Ekonomicznej im. Oskara Langego, Wrocław 2004.

4. Gładysz B., Mercik J.. *Modelowanie ekonometryczne. Studium przypadku*. Oficyna Wydawnicza Politechniki Wrocławskiej. Wrocław 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes	30/24	4	2
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of course acceptance

Written test

10. Language

Polish

ECTS credits

4

1. Course name

Law

2. Course descriptionLecture

1. The proposition of law: the notion of the proposition of law and the legal provision, the structure of the norm, being obligatory of the norm, kinds of norms and legal provisions, conflicts between norms and rules. 2. The legal relationship: the notion and elements of the legal relationship, the notion and kinds of acts of law, the object of the legal relationship, subjects of the legal relationship, acts in law. 3. The general characterization of the civil law: subjects of the civil law: natural persons and corporate bodies, personal rights of natural persons - the legal construction and kinds of corporate bodies, the notion of the property, the civil responsibility. 4. The general characterization of the administration law: legal forms of acting of the administration, the characterization of the administrative proceedings, the notion of the administrative decision, the administration the government and municipal (the voivode, the commune, the administrative district, the autonomy of the province), legal inspection of activities of the administration. 5. The general characterization of the penal law: the notion of the crime; rules of the criminal responsibility; the range subjective, objective and territorial of being obligatory of the penal code; kinds penalties in the penal code; the characterization of chosen crimes. 6. The source of law: acts universally obligatory, acts internally obligatory 7. The interpretation of the law: the notion the interpretation of the law, kinds the interpretation of the law 8. Gaps in the law and their kinds.

3. Prerequisites

none

4. Aim of the course

The introduction of students with basic legal notices (the legal provision, the proposition of law, the system of the law, the interpretation of the law, the legal relationship. The characterization of deeds universally and internally obligatory; the characterization of basic branches of the law (the civil law, administration law, penal law).

5. Literature

1. Kaźmierczyk St., Pulka Z., *Wstęp do prawoznawstwa*, Wrocław 2001
2. H.Rot, *Wstęp do nauk prawnych*, Wrocław 1994,
3. T.Stawecki, P.Winczorek, *Wstęp do prawoznawstwa*, Warszawa 2002
4. Ziemiński Z., *Logika praktyczna* Warszawa 2001

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Law

8. Course structure

Form	Number of hours	Semester	year
Lecture	30	1	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance:

The written examination

10. Language:

Polish

1. Course name

Management

2. Course description**Lecture**

1. The organization and her creature: The material, functional and attribute apprehension of the organization; reasons of the creation of the organization; the environment of the organization: Geographical, biological, social. 2. The management – of the practitioner, the art, the science: Marking of aims in the organization, the hierarchy of aims in the organization, the treatment of the decision in the area of the management. 3. The hierarchy of the management in organizations: The strategic management (notions of the mission, the vision, the strategy); the operating - management as the executive system. 4. The management across functions. 5. The planning as the function of the management: The creature of the planning; rules of the planning; kinds of plans in organizations. 6. The organization as the function of the management: measurements of organizational structures; factors; the typology of organizational structures. 7. The motivational function of the management: Well-known motivational theories; the classification of motivational tools; the selection and the improvement of motivational tools. 8. The leadership and his meaning in the management: Styles of the control – the definition, basic kinds; basic controlling skills – the characterization; elements of the intelligence emotional in the management with people. 9. The inspection as the function of the management: The notion of the inspection, her creature and the meaning; kinds of the inspection; the relationship between the planning and the inspection. 10. Cultural conditionings of the management: The creature of the organizational culture; kinds of organizational cultures. 11. Directions in the learning about the management leaning for the paradigm of the structural rationality: The scientific management, the administrative trend. 12. Directions in the science about the management leaning for the paradigm of the subjective domination: Experiments E. Mayo, the holistic character of the humanity in the idea A. Maslow and; D. Mc Gregor's ideas. 13. Directions accepting for point of departure the paradigm of the situational equilibrium. 14. Present ideas of the management: The theory of the organizational game, the theory of processes integrated, the complex management with the quality.

3. Prerequisites

none

4. Aim of the course

The introduction of students with the problems of the management with the firm. Under of the seizures appears the possibility of the recognition of the object of research of the science about the management and the assimilation of the language to which it makes use. The purchase of the skill of the utilization of the knowledge from the range of the planning in the organization, buildings of schemata of organizational structures, building of schemata of the organizational structure and performances of the supervisory function.

5. Literature

1. R.W. Griffin: : Bases of the management with organizations, PWN, Warsaw 2000,
2. A.K. Koźmiński, W. Piotrowski: The management. The theory and the Practician, PWN, Warsaw 2002,
3. I. Robbins, D. De Cenzo: : Bases of the management, PWE, Warsaw 2002,
4. M. Przybyła: The organization and the management. Bases of manager knowledge, AE in Wrocław, Wrocław 2003

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15 / 10	2	1
Classes	30 / 20	2	1
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

The written examination

10. Language: Polish

ECTS credits

7 / 6

1. Course name

Microeconomics

2. Course description

1. The nature and method of economics. 2. The economizing problem. 3. Market economy. 4. Market equilibrium. 5. Price elasticity of the supply and the demand. 6. Theory of utility. 7. Production costs. 8. Company on the perfect competition market. 9. Monopoly. 10. Monopolistic competition. 11. Oligopoly. 12. Production factors markets. 13. Risk in making choices.

3. Prerequisites

none

4. Aim of the course

To understand the essence of the economic decisions optimisation, to explain the working of market and competition; to teach the abstract thinking, to understand and to interpret market processes, to create bases for developing the economic knowledge about company and market.

5. Literature

1. Sloman J.: *Podstawy ekonomii*, PWE 2001.
2. Begg D., Fisher S., Dornbusch R.: *Ekonomia*, Warszawa 1998.
3. Samuelson P.A., Nordhaus W.D. *Ekonomia*, Warszawa 1993.
4. D.R. Kamerschen, R.B. McKenzie, C. Nardinelli, *Ekonomia*, Gdańsk 1991

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30	1	1
Classes	30	1	1
Laboratory			
Project			
Seminar			
Total student's workload	210 / 180		

9. Conditions of the course acceptance:

Lecture – written exam

Classes – constant grading

10. Language:

Polish

Main subjects:

ECTS credits

4

1. Course name

Regional economy

2. Course descriptionLecture

- Globalization and regionalization
- regionalization criteria and typology of the regions
- aims and scope of the personal and economic policy in the region , the regional economic environment
- the rules for implementing economic policy in the region
- factors of region development
- regional competitiveness
- mechanisms for stimulating economic growth in the region and increase competitiveness
- theoretical concepts of regional development
- regional development strategies
- strategies of regional development - the development of principles
- strategies developed in Dolny Śląsk : the development of strategies to Dolny Śląsk, regional innovation strategy, other strategies - regional programs and regional operational program for Dolny Śląsk

3. Prerequisites

completed subjects: Microeconomics and Macroeconomics

4. Aim of the course

Delivery of knowledge about basic regional economy, explanation and understanding of mechanism of economy.

5. Literature

1. *Gospodarka lokalna i regionalna w teorii i praktyce* (red. naukowa R. Brol) Wydawnictwo AE im Oskara Langego we Wrocławiu, Wrocław, 2005.
2. *Metody oceny rozwoju regionalnego* (red. Naukowa Danuty Stralh) Wydawnictwo AE im Oskara Langego we Wrocławiu, Wrocław, 2005.
3. Patrzalek: *Finanse samorządu terytorialnego*, Wydawnictwo AE im. Oskara Langego we Wrocławiu, Wrocław 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Engineering Production and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	3	4
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance

Lecture – written exam - test

10. Language

Polish

Subjects for speciality:

ECTS Credits
2

1. Course name:

Internal audit. Standards of internal audit

2. Course description:Lectures

Origin and evolution of internal audit. Aims and regulations of internal audit. Internal audit as the element of "Corporate governance". Role and position of internal audit in the system of internal inspection and financial auditing. International and National Standards on Auditing. Organization of auditor work. Methodology of internal audit. Analysis of audit needs and risk areas. The subject of internal financial audit. Operational audit. Audit of internal inspection. Audit of management systems. Financial audit. Internal audit in European Union. Auditor's duties and aims of internal audit. Internal auditor's code of ethics – studies of cases. Procedures of internal audit conducting. Evaluation of risk areas. Preparing plans of internal audit. Drawing up a programme of audit task. Activities of implementing example audit task. Drawing up documents of introductory stage of internal audit. Evaluation of audit documents correctness. Preparing the report on conducting audit task. Drawing up the report on conducting the plan of audit for the previous year.

Classes

Documenting of operational, financial, management systems and internal inspection audit.

3. Prerequisites

Credit in Accountancy

4. Aim of the course:

Knowing the essence, organization and methodology of internal audit. Understanding and mastering the procedures of internal audit. Acquiring practical abilities of determining the needs of audit, risk identification and analysis. Mastering the techniques of documenting audit tasks.

5. Literature:

1. Czerwiński K., CIA CISA CFE, Audyt wewnętrzny, Warszawa, 2005
2. Kiziukiewicz T., Audyt wewnętrzny w jednostkach sektora finansów publicznych, Difin, 2007
3. Knedler K., Stasik M., Audyt wewnętrzny w praktyce, Polska Akademia Rachunkowości, 2005,

6. Type of course:

Obligatory

7. Teaching team:

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 10	4	2
Classes	15 / 0	4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance:

Lectures – written exam, Classes - credit

10. Language:

Polish

1. Course name

Budgetary Accounting

2. Course description:Lecture

Regulations in law, subjective and objective range of budgetary accounting. Main and special rules of bookkeeping, assets and liabilities appraisal in budget and budgetary units. Elements of budget – incomes, expenses, revenues, costs, result of budget execution. Chart of accounts construction for budget, budgetary units and their auxiliary households, state entities. Principles and time limits of making budgetary reports. Principles of tax offices accounting.

Classes

Record of incomes and expenses, revenues and costs in budget – determining budget execution result. Record of budgetary incomes and own incomes in budgetary units. Idea, classification and record of capital assets and stocks. Record of settlement of accounts, revenues and costs in budgetary units. Record of funds, reserves and principles of determining financial result. Presenting funds from auxiliary funds in record. Preparation of budgetary reports and financial report, balance from budget execution.

3. Prerequisites

Passing courses: Basics of Accounting

4. Aim of the course

Understanding the essence, legal basis and principles of budgetary accounting. Understanding categories connected with budget execution and financial plans of budgetary units. Acquiring skills of identifying and making up record of operations connected with budget execution, financial plans of budgetary units and containing property of those units.

5. Literature

1. Kiziukiewicz T.(red.), Rachunkowość w jednostkach sektora finansów publicznych, Difin, Warszawa 2006
2. Winiarska K., Kaczurak- Kozak M., Rachunkowość budżetowa, Oficyna a Wolters Kluwer business, Kraków 2007
3. Zysnarska A., Rachunkowość sektora finansów publicznych, oddk, Gdańsk 2007

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 0	4	2
Classes	30/10	4	2
Laboratory			
Projects			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

Lecture - written test, mark from the project

Classes - activity and tests on classes

10. Language

Polish

1. Course name

Financial Accounting

2. Course description:Lecture

Classification, documentation, record, appraisal of state and capital assets activity. Amortization methods. Classification, appraisal and record principles of factual elements of circulation assets. Long-term and short-term investments – appraisal, documentation and record. Appraisal, documentation and record of settlement of accounts. Own funds – sources, accounting and apprehension of them in balance. Reserves for liabilities. Problems of time and objective proportionality of costs and revenues. Products sales registration process. Dealing. Residual costs and revenues. Principles of information settling of financial result using comparative or calculate method. Current and deferred income tax. Construction of financial reports. Interpretation of financial reports.

Classes

Record and appraisal of capital and current assets elements, reserves, liabilities and own capital, revenues and costs, determining financial result upon instructions from tasks from exercises set and examples prepared by students. Preparation of and analysis of financial report content.

3. Prerequisites

Passing courses: Basics of Accounting

4. Aim of the course

Acquiring information and understanding methods and techniques of financial accounting: understanding of choosing an alternative rules of current and balance appraisal; bookkeeping; range and meaning of documentation describing accounting principles, documents decreeing, making book-keeping entries on accounts, diagnosis of report procedures to making financial reports and tax declarations – determining basis of taxation, report statement interpretation, valuation of balance politics effects.

5. Literature

1. Cebrowska T. (red.nauk.)Rachunkowość finansowa i podatkowa, PWN, 2005
2. Gmytrasiewicz M., Karmańska A., Rachunkowość finansowa ,Difin, 2006
3. Helin A., Szymański K.G., Sprawozdawczość finansowa spółek kapitałowych, Difin, 2006
4. Zbiór zadań z rachunkowości, część I, praca zbiorowa pod red. I. Izbiańskiej, PWSZ im. Witelona 2006
5. Mindowicz J., Zbiór zadań z rachunkowości finansowej, Wyd. AE we Wrocławiu, Wrocław 2003
6. Międzynarodowe Standardy Sprawozdawczości finansowej 2005, IASB,2005

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30 / 15	4	2
Classes	30 / 15	4	2
Laboratory			
Projects			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Lecture - written and spoken test, mark from the project, activity on classes and workshop, tests on classes

10. Language

Polish

ECTS Credits

1

1. Course name

Internal control

2. Course description:

Essence of audit as a part of financial management system: concept and classification of control; internal audit and external control – areas, relations; internal control – past and future. Principles of formalizing internal control system: qualifications and predispositions of supervisors; organizational conditions and efficiency of control. Methods and techniques of control – selection and implementation; basic concepts, selected methods and control techniques. Internal control instruments: concept of control instruments, kinds of instruments. Document – its role and meaning in process of internal control: studying documents, control documents. Internal control and internal audit: internal audit – definition, role and meaning of internal audit in control system.

3. Prerequisites

None

4. Aim of the course

1. Description of concept of control, internal control and internal audit, external control
2. Introducing students with principles of formalizing internal control system
3. Introducing students with basic instruments of internal control
4. Pointing out benefits which can be obtained from efficiently working internal control system

5. Literature

1. Wierzbicki K.: Kontrola wewnętrzna w podstawowych jednostkach gospodarczych
2. Winiarska K.: Kontrola finansowo – księgowa w praktyce
3. Kuc B.R.: Audyt wewnętrzny – teoria i praktyka
4. Stępniewski J.: Audyt i diagnostyka firmy

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 10	4	2
Classes			
Laboratory			
Projects			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance:

Written test is a condition of ranking the lecture

10. Language

Polish

ECTS credits

1

1. Course name

Diploma seminar

2. Course description4th semester: Methodology and selection of diploma thesis topics.**3. Prerequisites**

3 semesters completed;

4. Aim of the course

The student will learn how to organize the process of writing diploma thesis.

The student will learn research methods.

The student will learn how to formulate research problem, conducts research and analyse its results

5. Literature

1. Pułło A., Prace magisterskie i licencjackie. Wskazówki dla studentów, PWN, Warszawa 2001;

2. Piotrek P., Zielenicka B., Technika pisanie prac dyplomowych, Poznań 1997.

3. Urad S., Ładoński W., Jak napisać dobrze pracę magisterską, Wrocław 1997

4. Zaczyński W., Poradnik autora prac seminaryjnych dyplomowych i magisterskich, Warszawa 1995

6. Type of course

Compulsory

7. Teaching team

According to the specialization;

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	4/4	2/2
Total student's workload	15		

9. Conditions of the course acceptance:

Lecture: conversations, writing;

10. Language:

Polish

ECTS credits

2

1. Course name

Economics Diagnostics

2. Course description**Lecture**

1. Origins of diagnostics.
2. Notion of Economics Diagnostics.
3. Types of Economics Diagnostics.
4. Purpose of Economics Diagnostics.
5. Features, state of object and diagnostic syndrome.
6. Phases of diagnostic research.
7. Conditions required for accurate diagnosis.
8. Principles of selecting symptoms for diagnostic syndrome.
9. Standardization and evaluation of symptoms (comparison method).
10. Presentation of diagnostic syndrome (numerical, descriptive).
11. Construction of integral evaluation index.
12. Economics diagnostics of a company.
13. Diagnosis of the condition and selected areas of a company.
14. Diagnostics and Economic Analysis.

3. Prerequisites

Descriptive statistics

4. Aim of the course**knowledge** of theory and methodology of Economics Diagnostics**skills:** diagnosing of events and processes within an enterprise**5. Literature**

1. Wersty B., Diagnostyka ekonomiczna przedsiębiorstwa, [w:] Analiza ekonomiczna przedsiębiorstwa, red. Kurtys E., Wydawnictwo Akademii Ekonomicznej im. Oskara Langego we Wrocławiu, Wrocław 2001,
2. Wersty B., Analiza i diagnostyka ekonomiczna. Podstawy teoretyczno-metodyczne, Wydawnictwo Wyższej Szkoły Zarządzania, Wrocław 2000,
3. Sierpińska M., Jachna T., Ocena przedsiębiorstwa według standardów światowych, PWN, Warszawa 2004

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours		Semester	Year
Lecture	15	15	4	2
Classes	15	-	4	2
Laboratory				
Project				
Seminar				
Total student's workload	30	15		

9. Conditions of the course acceptance

credit, tests

10. Language

Polish

ECTS credits

4

1. Course name

Corporate theory

2. Course descriptionLecture

1. Objective scope of corporate theory.
2. Development of corporate theory.
3. Definitions of enterprise and entrepreneur.
4. Forms of entrepreneurship.
5. Subjectivity of an enterprise (carrying of rights)
6. Objectives of an enterprise.
7. Groups of interests and objectives of an enterprise.
8. Employee participation in management.
9. Legal and organizational forms of enterprise.
10. Critical points on the lifeline of an enterprise.
11. Assets and sources of their financing.
12. Planning.
13. Methods of company valuation.
14. Company and the Market.
15. Criteria and methods of company evaluation.

3. Prerequisites

Microeconomics

4. Aim of the course**knowledge:** basic knowledge of the enterprise within the objective scope of corporate theory,**skills:** forming and evaluating of the processes within a company.**5. Literature**

1. Podstawy nauki o przedsiębiorstwie, red. Lichtarski J., Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 2003
2. Podstawy nauki o przedsiębiorstwie. Studium przypadków., red. Osbert-Pociecha G., Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 2002

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance

credit, test

10. Language

Polish

ECTS credits

4

1. Course name

Business Finance

2. Course descriptionLecture and classes

Financial environment, financial markets, rate of interest. Time value of money, value and time, present value, future value, calculating of interest, the perpetuity. Financial statements, the income statement, the balance sheet, the funds flows, . Evaluating financial performance, financial ratios, liquidity ratios, activity ratios, profitability ratios, debt ratios. Financial analysis, shaping the financial structure, shaping the asset structure. The nature of risk, analyzing risk, probability calculations, the portfolio approach, portfolio diversification, The Capital Asset Pricing Model (CAPM). The management of debt, the management of current assets. Capital cost and capital structure, cost of common stock, cost of bonded, the concept of leverage, capital structure and leverage, the analysis of EBIT/EPS. The sources of capital, corporate bonds, common stock, liabilities. Budgeting capital, payback period length, the NPV method, the IRR method. The value of partnership, MVA and EVA methods, the management of value.

3.Prerequisites

Course of "Economics"

4.Aim of the course

The main goal of the lecture is the introduction students into the basic problems of finance. This course should provide the students a formal framework that enables them to run a small enterprises. In a free marketplace the manager, uses variants on the same procedures to accomplish the main goals. This course learns how a manager must operate with equal regard to balancing risk and returns, to planning cash flows and reach the profit.

5. Literature

1. Bień W. *Zarządzanie finansami przedsiębiorstwa*, Difin, Warszawa 2004
2. Brigham E.F. *Podstawy zarządzania finansami*, t.1-3, PWE, Warszawa 1998
3. Rutkowski A. *Zarządzanie finansami*, PWE, Warszawa 2005

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8.Course structure

Form	Number of hours	Semester	year
Lecture	15/30	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9.Conditions of the course acceptance:

Lecture – examination, classes - written test are the conditions of ranking the classes

10.Language:

Polish

ECTS credits

3

1. Course title

Business Plan

2. Course contentsLecture and Classes

Meaning and functions of business plan. Internal and external function. Types of business plans. Objective scope of business plan. Methods of strategical analysis used for creation of business plans. Financial assessment of enterprises using UNIDO methodology. Indexes of financial effectiveness. Risk assessment.

3. Prerequisites

Introduction to management and Introduction to marketing.

4. Learning outcomes

Ability to prepare a business plan for small end medium enterprise. Ability to use UNIDO methodology for financial assessment.

5. Recommended reading

1. Filar E., Skrzypek J. *Biznes plan* Wyd. Poltext, 2005
2. Behrens W., Hawranec C. *Poradnik przygotowania przemysłowych feasibility study* Wyd. UNIDO, 1999
3. Gierszewska M., Romanowska W. *Analiza strategiczna w przedsiębiorstwie PWE*, 2003

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	6	3
Classes	15/10	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90/60		

9. Assessment methods

Lecture - examination

Classes - test

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Resource management in an organisation.

2. Course contentsLecture and classes

Meaning and structure of resources of an organisation - human resources, financial resources, informational resources, market resources, relational resources, intellectual property. Structure and principles of management of fixed assets. Types of financial assets, creation and acquisition of financial assets. Principles of managing human resources. Meaning, structure and methods of measuring of intellectual assets of an organisation.

3. Prerequisites

Introduction to Management.

4. Learning outcomes

Knowledge of: basic terms regarding assets and resources of an organisation, principles of their creation and application within an organisation.

5. Recommended reading

Kożuch B. *Nauka o organizacji* Wyd. CeDeWu.PL., 2007

Podstawy nauki o przedsiębiorstwie (pod red. J. Lichtarskiego) Wyd. Akademii Ekonomicznej we Wrocławiu, 2007

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/16	5	3
Classes	15/	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90/48		

9. Assessment methods

Lecture - examination

Classes - test

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Accounting and internal audit in bank

2. Course contentsClasses:

Bank accounting: characteristics and law regulations of banking activity, specific accounting rules concerning banks, assets and liabilities, incomes and costs, structure and contents of financial report of a bank. Internal audit in bank: system of internal control and internal audit, audit techniques and its application in work of an internal auditor, operational audit and financial audit, report and after control actions, cooperation of internal auditor in bank with control and supervisory institutions and with external auditor.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic ideas and categories from bank accounting and internal audit.

5. Recommended reading

1. Popowska E. Wąsowski W. Rachunkowość bankowa po zmianach, Difin, Warszawa 2008
2. Miętka Z. Rachunkowość bankowa, Wydanie WSB, Poznań 2007
3. Winiarska K. Teoretyczne i praktyczne aspekty audytu wewnętrznego, Difin, Warszawa 2005
4. Lewandowski D. Systemy kontroli wewnętrznej – Wymagania Bazylejskiego Komitetu Nadzoru Bankowego, „Biuletyn Bankowy” 2004, nr 7/8
5. Prawo Bankowe, Dz.U. z 2002r. nr 72 poz. 665 z późniejszymi zmianami
6. Rozporządzenie Ministra Finansów z dnia 10.12.2001r. w sprawie szczególnych zasad rachunkowości banków (Dz.U. nr 149, poz. 1673 z późn. Zmianami).

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Accounting of foundations and societies

2. Course contentsClasses:

Definition of foundation and society: legal basis of functioning, meaning of nongovernment organizations, public benefit organizations. Rules of keeping the books of foundations and societies: overall rules, specific rules. Basic resultant categories: incomes and costs of statutory activity. Accounting policy: valuation rules for assets and liabilities, method of keeping the books, data security. Reporting of foundations and societies: financial report, substantial report, statistic reports.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic rules about functioning of foundations and societies and with keeping the books in them. They understand basic relations and connections between overall and specific rules of keeping the books in foundations and societies. They understand and interpret most important categories in area of accounting of foundations and societies. They know functioning rules of accounts, they possess skill of interpretation and registration of operations typical for foundations and societies and they can prepare financial report of foundation or society.

5. Recommended reading

1. Czubakowska K., Winiarska K., Rachunkowość jednostek nieprowadzących działalności gospodarczej, PWE 2008
2. Dworowska W., Rachunkowość fundacji, stowarzyszeń i organizacji pożytku publicznego, oddk 2006
3. Bugajna-Sporczyk D., Dzbeńska E., Janson I., Sztiekier-Łabuszewska M., Fundacje i stowarzyszenia. Prawo i praktyka, Wydawnictwo Zrzeszenia Prawników Polskich 2005
4. Kamela -Sowińska A.(red.), Rachunkowość jednostek nieprowadzących działalności gospodarczej, Difin 2002

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Audit of European funds

2. Course contentsLecture:

Structural funds: genesis and goals of functioning, Cohesion Fund: financial mechanisms. System of management and control over structural funds. Rules of acquiring funds: operational programs EFS, EFRR, elements of application for cofunding the project, arrangement, payment applications, reports from project realization. Rules of recognizing the expenses: qualified and unqualified expenses, direct and indirect guidelines concerning qualification of expenses. Audit of projects cofounded from European funds: goals of audit, internal and external audit, phases of audit, audit course, program of audit task, documentation of audit, report from audit, irregularities in using the funds.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with rules and procedures of acquiring sources from European funds, structural funds and from Cohesion Fund and with controlling process. Students understand rules of financing projects cofounded by EU budget and aims and essence of audit of absorption of those sources. They can identify expenses recognized as qualified and recognize irregularities made by beneficiaries, determine audit phase and program of audit task concerning absorption of European funds.

5. Recommended reading

1. Lubińska H., Kozłowski T., Środki unijne i inne formy pomocy państwa- w rachunkowości, sprawozdawczości i podatkach, Stowarzyszenie Księgowych w Polsce 2007
2. Kisiel P.W., Audyt środków unijnych, InfoAudit, Warszawa 2005
3. Bakalarska B., Czerwiński K., Zasady wykorzystywania funduszy strukturalnych i funduszy spójności, InfoAudit, Warszawa 2004
4. Praca zbiorowa, Audyt środków unijnych, KIBR, Warszawa, 2006
5. Wojdylak- Sputowska Z., Sputowski A. J., Audyt projektów współfinansowanych ze środków Unii Europejskiej, oddk, Gdańsk 2009

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	VI	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Lecture - credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Computer accounting systems

2. Course contentsLaboratory Classes:

Rewizor: launching and characteristics of program, adding of subject and giving of users authorization, starting a accounting year, creating of charts of accounts, introduction of BO, declaration of simple and complex documents, document reporting, registry preparation, preparation of declaration VAT-7, preparation of reports.

Subiekt: launching of warehouse program, preparation of warehouse documentation, cooperation between Subiekt and Rewizor programs.

Gratyfikant: overall functioning rules of salary program.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic functioning rules of warehouse program, salary and financial-reporting program. They understand and interpret data effluent from accounting documentation, they can use financial-reporting program to reporting of economic activity.

5. Recommended reading

1. Gierusz B., Podręcznik do samodzielnej nauki księgowania, ODDK, Gdańsk 2010
2. Gierusz J., Plan kont komentarzem, Handel – Produkcja - Usługi, ODDK, Gdańsk 2009
3. Rewizor dla WINDOWS – INSTRUKCJA OBSŁUGI
4. Program magazynowy SUBIEKT – INSTRUKCJA OBSŁUGI

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	30/20	5	3
Project			
Seminar			
Other			
Total student's workload	90/40		

9. Assessment methods

Laboratory classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Fiscal and tax control

2. Course contentsClasses:

Legal basis of fiscal and tax control: tax regulation, tax acts. Institutions of fiscal and tax control: inland revenue, office of tax control, tax authorities. Rights and duties of controller and controlled: taxpayer, payer, collector, tax authorities, control inspector. Tax control: tax registry, tax books, tax obligation, tax return. Control process: documentation of control, consequences of control, after-control proceeding.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with aims and rules of fiscal and tax control process. They understand functioning rules of fiscal and tax authorities. They can define rights and duties of controller and controlled, determine procedure of taxpayer/payer during and after the control.

5. Recommended reading

1. Cieślukowski M., Kańduła S., Kijek I., Polski system podatkowy. Materiały do ćwiczeń i wykładów, Materiały dydaktyczne AE w Poznaniu nr 199, Poznań 2007
2. Poszwa M., Zarządzanie podatkami w małej i średniej firmie. Rozwiązania na lata 2007-2009, C.H. Beck 2007
3. Szczodrowski G., Polski system podatkowy, PWN 2007
4. Rachunkowość finansowa i podatkowa (red. T.Cebrowska), PWN, Warszawa 2005
5. Baczyński A. Kontrola skarbową i kontrola podatkowa, Difin 2001
6. Bartosiewicz A., Kubacki R., Leksykon ordynacji podatkowej, Unimex 2004
7. Ordynacja podatkowa

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

International Financial Reporting Standards

2. Course contentsLecture and classes:

Harmonization of accounting in Europe and world: aims of harmonization, legislative institutions for IFRS, other international regulations in case of accounting, polish balance law and IFRS. Essence of IFRS: conceptual frames of IFRS, structure and content of IFRS. Financial report in accordance with IFRS: valuation rules of assets and liabilities, elements of financial report, structure of financial report in accordance with IFRS. Application of IFRS in polish economic practice: first usage of IFRS, financial reports of chosen joint stock companies.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students are acquainted with aims, range, build, content and bases of using IFRS. They understand valuation rules of assets and liabilities in accordance with IFRS. They can analyze information contained in financial report prepared in accordance with IFRS and conduct comparative analysis of arrangement and essence of financial report prepared in accordance with accounting act and IFRS.

5. Recommended reading

1. Międzynarodowe Standardy Sprawozdawczości Finansowej ISAB, London 2007
2. Jaruga A., Frendzel M., Ignatowski R., Kabalski P., Międzynarodowe Standardy sprawozdawczości finansowej. Kluczowe zagadnienia rozwiązania praktyczne, SKwP 2006
3. Walińska E., Międzynarodowe standardy rachunkowości - ogólne zasady pomiaru i prezentacji pozycji bilansu i rachunku wyników, Oficyna Ekonomiczna 2005
4. Międzynarodowe standardy Sprawozdawczości Finansowej (MSSF/MSR) a ustawa o rachunkowości - podobieństwa i różnice, SKwP 2005
5. Rachunkowość finansowa z uwzględnieniem MSSF, praca zbiorowa pod red. Z. Messnera, PWN 2007

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	VI	3
Classes	15/10	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60/40		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Management accounting

2. Course contentsLecture/classes:

Management accounting: idea and characteristics of management accounting, management accounting and financial accounting. Costs: definition of costs and classification of costs for the needs of management accounting. Cost accounting: full cost accounting, variable costing, financial outcome in variable costing and in full cost accounting, traditional and modern cost accounting. Cost calculation: process costing, job costing, combined product costing, activity costing. Cost budgeting: idea, stages and budgeting methods, structure of annual operational-financial budget. Decision modeling account: short-term decisions, pricing.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic rules about management accounting. They understand relations between management accounting and financial accounting. They can identify and interpret specific cost categories and assess their depiction in full cost accounting and in variable costing. They can define budgeting rules and elements of budget of costs and determine meaning of variable costing for short-term decision making.

5. Recommended reading

1. Czubakowska K., Gabrusewicz W., Nowak E., Podstawy rachunkowości zarządczej, PWE 2006
2. Rachunkowość zarządcza i rachunek kosztów, tom I i II, praca zbiorowa pod red. G. K. Świderskiej, Difin 2002
3. Gabrusewicz W., Kamela-Sowińska A., Poetschke H., Rachunkowość zarządcza, PWE, Warszawa 2000
4. Kiziukiewicz T., Rachunkowość zarządcza, Ekspert, Wrocław 2004
5. Rachunkowość zarządcza – część II zadania i rozwiązania, Praca zbiorowa pod red. T. Kiziukiewicz, Ekspert, Wrocław 2004

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	3
Classes	30/20	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180/120		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Organization of accounting

2. Course contentsClasses:

Accounting: accounting policies, objective and subjective range of accounting. Accounting policy: trading year, reporting period, valuation methods for assets and liabilities, method of keeping the books. Elements of corporate chart of accounts: synthetic accounts, connections between accounts, rules of keeping subsidiary reporting. Instruction of circulation and control of accounting documents: idea and classification of accounting documents, preservation and archiving of accounting documents. Other exemplary procedures from organization of accounting: stocktaking instruction, cash instruction, warehouse instruction. Responsibility for keeping the books: responsibility of units manager, responsibility of head accountant, responsibility of other employees.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic rules about organization of accounting. They understand basic connections and relations between specific elements of accounting organization, especially accounting policies. They know and interpret most important categories consisting on organization of accounting. They know rules of construction of most important procedures connected with organization of accounting.

5. Recommended reading

1. T. Kiziukiewicz: Organizacja rachunkowości w przedsiębiorstwie, PWE 2002.
2. Naumiuk T. Dowody księgowe. Obieg i kontrola, Infor 2002,
3. Uryga J. Bienias I.: Organizacja systemu rachunkowości i kontroli wewnętrznej w podmiocie, SKwP 2005.
4. Cebrowska T. (red.nauk.) Rachunkowość finansowa i podatkowa, PW, 2005
5. Uryga J., Drobnia D.: Zasady sporządzania, obiegu, kontroli dowodów księgowych na przykładzie spółki prawa handlowego, Interfin 2001.

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/20	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120/80		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Organization of audit in units from public finance sector

2. Course contentsClasses:

Legal basis: public finance act, executive decrees in case of internal audit in units from public finance sector. Aims and goals of internal audit: meaning of abidance to right rules when using the public funds. Place of audit in units entities from public finance sector: card of internal audit, cell of internal audit, people authorized to perform audit.

Documentation of internal audit: plan of audit, documentation of audit task, report from audit. Range of audit: audit of revenues and expenses, audit of liabilities and receivables, audit of property management, other areas of internal audit.

3. Prerequisites

Passed courses: "Accounting" and "Budgetary accounting"

4. Learning outcomes

Students are acquainted with place of audit, role of auditor, methodology of audit, organization of procedure and documentation audit tasks in units from public finance sector. They understand specific meaning of audit in that area. They can identify risk in basic areas of activity of units from public finance sector, with specific allowance of local-government units and their organizational units, plan audit task and determine documentation connected with it.

5. Recommended reading

1. Podręcznik audytu wewnętrznego w administracji publicznej" Ministerstwo Finansów 2007
2. Kiziukiewicz T. (red.), Audyt wewnętrzny w jednostkach sektora finansów publicznych, Difin 2007
3. Kuc R., Kontrola i audyt w sektorze publicznym, ABC 2007
4. Kendler K., Stasik M., Audyt wewnętrzny w praktyce. Audyt operacyjny i finansowy, PAR 2007 InfoAudit, Warszawa 2004
5. Sputowski A., Audyt wewnętrzny dochodów jednostek samorządu terytorialnego, ODDK 2008

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Organization of internal control

2. Course contentsClasses:

Control and management: functions of management, organizational structure, place of control in units structure. Control procedures: statute of internal control, rules of preparing instructions composed to be rules of internal control. Kinds of internal control in an entity: institutional, functional, preliminary, current. Areas of control: property security, cash economy, receivables and liabilities, revenues and costs and others. Documentation of control: plan of control, report from conducted control, after control conclusions.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with rules of organization of internal control, mostly with procedures and documentation of internal control in economic entities, non-profit entities also in entities from public finance sector. They understand the need of performing internal control and rules of its organization. They can determine place of control in a unit, show needed procedures of control and rules of performing control in basic areas of units activity.

5. Recommended reading

1. Górecki E., Kontrola wewnętrzna w przedsiębiorstwie rynkowym, Interfart, 2001
2. Winiarska K., Wewnętrzna kontrola finansowo- księgową w firmie, oddk 2006
3. Kowalczyk E. Wewnętrzna kontrola w jednostce samorządu terytorialnego, APEXnetCWAP 2006
4. Kuc B. R., Kontrola i audyt w sektorze publicznym, ABC 2007

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Reporting and financial analysis

2. Course contentsLecture and classes:

Financial report: reporting obligations of a company, elements of financial report, balance, profit and loss account, additional information, cash flow account, statement of changes in equity. Valuation of assets and liabilities for accounting reference day: valuation categories, precautionary principle, matching principle, write-downs, provisions for liabilities. Variants of profit and loss account: comparative method, calculative method, financial outcome and tax outcome. Cash flow account: direct method, indirect method. Financial analysis: preliminary analysis, ratio analysis, overall analysis of company's financial condition, cash flow analysis, profitability analysis, activity analysis, financial position analysis.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students are acquainted with structure and contents of financial report, with valuation categories proper for accounting reference day. They understand basic relations between base elements of financial report. They can make valuation of assets and liabilities for accounting reference day, prepare balance, profit and loss account and cash flow account. Students can interpret information contained in financial report, they can assess financial condition of company with use of instruments of financial analysis in areas like liquidity, profitability, agility and financial position.

5. Recommended reading

1. Świdorska G.K., W. Więclaw, Sprawozdanie finansowe bez tajemnic, Difin, Warszawa 2009
2. Olchowicz I., Tłaczała, Sprawozdawczość finansowa, Difin, Warszawa 2009
3. Rachunkowość finansowa i podatkowa (red. T.Cebrowska), PWN, Warszawa 2005
4. Współczesna analiza finansowa (red. B.Micherda), Zakamycze, Kraków 2005
5. Bień W., Czytanie bilansu, Difin Warszawa, 2006

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	3
Classes	30/20	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	225/150		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Study over financial reports

2. Course contentsClasses:

Financial report: idea, goal and legal basics of studying financial reports, range, relevance and risk of audit. Study documentation: opinion and report from studying financial reports, work documentation. Review of financial report.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students can identify units obligated to study financial reports, know its stages and needed documentation. They can identify risk of a study and assess relevance of specific reporting positions of financial report.

5. Recommended reading

1. Rewizja sprawozdań finansowych, pod red. D. Krzywdy, Stowarzyszenie Księgowych w Polsce
2. Lachowski W., Planowanie badania sprawozdania finansowego. Wybrane aspekty praktyczne formalnoprawne, KIBR 2009
3. Krajowe Standardy Rewizji Finansowej, KIBR 2010
4. Międzynarodowe Standardy Rewizji Finansowej i Kontroli Jakości, tom II, KIBR 2010

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	15/10	5	6
Project			
Seminar			
Other			
Total student's workload	15/10		

9. Assessment methods

Classes - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Tax settlements of entrepreneurs

2. Course contentsLecture and classes:

Polish tax system: idea of a tax, kinds of taxes. Entrepreneur's obligations as a taxpayer and payer: tax regulations, taxpayer, payer, tax authority, tax obligation. Income taxes: subject and object of taxation, rules of setting tax base and tax, rules of settling from tax. Other taxes: property tax and others.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students are acquainted with basic ideas and categories from taxation of entrepreneurs. They understand basic rules of setting taxes and settling from those. Students understand and interpret most important tax categories, they can settle tax base and calculate tax amount. They can fill out basic tax declarations.

5. Recommended reading

1. Cieślukowski M., Kańduła S., Kijek I., Polski system podatkowy. Materiały do ćwiczeń i wykładów, Materiały dydaktyczne AE w Poznaniu nr 199, Poznań 2007
2. Poszwa M., Zarządzanie podatkami w małej i średniej firmie. Rozwiązania na lata 2007-2009, C.H. Beck 2007
3. Szczodrowski G., Polski system podatkowy, PWN 2007
4. Rachunkowość finansowa i podatkowa (red. T.Cebrowska), PWN, Warszawa 2005
5. Actual legal acts.

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	VI	3
Classes	15/10	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120/80		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

Field: Philology

Graduate profile

The graduates of the Faculty of Philology obtain a Bachelor's degree. They have basic knowledge of their relevant foreign languages, cultures and literature and the ability to use this knowledge in their professional and private life following the rules of ethical conduct. They have also developed a near-native fluency in their relevant foreign languages and expanded their stock of specialised vocabulary which is indispensable in their professional careers. Apart from that, the graduates have the interdisciplinary competence allowing for useful applications of their knowledge of the relevant foreign languages in a variety of scientific and social branches. They can solve numerous professional problems, gather, process and transfer information, both in speaking and writing, as well as participating in teamwork. The knowledge and skills acquired in the course of study will enable the graduates to take up Master's degree courses or seek employment in publishing houses, editorial offices, the mass media, tourism and the service sector, where fluency in foreign languages is essential. The graduates of the teaching specialisation will be entitled to teach their relevant languages in schools, whereas the graduates of the non-teaching specialisations will only be able to enter the teaching profession following a successful completion of adequate supplementary pedagogical training courses.

Learning outcome (competence common to all specialisations)

The formation at the Faculty of Philology aims at a development of the competence within:

the knowledge:

- of the relevant foreign language, its literature and civilisation;
- practical application by the graduates of the knowledge acquired in the course of study in their professional and private life following the rules of ethical conduct,

the ability to:

- use the relevant foreign language on a near-native level;
- use the knowledge gained in the course of study in scientific and social branches relevant to the specialisation;
- use the relevant specialised language adequate to particular course specialisation;
- analyse and synthetically express the acquired knowledge;
- solve relevant professional problems;
- gather, process and transfer information;
- participate in teamwork;
- analyse and evaluate the undertaken activities,

attitudes (behaviours):

- readiness to improve their knowledge of the relevant subjects;
- readiness to improve their professional workshop;
- taking responsibility for the undertaken activities;
- fairness in their approach to their relevant subjects, colleagues and other participants of their professional life.

English Philology Specialisations:

- English and Computer Science,
- English Language Teaching

Graduate profile

The graduates of the Faculty of English Philology specialising in Computer Science are entitled to teach English, computer science and IT. As teachers-to-be, apart from their relevant qualification, they also have basic pedagogical and psychological knowledge, indispensable for a thorough understanding of the social and cultural contexts and mechanisms of linguistic formation and designing the career path. The graduates have mastered the ability to develop their methodology workshop as well as improving their practical skills and knowledge of teaching. They have also undergone adequate professional training, as well as developing the ability to reflect on their professional careers and understand the educational reality. The graduates specialising in this particular field of study can also find employment as cultural animators, publicists specialising in the civilisation and literature of English-speaking countries or interpreters.

Apart from that, choosing an alternative specialisation of English Language Teaching, the graduates can obtain the qualification to teach computer science in primary schools or gymnasium as well as IT in secondary schools. They are familiar with the relevant methods and tools indispensable for teaching computer science, as well as applying IT to other sciences. As a result of a complex training, the graduates have learnt to use specialist literature to adapt easily to the constantly-changing teaching syllabi.

Apart from the philological competence, formation within the specialisation of English and Computer Science aims at a development of the competence within:

knowledge of:

- the teaching specialisations: English, Computer Science, IT;
- psychology and pedagogy;
- methodology of English language, Computer Science and IT teaching;
- use of English and IT in the classroom,

ability to:

- use English on C1 level;
- use IT for a variety of purposes, including teaching;
- teach English, Computer Science and IT;
- successfully plan, implement and evaluate educational processes;
- recognise students' needs and cooperate in interpersonal relations;
- behave effectively, verbally and non-verbally, in the classroom;
- improve their skills, innovate and adapt to their professional environment,

attitudes (behaviours):

- readiness to improve their knowledge of the relevant teaching specialisations;
- readiness to improve their skills (courses, conferences, etc.);
- taking responsibility for the outcome of their work;
- fairness in their approach to pupils, fellow-teachers and the material covered in class.

Specialisations:

- English Translation Studies
- Communication with the Media in English

Graduate profile in English Translation Studies

Apart from their relevant qualification, the graduates of English Philology specialising in translation studies have also gained adequate knowledge and developed their skills of translation from Polish into English and vice versa. They are familiar with the theoretical and practical aspects of the translating profession and its reality. They have been trained to conduct translating activities individually and in a team, respecting the existing legal regulations. The knowledge and skills acquired in the course of study will enable the graduates to find employment in translation agencies, cultural institutions, institutions of the local government, travel agencies and institutions, publishing houses, editorial offices, the media and the service sector, where fluency in English is essential.

Apart from the philological competence, formation within the field of Translation Studies in English aims at a development of the competence within:

theoretical knowledge:

- of translation of stylistically and functionally diverse texts;
- of the translating workshop;
- of the organisation and techniques of translation;
- of the use of English in oral and written translation;
- of marketing and economic activities;
- of legal regulations relating to obtaining information;
- of IT use for translation,

ability to:

- use English on C1 level;
- use IT for translation;
- organise their translating workshop;
- accurately perform oral and written translation from and into English of stylistically and functionally diverse texts;
- plan and implement a variety of professional activities;
- improve their skills and put forward innovative ideas;
- successfully adapt to their professional environment,

attitudes (behaviours):

- readiness to improve their skills through translating practice;
- taking responsibility for the outcome of their work;
- attention to correctness of speech;
- fairness in their attitude to their profession;
- fairness towards other participants of their professional life.

Graduate profile in Communication with the Media in English

Apart from their relevant qualification, the graduates of English Philology specialising in communication with the media have also gained adequate knowledge and developed their skills of broadly understood interpersonal communication. They are conscious of the importance of the media and public opinion to the society, and they have learnt to shape this opinion respecting the existing legal and ethical regulations. They have been trained to use adequate forms of public statements, in particular the statements made for the media both in Polish and English, as well as creating convincing advertisements and commercials. The knowledge and skills acquired in the course of study will enable the graduates to find employment in the press, radio and TV stations, a variety of editorial offices and publishing houses as well as broadly understood advertising. Apart from that, they will also be able to apply for the jobs of public image specialists in a wide range of companies, offices and organizations.

Apart from the philological competence, formation within the field of Communication with the Media in English aims at a development of the competence within:

the knowledge of:

- correct formulation of thoughts in Polish and English;
- methods, techniques and the role of public relations;
- the media system in Poland and around the world;
- verbal and non-verbal communication;
- advertising methods and techniques;
- legal and ethical regulations relating to obtaining information;
- IT use in their professional life,

the ability to:

- correctly formulate thoughts in Polish and English;
- create and use informative and journalistic genres;
- receive media message consciously and critically;
- gather and evaluate information;
- plan and implement public image creation-related tasks using public relations tools and the latest technologies;
- understand the mechanisms conditioning the functioning of the media;
- cope with public appearance-related stress;
- stress their strengths in professional contacts,

attitudes (behaviours):

- awareness of their roles in public life;
- sensitivity to the social reality;
- active participation in public life;
- attention to correctness of speech;
- readiness to improve their knowledge;
- interest in artefacts;
- taking responsibility for the outcome of their work;
- fairness in their attitudes towards their profession.

German Philology Specialisations:

- German Translation Studies
- Communication with the Media in German

Graduate profile in German Translation Studies

Apart from their relevant qualification, the graduates of German Philology specialising in translation studies have also gained adequate knowledge and developed their skills of translation from Polish into German and vice versa. They are familiar with the theoretical and practical aspects of the translating profession and its reality. They have been trained to conduct translating activities individually and in a team, respecting the existing legal regulations. The knowledge and skills acquired in the course of study will enable the graduates to find employment in translation agencies, cultural institutions, institutions of the local government, travel agencies and institutions, publishing houses, editorial offices, the media and the service sector, where fluency in German is essential.

Apart from the philological competence, formation within the field of Translation Studies in German aims at a development of the competence within:

theoretical knowledge:

- of translation of stylistically and functionally diverse texts;
- of the translating workshop;
- of the organisation and techniques of translation;
- of the use of German in oral and written translation;
- of marketing and economic activities;
- of legal regulations relating to obtaining information;
- of IT use for translation,

ability to:

- use German on C1 level;
- use IT for translation;
- organise their translating workshop;
- accurately perform oral and written translation from and into German of stylistically and functionally diverse texts;
- plan and implement a variety of professional activities;
- improve their skills and put forward innovative ideas;
- successfully adapt to their professional environment,

attitudes (behaviours):

- readiness to improve their skills through translating practice;
- taking responsibility for the outcome of their work;
- attention to correctness of speech;
- fairness in their attitude to their profession;
- fairness towards other participants of their professional life.

Graduate profile in Communication with the Media in German

Apart from their relevant qualification, the graduates of German Philology specialising in communication with the media have also gained adequate knowledge and developed their skills of broadly understood interpersonal communication. They are conscious of the importance of the media and public opinion to the society, and they have learnt to shape this opinion respecting the existing legal and ethical regulations. They have been trained to use adequate forms of public statements, in particular the statements made for the media both in Polish and German, as well as creating convincing advertisements and commercials. The knowledge and skills acquired in the course of study will enable the graduates to find employment in the press, radio and TV stations, a variety of editorial offices and publishing houses as well as broadly understood advertising. Apart from that, they will also be able to apply for the jobs of public image specialists in a wide range of companies, offices and organizations. Apart from the philological competence, formation within the field of Communication with the Media in German aims at a development of the competence within:

the knowledge of :

- correct formulation of thoughts in Polish and German;
- methods, techniques and the role of public relations;
- the media system in Poland and around the world;
- verbal and non-verbal communication;
- advertising methods and techniques;
- legal and ethical regulations relating to obtaining information;
- IT use in their professional life,

the ability to:

- correctly formulate thoughts in Polish and German;
- create and use informative and journalistic genres;
- receive media message consciously and critically;
- gather and evaluate information;
- plan and implement public image creation-related tasks using public relations tools and the latest technologies;
- understand the mechanisms conditioning the functioning of the media;
- cope with public appearance-related stress;
- stress their strengths in professional contacts,

attitudes (behaviours):

- awareness of their roles in public life;
- sensitivity to the social reality;
- active participation in public life;
- attention to correctness of speech;
- readiness to improve their knowledge;
- interest in artefacts;
- taking responsibility for the outcome of their work;
- fairness in their attitudes towards their profession.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in foreign language, corresponding to the leading language of the specialization, Polish and one of the selected subjects: computer science, mathematics, history or a second foreign language from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Philology**Specialization: English Philology and Communication with the Media,****Stationary****Recruitment: 2010**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Philosophy	30	30					1							Grade	
2	Latin	30								30				3	Grade	
3	Information Technology	30								30				2	Grade	
Basic subjects																
4	Practical English – reading and writing	120			60			4			60			4	Grade, Exam	
5	Practical English – practical grammar	60		30				2		30				2	Grade	
6	Practical English – oral communication	120			60			4			60			4	Grade, Exam	
7	Practical English – phonetics	30									30			2	Grade	
Main subjects																
8	Social communication	30	30					5							Exam	
9	Selected aspects of general and applied linguistics	30	30					2							Grade	
10	Introduction to Literary Studies	30	30					2							Grade	
11	Theory of literature	30							15	15				2	Grade	
12	History of English literature	45							30	15				4	Grade	
13	Descriptive grammar of English	90	30	15				3	30	15				5	Grade, Exam	
14	Civilisation of English speaking countries	30	30					2							Grade	
15	History of Great Britain	30	30					5							Exam	
16	Linguistic communication	30							30					2	Grade	
Total number of hours:			210	45	120	0	0		105	135	150	0	0			
Total number of hours per semester(year)/ECTS:		765	375					30	390					30		
Number of examinations:		5	2						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Philology**Specialization: English Philology and Communication with the Media,****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Subjects of general education															
1	Physical Education	60		30				0		30				0	Credit
Basic subjects															
2	Practical English – reading and writing	120			60			4			60			4	Grade, Exam
3	Practical English – oral communication	120			60			4			60			4	Grade, Exam
4	Foreign language	60		30				1		30				1	Grade
Main subjects															
5	History of English literature	45	30	15				6							Exam
6	History of American literature	30							15	15				3	Exam
7	History of English	45	30	15				5							Exam
8	Contrastive grammar	45							30	15				3	Grade
9	Introduction to translation	30	30					1							Grade
10	Theories of language learning and teaching	45	15					1	30					3	Grade, Exam
11	Diploma seminar	15											15	1	Grade
Total number of hours/ECTS:		615	105	90	120	0	0	22	75	90	120	0	15	19	
Subjects for speciality: Communication with the Media															
12	Media ethics	15	15					1							Grade
13	Stylistics and culture of Polish	15				15		3							Grade
14	Introduction to Public Relations	45							30	15				4	Grade
15	Media system in Poland and around the world	15	15					1							Grade
16	Forms of public statement	30				30		3							Grade
17	Techniques of self-presentation	30								30				4	Grade
18	Local media in Poland	30							15	15				3	Grade
Total number of hours:		180	30	0	0	45	0	8	45	60	0	0	0	11	
Total number of hours/ECTS:			135	90	120	45	0	30	120	150	120	0	15	30	
Total number of hours per semester (year):		795	390						405						
Number of examinations:		5	2						3						

Major: Philology**Specialization: English Philology and Communication with the Media,****Stationary****Recruitment: 2010****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Basic subjects															
1	Practical English – reading and writing	30			30			2							Grade
2	Practical English – oral communication	30			30			2							Grade
3	Foreign language	60		30				1		30				2	Grade, Exam
Main subjects															
4	Intercultural communication	30				30		3							Grade
5	English teaching methodology	30		30				3							Grade
6	Diploma seminar	60					30	2					30	2	Grade
Total number of hours/ECTS:		240	0	60	60	30	30	13	0	30	0	0	30	4	
Subjects for speciality: Communication with the Media															
7	Creation of public image	30	15	15				4							Grade
8	Public statements in a foreign language	15		15				3							Grade
9	Rhetorics and eristics	30				30		4							Grade
10	Advertising and promotion	60	15	15				3	15	15				5	Grade, Exam
11	Literary and artistic criticism	15								15				4	Grade
12	Intellectual property protection	15							15					1	Grade
13	Public spokespersonship	15								15				3	Grade
14	Local media in Poland	15		15				3							Grade
15	Public opinion	15										15		3	Grade
16	Practice	200													Grade
17	Diploma paper													10	Grade
Total number of hours:		410	30	60	0	30	0	17	30	45	0	15	0	26	
Total number of hours/ECTS:			30	120	60	60	30	30	30	75	0	15	30	30	
Total number of hours per semester (year):		650	300						150						
Number of examinations:		2	0						2						

Major: Philology**Specialization: English Philology (translation studies),****Recruitment: 2010****Stationary**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Philosophy	30	30					1							Grade	
2	Latin	30								30				3	Grade	
3	Information Technology	30								30				2	Grade	
Basic subjects																
4	Practical English – reading and writing	120			60			4			60			4	Grade, Exam	
5	Practical English – practical grammar	60		30				2		30				2	Grade	
6	Practical English – oral communication	120			60			4			60			4	Grade, Exam	
7	Practical English – phonetics	30									30			2	Grade	
Main subjects																
8	Social communication	30	30					5							Exam	
9	Selected aspects of general and applied linguistics	30	30					2							Grade	
10	Introduction to Literary Studies	30	30					2							Grade	
11	Theory of literature	30							15	15				2	Grade	
12	History of English literature	45							30	15				4	Grade	
13	Descriptive grammar of English	90	30	15				3	30	15				5	Grade, Exam	
14	Civilisation of English speaking countries	30	30					2							Grade	
15	History of Great Britain	30	30					5							Exam	
16	Linguistic communication	30							30					2	Grade	
Total number of hours:			210	45	120	0	0		105	135	150	0	0			
Total number of hours per semester(year)/ECTS:		765	375					30	390					30		
Number of examinations:		5	2						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Philology**Specialization: English Philology (translation studies),****Recruitment: 2010****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Physical Education	60		30				0		30				0	Credit	
Basic subjects																
2	Practical English – reading and writing	120			60			4			60			4	Grade, Exam	
3	Practical English – oral communication	120			60			4			60			4	Grade, Exam	
4	Foreign language	60		30				1		30				1	Grade	
Main subjects																
5	History of English literature	45	30	15				6							Exam	
6	History of American literature	30							15	15				3	Exam	
7	History of English	45	30	15				5							Exam	
8	Contrastive grammar	45							30	15				3	Grade	
9	Introduction to translation	30	30					1							Grade	
10	Theories of language learning and teaching	45	15					1	30					3	Grade, Exam	
11	Diploma seminar	15											15	1	Grade	
Total number of hours/ECTS:		615	105	90	120	0	0	22	75	90	120	0	15	19		
Subjects for speciality: Translation Studies																
12	Text typology	15	15					1							Grade	
13	Marketing basics	15							15					1	Grade	
14	Methodology of translation	15	15					1							Grade	
15	Stylistics and culture of Polish	15				15		3							Grade	
16	Theory of translation	15							15					1	Grade	
17	Grammar in translation	15								15				3	Grade	
18	Stylistics in translation	15	15					3							Grade	
19	Written translation	30								30				3		
20	Specialized translation	15								15				3	Grade	
Total number of hours:		150	45	0	0	15	0	8	30	60	0	0	0	11		
Total number of hours/ECTS:			150	90	120	15	0	30	105	150	120	0	15	30		
Total number of hours per semester (year):		765	375						390							
Number of examinations:		5	2						3							

Major: Philology**Specialization: English Philology (translation studies),****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Basic subjects																
1	Practical English – reading and writing	30			30			2								Grade
2	Practical English – oral communication	30			30			2								Grade
3	Foreign language	60		30				1		30					2	Grade, Exam
Main subjects																
4	Intercultural communication	30				30		3								Grade
5	English teaching methodology	30		30				3								Grade
6	Diploma seminar	60					30	2						30	2	Grade
Total number of hours/ECTS:		240	0	60	60	30	30	13	0	30	0	0	30	4		
Subjects for speciality: Translation Studies																
7	Introduction to business activity	15	15					1								Grade
8	Theory of translation	15	15					1								Grade
9	Written translation	30		30				6								Grade
10	Oral translation	60		30				3		30					5	Grade, Exam
11	Translation of literary texts	30								30					3	Grade
12	Specialized translation	30		15				3		15					3	Grade
13	Editing basics	15							15						1	Grade
14	Organization and techniques of translation	30		15				3		15					3	Grade
15	Intellectual property protection	15							15						1	Grade
16	Practice	200														Grade
17	Diploma paper														10	Grade
Total number of hours:		440	30	90	0	0	0	17	30	90	0	0	0	26		
Total number of hours/ECTS:			30	150	60	30	30	30	30	120	0	0	30	30		
Total number of hours per semester (year):		680	300						180							
Number of examinations:		3	1						2							

Major: Philology**Specialization: German Philology and Communication with the Media,****Stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number of hours	Semestr 1					ECTS	Semestr 2					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Philosophy	30	30					1							Grade	
2	Latin	30								30				3	Grade	
3	Information Technology	30								30				2	Grade	
Basic subjects																
4	Practical German – reading and writing	120			60			4			60			4	Grade, Exam	
5	Practical German – practical grammar	60		30				2		30				2	Grade	
6	Practical German – oral communication	120			60			4			60			4	Grade, Exam	
7	Practical German – phonetics	30									30			2	Grade	
Main subjects																
8	Social communication	30	30					5							Exam	
9	Selected aspects of general and applied linguistics	30	30					2							Grade	
10	Introduction to Literary Studies	30	30					2							Grade	
11	Theory of literature	30							15	15				2	Grade	
12	History of German literature	45							30	15				4	Grade	
13	Descriptive grammar of German	90	30	15				3	30	15				5	Grade, Exam	
14	Civilisation of German speaking countries	30	30					2							Grade	
15	History of Germany	30	30					5							Exam	
16	Linguistic communication	30							30					2	Grade	
Total number of hours:			210	45	120	0	0		105	135	150	0	0			
Total number of hours per semester(year)/ECTS:		765	375					30	390					30		
Number of examinations:		5	2						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Philology**Specialization: German Philology and Communication with the Media,****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semestr 3					ECTS	Semestr 4					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Subjects of general education															
1	Physical Education	60		30				0		30				0	Credit
Basic subjects															
2	Practical German – reading and writing	120			60			4			60			4	Grade, Exam
3	Practical German – oral communication	120			60			4			60			4	Grade, Exam
4	Foreign language	60		30				1		30				1	Grade
Main subjects															
5	History of German literature	75	30	15				6	15	15				3	Exam/Grade
6	History of German	45	30	15				5							Exam
7	Contrastive grammar	45							30	15				3	Grade
8	Introduction to translation	30	30					1							Grade
9	Theories of language learning and teaching	45	15					1	30					3	Grade, Exam
10	Diploma seminar	15											15	1	Grade
Total number of hours/ECTS:		615	105	90	120	0	0	22	75	90	120	0	15	19	
Subjects for speciality: Kommunikation with the Media															
11	Media ethics	15	15					1							Grade
12	Stylistics and culture of Polish	15				15		3							Grade
13	Introduction to Public Relations	45							30	15				4	Grade
14	Media system in Poland and around the world	15	15					1							Grade
15	Forms of public statement	30				30		3							Grade
16	Techniques of self-presentation	30								30				4	Grade
17	Local media in Poland	30							15	15				3	Grade
Total number of hours:		180	30	0	0	45	0	8	45	60	0	0	0	11	
Total number of hours/ECTS:			135	90	120	45	0	30	120	150	120	0	15	30	
Total number of hours per semester (year):		795	390						405						
Number of examinations:		5	2						3						

Major: Philology**Specialization: German Philology and Communication with the Media,****Stationary****Recruitment: 2010****Year III**

No.	Name of subject	Number of hours	Semestr 5					ECTS	Semestr 6					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Basic subjects															
1	Practical German – reading and writing	30			30			2							Grade
2	Practical German – oral communication	30			30			2							Grade
3	Foreign language	60		30				1		30				2	Grade, Exam
Main subjects															
4	Intercultural communication	30				30		3							Grade
5	German teaching methodology	30		30				3							Grade
6	Diploma seminar	60					30	2					30	2	Grade
Total number of hours/ECTS:		240	0	60	60	30	30	13	0	30	0	0	30	4	
Subjects for speciality: <i>Communication with the Media</i>															
7	Creation of public image	30	15	15				4							Grade
8	Public statements in a foreign language	15		15				3							Grade
9	Rhetorics and eristics	30				30		4							Grade
10	Advertising and promotion	60	15	15				3	15	15				5	Grade, Exam
11	Literary and artistic criticism	15								15				4	Grade
12	Ochrona własności intelektualnej	15							15					1	Grade
13	Public spokespersonship	15								15				3	Grade
14	Local media in Poland	15		15				3							Grade
15	Public opinion	15										15		3	Grade
16	Practice	200													Grade
17	Diploma paper													10	Grade
Total number of hours:		410	30	60	0	30	0	17	30	45	0	15	0	26	
Total number of hours/ECTS:			30	120	60	60	30	30	30	75	0	15	30	30	
Total number of hours per semester (year):		650	300						150						
Number of examinations:		2	0						2						

Major: Philology**Specialization: German Philology (translation studies),****Stationary****Recruitment: 2010**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Philosophy	30	30					1							Grade	
2	Latin	30								30				3	Grade	
3	Information Technology	30								30				2	Grade	
Basic subjects																
4	Practical German – reading and writing	120			60			4			60			4	Grade, Exam	
5	Practical German – practical grammar	60		30				2		30				2	Grade	
6	Practical German – oral communication	120			60			4			60			4	Grade, Exam	
7	Practical German – phonetics	30									30			2	Grade	
Main subjects																
8	Social communication	30	30					5							Exam	
9	Selected aspects of general and applied linguistics	30	30					2							Grade	
10	Introduction to Literary Studies	30	30					2							Grade	
11	Theory of literature	30							15	15				2	Grade	
12	History of German literature	45							30	15				4	Grade	
13	Descriptive grammar of German	90	30	15				3	30	15				5	Grade, Exam	
14	Civilisation of German speaking countries	30	30					2							Grade	
15	History of Germany	30	30					5							Exam	
16	Linguistic communication	30							30					2	Grade	
Total number of hours:			210	45	120	0	0		105	135	150	0	0			
Total number of hours per semester(year)/ECTS:		765	375					30	390					30		
Number of examinations:		5	2						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Philology**Specialization: German Philology (translation studies),****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Subjects of general education															
1	Physical Education	60		30				0		30				0	Credit
Basic subjects															
2	Practical German – reading and writing	120			60			4			60			4	Grade, Exam
3	Practical German – oral communication	120			60			4			60			4	Grade, Exam
4	Foreign language	60		30				1		30				1	Grade
Main subjects															
5	History of German literature	75	30	15				6	15	15				3	Exam, Grade
6	History of German	45	30	15				5							Exam
7	Contrastive grammar	45							30	15				3	Grade
8	Introduction to translation	30	30					1							Grade
9	Theories of language learning and teaching	45	15					1	30					3	Grade, Exam
10	Diploma seminar	15											15	1	Grade
Total number of hours/ECTS:		615	105	90	120	0	0	22	75	90	120	0	15	19	
Subjects for speciality: Translation Studies															
11	Text typology	15	15					1							Grade
12	Marketing basics	15							15					1	Grade
13	Methodology of translation	15	15					1							Grade
14	Stylistics and culture of Polish	15				15		3							Grade
15	Theory of translation	15							15					1	Grade
16	Grammar in translation	15								15				3	Grade
17	Stylistics in translation	15	15					3							Grade
18	Written translation	30								30				3	
19	Specialized translation	15								15				3	Grade
Total number of hours:		150	45	0	0	15	0	8	30	60	0	0	0	11	
Total number of hours/ECTS:			150	90	120	15	0	30	105	150	120	0	15	30	
Total number of hours per semester (year):		765	375						390						
Number of examinations:		5	2						3						

Major: Philology**Specialization: German Philology (translation studies),****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Basic subjects																
1	Practical German – reading and writing	30			30			2								Grade
2	Practical German – oral communication	30			30			2								Grade
3	Foreign language	60		30				1		30					2	Grade, Exam
Main subjects																
4	Intercultural communication	30				30		3								Grade
5	German teaching methodology	30		30				3								Grade
6	Diploma seminar	60					30	2						30	2	Grade
Total number of hours/ECTS:		240	0	60	60	30	30	13	0	30	0	0	30	4		
Subjects for speciality: Translation Studies																
7	Introduction to business activity	15	15					1								Grade
8	Theory of translation	15	15					1								Grade
9	Written translation	30		30				6								Grade
10	Oral translation	60		30				3		30					5	Grade, Exam
11	Translation of literary texts	30								30					3	Grade
12	Specialized translation	30		15				3		15					3	Grade
13	Editing basics	15							15						1	Grade
14	Organization and techniques of translation	30		15				3		15					3	Grade
15	Intellectual property protection	15							15						1	Grade
16	Practice	200														Grade
17	Diploma paper														10	Grade
Total number of hours:		440	30	90	0	0	0	17	30	90	0	0	0	26		
Total number of hours/ECTS:			30	150	60	30	30	30	30	120	0	0	30	30		
Total number of hours per semester (year):		680	300						180							
Number of examinations:		3	1						2							

Major: Philology**Specialization: English and computer science,****Recruitment: 2009****Stationary**

Year I

Lp.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	co	s		lc	c	lb	co	s			
Subjects of general education																
1	Philosophy	15	15					1							Grade	
2	Latin	30								30				3	Grade	
3	Information Technology	30		30				2							Grade	
4	Physical Education	60		30				1		30				1	Grade	
Basic subjects																
4	Practical English – reading and writing	60								60				4	Grade/Exam	
5	Practical English – oral communication	60								60				4	Grade	
6	Practical English– Anglophone Press Survey	30		30				3							Grade	
7	Practical English – phonetics	60		30				3		30				2	Grade	
Main subjects																
8	Social communication	30	30					2							Grade	
9	Selected aspects of general and applied linguistics	30	30					3							Grade	
10	Introduction to literary studies	30	30					3							Grade	
11	Linguistic communication	30							30					2	Grade	
12	History of English literature	60							30	30				3	Grade	
13	Civilisation of English speaking countries	30							30					3	Grade	
14	History of Great Britain	30	30					4							Exam	
15	Introduction to psychology	30	30					4							Exam	
16	Developmental and personality psychology	45							30	15				5	Grade	
Subjects for speciality: Computer Science																
17	Theoretical basis of computer science	45	15	30				4							Grade	
18	Utility and educational software	45								45				3	Grade	
Total number of hours:			180	150	0	0	0		120	300	0	0	0			
Total number of hours per semester(year)/ECTS:		750	330					30	420					30		
Number of examinations:		3	2						1							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Philology**Specialization: English and computer science,****Recruitment: 2009****Stationary****Year II**

Lp.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	s		
Subjects of general education															
1	Practical English – reading and writing	90		60				4		30				2	Exam/rade
2	Practical English – practical grammar	30								30				2	Grade
3	Practical English – oral communication	120		60				4		60				3	Exam/Grade
4	Foreign language	60		30				2		30				2	Grade
Basic subjects															
5	History of English literature	30	30					5							Exam
6	History of American literature	30							15	15				2	Grade
7	Descriptive grammar of English	30	30					3							Exam
8	English teaching methodology	90	15	15				3	30	30				4	Grade/Exam
9	Introduction to pedagogy	30	30					3							Grade
10	Social pedagogy	45							30	15				4	Exam
11	Translation	15								15				2	Grade
12	Diploma seminar	15											15	1	Grade
13	Practice	45										45		1	Grade
Total number of hours/ECTS:		585	105	165	0	0	0	24	75	225	0	0	15	23	Grade
Subjects for speciality: Computer Science															
14	Website design and graphics	45	15	30				3							Grade
15	Didactics of computer science I	30							15	15				3	Grade
16	Introduction to software	45	15	30				3							Grade
17	Operational systems	60							30	30				4	Grade
Total number of hours:		180	30	60	0	0	0	6	45	45	0	0	0	7	
Total number of hours/ECTS:			135	225	0	0	0	30	120	270	0	0	15	30	
Total number of hours per semester(year)/ECTS:		765	360						405						
Number of examinations:		6	4						2						

Major: Philology**Specialization: English and computer science,****Recruitment: 2009****Stationary****Year III**

Lp.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	co	s		lc	c	lb	co	c		
Subjects of general education															
1	Practical English – reading and writing	60		30				3		30				2	Exam/Grade
2	Practical English – practical grammar	30		30				2							Grade
3	Practical English – oral communication	90		60				4		30				2	Exam/Grade
4	Foreign language	60		30				2		30				3	Grade/Exam
Basic subjects															
5	English teaching methodology	15		15				2							Grade
6	Contrastive grammar	30							30					3	Grade
7	History of English	15	15					2							Grade
8	Voice emission	30								30				2	Grade
9	Diploma seminar	60					30	2					30	2	Grade
10	Practice	135				75		3				60		3	Grade
Total number of hours/ECTS:		525	15	165	0	75	30	20	30	120	0	60	30	17	
Subjects for speciality: Computer Science															
11	Didactics of computer science II	30	15	15				3							Exam
12	Databases	30	15	15				2							Grade
13	Computer networks	30	15	15				2							Grade
14	Computer programming	60	15	15				3	15	15				3	Grade
15	Diploma paper													10	
Total number of hours:		150	60	60	0	0	0	10	15	15	0	0	0	13	
Total number of hours per semester(year)/ECTS:			75	225	0	75	30	30	45	135	0	60	30	30	
Total number of hours per semester (year):		675	405						270						
Number of examinations:		3	2						1						

Philology: Subjects of general education

ECTS credits
1

1. Course title

Philosophy

2. Course contentsLecture

Basic issues concerning the theories, hypotheses as well as scientific and religious data on the origin of the universe, life and man. The lives and works of Homer and Hesiodos. Origin of philosophy and its methods. Ionian and Elia philosophies. Sophism (Protagoras and Gorgias). The Pitagorean school. Philosophy and ethics of Socrates. Ethical intellectualism. Platonic idealism – the concept of man and state. Basic categories of Aristotelean philosophy: substance, matter, form, act, potency, essence and the notion of causality. Aristotelean ethics of ‘the golden mean’. Man and God in the thought of St. Augustine. Historiography of St. Augustine. Middle Ages. Origin of the medieval university. Pantheism. Scholastics (evidence of divine existence: St. Anselm’s ontological argument, St. Thomas Aquinas’ arguments, Thomistic concept of man and existence). Renaissance. Humanist philologists, psychologists and theologians. Basic assumptions of Enlightenment. Encyclopedians. Basic categories of Cartesian philosophy: method, methodist skepticism, cogito and dualism. Minimalism. Existentialism of J.P. Sartre and G. Marcel. German idealism (Fichte, Schelling, Hegel). Nietzsche. Phenomenology and philosophy of values. Post-modernism: post-structuralism and deconstructivism.

3. Prerequisites

General knowledge of humanistic issues displayed by high school graduates.

4. Learning outcomes

Students will gain general knowledge of the variety of philosophic attitudes, concepts and orientations formulated from the ancient times till nowadays.

5. Recommended reading

1. Tatarkiewicz W.: *Historia filozofii*, PWN, Warszawa, 2005.
2. Hempoliński M., *Filozofia współczesna*, Warszawa 1989.
3. Bartnik, C.S., *Historia filozofii*, Lublin, 2000.
4. Placz R., *Klasycy filozofii*, Warszawa, 1987.
5. Galarowicz J., Jaworski W., Małęcka M., *Zagadnienia i kierunki filozofii, Wybór tekstów*, Kraków, 2000.
6. Russell B., *Dzieje Filozofii Zachodu*, Warszawa 2000.
7. Didier J., *Słownik filozofii*, Katowice 1993.
8. Sikora A., *Od Heraklita do Husserla. Historia filozofii najprościej wyłożona*, Warszawa 2001.
9. Fukuyama F., *Koniec człowieka*, Kraków, 2005.
10. Ingarden R., *Wykłady z etyki*, Warszawa 1989.

6. Type of course

Compulsory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Latin

2. Course contentsClasses

Declensions and conjugations, texts by ancient authors, proverbs and maxims, borrowings from Latin to Polish and English.

3. Prerequisites

None

4. Learning outcomes

Students will develop their basic phonetic and inflection skills in Latin as well as gaining general knowledge of common Latin maxims, the grammar system and the influence of Latin on other European languages.

5. Recommended reading

1. Wilczyński, S., Pobiedziska, E., Jaworska, E., *Porta Latina. Podręcznik do języka łacińskiego i kultury antycznej. Preparacje i komentarze*, Wydawnictwo szkolne PWN, 2009
2. Kumaniecki, K.; *Słownik łacinsko-polski*. PWN, 2005
3. Jurewicz O., Winniczuk L., Żuławska J.; *Język Łaciński podręcznik dla lektorów*
4. Wilczyński S., Zarych T., *Rudimenta Latinitatis*; Wrocław 1998

6. Type of course

Compulsory

7. Teaching team

Faculty of Political Science, Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Written test, written translation of selected sentences. Grade

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Information Technology

2. Course contentsClasses

Basic notions and definitions of computer science. Elements of computer architecture and functioning. Introduction to computer use. Basic features and functions of WINDOWS VISTA. PC-Tools: antivirus, data archiving, diagnostic and optimizing software. Internet characteristics, functions, applications and services. Text editors (WORD): editing rules; editing of complex multipage documents, tables, graphic object insertion (advanced methods), editing of mathematical formulae, constant elements of documents, the creation of tables of contents and indexes, column text formatting, serial mailing, forms; work automation, design and creation of professional documents and publications, computer text compilation-editing. Computer data analysis (areas of data analysis application). The creation of formulae, graphic presentation of data, algorithmic presentation of economic problems, elements of statistical analysis. Advanced problems: elements of spreadsheet programming, spreadsheet and file management, spreadsheet as a database (advanced addition, presentation and preparation of complex printout, advanced operations on data lists (pivot tables), macro definitions, preparation of algorithms of economic problems. The use of POWER POINT or FLASH.

3. Prerequisites

None

4. Learning outcomes

Students will gain basic knowledge of computer science within the application of contemporary computer software. They will also gain understanding of basic notions of computer science. They will learn how to operate selected computer hardware as well as noticing and formulating problems arising in other fields, which may be solved using computers. They will be able to apply IT to text editing, spreadsheets, data bases, managing and presentation graphics as well as computer networks.

5. Recommended reading

1. R. Supranowicz, L. Łozowski, *Windows Vista oraz Office 2007 Professional w praktyce*, PWSZ im. Witelona w Legnicy 2008
2. A. Bąk (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000
3. Z. Dec; R. Konieczny, *ABC...komputera 2009*, EDITION 2000, Kraków, 2009
4. K. Kluczna, *ABC...Windows VISTA*, EDITION 2000, Kraków, 2009

6. Type of course

Obligatory

7. Teaching team

Department of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

English Philology: basic subjects:

ECTS credits
4

1. Course title

Practical English – reading and writing

2. Course contents

Laboratory

Informative text

- text features: punctuation, coherence (repetition of the noun, pronouns)
- text analysis (formal, informal and semi-formal style); key sentences
- paragraph structure: key sentence, the development of the key sentence (quotation, example, statistical data)
- Multi-paragraph texts: title, introduction, main body, summary

Functional text

- CV
- Informal and formal letter : a) a letter of request; b) a letter of information

3. Prerequisites

None

4. Learning outcomes

Students will be able to grasp promptly the gist of a variety of written texts as well as producing coherent written compositions of their own. They will learn how to formulate thoughts in writing and construct coherent texts consisting of 4 to 5 paragraphs. They will also develop their ability to create complex sentences with the use of sophisticated vocabulary.

5. Recommended reading

1. Evans, V. and Dooley, J. Upstream intermediate B2: Express Publishing 2008.
2. Flinders, S. Test Your Business English elementary: Penguin Books, 1996.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	I	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
4

1. Course title

Practical English – reading and writing

2. Course contentsLaboratory

Informative text

- text features: punctuation, coherence (repetition of the noun, pronouns)
- text analysis (formal, informal and semi-formal style); key sentences
- paragraph structure: key sentence, the development of the key sentence (quotation, example, statistical data)
- Multi-paragraph texts: title, introduction, main body, summary

Functional text

- CV
- Informal and formal letter : a) a letter of request; b) a letter of information

3. Prerequisites

None

4. Learning outcomes

Students will be able to grasp promptly the gist of a variety of written texts as well as producing coherent written compositions of their own. They will learn how to formulate thoughts in writing and construct coherent texts consisting of 4 to 5 paragraphs. They will also develop their ability to create complex sentences with the use of sophisticated vocabulary.

5. Recommended reading

1. Evans, V. and Dooley, J. Upstream intermediate B2: Express Publishing 2008.
2. Flinders, S. Test Your Business English elementary: Penguin Books, 1996.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	II	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
2

1. Course title

Practical grammar

2. Course contentsClasses

Nouns, pronouns, adjectives, adverbs, verbs, tenses and verb phrases, prepositions, syntax of the simple and complex sentence.

3. Prerequisites

None

4. Learning outcomes

Students will learn to correctly apply in sentences English expressions and grammatical structures covered in class.

5. Recommended reading

1. Allen, W. S. *Living English Structure*. Longman, 1994.
2. Close, R. A. *A University Grammar of English Workbook*. **Longman**, 1974.
3. Gethin, H. *Grammar in Context*. Nelson, 1992
4. Graver, B. D. *Advanced English Practice*. Oxford University Press, 1986.
5. Kozłowska, D. C. *The Articles in Polish-English Translation*. **PWN**, 1998.
6. Quirk, R., Greenbaum, S. *A University Grammar of English*. Longman, 1973.
7. Swan, M. *Practical English Usage*. Oxford University Press, 1991.
8. Thomson, A. J., Martinet, A. V. *A Practical English Grammar. Third Edition*. Oxford University Press, 1980.
9. Vince, M. *Advanced Language Practice*. Heinemann, 1994.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
2

1. Course title

Practical grammar

2. Course contentsClasses

Nouns, pronouns, adjectives, adverbs, verbs, tenses and verb phrases, prepositions, syntax of the simple and complex sentence.

3.**4. Prerequisites**

None

5. Learning outcomes

Students will learn to correctly apply in sentences English expressions and grammatical structures covered in class.

6. Recommended reading

1. Allen, W. S. *Living English Structure*. Longman, 1994.
2. Close, R. A. *A University Grammar of English Workbook*. Longman, 1974.
3. Gethin, H. *Grammar in Context*. Nelson, 1992
4. Graver, B. D. *Advanced English Practice*. Oxford University Press, 1986.
5. Kozłowska, D. C. *The Articles in Polish-English Translation*. PWN, 1998.
6. Quirk, R., Greenbaum, S. *A University Grammar of English*. Longman, 1973.
7. Swan, M. *Practical English Usage*. Oxford University Press, 1991.
8. Thomson, A. J., Martinet, A. V. *A Practical English Grammar. Third Edition*. Oxford University Press, 1980.
9. Vince, M. *Advanced Language Practice*. Heinemann, 1994.

7. Type of course

Obligatory

8. Teaching team

Faculty of Humanities

9. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

10. Assessment methods

Grade

11. Language of instruction

English

ECTS credits
4

1. Course title

Practical English – oral communication

2. Course contentsClasses

People – general appearance, character and work; Going places; Stories; Accidents and natural disasters; Festivals and celebrations; Food and eating habits;

3. Prerequisites

None

4. Learning outcomes

Students will gain understanding of and develop the ability to produce stylistically and functionally diversified texts as well as expressing themselves clearly and communicatively and effectively in English.

5. Recommended reading

1. Bower, S, & Wilson, C. (2001). *First Certificate First: examination practice; speaking, listening*. Newbury: Express Publishing.
2. Evans, V., & Dooley, J. (2008). *Enterprise Intermediate*. London: Express Publishing.
3. Haines, S., & Stewart, B. (2002). *New First Certificate: Masterclass*. Oxford: OUP.
4. O'Connell, S. (1996). *Focus on First Certificate*. London: Longman.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	I	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade (active participation in classes, 2 tests).

10. Language of instruction

English

ECTS credits
4

1. Course title

Practical English – oral communication

2. Course contentsClasses

People – general appearance, character and work; Going places; Stories; Accidents and natural disasters; Festivals and celebrations; Food and eating habits;

3. Prerequisites

None

4. Learning outcomes

Students will gain understanding of and develop the ability to produce stylistically and functionally diversified texts as well as expressing themselves clearly and communicatively and effectively in English.

5. Recommended reading

1. Bower, S, & Wilson, C. (2001). *First Certificate First: examination practice; speaking, listening*. Newbury: Express Publishing.
2. Evans, V., & Dooley, J. (2008). *Enterprise Intermediate*. London: Express Publishing.
3. Haines, S., & Stewart, B. (2002). *New First Certificate: Masterclass*. Oxford: OUP.
4. O'Connell, S. (1996). *Focus on First Certificate*. London: Longman.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	II	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade (active participation in classes, 2 tests).

10. Language of instruction

English

ECTS credits
2

1. Course title

Practical English – phonetics

2. Course contentsClasses

vowels (diphthongs and monophthongs), consonants (especially alveolars and dentals), phonemic script, word and sentence stress, English intonation (tone unit, tonic syllable, stressed syllable, the fall, the rise, the fall-rise).

3. Prerequisites

none

4. Learning outcomes

after completing the course students will be able to use phonemic script and recognize vowels differing in one or two phonemic features. The sounds absent from Polish will be given special attention. In the second semester key features of English intonation and word linking will be introduced and practised.

5. Recommended reading

1. Baker, A. (2006). *Ship or sheep? An intermediate pronunciation course*. Cambridge: Cambridge University Press.
2. Baker, A. (2006). *Tree or three? An elementary pronunciation course*. Cambridge: Cambridge University Press.
3. Bowler, B., Cunningham, S., Moor, P., & Parminter, S. (2000). *New Headway Pronunciation Course Upper-intermediate*. Oxford: Oxford University Press.
4. Bowler, B., Cunningham, S., Moor, P., & Parminter, S. (2007). *New Headway Pronunciation Course Intermediate*. Oxford: Oxford University Press.
5. Hancock, M. & Donna, S. (2007). *English pronunciation in use: Intermediate*. Cambridge: Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	30/30	II	1
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade. After each semester students will record a text selected by the teacher; during the course occasional tests will be administered.

10. Language of instruction

English

English Philology: main subjects:

ECTS credits
5

1. Course title

Social communication

2. Course contentsLecture

1. Interdisciplinary character and the theoretical traditions of the science of communication and the media. 2. Classification of communication: forms (verbal, non-verbal), types (informational, persuasive), levels (intrapersonal, interpersonal, group, institutional, mass, global), subsystems (organisational, political, public, international, intercultural), circulation (public, private). 3. Axioms of communication. A style of communication versus *gender* and education. 4. Selected concepts and models of the process of communication. The interactive approach to communication. 5. Persuasiveness of Communications and influencing people. The Elaboration Likelihood Model of persuasion (ELM). Practical guidelines on persuasion. 6. Technological determinism. The development of the means of communication (from the invention of the print till modern computers) in the context of satisfying human needs. 7. Stages in the development of communication and the media. 8. Mass communication, the mass society, pop culture, ideology of consumption and the hedonist pluralist society. 10. Media system. 12. The information revolution and the information society in Poland. 14. The convergence of the media, the new media and the Internet in communication.

3. Prerequisites

None

4. Learning outcomes

Familiarisation of students with the processes and mechanisms of communication between people, basic information on the Information Society, the development of an individual communicational competence, the development of the ability to interpret major contemporary phenomena: public persuasion, mediatisation of public life, globalization of communication.

5. Recommended reading

1. Griffin E., *Podstawy komunikacji społecznej*, Gdańsk 2003
2. Pisarek W. (red.), *Słownik terminologii medialnej*, Kraków 2006 (także jako e-book)
3. Tokarz M., *Argumentacja. Perswazja. Manipulacja*, Gdańsk 2007

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Introduction to Linguistics

2. Course contentsLecture

The object and subject of linguistics: the essence of language and its features. The history of the linguistic thought from the Ancient Times till nowadays. A review and characteristics of the disciplines linguistics. Historical and comparative linguistics. Typological linguistics. The hierarchical structure of the language. The systematic linguistic disciplines of phonology, morphology, syntax, semantics, lexicology and stylistics. The notions of the text, statement and discourse. The functions of language. Pragmatics and acts of speech. Linguistics versus other scientific disciplines. Linguistics-related sciences. Sociolinguistics versus sociology of language. The language in social conditioning. Linguistic behaviour. Cultural linguistics. Linguistic universalism and relativism. Applied linguistics: the notion of transfer and interference; foreign language teaching; translation.

3. Prerequisites

None

4. Learning outcomes

Students will be familiarised with the notions of „language”, „speech” and „use”, as well as understanding such elements of language description as phonetics, phonology, morphology, syntax and semantics. They will learn about selected aspects of the history of linguistics and contemporary linguistics and how to use particular contemporary linguistic notions and methods in the description of existing and future linguistic phenomena. They will also be taught how to consciously identify changes brought to language with time and react to a violation of linguistic norms.

5. Recommended reading

1. Furdal, Antoni (1990): *Językoznawstwo otwarte*. Ossolineum. Wrocław.
2. Grzegorzewski, Renata (2007): *Wstęp do językoznawstwa*. Wydawnictwo Naukowe PWN. Warszawa.
3. Lachur, Czesław (2004): *Zarys językoznawstwa ogólnego*. Wydawnictwo Uniwersytetu Opolskiego. Opole.
4. Łuczyński, Edward/ Maćkiewicz, Jolanta (2002): *Językoznawstwo ogólne. Wybrane zagadnienia*. Wydawnictwo Uniwersytetu Gdańskiego. Gdańsk.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade: performance test, contribution to classes

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Introduction to Literary Studies

2. Course contentsLecture:

Characteristic features of literature, its distinctive qualities and related arts. The study of literature and its branches (literary theory, history of literature, literary criticism). Main structural elements of a literary work (the notion of structure, the meaning and the way of expressing it, style and composition, problems of composition, compositional dominant). Division into literary genres (criteria of division, distinctive features of individual genres). Lyric genre (lyrical subject, stylistic-compositional characteristics of the lyric, types of experiences in lyric, lyric genres). Narrative literature (narrator, main character, plot, narrative linguistic-stylistic forms, narrative genres). Drama (construction of the world depicted in a drama, linguistic structure of a drama, dramatic genres). Stylistics: tonal sphere of stylistic choices, lexical sphere of stylistic choices, the use of metaphors, poetic syntax, stylization. Versology: tonal organization of literary expression (the figures of sound, rhythmization), systems of a poem, foots in a syllabotonical poem, rhymes, strophes. Elements of the theory of historico-literary process (regularities governing literary evolution, literary period, literary movement, poetics of a movement).

3. Prerequisites

None

4. Learning outcomes

Gaining the basic knowledge in literary studies and the skill of analyzing and interpreting literary works.

5. Recommended reading

1. A. Kulawik, *Poetyka. Wstęp do teorii dzieła literackiego*, Kraków 1994;
2. M. Głowiński, A. Okopień-Sławińska, J. Sławiński, *Zarys teorii literatury*, Warszawa 1972;
3. B. Chrzastowska, S. Wysłouch, *Poetyka stosowana*, Warszawa 1978;
4. *Ćwiczenia z poetyki*. Pod. Red. A. Gajewskiej i T. Mizerkiewicza, Warszawa 2006;
5. *Słownik terminów literackich*, pod red. J. Sławińskiego, Wrocław 1998.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Theory of literature

2. Course contentsLecture and classes

The position of the theory of literature in the knowledge of literature, the theory and poetics, contemporary and post-contemporary theory, essentialism and pragmatism, cultural theory, major theoretic and literary doctrines from the anti-positivist period till nowadays, major problems of the theory of literature: specification of literature, the author versus the I-speaker, reading versus interpretation, literary communication, methods of literary studies.

3. Prerequisites

None

4. Learning outcomes

Students will be familiarised with the contemporary literary metalanguage and taught how to apply it in an analysis and interpretation of literary works.

5. Recommended reading

1. A. Burzyńska, M.P. Markowski, Teorie literatury XX wieku. Antologia, Kraków 2006.
2. J. Culler, Teoria literatury. Bardzo krótkie wprowadzenie, Warszawa 1998.
3. Kulturowa teoria literatury. Główne pojęcia i problemy, red. M. P. Markowski, R. Nycz, Kraków 2006.
4. H. Markiewicz, Główne problemy wiedzy o literaturze, wyd. III-V, Kraków 1970, 1980, wyd. VI, 1996.
5. Prace wybrane, t. III, Kraków 1996.
6. R. Wellek, A. Warren, Teoria literatury, Warszawa 1970.
7. Słownik terminów literackich, pod red. J. Sławińskiego, wyd. 2, Warszawa 1988

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
4

1. Course title

History of English Literature

2. Course contentsLecture and classes:

The panorama of the canon of English literature including poetry, drama and prose from its medieval beginning till the present time, with the analysis and interpretation of selected literary works.

3. Prerequisites

Knowledge of the English language (at the level B1-B2) and the history of Great Britain.

4. Learning outcomes

A student demonstrates knowledge and understanding of prominent works of English literature, is able to analyse them using adequate metalanguage and understands the phenomena forming the continuity and changes of English literature.

5. Recommended reading

Sir Gawain and the Green Knight

Walter Raleigh: "What is our life?", "Verses Made on the eve of His Execution"

Edmund Spenser: *Sonnets*

Thomas Wyatt: "They Flee from Me"

William Shakespeare: *Hamlet*, *The Tempest*, *Sonnets*

Ben Jonson: "Inviting a Friend to Supper"

John Donne, *Songs and Sonnets*

George Herbert, *The Temple*

John Milton: *Paradise Lost*, "On His Blindness"

John Dryden: *Secret Love*, "Happy the Man"

Thomas Otway, *The Orphan*

Samuel Johnson, "The Vanity of Human Wishes"

Alexander Pope: *An Essay On Criticism*, "Epistle of Eloisa to Abelard"

Daniel Defoe: *Robinson Crusoe*

Samuel Richardson: *Pamela: or Virtue Rewarded*

Jonathan Swift: *Gulliver's Travels*

6. Type of course

Obligatory.

7. Teaching team

Faculty of Humanities.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

English.

ECTS credits
3

1. Course title

Descriptive grammar of English

2. Course contentsLecture

A systematic presentation of the description of the English language in a synchronic aspect, including its phonetics, phonology, morphology. The geographic diversity of the varieties of English. An outline of general linguistic knowledge.

3. Prerequisites

None

4. Learning outcomes

Students will learn to use and understand the relevant metalanguage used to describe the English language from the synchronic angle, as well as being able to make in English a phonological, morphological, structural and functional analysis of contemporary English texts.

5. Recommended reading

1. Allen, W.S. *Living English Structure*. Longman 1974.
2. Bauer, L. *English Word Formation*.
3. Bauer, L. *Introducing Linguistic Morphology*
4. Close, R. *A University Grammar of English Workbook*. Longman 1974.
5. Cruttenden, A. *Gimson's Pronunciation of English*
6. Gethin, H. *Grammar in Context*. Nelson 1992.
7. Graver, B.D. *Advanced English Practice*. Oxford UP 1986.
8. Janicki, K. *Elements of British American English*
9. Jassem, W. *The Phonology of Modern English*
10. Szymanek, B. *Introduction to Morphological Analysis*

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes	15/10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
5

1. Course title

Descriptive grammar of English

2. Course contentsLecture

A systematic presentation of the description of the English language in a synchronic aspect, including its syntax and pragmatics. The geographic diversity of the varieties of English. An outline of general linguistic knowledge.

3. Prerequisites

None

4. Learning outcomes

Students will learn to use and understand the relevant metalanguage used to describe the English language from the synchronic angle, as well as being able to make in English a syntactic, structural and functional analysis of contemporary English texts.

5. Recommended reading

1. Allen, W.S. *Living English Structure*. Longman 1974.
2. Bauer, L. *English Word Formation*.
3. Bauer, L. *Introducing Linguistic Morphology*
4. Close, R. *A University Grammar of English Workbook*. Longman 1974.
5. Cruttenden, A. *Gimson's Pronunciation of English*
6. Gethin, H. *Grammar in Context*. Nelson 1992.
7. Graver, B.D. *Advanced English Practice*. Oxford UP 1986.
8. Janicki, K. *Elements of British American English*
9. Jassem, W. *The Phonology of Modern English*
10. Szymanek, B. *Introduction to Morphological Analysis*

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
2

1. Course title

Anglo-Saxon culture

2. Course contentsLecture:

Contents include: history of the civilization of the British Isles and the United States, identity in an English-speaking countries, Anglo-Saxon cultural contexts, contemporary socio-economic, cultural and political realities of the British Isles and the United States, permeating various cultures in an English-speaking countries.

Subject matter of the seminar it also:

- history of the oral tradition of Anglo-Saxon linguistic area
- canon of literature – of poetry, of drama, of proses,
- periodization of the history of the Anglo-Saxon culture
- introduction into the methodology of interpretation of work the culture

3. Prerequisites

Rudimentary knowledge about history and the European culture, knowledge of a language English in the communicative rank.

4. Learning outcomes

- The student has the broad wisdom about the history, societies, the culture and the civilization of an English-speaking countries.
- The student is purchasing thorough acquaintance of the historical and cultural reality and influences of the Anglo-Saxon civilization on contemporary world.
- The student is getting the knowledge about an English-speaking countries with special taking into account the culture and the history of Anglo-Saxon countries
- The student understanding culture of Anglo-Saxon linguistic area,
- The student understanding the cause of the influence of the Anglo-Saxon culture on the European culture
- The student is getting to know material and symbolic elements which determine character of the culture.

5. Recommended reading

1. Rietbergen P., Europa – dzieje kultury, Warszawa 2001;
2. Lipoński W., Dzieje kultury brytyjskiej. Warszawa 2004;
3. Gołębiowski M., Dzieje kultury Stanów Zjednoczonych. Warszawa 2004;
4. O'Driscoll J., Britain: the country and its people (an introduction for learners of English). Oxford 2002;
5. Falk R., Spotlight on the USA. Oxford 1993;
6. British & American Year : kultura i historia. Tłumaczenie Białas M., Wrocław 2003;
7. Brown K., Oxford guide to British and American culture: for learners of English, Oxford 2005;
8. Dyboski R., Cywilizacja amerykańska a cywilizacja europejska, Warszawa 1938;

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Evaluation of the activity in the process of the seminary, authoring to the specific topic, evaluation of the test in conclusion of the seminary.

10. Language of instruction

Polish

ECTS credits
5

1. Course title

History of Great Britain

2. Course contentsLecture

The early historical period (till 1066); England under Norman and First Plantagenets rule (1066-1272); The Hundred Years War 1337-1453 and its consequences – The War of the Roses 1455-1485; Economic, social and cultural transformations in England (XI – XV c.); England under Tudor rule between 1485-1603; England between 1603-1688; English parliamentarism in XVIII c.; England during The American War of Independence, the French Revolution and the Napoleonic Wars; Great Britain in the first half of XIX c.; The economic boom and social and political conflicts between 1848-1875; The turn of XIX and XX c.; Great Britain at the onset and during WWI; Great Britain between the Wars (1919-1929); Great Britain and the crucial economic, practical and military world events between 1929-1945; events after WWII.

3. Prerequisites

None

4. Learning outcomes

Students will acquire factographic knowledge of the events in British history, the main stages of its developmental process, as well as gaining practical knowledge of the technical, civilization and economic functions of the British state and society from late XVII c. till nowadays. Also they will be able to formulate general syntheses of events in English and British history from a retrospective angle.

5. Recommended reading

1. Bidwell A.S., *Blaski i cienie parlamentaryzmu brytyjskiego*, Warszawa 2004
2. Bidwell A.S., *Dzieje Wielkiej Brytanii w XX w.: od światowego imperium do „małego państwa” na obrzeżach Europy*, Warszawa 2009
3. Gilbert M., *Churchill – biografia*, Poznań 1996,
4. Haskins E.A., *Social history of the English working classes 1815-1945*, London 1979
5. Matias P., *The first industrial nation: an economic history of Britain 1700-1914*, London 1969
6. Mazurczak W., *Kolonializm i wojna: brytyjskie imperium kolonialne w czasie II wojny światowej*, Poznań 1999,
7. Zins H., *Polityka zagraniczna Wielkiej Brytanii*, Lublin 2001

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Linguistic communication

2. Course contentsLecture

Pragmatics as a branch of language description, crucial with regards to the mechanisms regulating language use, interdisciplinary character and theoretical traditions of the sciences of linguistic communications and ethnic language, forms of communication, types, levels and circulation of communication, mediality and multimodality of communication, language as a code and sign system, role, functions, varieties and dialects of ethnic language, language culture, linguistic awareness and competence, B. Bernstein's sociolinguistic theory of language competence, H.P. Grice's rules of linguistic cooperation, J. Habermas' criteria of message importance, linguistic diversity of the EU, official and working languages of the EU, the special status of English in the EU.

3. Prerequisites

None

4. Learning outcomes

Students will become familiar with the processes and mechanisms of linguistic communication, their cultural and social context, they will be taught how to improve their individual verbal competence, their competence of interpreting contemporary phenomena of mono and polilinguism, linguistic persuasion and expansion, as well as understanding the differences between the styles of communication represented by teachers and students.

5. Recommended reading

1. Bartmiński, J., Niebrzegowska-Bartmińska, S., Szadura, J.: 1. Akty i gatunki mowy. 2. Punkt widzenia w języku i kulturze. Wydawnictwo Uniwersytetu Marii Curie-Skłodowskiej. Lublin 2004.
2. Grabias, S.: Język w zachowaniach społecznych. Wydawnictwo Uniwersytetu Marii Curie-Skłodowskiej. Lublin 1997.
3. Grzenia, Jan: Komunikacja językowa w Internecie. PWN. Katowice 2006.
4. Habrajska, Grażyna: Język w komunikacji. Wydawnictwo Wyższej Szkoły Humanistyczno-Ekonomicznej. Łódź 2001.
5. Kalisz, Roman: Pragmatyka językowa. Wydawnictwo UG. Gdańsk 1993.
6. Kleszcz, k., Krzempek, M.: Język – Komunikacja. Wydawnictwo UO. Opole 2008.
7. Marcjanik, Małgorzata: Grzeczność w komunikacji językowej. PWN. Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

English and computer science: basic subjects:

ECTS credits
4

1. Course title

Practical English – reading and writing

2. Course contentsClasses

Reading comprehension and writing skills in English.

A narrative: introduction, the main body, descriptions of people and places, dialogues, conclusion

A summary: an identification of the gist through key words and sentences, an identification of secondary information, an identification of a variety of pieces of secondary information including a quotation, an example, statistical data, etc., an identification of crucial linking words and phrases, an identification of the text outline and the functions of its crucial elements, the labeling of one or several paragraphs, the rephrasing of the gist using the relevant synonyms, the rephrasing of the gist of one or several paragraphs, the summary of an article consisting of up to 5 paragraphs using a limited number of words.

3. Prerequisites

Passing grade in Year 1

4. Learning outcomes

Students will learn to understand and produce stylistically and functionally varied texts in English, they will be able to express in writing complex opinions and judgments as well as applying in writing the scientific language.

5. Recommended reading

1. Evans, V., Dooley, J., Upstream upper intermediate, Express Publishing, 2007
2. Evans, V., & Dooley, J. (2008). *Enterprise Intermediate*. London: Express Publishing

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
2

1. Course title

Practical grammar

2. Course contentsClasses

Nouns, pronouns, adjectives, adverbs, verbs, tenses and verb phrases, prepositions, syntax of the simple and complex sentence, the passive voice, the interrogative sentence, the imperative, the sequence of tenses and reported speech, conditional sentences, word formation.

3. Prerequisites

None

4. Learning outcomes

Students will learn to correctly apply in sentences English expressions and grammatical structures covered in class.

5. Recommended reading

1. Allen, W. S. *Living English Structure*. Longman, 1994.
2. Close, R. A. *A University Grammar of English Workbook*. Longman, 1974.
3. Gethin, H. *Grammar in Context*. Nelson, 1992
4. Graver, B. D. *Advanced English Practice*. Oxford University Press, 1986.
5. Kozłowska, D. C. *The Articles in Polish-English Translation*. PWN, 1998.
6. Quirk, R., Greenbaum, S. *A University Grammar of English*. Longman, 1973.
7. Swan, M. *Practical English Usage*. Oxford University Press, 1991.
8. Thomson, A. J., Martinet, A. V. *A Practical English Grammar. Third Edition*. Oxford University Press, 1980.
9. Vince, M. *Advanced Language Practice*. Heinemann, 1994.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
6

1. Course title

Practical English – reading and writing

2. Course contentsClasses

Reading comprehension and writing skills in English.

A narrative: introduction, the main body, descriptions of people and places, dialogues, conclusion

A summary: an identification of the gist through key words and sentences, an identification of secondary information, an identification of a variety of pieces of secondary information including a quotation, an example, statistical data, etc., an identification of crucial linking words and phrases, an identification of the text outline and the functions of its crucial elements, the labeling of one or several paragraphs, the rephrasing of the gist using the relevant synonyms, the rephrasing of the gist of one or several paragraphs, the summary of an article consisting of up to 5 paragraphs using a limited number of words.

3. Prerequisites

Passing grade in Year 1

4. Learning outcomes

Students will learn to understand and produce stylistically and functionally varied texts in English, they will be able to express in writing complex opinions and judgments as well as applying in writing the scientific language.

5. Recommended reading

1. Evans, V., Dooley, J., Upstream upper intermediate, Express Publishing, 2007
2. Evans, V., & Dooley, J. (2008). *Enterprise Intermediate*. London: Express Publishing

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
4

1. Course title

Practical English – oral communication

2. Course contentsClasses

The development of the ability to understand the spoken word and to speak correctly in English.

3. Prerequisites

None

4. Learning outcomes

Students will learn to understand and produce stylistically and functionally varied texts in English, they will also be able to formulate in speaking complex opinions and judgments as well as using the spoken variety of scientific language.

5. Recommended reading

1. Bower, S., & Wilson, C. (2001). *First Certificate First: examination practice; speaking, listening*. Newbury: Express Publishing.
2. Evans, V., & Dooley, J. (1998). *Upstream Intermediate*. London: Express Publishing.
3. Haines, S., & Stewart, B. (2002). *New First Certificate: Masterclass*. Oxford: OUP.
4. O'Connell, S. (1996). *Focus on First Certificate*. London: Longman.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
3

1. Course title

Practical English – oral communication

2. Course contentsClasses

The development of the ability to understand the spoken word and to speak correctly in English.

3. Prerequisites

None

4. Learning outcomes

Students will learn to understand and produce stylistically and functionally varied texts in English, they will also be able to formulate in speaking complex opinions and judgments as well as using the spoken variety of scientific language.

5. Recommended reading

1. Bower, S., & Wilson, C. (2001). *First Certificate First: examination practice; speaking, listening*. Newbury: Express Publishing.
2. Evans, V., & Dooley, J. (1998). *Upstream Intermediate*. London: Express Publishing.
3. Haines, S., & Stewart, B. (2002). *New First Certificate: Masterclass*. Oxford: OUP.
4. O'Connell, S. (1996). *Focus on First Certificate*. London: Longman.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

English

English and computer science: main subjects:

ECTS credits
2

1. Course title

Foreign language

2. Course contentsClasses

The development of the students' reading, writing, listening and speaking skills.

3. Prerequisites

None

4. Learning outcomes

Students will learn to recognize and understand most frequently applied expressions and vocabulary relating to the surrounding reality (i.g. basic personal and family data, shopping, asking the way, work). They will be able to understand the gist of clear, brief messages and announcements.

Students will be able to read very short, basic texts. They will be able to identify particular, foreseeable pieces of information in simple, popular material such as announcements, brochures, menus or timetables. They will also learn to understand simple, short informal letters.

Students will learn to exchange basic, routine information relating to familiar topics. They will also be able to write short notes and messages relating to everyday life situations as well as simple informal letters.

5. Recommended reading**6. Type of course**

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

French/German

ECTS credits
2

1. Course title

Foreign language

2. Course contentsClasses

The development of the students' reading, writing, listening and speaking skills.

3. Prerequisites

None

4. Learning outcomes

Students will learn to recognize and understand most frequently applied expressions and vocabulary relating to the surrounding reality (i.g. basic personal and family data, shopping, asking the way, work). They will be able to understand the gist of clear, brief messages and announcements.

Students will be able to read very short, basic texts. They will be able to identify particular, foreseeable pieces of information in simple, popular material such as announcements, brochures, menus or timetables. They will also learn to understand simple, short informal letters.

Students will learn to exchange basic, routine information relating to familiar topics. They will also be able to write short notes and messages relating to everyday life situations as well as simple informal letters.

5. Recommended reading**6. Type of course**

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

French/German

ECTS credits
5

1. Course title

History of English Literature

2. Course contentsLecture

A panorama of the corpus of English literature including poetry, drama and prose from its medieval beginning till the present time, with the analysis and interpretation of selected literary works

3. Prerequisites

Fluency in English (B1/B2 levels) and the familiarity with the history of Great Britain.

4. Learning outcomes

A student demonstrates knowledge and understanding of prominent works of English literature, is able to analyse them using adequate metalanguage and understands the phenomena forming the continuity and changes of English literature.

5. Recommended reading

1. Daiches, D., A Critical History of English Literature, Revised Edition
2. Ford, B., The New Pelican Guide to English Literature
3. Rogers, P., The Oxford Illustrated History of English Literature
4. The Norton Anthology of English Literature

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
2

1. Course title

History of American literature

2. Course contentsLecture and classes

A panorama of the corpus of American literature – from its beginnings in XVII-XVIII c. till nowadays, including an analysis and interpretation of selected literary works.

The Puritan Culture in XVII-XVIII c. Romance and gothic novel. Transcendentalism in New England - Emerson and Thoreau. A symbol and allegory in the XIX c. American novel. Mysticism and the Cosmic Consciousness in the poetry by Walt Whitman. American realism, naturalism and impressionism in the novel. American modernism. The Harlem Renaissance. Expressionism in the American drama. The Beat Generation: Allen Ginsberg i Jack Kerouac. American Post-modernism. The ethnic novel in America.

3. Prerequisites

Fluency in English (B1/B2 levels)

4. Learning outcomes

Students will be familiarised with major American literary works, they will understand and be able to analyse them using the adequate metalanguage, as well as understanding the phenomena influencing the continuity and transformation of American literature.

5. Recommended reading

1. Cunliffe, M. *The Literature of the United States*.
2. Day, M. *History of American Literature from 1910 to the Present*.
3. Elliot, R.: *The Columbia Literary History of the United States*
4. Kopcewicz, A. & Sienicka, M.: *Historia literatury Stanów Zjednoczonych w zarysie*.
5. Spiller, R. *Cycles of American Literature*.
6. Stauffer, A. *A Short History of American Poetry*.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	2
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
3

1. Course title

Descriptive grammar of English

2. Course contentsLecture

A systematic presentation of the description of the English language in a synchronic aspect, including its phonetics, phonology, morphology, syntax and pragmatics. The geographic diversity of the varieties of English. An outline of general linguistic knowledge.

3. Prerequisites

None

4. Learning outcomes

Students will learn to use and understand the relevant metalanguage used to describe the English language from the synchronic angle, as well as being able to make in English a phonological, morphological, syntactic, structural and functional analysis of contemporary English texts.

5. Recommended reading

1. Allen, W.S. *Living English Structure*. Longman 1974.
2. Bauer, L. *English Word Formation*.
3. Bauer, L. *Introducing Linguistic Morphology*
4. Close, R. *A University Grammar of English Workbook*. Longman 1974.
5. Cruttenden, A. *Gimson's Pronunciation of English*
6. Gethin, H. *Grammar in Context*. Nelson 1992.
7. Graver, B.D. *Advanced English Practice*. Oxford UP 1986.
8. Janicki, K. *Elements of British American English*
9. Jassem, W. *The Phonology of Modern English*
10. Szymanek, B. *Introduction to Morphological Analysis*

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
3

1. Course title

Methodology of English language teaching

2. Course contentsLecture and classes

Lesson plan, explicatory techniques, types of exercises, lesson aims (communicative, linguistic, civilisational), a detailed plan of a single didactic unit, including one or several lessons, authentic materials, the development of students' listening, reading, speaking and writing skills in English, the grammar and intercultural aspects in an English class, students' errors and mistakes, English coursebooks, syllabi, performance plan, assessment criteria, students' impressions on their practical placement.

3. Prerequisites

None

4. Learning outcomes

Students will learn about the teacher's and students' roles in the didactic process, they will be able to observe and comment on English lessons, using adequate metalanguage, they will be able to make lesson plans and conduct English lessons, including a string of consecutive lessons as well as being able to share their impressions on their practical placement.

5. Recommended reading

1. Brown, H. D. *Principles of Language Learning and Teaching*. Prentice Hall, 1994.
2. Harmer, J. *The Practice of English Language Teaching*. Longman, 2000.
3. Heaton, J. B. *Classroom Testing*. Longman, 1990.
4. Komorowska, H. *Metodyka nauczania języków obcych*. Fraszka Edukacyjna, 2001.
5. Larsen-Freeman, D. *Techniques and Principles in Language Teaching*. Oxford University Press, 1986.
6. Michońska-Stadnik, A. *Strategie uczenia się i anatomia ucznia w warunkach szkolnych*. Wyd. Uniwersytetu Wrocławskiego, 1996.
7. Nunan, D. *Syllabus Design*. Oxford University Press, 1988.
8. Ur, P. *A Course in Language Teaching*. Cambridge University Press, 1996.
9. Wright, A. *Roles of Teachers and Learners*. Oxford University Press, 1987.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	III	2
Classes	15	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
4

1. Course title

Methodology of English language teaching

2. Course contentsLecture and classes

Lesson plan, explicatory techniques, types of exercises, lesson aims (communicative, linguistic, civilisational), a detailed plan of a single didactic unit, including one or several lessons, authentic materials, the development of students' listening, reading, speaking and writing skills in English, the grammar and intercultural aspects in an English class, students' errors and mistakes, English coursebooks, syllabi, performance plan, assessment criteria, students' impressions on their practical placement.

3. Prerequisites

None

4. Learning outcomes

Students will learn about the teacher's and students' roles in the didactic process, they will be able to observe and comment on English lessons, using adequate metalanguage, they will be able to make lesson plans and conduct English lessons, including a string of consecutive lessons as well as being able to share their impressions on their practical placement.

5. Recommended reading

1. Brown, H. D. *Principles of Language Learning and Teaching*. Prentice Hall, 1994.
2. Harmer, J. *The Practice of English Language Teaching*. Longman, 2000.
3. Heaton, J. B. *Classroom Testing*. Longman, 1990.
4. Komorowska, H. *Metodyka nauczania języków obcych*. Fraszka Edukacyjna, 2001.
5. Larsen-Freeman, D. *Techniques and Principles in Language Teaching*. Oxford University Press, 1986.
6. Michońska-Stadnik, A. *Strategie uczenia się i anatomia ucznia w warunkach szkolnych*. Wyd. Uniwersytetu Wrocławskiego, 1996.
7. Nunan, D. *Syllabus Design*. Oxford University Press, 1988.
8. Ur, P. *A Course in Language Teaching*. Cambridge University Press, 1996.
9. Wright, A. *Roles of Teachers and Learners*. Oxford University Press, 1987.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	IV	2
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

English

ECTS credits
3

1. Course title

Introduction to pedagogy

2. Course contentsLecture

Basic issues and research methods of pedagogy with regards to their applications for the didactic process: conditions, the original situation and project activities in education, theories of education and upbringing in the classroom, students' social environment, the evaluation of students' performance, the teacher's self-development.

3. Prerequisites

None

4. Learning outcomes

Students will learn and understand basic notions of pedagogy relating to the classroom situation, they will be able to interpret and apply in practice selected legal acts determining work in educational institutions. Students will be familiarised with the complexity of work in the school environment.

5. Recommended reading

A choice of materials selected by the teaching staff

6. Type of course

Obligatory

7. Teaching team

Faculty of Pedagogy, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Social pedagogy

2. Course contentsLecture and Classes

The social meaning of social pedagogy; relations between pedagogy and other sciences, basics of pedeutology, problems of career start-up, professional advancement, educational environment, the tradition of the classroom-lesson system, didactic and educational problems, the creation of an atmosphere in the school favourable to students' upbringing, the co-operation between teachers and parents, work with a group of peers, educational and correctional institutions, cultural institutions – co-operation with the school, co-operation between the school and other educational institutions, an educational influence of the media; modern pedagogy.

3. Prerequisites

None

4. Learning outcomes

Students will learn to understand the notions simplifying an identification and description of the educational phenomena. They will be able to predict, evaluate and modify educational processes and situations, solve educational problems, predict educational activities in the school and outside-school environment, take active part in educational processes, understand the role of education in the individual and social development, as well as being able to apply a variety of strategies facilitating the learning process.

5. Recommended reading

1. Auleytner J., *Edukacja bez granic*, Warszawa 2001
2. Gołaszewski S., *Szkoła jako system społeczny*, Warszawa 1995
3. Jasiński Z. (red.). *W kręgu humanistycznej edukacji*, Opole 2000
4. Jaworska T. (red.) *Wprowadzenie do pedagogiki*, Kraków 1998
5. Kotusiewicz A., *Mysł pedeutologiczna i działanie nauczyciela*, Warszawa 1997;
6. Kunowski S., *Problematyka współczesnych systemów wychowania*, Kraków 2000
7. Łobocki M., *Wychowanie moralne w zarysie*, Kraków 2002
8. Pilch T., *Pedagogika społeczna*, Warszawa 1995
9. Siemak-Tylikowska A. (red.) *Edukacja nauczycielska w perspektywie wymagań zmieniającego się świata*, Warszawa 1998
10. Śliwerski B., *Współczesne teorie i nurty wychowania*, Kraków 1998
11. Wołoszyn S., *Nauki o wychowaniu w Polsce w XX wieku*, Kielce 1998

6. Type of course

Obligatory

7. Teaching team

Faculty of Pedagogy, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	IV	2
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Translation studies

2. Course contentsClasses

Translation studies as a discipline of science, history of translation, pure translation-applied translation, accuracy of translation, the ontological status of the language and linguistic communication, interlingual linguistic communication through an interpreter, the role of culture in the process of translation, the text in the process of translation, a review of translation concepts, the problem of translatability, evaluation of translation, translating strategies and kinds of translation.

3. Prerequisites

None

4. Learning outcomes

Students will gain basic knowledge of translation studies and the phenomena taking place in the translation process, as well as learning the relevant metalanguage, all of which may be helpful in their future translating career.

5. Recommended reading

1. Balcerzan, E. *Pisarze polscy o sztuce przekładu 1440-1974. Antologia*. Poznań 1977.
2. Barańczak, S. *Ocalone w tłumaczeniu*. Poznań 1992.
3. Brower, R. A. *On Translation*. New York 1962.
4. Gentzler, E. *Contemporary Translation Theories*. Routledge: London and New York 1993.
5. Kelly, L. G. *The True Interpreter. A History of Translation Theory and Practice in the West*. Oxford 1979.
6. Lebieźniński, H. *Elementy przekładoznawstwa ogólnego*. Warszawa 1981.
7. Newmark, P. *Approaches to Translation*. Oxford 1981.
8. Soliński, W. *Przekład artystyczny a kultura literacka*. Wrocław 1987.
9. Wawrzyniak, Z. *Praktyczne aspekty translacji literackiej na przykładzie języków niemieckiego i angielskiego*. Warszawa 1991.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish/English

ECTS credits
1

1. Course title

Diploma seminar

2. Course contentsSeminar

The educational content depends on the discipline chosen by particular students, which include: linguistics, literary studies and methodology of English language teaching.

3. Prerequisites

None

4. Learning outcomes

Students will gain general knowledge of their particular disciplines and detailed knowledge of the problems relating to their diploma papers, as well as learning to apply that knowledge to their linguistic, literary and didactic practice. They will learn to formulate coherent written compositions and oral statements in English, apply legal regulations, use a variety of sources of information, implement their plans, gather, process and convey information in an honest and reliable way, analyse and convey synthetically acquired knowledge from a variety of angles.

5. Recommended reading

A choice of materials selected by the teaching staff

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15	IV	2
Other			
Total student's workload	30		

9. Assessment methods

Grade

10. Language of instruction

English

ECTS credits
1

1. Course title

Practical placement

2. Course contentsPractical placement

Practical placement constitutes an integral part of the educational process of students specialising in English and Computer Science. In the course of study, the students learn and improve a variety of skills useful in their future professions.

3. Prerequisites

None

4. Learning outcomes

Students will learn about the rules governing the organisation of activities in a variety of educational institutions, forms of co-operation between schools and parents as well as basic educational problems faced by teachers.

They will be able to plan, conduct, observe and keep a record of lessons, as well as analysing teachers' and students' performance in the classroom environment.

5. Recommended reading**6. Type of course**

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar			
Other	45	IV	2
Total student's workload			

9. Assessment methods

Grade

10. Language of instruction

English/Polish

English and computer science: subjects for speciality:

ECTS credits
3

1. Course title

Website design and graphics

2. Course contents

Lecture and classes

Software dedicated for website design, graphics and animated images, html/xhtml websites, CSS, graphic editors.

3. Prerequisites

None

4. Learning outcomes

Students will learn to design and create html/xhtml websites and animated images.

5. Recommended reading

1. Foley G., *Wprowadzenie do grafiki komputerowej*, WNT Warszawa 1999
2. L. Lemay, *HTML i XHTML dla każdego*, Helion 2004.
3. B. Pfaffenberger, S. M. Schafer, C. White, B. Karów, *HTML, XHTML i CSS*, Biblia Helion 2005.

6. Type of course

Obligatory

7. Teaching team

Faculty of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	III	2
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Didactics of Computer Science I

2. Course contentsLecture and classes

Methodology of computer science and IT teaching: the problematic approach, team projects, lesson plans, including the teaching aims, explication techniques, forms of work with students, instructing, the summary or control stage, IT and computer studies syllabi, the choice of the first programming language – elements of LOGO. Coursebook-selection criteria.

3. Prerequisites

None

4. Learning outcomes

Students will learn about the roles played by teachers and students in the didactic process, how to observe and comment on Computer Science or IT lessons using adequate metalanguage, how to write lesson plans and conduct Computer Science or IT lessons.

5. Recommended reading

1. M. M. Sysło (red.), *Elementy informatyki - poradnik metodyczny dla nauczyciela*, Wydawnictwo Naukowe PWN, Warszawa, 1997.
2. S. Juszczak (red.), *Metodyka nauczania informatyki w szkole*, Wydawnictwo Adam Marszałek, Toruń 2001.
3. A. Marcak, *Podstawy Logo - LOGO dla Windows - KOMENIUSZ*, Internet

6. Type of course

Obligatory

7. Teaching team

Faculty of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	2
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Introduction to computer programming

2. Course contentsLecture and classes

Elements and peculiarities of Pascal

3. Prerequisites

None

4. Learning outcomes

Students will learn to design and use simple programs operating on basic kinds of data structures.

5. Recommended readingSielicki A. (red.), *Laboratorium programowania w języku Pascal*, Politechnika Wrocławska, 1996Sielicki A., *Programowanie w Turbo Pascalu*, Wyd. Naukowe WST w Legnicy, 1998Marciniak A., *Turbo Pascal 7.0 z elementami programowania, cz. I*, Nakom, Poznań 1994Jarża R., *Turbo Pascal szkoła programowania*, Wydawnictwo Robomatic, Wrocław 1996**6. Type of course**

Obligatory

7. Teaching team

Faculty of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	III	2
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Operational systems

2. Course contentsLecture and classes

Organisational principles of the operational systems of DOS, Windows i UNIX, features of operational systems, the structure of computer and operational systems, virtual machines, processes, planning, co-ordination of processes, problems of synchronisation, interprocess communication, memory management, dynamic loading, dynamic linking, paging, security problems, virtual memory, support memory management, disc structure, appliance catalogue, the organization of the file system, dispersed systems, UNIX, Linux, MS Windows NT.

3. Prerequisites

None

4. Learning outcomes

Students will gain basic knowledge of the governing and organisational principles of the functioning of the operational systems of DOS, Windows and UNIX.

5. Recommended reading

1. A. Silberschatz, *Podstawy systemów operacyjnych*, Wydawnictwo Naukowo-Techniczne, 2006.
2. Bach M.J., *Budowa systemu operacyjnego UNIX*, WNT, Warszawa 1995
3. Lister A.M., Eager R.D., *Wprowadzenie do systemów operacyjnych*, WNT Warszawa 1994

5. Type of course

Obligatory

6. Teaching team

Faculty of Management and Computer Science

7. Course structure

Form	Number of hours	Semester	Year
Lecture	30	IV	2
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

8. Assessment methods

Grade

9. Language of instruction

Polish

German Philology: basic subjects:

ECTS credits
4

1. Course title

Practical German – reading and writing

2. Course contents

Laboratory

Informative text

- text features: punctuation, coherence (repetition of the noun, pronouns)
- text analysis (formal, informal and semi-formal style); key sentences
- paragraph structure: key sentence, the development of the key sentence (quotation, example, statistical data)
- Multi-paragraph texts: title, introduction, main body, summary

Functional text

- CV
- Informal and formal letter : a) a letter of request; b) a letter of information

3. Prerequisites

None

4. Learning outcomes

Students will be able to grasp promptly the gist of a variety of written texts as well as producing coherent written compositions of their own. They will learn how to formulate thoughts in writing and construct coherent texts consisting of 4 to 5 paragraphs. They will also develop their ability to create complex sentences with the use of sophisticated vocabulary.

5. Recommended reading

1. Bernd Kast: Fertigkeit Schreiben. Berlin 1999
2. Günter Lange: Textarten didaktisch. Hohengehren 2004
3. Ulrich Liebnau: Kreatives Schreiben. Anregungen und Methoden. Frankfurt/M. 1995
4. Gerda Marie Pogoda: Kreativ schreiben. Landsberg am Lech 2000
5. Gianni Rodari: Grammatik der Phantasie. Die Kunst Geschichten zu erfinden. Leipzig 1992

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	I	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

German

ECTS credits
4

1. Course title

Practical German – reading and writing

2. Course contentsLaboratory

Informative text

- text features: punctuation, coherence (repetition of the noun, pronouns)
- text analysis (formal, informal and semi-formal style); key sentences
- paragraph structure: key sentence, the development of the key sentence (quotation, example, statistical data)
- Multi-paragraph texts: title, introduction, main body, summary

Functional text

- guidebook extracts (descriptions of tourist attractions)
- instruction manuals

3. Prerequisites

None

4. Learning outcomes

Students will be able to grasp promptly the gist of a variety of written texts as well as producing coherent written compositions of their own. They will learn how to formulate thoughts in writing and construct coherent texts consisting of 4 to 5 paragraphs. They will also develop their ability to create complex sentences with the use of sophisticated vocabulary.

5. Recommended reading

1. Bernd Kast: Fertigkeit Schreiben. Berlin 1999
2. Günter Lange: Textarten didaktisch. Hohengehren 2004
3. Ulrich Liebna: Kreatives Schreiben. Anregungen und Methoden. Frankfurt/M. 1995
4. Gerda Marie Pogoda: Kreativ schreiben. Landsberg am Lech 2000
5. Gianni Rodari: Grammatik der Phantasie. Die Kunst Geschichten zu erfinden. Leipzig 1992

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	II	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

German

ECTS credits
2

1. Course title

Practical grammar

2. Course contents

Classes

Nouns, pronouns, adjectives, adverbs, verbs, tenses and verb phrases, prepositions, syntax of the simple and complex sentence.

3. Prerequisites

None

4. Learning outcomes

Students will learn to correctly apply in sentences German expressions and grammatical structures covered in class.

5. Recommended reading

1. Buscha, Friedrich: Deutsches Übungsbuch; Langenscheidt-Verlag Enzyklopadie
2. Dreyer, Hilke; Schmitt, Richard: Lehr- und Übungsbuch der deutschen Grammatik, Ismaning 1996
3. Hali, Karin; Scheiner, Barbara: Übungsgrammatik Deutsch als Fremdsprache für Fortgeschrittene, Ismaning 2002
4. Helbig, Gerhard; Buscha, Joachim: Übungsgrammatik Deutsch, Berlin / München 2000
5. Zielinski, Wolf-Dietrich: ABC der deutschen Nebensätze, Ismaning 1991

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

German

ECTS credits
2

1. Course title

Practical grammar

2. Course contents
Classes

The passive voice, the interrogative sentence, the imperative, the sequence of tenses and reported speech, conditional sentences, word formation.

3. Prerequisites

None

4. Learning outcomes

Students will learn to correctly apply in sentences German expressions and grammatical structures covered in class.

5. Recommended reading

2. Buscha, Friedrich: Deutsches Übungsbuch; Langenscheidt-Verlag Enzyklopadie
2. Dreyer, Hilke; Schmitt, Richard: Lehr- und Übungsbuch der deutschen Grammatik, Ismaning 1996
3. Hali, Karin; Scheiner, Barbara: Übungsgrammatik Deutsch als Fremdsprache für Fortgeschrittene, Ismaning 2002
4. Helbig, Gerhard; Buscha, Joachim: Übungsgrammatik Deutsch, Berlin / München 2000
5. Zielinski, Wolf-Dietrich: ABC der deutschen Nebensätze, Ismaning 1991

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

German

ECTS credits
4

1. Course title

Practical German – oral communication

2. Course contents

Classes

People – general appearance, character and work; Going places; Stories; Accidents and natural disasters; Festivals and celebrations; Food and eating habits; Crime and criminals, crime prevention; Free time activities; Planet issues; Education; Leisure; Transportation.

3. Prerequisites

None

4. Learning outcomes

Students will gain understanding of and develop the ability to produce stylistically and functionally diversified texts as well as expressing themselves clearly and communicatively and effectively in German.

5. Recommended reading

1. Schatz, Heide: Fertigkeit Sprechen. Langenscheidt 2006

2. Swerlowa, Olga: Grammatik & Konversation 1. Arbeitsblätter für den Deutschunterricht. Langenscheidt 2005

3. Swerlowa, Olga: Grammatik & Konversation 2. Arbeitsblätter für den Deutschunterricht. Langenscheidt 2006

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	I	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade (active participation in classes, 2 tests).

10. Language of instruction

German

ECTS credits
4

1. Course title

Practical German – oral communication

2. Course contents

Classes

People – general appearance, character and work; Going places; Stories; Accidents and natural disasters; Festivals and celebrations; Food and eating habits; Crime and criminals, crime prevention; Free time activities; Planet issues; Education; Leisure; Transportation.

3. Prerequisites

None

4. Learning outcomes

Students will gain understanding of and develop the ability to produce stylistically and functionally diversified texts as well as expressing themselves clearly and communicatively and effectively in German.

5. Recommended reading

1. Schatz, Heide: Fertigkeit Sprechen. Langenscheidt 2006

2. Swerlowa, Olga: Grammatik & Konversation 1. Arbeitsblätter für den Deutschunterricht.

Langenscheidt 2005

3. Swerlowa, Olga: Grammatik & Konversation 2. Arbeitsblätter für den Deutschunterricht.

Langenscheidt 2006

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	60/60	II	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade (active participation in classes, 2 tests). Exam.

10. Language of instruction

German

ECTS credits
2

1. Course title

Practical German – phonetics

2. Course contentsClasses

vowels (diphthongs and monophthongs), consonants (especially alveolars and dentals), phonemic script, word and sentence stress, German intonation (tone unit, tonic syllable, stressed syllable, the fall, the rise, the fall-rise).

3. Prerequisites

none

4. Learning outcomes

after completing the course students will be able to use phonemic script and recognize vowels differing in one or two phonemic features. The sounds absent from Polish will be given special attention. In the second semester key features of German intonation and word linking will be introduced and practised.

5. Recommended reading

1. Krech, Hans (1992): *Großes Wörterbuch der deutschen Aussprache*. VEB Bibliographisches Institut Leipzig.
2. Mikołajczyk, Beata (2005): *Deutsche Grammatik. Eine Einführung. Teil 1 Grundbegriffe. Phonetik und Phonologie*. Oficyna Wydawnicza WSJO. Poznań.
3. Morciniec, Norbert (1990): *Das Lautsystem des Deutschen und des Polnischen*. Julius Groos Verlag, Heidelberg.
4. Morciniec, Norbert/Prędota, Stanisław (1985): *Podręcznik wymowy niemieckiej*. PWN. Warszawa.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	30/30	II	1
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

after each semester students will record a text selected by the teacher; during the course occasional tests will be administered.

10. Language of instruction

German

German Philology: main subjects:

ECTS credits
5

1. Course title

Social communication

2. Course contentsLecture

1. Interdisciplinary character and the theoretical traditions of the science of communication and the media. 2. Classification of communication: forms (verbal, non-verbal), types (informational, persuasive), levels (intrapersonal, interpersonal, group, institutional, mass, global), subsystems (organisational, political, public, international, intercultural), circulation (public, private). 3. Axioms of communication. A style of communication versus *gender* and education. 4. Selected concepts and models of the process of communication. The interactive approach to communication. 5. Persuasiveness of Communications and influencing people. The Elaboration Likelihood Model of persuasion (ELM). Practical guidelines on persuasion. 6. Technological determinism. The development of the means of communication (from the invention of the print till modern computers) in the context of satisfying human needs. 7. Stages in the development of communication and the media. 8. Mass communication, the mass society, pop culture, ideology of consumption and the hedonist pluralist society. 10. Media system. 12. The information revolution and the information society in Poland. 14. The convergence of the media, the new media and the Internet in communication.

3. Prerequisites

None

4. Learning outcomes

Familiarisation of students with the processes and mechanisms of communication between people, basic information on the Information Society, the development of an individual communicational competence, the development of the ability to interpret major contemporary phenomena: public persuasion, mediatisation of public life, globalization of communication.

5. Recommended reading

1. Griffin E., *Podstawy komunikacji społecznej*, Gdańsk 2003
2. Pisarek W. (red.), *Słownik terminologii medialnej*, Kraków 2006 (także jako e-book)
3. Tokarz M., *Argumentacja. Perswazja. Manipulacja*, Gdańsk 2007

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Introduction to Linguistics

2. Course contentsLecture

The object and subject of linguistics: the essence of language and its features. The history of the linguistic thought from the Ancient Times till nowadays. A review and characteristics of the disciplines linguistics. Historical and comparative linguistics. Typological linguistics. The hierarchical structure of the language. The systematic linguistic disciplines of phonology, morphology, syntax, semantics, lexicology and stylistics. The notions of the text, statement and discourse. The functions of language. Pragmatics and acts of speech. Linguistics versus other scientific disciplines. Linguistics-related sciences. Sociolinguistics versus sociology of language. The language in social conditioning. Linguistic behaviour. Cultural linguistics. Linguistic universalism and relativism. Applied linguistics: the notion of transfer and interference; foreign language teaching; translation.

3. Prerequisites

None

4. Learning outcomes

Students will be familiarised with the notions of „language”, „speech” and „use”, as well as understanding such elements of language description as phonetics, phonology, morphology, syntax and semantics. They will learn about selected aspects of the history of linguistics and contemporary linguistics and how to use particular contemporary linguistic notions and methods in the description of existing and future linguistic phenomena. They will also be taught how to consciously identify changes brought to language with time and react to a violation of linguistic norms.

5. Recommended reading

1. Furdal, Antoni (1990): *Językoznawstwo otwarte*. Ossolineum. Wrocław.
2. Grzegorzewski, Renata (2007): *Wstęp do językoznawstwa*. Wydawnictwo Naukowe PWN. Warszawa.
3. Lachur, Czesław (2004): *Zarys językoznawstwa ogólnego*. Wydawnictwo Uniwersytetu Opolskiego. Opole.
4. Łuczyński, Edward/ Maćkiewicz, Jolanta (2002): *Językoznawstwo ogólne. Wybrane zagadnienia*. Wydawnictwo Uniwersytetu Gdańskiego. Gdańsk.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade: performance test, contribution to classes

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Introduction to Literary Studies

2. Course contentsLecture:

Characteristic features of literature, its distinctive qualities and related arts. The study of literature and its branches (literary theory, history of literature, literary criticism). Main structural elements of a literary work (the notion of structure, the meaning and the way of expressing it, style and composition, problems of composition, compositional dominant). Division into literary genres (criteria of division, distinctive features of individual genres). Lyric genre (lyrical subject, stylistic-compositional characteristics of the lyric, types of experiences in lyric, lyric genres). Narrative literature (narrator, main character, plot, narrative linguistic-stylistic forms, narrative genres). Drama (construction of the world depicted in a drama, linguistic structure of a drama, dramatic genres). Stylistics: tonal sphere of stylistic choices, lexical sphere of stylistic choices, the use of metaphors, poetic syntax, stylization. Versology: tonal organization of literary expression (the figures of sound, rhythmization), systems of a poem, foots in a syllabotonical poem, rhymes, strophes. Elements of the theory of historico-literary process (regularities governing literary evolution, literary period, literary movement, poetics of a movement).

3. Prerequisites

None

4. Learning outcomes

Gaining the basic knowledge in literary studies and the skill of analyzing and interpreting literary works.

5. Recommended reading

1. A. Kulawik, *Poetyka. Wstęp do teorii dzieła literackiego*, Kraków 1994;
2. M. Głowiński, A. Okopień-Sławińska, J. Sławiński, *Zarys teorii literatury*, Warszawa 1972;
3. B. Chrzastowska, S. Wysłouch, *Poetyka stosowana*, Warszawa 1978;
4. *Ćwiczenia z poetyki*. Pod. Red. A. Gajewskiej i T. Mizerkiewicza, Warszawa 2006;
5. *Słownik terminów literackich*, pod red. J. Sławińskiego, Wrocław 1998.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Theory of literature

2. Course contentsLecture and classes

The position of the theory of literature in the knowledge of literature, the theory and poetics, contemporary and post-contemporary theory, essentialism and pragmatism, cultural theory, major theoretic and literary doctrines from the anti-positivist period till nowadays, major problems of the theory of literature: specification of literature, the author versus the I-speaker, reading versus interpretation, literary communication, methods of literary studies.

3. Prerequisites

None

4. Learning outcomes

Students will be familiarised with the contemporary literary metalanguage and taught how to apply it in an analysis and interpretation of literary works.

5. Recommended reading

1. A. Burzyńska, M.P. Markowski, Teorie literatury XX wieku. Antologia, Kraków 2006.
2. J. Culler, Teoria literatury. Bardzo krótkie wprowadzenie, Warszawa 1998.
3. Kulturowa teoria literatury. Główne pojęcia i problemy, red. M. P. Markowski, R. Nycz, Kraków 2006.
4. H. Markiewicz, Główne problemy wiedzy o literaturze, wyd. III-V, Kraków 1970, 1980, wyd. VI, 1996.
5. Prace wybrane, t. III, Kraków 1996.
6. R. Wellek, A. Warren, Teoria literatury, Warszawa 1970.
7. Słownik terminów literackich, pod red. J. Sławińskiego, wyd. 2, Warszawa 1988

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

ECTS credits
4

1. Course title

History of German Literature

2. Course contentsLecture and classes:

The panorama of the canon of German literature including poetry, drama and prose from its medieval beginning till the present time, with the analysis and interpretation of selected literary works.

3. Prerequisites

Knowledge of the German language (at the level B1-B2) and the history of Germany.

4. Learning outcomes

A student demonstrates knowledge and understanding of prominent works of German literature, is able to analyse them using adequate metalanguage and understands the phenomena forming the continuity and changes of German literature.

5. Recommended reading

1. Baumann, Barbara/Oberle, Brigitta (2001): *Deutsche Literatur in Epochen. Arbeitsaufgaben*. Max HueberVerlag. Ismaning.
2. Kabisch, Ewa-Maria (1986): *Literaturgeschichte kurz gefasst (mit Textband)*. Klett Verlag. Stuttgart.
3. Koziółek, Gerard (1977): *Frühe deutsche Dichtung*. Wydawnictwo Uniwersytetu Wrocławskiego. Wrocław.
4. Rötzer, Hans Gerd (2002): *Deutsche Literatur in Beispielen: Texte, Erläuterungen, Fragen*. Buchner. Bamberg.
5. Szyrocki, Marian (1986): *Die deutschsprachige Literatur von ihren Anfängen bis zum Ausgang des 19. Jahrhunderts*. Państwowe Wydawnictwo Naukowe. Warszawa

6. Type of course

Obligatory.

7. Teaching team

Department of Humanities.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Grade

10. Language of instruction

German

ECTS credits
3

1. Course title

Descriptive grammar of German

2. Course contentsLecture

A systematic presentation of the description of the German language in a synchronic aspect, including its phonetics, phonology, morphology. The geographic diversity of the varieties of German. An outline of general linguistic knowledge.

3. Prerequisites

None

4. Learning outcomes

Students will learn to use and understand the relevant metalanguage used to describe the German language from the synchronic angle, as well as being able to make in German a phonological, morphological, syntactic, structural and functional analysis of contemporary German texts.

5. Recommended reading

1. Helbig, Gerhard/Buscha, Joachim (2001): *Deutsche Grammatik, Ein Handbuch für den Ausländerunterricht*. Langenscheidt Verlag. Leipzig - Berlin- München - Wien - Zurich - New York
2. Czochralski, Jan (1990): *Gramatyka niemiecka dla Polaków. Wiedza Powszechna*. Warszawa.
3. Engel, Ulrich (1988): *Deutsche Grammatik*. Julius Groos Verlag. Heidelberg.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes	15/10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Grade

10. Language of instruction

German

ECTS credits
5

1. Course title

Descriptive grammar of German

2. Course contentsLecture

A systematic presentation of the description of the German language in a synchronic aspect, including its syntax and pragmatics. The geographic diversity of the varieties of German. An outline of general linguistic knowledge.

3. Prerequisites

None

4. Learning outcomes

Students will learn to use and understand the relevant metalanguage used to describe the German language from the synchronic angle, as well as being able to make in German a phonological, morphological, syntactic, structural and functional analysis of contemporary German texts.

5. Recommended reading

1. Helbig, Gerhard/Buscha, Joachim (2001): *Deutsche Grammatik, Ein Handbuch für den Ausländerunterricht*. Langenscheidt Verlag. Leipzig - Berlin- München - Wien - Zurich - New York
2. Czochralski, Jan (1990): *Gramatyka niemiecka dla Polaków*. Wiedza Powszechna. Warszawa.
3. Engel, Ulrich (1988): *Deutsche Grammatik*. Julius Groos Verlag. Heidelberg.

6. Type of course

Obligatory

7. Teaching team

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes	15/10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

German

Punkty ECTS
2

1. Course title

Civilisation of German-speaking countries

2. Course contentsLecture:

Elements of German culture typical of its identity and peculiarities. Material and symbolic elements determining the character of German culture; the geographic environment, institutions, the social and religious contexts.

3. Prerequisites

Basic knowledge of European history and culture, communicative German.

4. Learning outcomes

Students will learn to understand major facts of German culture; their geographic environment, social and religious context and institutions.

5. Recommended reading

1. Karolak, Czesław, Kunicki, Wojciech, Orłowski Hubert (2007): *Dzieje kultury niemieckiej*. Wydawnictwo Naukowe PWN. Warszawa.
2. Kotłowski, Tadeusz (2008): *Niemcy 1890- 1945. Dzieje państwa i społeczeństwa*. AVALON. Kraków.
3. Krasuski, Jerzy (2008): *Historia Niemiec*. Ossolineum. Wrocław.

6. Type of course

Obligatory

7. Teaching staff

Faculty of Humanities

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade including students' involvement in classes, preparation of a thematic presentation and the final test's results.

10. Language of instruction

Polish

ECTS credits
5

1. Course title

History of Germany

2. Course contentsLecture

Major events in German history from early Middle Ages till nowadays.

3. Prerequisites

None

4. Learning outcomes

Students will gain factographic knowledge of German history, the country's main cultural, scientific and civilisational achievements, the origin, essence and effects of the Nazi ideology, as well as learning to make a general synthesis of German history from the retrospective angle.

5. Recommended reading

1. Czapliński W., Galos A., Korta W., *Historia Niemiec*, Wrocław 1981;
2. Krasuski J., *Historia Niemiec*, Wrocław 2002 r.;
3. Ludat H., *Słowianie - Niemcy - Europa*, Poznań 2000;
4. Bullock A., *Hitler. Studium tyranii*, Warszawa 1970,
5. Ryszka F., *Państwo stanu wyjątkowego. Rzecz o systemie państwowym i prawnym III Rzeszy*, Warszawa 1974;
6. Zientara B., *Świt narodów europejskich. Powstanie świadomości narodowej na obszarze Europy pokaarlińskiej*, Warszawa 1985.

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Linguistic communication

2. Course contentsLecture

Pragmatics as a branch of language description, crucial with regards to the mechanisms regulating language use, interdisciplinary character and theoretical traditions of the sciences of linguistic communications and ethnic language, forms of communication, types, levels and circulation of communication, mediality and multimodality of communication, language as a code and sign system, role, functions, varieties and dialects of ethnic language, language culture, linguistic awareness and competence, B. Bernstein's sociolinguistic theory of language competence, H.P. Grice's rules of linguistic cooperation, J. Habermas' criteria of message importance, linguistic diversity of the EU, official and working languages of the EU, the special status of English in the EU.

3. Prerequisites

None

4. Learning outcomes

Students will become familiar with the processes and mechanisms of linguistic communication, their cultural and social context, they will be taught how to improve their individual verbal competence, their competence of interpreting contemporary phenomena of mono and polilinguism, linguistic persuasion and expansion, as well as understanding the differences between the styles of communication represented by teachers and students.

5. Recommended reading

1. Bartmiński, J., Niebrzegowska-Bartmińska, S., Szadura, J.: 1. Akty i gatunki mowy. 2. Punkt widzenia w języku i kulturze. Wydawnictwo Uniwersytetu Marii Curie-Skłodowskiej. Lublin 2004.
2. Grabias, S.: Język w zachowaniach społecznych. Wydawnictwo Uniwersytetu Marii Curie-Skłodowskiej. Lublin 1997.
3. Grzenia, Jan: Komunikacja językowa w Internecie. PWN. Katowice 2006.
4. Habrajska, Grażyna: Język w komunikacji. Wydawnictwo Wyższej Szkoły Humanistyczno-Ekonomicznej. Łódź 2001.
5. Kalisz, Roman: Pragmatyka językowa. Wydawnictwo UG. Gdańsk 1993.
6. Kleszcz, k., Krzempek, M.: Język – Komunikacja. Wydawnictwo UO. Opole 2008.
7. Marcjanik, Małgorzata: Grzeczność w komunikacji językowej. PWN. Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Faculty of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Grade

10. Language of instruction

Polish

Computer Science

Field and Specializations description

Studying Computer Science provides graduates solid fundamentals in mathematics, physics, electronics and metrology, information theory, English and selected law aspects. However, the main focus is on general education in methods and techniques of programming – especially design and object programming, database systems, computer networks, operating systems including UNIX, Windows NT (Windows 200x), computer architecture, design and implementation of computer systems. Additionally, the graduate gains the knowledge of design and use of intelligent systems.

Specialization: Computer systems and networks

Additional abilities in computer systems and networks include advanced problems of wide and local area networks. Students learn administration of network operating system Novell NetWare, problems of local and wide area networks design, procedures of access to public networks in Poland. A substantial element of teaching are also issues of data transmission and network security. Finally, the education is enriched with information on application design, especially databases, system control and experiment systems.

Specialization: Internet and multimedia systems

Abilities in Internet techniques include mainly hypertext and dynamic WWW services programming with database access in wide area networks. Moreover, graduates learn about computer graphics systems. The overall education is complemented with knowledge on Internet applications, e-commerce, warehouses, law and social aspects of Internet. The graduate of Internet and multimedia systems specialization is not only a programmer or designer of Web pages. His knowledge includes also elements of wide and local networks design, exchange of information in Internet, graphics composition.

Specialization: Computer graphics

Additional abilities in computer graphics include – besides theoretical aspects of computer graphics and multimedia systems – the capability to use of advanced graphics 2D and 3D systems and graphical design. The specialization program includes also subjects of art (plastic composition), modern multimedia systems (modeling, animation, video assembly, multimedia presentation), advanced vector and raster graphics. Students gain a lot of practical abilities during many hours of laboratories equipped with adequate hardware and graphics software.

Specialization: Information Systems in Management

Additional abilities in information systems in management – besides basic knowledge of computer science applications – the capability to use computer systems in management and production. A solid experience in economics allows modelling of a bussines processes. After graduate one can find a job in distribution and management departments of software systems, in IT departments, analitical departments, as project managers in IT fields.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in mathematics, English and one of the selected subjects: Polish, physics (physics and astronomy) or computer science from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

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ECTS departmental coordinator

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Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2010

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2010

Stationary

Year II

Lp.	Course name	Hours	Semestr 3					ECTS	Semestr 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G,E
7	Databases	60	30		30			6							Grade
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Designing of the database systems	60							30			30		5	Exam
12	Visual programming	45							15		30			4	Grade
13	System Techniques Basics	60							30		30			4	Grade
14	Computer management systems	30							30					2	Grade
Overall hours/ECTS credits			180	90	120	0	0	30	180	60	105	30	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2010

Stationary

Year III

Lp.	Course name	Hours	Semestr 5					ECTS	Semestr 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		30				1		30				2	G,E
Main subjects															
2	Designing and implementing information systems	60	30					2					30	2	Grade
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade
4	Security of information systems	75							30			15	30	5	Exam
5	Methods of artificial intelligence	90	30		30			4					30	3	E,G
6	Practice	200													Credit
Subjects for speciality															
7	Mobile systems	45	15			30		3							Grade
8	UNIX administration	30			30			2							Grade
9	Administration of Windows Server	30									30			2	Grade
10	Selected Aspects of Computer Networks	60	30				30	6							Exam
11	Foundation of Computer Simulation	60							30		30			5	Exam
12	Diploma seminar	45					15	2					30	2	Grade
13	Monographic A	60	30				30	5							Grade
14	Monographic B	60							30				30	5	Grade
15	Diploma thesis							2						4	Grade
Overall hours/ECTS credits			165	30	75	30	75	30	90	30	60	15	150	30	
Overall hours in semester (year)		720	375						345						

Year IV

Lp.	Course name	Hours	Semestr 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Computer systems and networks design	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis							9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2325

Major: Information technology

Specialization: Computer system and networks

Non-stationary

Recruitment: 2010

Year I

No.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							exam
3	Physics for engineers	48	24		24			5							grade
4	Introduction to technique	24	24					5							grade
5	Discrete mathematics	60							36	24				5	exam
6	Electronics and metrology - basic principles	48							24	24				6	exam
Main subjects															
7	Fundamentals of law in informatics	24	12	12				2							grade
8	Law aspects of IT market	24							12	12				2	grade
9	Introduction to Computer Engineering	24	12	12				5							exam
10	Fundamentals of programming I	48	24		24			6							grade
11	Fundamentals of programming II	48							24		24			6	grade
12	Algorithms and data structures	48							24		24			6	exam
13	Fundamentals of computer graphics	24							12		12			3	grade
Overall hours/ECTS credits			162	48	48	0	0	30	162	60	60	0	0	30	
Overall hours in semester (year)		540	258						282						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology**Specialization: Computer system and networks****Recruitment: 2010****Non-stationary****Year II**

No.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	36		18				1		18				1	grade
Basic subjects															
2	Fundamentals of probabilistic and statistics methods	60	36	24				6							exam
3	Fundamentals of information theory	12	12					2							grade
Main subjects															
4	Object-oriented design and programming	48	12		12			5	12		12			4	grade
5	Computer Networks	72	12		36			5	24					5	G,E
6	Databases	36	24		12			6							exam
7	Computer architecture	48	24		24			5							exam
8	Operating Systems	48							24		24			5	exam
9	Practice	200												0	grade
Subjects for speciality															
10	Designing of the database systems	36							24			12		5	exam
11	Visual programming	24							12		12			4	grade
12	System Techniques Basics	36							24		12			4	grade
13	Computer management systems	12							12					2	grade
Overall hours/ECTS credits			120	42	84	0	0	30	132	18	60	12	0	30	
Overall hours in semester (year)		468	246						222						

Major: Information technology
Specialization: Computer system and networks
Recruitment: 2010

Non-stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English language	36		18				1		18				2	G,E	
Main subjects																
2	Designing and implementing information systems	48	24					2					24	2	grade	
3	Microprocessor techniques and embeded systems	24	12		12			3							grade	
4	Security of information systems	60							24			12	24	6	exam	
5	Methods of artificial intelligence	48	12		12			4					24	3	E, G	
6	Practice	200													grade	
Subjects for speciality																
7	Mobile systems	24	12			12		3							grade	
8	UNIX administration	24			24			2							grade	
9	Administration of Windows Server	24									24			1	grade	
10	Selected Aspects of Computer Networks	48	24				24	6							exam	
11	Foundation of Computer Simulation	48							24		24			5	exam	
12	Diploma seminar	36					12	2					24	2	grade	
13	Monographic A	36	24				12	5							grade	
14	Monographic B	36							24				12	5	grade	
15	Diploma thesis	0						2						4	grade	
Overall hours/ECTS credits			108	18	48	12	48	30	72	18	48	12	108	30		
Overall hours in semester (year)		492	234						258							

Year IV

Year IV									
No.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	24					24	2	grade
2	Team Project	24			24			7	grade
3	Computer systems and networks design	24			24			7	grade
4	Monographic C	36	24				12	5	grade
5	Diploma thesis	0						9	grade
Overall hours/ECTS credits			24	0	48	0	36	30	
Overall hours in semester		108	108						

Overall hours – 1608

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G, E.
7	Databases	60	30		30			6							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Multimedia presentations	30							15			15		2	Grade
12	Visual programming	45							15		30			4	Grade
13	Advanced methods of computer graphics	60							30		30			6	Exam
14	Fundamentals of plastic compositions	60							15	30	15			3	Grade
Overall hours/ECTS credits			180	90	120	0	0	30	150	90	120	15	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		30				1		30				2	G, E.
Main subjects															
2	Designing and implementing information systems	60	30					2					30	2	Grade
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade
4	Security of information systems	75							30			15	30	5	Exam
5	Methods of artificial intelligence	90	30		30			4					30	3	E, G
6	Practice	200													Credit
Subjects for speciality															
7	Advanced methods of computer graphics	30		30				2							Grade
8	Mobile systems	45	15			30		2							Grade
9	Graphics programs and DTP	105	30		30			5	15		30			2	E, G
10	Digital assembly of multimedia files	30			30			2							Grade
11	Technical drawing and AUTO-CAD	75							30	15	30			5	Exam
12	Diploma seminar	45					15	2					30	2	Grade
13	Monographic A	60	30				30	5							Grade
14	Monographic B	60							30				30	5	Grade
15	Diploma thesis	0						2						4	Grade
Overall hours/ECTS credits			165	60	105	30	45	30	105	45	60	15	150	30	
Overall hours in semester (year)		780	405						375						

Year IV

Lp.	Course name	Hours	Semestr 7						Form of credit
			lc	c	l	p	s	ECTS	
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Design of graphics applications	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2385

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Non-stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of
			lc	c	l	p	s		lc	c	l	p	s		credit
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							exam
3	Physics for engineers	48	24		24			5							grade
4	Introduction to technique	24	24					5							grade
5	Discrete mathematics	60							36	24				5	exam
6	Electronics and metrology - basic principles	48							24	24				6	exam
Main subjects															
7	Fundamentals of law in informatics	24	12	12				2							grade
8	Law aspects of IT market	24							12	12				2	grade
9	Introduction to Computer Engineering	24	12	12				5							exam
10	Fundamentals of programming I	48	24		24			6							grade
11	Fundamentals of programming II	48							24		24			6	grade
12	Algorithms and data structures	48							24		24			6	exam
13	Fundamentals of computer graphics	24							12		12			3	grade
Overall hours/ECTS credits			162	48	48	0	0	30	162	60	60	0	0	30	
Overall hours in semester (year)		540	258						282						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Non-stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	48		30				1		18				1	grade
Basic subjects															
2	Fundamentals of probabilistic and statistics methods	60	36	24				6							exam
3	Fundamentals of information theory	12	12					2							grade
Main subjects															
4	Object-oriented design and programming	48	12		12			5	12		12			4	grade
5	Computer Networks	60	12		24			5	24					5	G, E
6	Databases	36	24		12			6							exam
7	Computer architecture	48	24		24			5							exam
8	Operating Systems	48							24		24			5	exam
9	Practice	200												0	grade
Subjects for speciality															
10	Multimedia presentations	36							24			12		2	grade
11	Visual programming	24							12		12			4	grade
12	Advanced methods of computer graphics	36							24		12			6	exam
13	Fundamentals of plastic compositions	36							12	12	12			3	grade
Overall hours/ECTS credits			120	54	72	0	0	30	132	30	72	12	0	30	
Overall hours in semester (year)		492	246						246						

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2010

Non-stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	36		18				1		18				2	G,E
Main subjects															
2	Designing and implementing information systems	48	24					2					24	2	grade
3	Microprocessor techniques and embeded systems	24	12		12			3							grade
4	Security of information systems	60							24			12	24	6	exam
5	Methods of artificial intelligence	48	12		12			4					24	3	E, G
6	Practice	200													grade
Subjects for speciality															
7	Advanced methods of computer graphics	24		24				2							grade
8	Mobile systems	24	12			12		2							grade
9	Graphics programs and DTP	72	24		12			5	12		24			2	E, G
10	Digital assembly of multimedia files	12			12			2							grade
11	Technical drawing and AUTO-CAD	48							24	12	12			4	exam
12	Diploma seminar	36					12	2					24	2	grade
13	Monographic A	36	24				12	5							grade
14	Monographic B	36							24				12	5	grade
15	Diploma thesis	0						2						4	grade
Overall hours/ECTS credits			108	42	48	12	24	30	84	30	36	12	108	30	
Overall hours in semester (year)		504	234						270						

Year IV

Year IV									
Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	24					24	2	grade
2	Team Project	24			24			7	grade
3	Design of graphics applications	24			24			7	grade
4	Monographic C	36	24				12	5	grade
5	Diploma thesis	0						9	grade
Overall hours/ECTS credits			24	0	48	0	36	30	
Overall hours in semester		108	108						

Overall hours – 1644

Major: Information technology
 Specialization: Internet systems
 Recruitment: 2010

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	exam
6	Electronics and metrology - basic principles	60							30	30				6	exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	30	195	75	75	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
Specialization: Internet systems
Recruitment: 2010

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G, E
7	Databases	60	30		30			6							exam
8	Computer architecture	60	30		30			5							exam
9	Operating Systems	60							30		30			5	exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Hypertext languages	60							30		30			4	exam
12	Visual programming	45							15		30			3	Grade
13	Fundamentals of plastic composition	15							15					2	Grade
14	Internet programming	45							15		30			3	Grade
15	Internet database systems	30							15		15			3	exam
Overall hours/ECTS credits			180	90	120	0	0	30	165	60	150	0	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology
 Specialization: Internet systems
 Recruitment: 2010

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		30				1		30				2	G, E
Main subjects															
2	Designing and implementing information systems	60	30					2					30	2	Grade
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade
4	Security of information systems	75							30			15	30	5	Exam
5	Methods of artificial intelligence	90	30		30			4					30	3	E, G
6	Practice	200												0	Credit
Subjects for speciality															
7	Internet programming	45	15			30		4							Exam
8	Mobile systems	45	15			30		3							Grade
9	UNIX administration	30			30			2							Grade
10	Digital assembly of multimedia files	30			30			2							Grade
11	Administration of Windows Server	30									30			2	Grade
12	Data warehouses for e-business	60							30				30	5	Exam
13	Diploma seminar	45					15	2					30	2	Grade
14	Monographic A	60	30				30	5							Grade
15	Monographic B	60							30				30	5	Grade
16	Diploma thesis							2						4	Grade
Overall hours/ECTS credits			150	30	105	60	45	30	90	30	30	15	180	30	
Overall hours in semester (year)		735	390						345						

Year IV

Year IV									
Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Desing of internet applications	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis							9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2340

Major: Information technology
 Specialization: Internet systems
 Recruitment: 2010

Non-stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							exam
3	Physics for engineers	48	24		24			5							grade
4	Introduction to technique	24	24					5							grade
5	Discrete mathematics	60							36	24				5	exam
6	Electronics and metrology - basic principles	48							24	24				6	exam
Main subjects															
7	Fundamentals of law in informatics	24	12	12				2							grade
8	Law aspects of IT market	24							12	12				2	grade
9	Introduction to Computer Engineering	24	12	12				5							exam
10	Fundamentals of programming I	48	24		24			6							grade
11	Fundamentals of programming II	48							24		24			6	grade
12	Algorithms and data structures	48							24		24			6	exam
13	Fundamentals of computer graphics	24							12		12			3	grade
Overall hours/ECTS credits			162	48	48	0	0	30	162	60	60	0	0	30	
Overall hours in semester (year)		540	258						282						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Internet systems
 Recruitment: 2010

Non-stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English language	36		18				1		18				1	grade	
Basic subjects																
2	Fundamentals of probabilistic and statistics methods	60	36	24				6							exam	
3	Fundamentals of information theory	12	12					2							grade	
Main subjects																
4	Object-oriented design and programming	48	12		12			5	12		12			4	grade	
5	Computer Networks	60	12		24			5	24					5	G, E	
6	Databases	36	24		12			6							exam	
7	Computer architecture	48	24		24			5							exam	
8	Operating Systems	48							24		24			5	exam	
9	Practice	200												0	grade	
Subjects for speciality																
10	Hypertext languages	36							24		12			4	exam	
11	Visual programming	24							12		12			3	grade	
12	Fundamentals of plastic composition	12							12					2	grade	
13	Internet programming	24							12		12			3	grade	
14	Internet database systems	36							24		12			3	exam	
Overall hours/ECTS credits			120	54	72	0	0	30	144	30	84	0	0	30		
Overall hours in semester (year)		492	246						246							

Major: Information technology
Specialization: Internet systems
Recruitment: 2010

Non-stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English	36		18				1		18				2	G, E
Main subjects															
2	Designing and implementing information systems	48	24					2					24	2	grade
3	Microprocessor techniques and embeded systems	24	12		12			3							grade
4	Security of information systems	60							24			12	24	6	exam
5	Methods of artificial intelligence	48	12		12			4					24	3	E, G
6	Practice	200													grade
Subjects for speciality															
7	Internet programming	36	24			12		4							exam
8	Mobile systems	24	12			12		3							grade
9	UNIX administration	24			24			2							grade
10	Digital assembly of multimedia files	12			12			2							grade
11	Administration of Windows Server	24									24			1	grade
12	Data warehouses for e-business	36							24				12	5	exam
13	Diploma seminar	36					12	2					24	2	grade
14	Monographic A	36	24				12	5							grade
15	Monographic B	36							24				12	5	grade
16	Diploma thesis	0						2						4	grade
Overall hours/ECTS credits			108	18	60	24	24	30	72	18	24	12	120	30	
Overall hours in semester (year)		480	234						246						

Year IV

Year IV										
Lp.	Course name	Hours	Semester 7					ECTS	Form of credit	
			lc	c	l	p	s			
Subjects for speciality										
1	Diploma seminar	24					24	2	grade	
2	Team Project	24			24			7	grade	
3	Desing of internet applications	24			24			7	grade	
4	Monographic C	36	24				12	5	grade	
5	Diploma thesis	0						9	grade	
Overall hours/ECTS credits			24	0	48	0	36	30		
Overall hours in semester		108	108							

Overall hours – 1656

Major: Information technology

Specialization: Information systems in management

Stationary

Recruitment: 2010

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology

Specialization: Information systems in management

Stationary

Recruitment: 2010

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G, E
7	Databases	60	30		30			6							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Enterprise basics	30							30					2	Grade
12	Computer simulation	45							15		30			4	Grade
13	Production management	30							15	15				2	Grade
14	Accounting management	30							15		15			2	Grade
15	Operational research for engineers	60							30		30			5	Exam
Overall hours/ECTS credits			180	90	120	0	0	30	180	75	120	0	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology

Specialization: Information systems in management

Stationary

Recruitment: 2010

Year III

Lp.	Course name	Hours	Semestr 5					ECTS	Semestr 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English language	60		30				1		30				2	G, E	
Main subjects																
2	Designing and implementing information systems	60	30					2					30	2	Grade	
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade	
4	Security of information systems	75							30			15	30	5	Exam	
5	Methods of artificial intelligence	90	30		30			4					30	3	E, G	
6	Practice	200													Credit	
Subjects for speciality																
7	Staff management	30	15	15				2							Grade	
8	Management of IT project	30	15				15	4							Exam	
9	UNIX administration	30			30			2							Grade	
10	Mobile systems	45	15			30		3							Grade	
11	Administration of Windows Server	30										30		2	Grade	
12	Integrated information systems	60							30			30		5	Exam	
13	Diploma seminar	45					15	2					30	2	Grade	
14	Monographic A	60	30				30	5							Grade	
15	Monographic B	60							30				30	5	Grade	
16	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			165	45	75	30	90	30	90	30	0	75	150	30		
Overall hours in semester (year)		720	375						345							

Year IV

Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Desing of information systems	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2325

Major: Information technology

Specialization: Information systems in management

Non-stationary

Recruitment: 2010

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							exam
3	Physics for engineers	48	24		24			5							grade
4	Introduction to technique	24	24					5							grade
5	Discrete mathematics	60							36	24				5	exam
6	Electronics and metrology - basic principles	48							24	24				6	exam
Main subjects															
7	Fundamentals of law in informatics	24	12	12				2							grade
8	Law aspects of IT market	24							12	12				2	grade
9	Introduction to Computer Engineering	24	12	12				5							exam
10	Fundamentals of programming I	48	24		24			6							grade
11	Fundamentals of programming II	48							24		24			6	grade
12	Algorithms and data structures	48							24		24			6	exam
13	Fundamentals of computer graphics	24							12		12			3	grade
Overall hours/ECTS credits			162	48	48	0	0	30	162	60	60	0	0	30	
Overall hours in semester (year)		540	258						282						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology**Specialization: Information systems in management****Non-stationary****Recruitment: 2010****Year II**

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	36		18				1		18				1	grade
Basic subjects															
2	Fundamentals of probabilistic and statistics methods	60	36	24				6							exam
3	Fundamentals of information theory	12	12					2							grade
Main subjects															
4	Object-oriented design and programming	48	12		12			5	12		12			4	grade
5	Computer Networks	60	12		24			5	24					5	G, E
6	Databases	36	24		12			6							exam
7	Computer architecture	48	24		24			5							exam
8	Operating Systems	48							24		24			5	exam
9	Practice	200												0	grade
Subjects for speciality															
10	Enterprise basics	24							24					2	grade
11	Computer simulation	24							12		12			4	grade
12	Production management	24							12	12				2	grade
13	Accounting management	24							12		12			2	grade
14	Operational research for engineers	36							24		12			5	exam
Overall hours/ECTS credits			120	42	72	0	0	30	144	30	72	0	0	30	
Overall hours in semester (year)		480	234						246						

Major: Information technology

Specialization: Information systems in management

Non-stationary

Recruitment: 2010

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English language	36		18				1		18				2	G, E	
Main subjects																
2	Designing and implementing information systems	48	24					2					24	2	grade	
3	Microprocessor techniques and embeded systems	24	12		12			3							grade	
4	Security of information systems	60							24			12	24	6	exam	
5	Methods of artificial intelligence	48	12		12			4					24	3	E, G	
6	Practice	200													grade	
Subjects for speciality																
7	Staff management	24	12	12				2							grade	
8	Management of IT project	24	12				12	4							exam	
9	UNIX administration	24			24			2							grade	
10	Mobile systems	24	12			12		3							grade	
11	Administration of Windows Server	24										24		1	grade	
12	Integrated information systems	36							24			12		5	exam	
13	Diploma seminar	36					12	2					24	2	grade	
14	Monographic A	36	24				12	5							grade	
15	Monographic B	36							24				12	5	grade	
16	Diploma thesis	0						2						4	grade	
Overall hours/ECTS credits			108	30	48	12	36	30	72	18	0	48	108	30		
Overall hours in semester (year)		480	234						246							

Year IV

Year IV									
Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	24					24	2	grade
2	Team Project	24			24			7	grade
3	Desing of information systems	24			24			7	grade
4	Monographic C	36	24				12	5	grade
5	Diploma thesis	0						9	grade
Overall hours/ECTS credits			24	0	48	0	36	30	
Overall hours in semester		108	108						

Overall hours – 1620

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2009

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2009

Stationary

Year II

Lp.	Course name	Hours	Semestr 3					ECTS	Semestr 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G,E
7	Databases	60	30		30			6							Grade
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Designing of the database systems	60							30			30		5	Exam
12	Visual programming	45							15		30			4	Grade
13	System Techniques Basics	60							30		30			4	Grade
14	Computer management systems	30							30					2	Grade
Overall hours/ECTS credits			180	90	120	0	0	30	180	60	105	30	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2009

Stationary

Year III

Lp.	Course name	Hours	Semestr 5					ECTS	Semestr 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		30				1		30				2	G,E
Main subjects															
2	Designing and implementing information systems	60	30					2					30	2	Grade
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade
4	Security of information systems	75							30			15	30	5	Exam
5	Methods of artificial intelligence	90	30		30			4					30	3	E,G
6	Practice	200													Credit
Subjects for speciality															
7	Mobile systems	45	15			30		3							Grade
8	UNIX administration	30			30			2							Grade
9	Administration of Windows Server	30									30			2	Grade
10	Selected Aspects of Computer Networks	60	30				30	6							Exam
11	Foundation of Computer Simulation	60							30		30			5	Exam
12	Diploma seminar	45					15	2					30	2	Grade
13	Monographic A	60	30				30	5							Grade
14	Monographic B	60							30				30	5	Grade
15	Diploma thesis	0						2						4	Grade
Overall hours/ECTS credits			165	30	75	30	75	30	90	30	60	15	150	30	
Overall hours in semester (year)		720	375						345						

Year IV

Lp.	Course name	Hours	Semestr 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Computer systems and networks design	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2325

Major: Information technology**Specialization: Computer system and networks****Non-stationary****Recruitment: 2009****Year I**

No.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							exam
3	Physics for engineers	48	24		24			5							grade
4	Introduction to technique	24	24					5							grade
5	Discrete mathematics	60							36	24				5	exam
6	Electronics and metrology - basic principles	48							24	24				6	exam
Main subjects															
7	Fundamentals of law in informatics	24	12	12				2							grade
8	Law aspects of IT market	24							12	12				2	grade
9	Introduction to Computer Engineering	24	12	12				5							exam
10	Fundamentals of programming I	48	24		24			6							grade
11	Fundamentals of programming II	48							24		24			6	grade
12	Algorithms and data structures	48							24		24			6	exam
13	Fundamentals of computer graphics	24							12		12			3	grade
Overall hours/ECTS credits			162	48	48	0	0	30	162	60	60	0	0	30	
Overall hours in semester (year)		540	258						282						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Information technology**Specialization: Computer system and networks****Recruitment: 2009****Non-stationary****Year II**

No.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	36		18				1		18				1	grade
Basic subjects															
2	Fundamentals of probabilistic and statistics methods	60	36	24				6							exam
3	Fundamentals of information theory	12	12					2							grade
Main subjects															
4	Object-oriented design and programming	48	12		12			5	12		12			4	grade
5	Computer Networks	72	12		36			5	24					5	G,E
6	Databases	36	24		12			6							exam
7	Computer architecture	48	24		24			5							exam
8	Operating Systems	48							24		24			5	exam
9	Practice	200												0	grade
Subjects for speciality															
10	Designing of the database systems	36							24			12		5	exam
11	Visual programming	24							12		12			4	grade
12	System Techniques Basics	36							24		12			4	grade
13	Computer management systems	12							12					2	grade
Overall hours/ECTS credits			120	42	72	0	0	30	132	18	60	12	0	30	
Overall hours in semester (year)		456	234						222						

Major: Information technology

Specialization: Computer system and networks

Non-stationary

Recruitment: 2009

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		18				1		18				2	G,E
Main subjects															
2	Designing and implementing information systems	48	24					2					24	2	grade
3	Microprocessor techniques and embeded systems	24	12		12			3							grade
4	Security of information systems	60							24			12	24	6	exam
5	Methods of artificial intelligence	48	12		12			4					24	3	E, G
6	Practice	200													grade
Subjects for speciality															
7	Mobile systems	24	12			12		3							grade
8	UNIX administration	24			24			2							grade
9	Administration of Windows Server	24									24			1	grade
10	Selected Aspects of Computer Networks	48	24				24	6							exam
11	Foundation of Computer Simulation	48							24		24			5	exam
12	Diploma seminar	36					12	2					24	2	grade
13	Monographic A	36	24				12	5							grade
14	Monographic B	36							24				12	5	grade
15	Diploma thesis	0						2						4	grade
Overall hours/ECTS credits			108	18	48	12	48	30	72	18	48	12	108	30	
Overall hours in semester (year)		492	234						258						

Year IV

Year IV										
No.	Course name	Hours	Semester 7					ECTS	Form of credit	
			lc	c	l	p	s			
Subjects for speciality										
1	Diploma seminar	24					24	2	grade	
2	Team Project	24			24			7	grade	
3	Computer systems and networks design	24			24			7	grade	
4	Monographic C	36	24				12	5	grade	
5	Diploma thesis	0						9	grade	
Overall hours/ECTS credits			24	0	48	0	36	30		
Overall hours in semester		108	108							

Overall hours – 1608

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2009

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Main subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2009

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				0		30				0	Credit
2	English language	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30	30					2							Grade
Main subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			4	Grade
6	Computer Networks	90	30		30			5	30					5	G, E.
7	Databases	60	30		30			6							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												0	Credit
Subjects for speciality															
11	Multimedia presentations	30							15			15		2	Grade
12	Visual programming	45							15		30			4	Grade
13	Advanced methods of computer graphics	60							30		30			6	Exam
14	Fundamentals of plastic compositions	60							15	30	15			3	Grade
Overall hours/ECTS credits			180	90	120	0	0	30	150	90	120	15	0	30	
Overall hours in semester (year)		765	390						375						

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2009

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English language	60		30				1		30				2	G, E.
Main subjects															
2	Designing and implementing information systems	60	30					2					30	2	Grade
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade
4	Security of information systems	75							30			15	30	5	Exam
5	Methods of artificial intelligence	90	30		30			4					30	3	E, G
6	Practice	200													Credit
Subjects for speciality															
7	Advanced methods of computer graphics	30		30				2							Grade
8	Mobile systems	45	15			30		2							Grade
9	Graphics programs and DTP	105	30		30			5	15		30			2	E, G
10	Digital assembly of multimedia files	30			30			2							Grade
11	Technical drawing and AUTO-CAD	75							30	15	30			5	Exam
12	Diploma seminar	45					15	2					30	2	Grade
13	Monographic A	60	30				30	5							Grade
14	Monographic B	60							30				30	5	Grade
15	Diploma thesis	0						2						4	Grade
Overall hours/ECTS credits			165	60	105	30	45	30	105	45	60	15	150	30	
Overall hours in semester (year)		780	405						375						

Year IV

Year IV									
Lp.	Course name	Hours	Semestr 7						Form of credit
			lc	c	l	p	s	ECTS	
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Design of graphics applications	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours in semester		150	150						

Overall hours – 2385

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2008

Stationary

Year I

No.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	Humanistic subject to choose	60	30					2	30					2	grade	
Basic subjects																
2	Mathematical analysis and linear algebra	60	30	30				5							exam	
3	Physics for engineers	60	30		30			5							grade	
4	Introduction to technique	30	30					5							grade	
5	Discrete mathematics	60							30	30				5	exam	
6	Electronics and metrology - basic principles	60							30	30				6	exam	
Field subjects																
7	Fundamentals of law in informatics	45	30	15				2							grade	
8	Law aspects of IT market	45							30	15				2	grade	
9	Introduction to Computer Engineering	60	30	30				5							exam	
10	Fundamentals of programming I	60	30		30			6							grade	
11	Fundamentals of programming II	60							30		30			6	grade	
12	Algorithms and data structures	60							30		30			6	exam	
13	Fundamentals of computer graphics	30							15		15			3	grade	
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30		
Overall hours in semester (year)		690	345						345							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology
Specialization: Computer system and networks
Recruitment: 2008

Stationary

Year II

No.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				1		30				1	grade
2	English	60		30				1		30				1	grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							exam
4	Fundamentals of information theory	30							30					2	grade
Field subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			3	grade
6	Computer Networks	90	30		30			5	30					3	G, E
7	Databases	60	30		30			5							exam
8	Computer architecture	60	30		30			5							exam
9	Operating Systems	60							30		30			5	exam
10	Practice	200												2	grade
Subjects for speciality															
11	Designing of the database systems	60							30			30		5	exam
12	Visual programming	45							15		30			4	grade
13	System Techniques Basics	60	30					2			30			2	grade
14	Computer management systems	30							30					2	grade
Overall hours/ECTS credits			180	90	120	0	0	30	180	60	105	30	0	30	
Overall hours in semester (year) without practice		765	390						375						

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2008

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English	60		30				1		30				2	G, E	
Field subjects																
2	Designing and implementing information systems	60	30					2					30	2	Grade	
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade	
4	Security of information systems	60							30			15	15	4	Exam	
5	Methods of artificial intelligence	90	30		30			4					30	2	E, G	
6	Practice	200												2	Grade	
Subjects for speciality																
7	Mobile systems	45	15			30		3							Grade	
8	UNIX administration	30			30			2							Grade	
9	Administration of Windows 2003	30									30			2	Grade	
10	Selected Aspects of Computer Networks	60	30				30	6							Exam	
11	Foundation of Computer Simulation	60							30		30			5	Exam	
12	Diploma seminar	45					15	2					30	2	Grade	
13	Monographic A	60	30				30	5							Grade	
14	Monographic B	60							30				30	5	Grade	
15	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			165	30	75	30	75	30	90	30	60	15	135	30		
Overall hours in semester (year) without practice		705	375						330							

Year IV

Year IV									
No.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Computer systems and networks design	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours :		150	150						

Overall hours - 2310

Major: Information technology

Specialization: Computer system and networks

Recruitment: 2008

Non-stationary

Year I

No.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							Exam
3	Physics for engineers	48	24		24			5							Grade
4	Introduction to technique	24	24					5							Grade
5	Discrete mathematics	60							36	24				5	Exam
6	Electronics and metrology - basic principles	48							24	24				6	Exam
Field subjects															
7	Fundamentals of law in informatics	24	12	12				2							Grade
8	Law aspects of IT market	24							12	12				2	Grade
9	Introduction to Computer Engineering	24	12	12				5							Exam
10	Fundamentals of programming I	48	24		24			6							Grade
11	Fundamentals of programming II	48							24		24			6	Grade
12	Algorithms and data structures	24							12		12			6	Exam
13	Fundamentals of computer graphics	24							12		12			3	Grade
Overall hours/ECTS credits			162	48	48	0	0	30	150	60	48	0	0	30	
Overall hours in semester (year)		516	258						258						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Information technology**Specialization: Computer system and networks****Recruitment: 2008****Non-stationary****Year II**

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				1		30				1	Grade
2	Engilsh	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	36	24				6							Exam
4	Fundamentals of information theory	12							12					2	Grade
Field subjects															
5	Object-oriented design and programming	48	12		12			5	12		12			3	Grade
6	Computer Networks	60	12		24			5	24					4	G, E
7	Databases	36	24		12			6							Exam
8	Computer architecture	36	24		12			5							Exam
9	Operating Systems	36							24		12			5	Exam
10	Practice	200												2	Grade
Subjects for speciality															
11	Designing of the database systems	36							24			12		5	Exam
12	Visual programming	24							12		12			4	Grade
13	System Techniques Basics	36	24					2			12			2	Grade
14	Computer management systems	12							12					2	Grade
Overall hours/ECTS credits			132	84	60	0	0	31	120	60	48	12	0	31	
Overall hours in semester (year) without practice		516	276						240						

Major: Information technology

Specialization: Computer system and networks

Non-stationary

Recruitment: 2008

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English	60		30				1		30				2	G, E
Field subjects															
2	Designing and implementing information systems	36	12					2					24	2	Grade
3	Microprocessor techniques and embeded systems	24	12		12			3							Grade
4	Security of information systems	36							12			12	12	5	Exam
5	Methods of artificial intelligence	48	12		12			4					24	2	E, G
6	Practice	200												2	Grade
Subjects for speciality															
7	Mobile systems	24	12			12		3							Grade
8	UNIX administration	24			24			2							Grade
9	Administration of Windows 2003	24									24			2	Grade
10	Selected Aspects of Computer Networks	48	24				24	6							Exam
11	Foundation of Computer Simulation	48							24		24			5	Exam
12	Diploma seminar	36					12	2					24	2	Grade
13	Monographic A	36	24				12	5							Grade
14	Monographic B	36							24				12	5	Grade
15	Diploma thesis	0						2						4	Grade
Overall hours/ECTS credits			96	30	48	12	48	30	60	30	48	12	96	31	
Overall hours in semester (year) without practice		480	234						246						

Year IV

Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	24					24	2	Grade
2	Team Project	24			24			7	Grade
3	Computer systems and networks design	24			24			7	Grade
4	Monographic C	36	24				12	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			24	0	48	0	36	30	
Overall hours :		108	108						

Overall hours – 1704

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2008

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Field subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h
 Library training - I semester 4h

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2008

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				1		30				1	Grade
2	English	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30							30					2	Grade
Field subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			3	Grade
6	Computer Networks	90	30		30			5	30					3	G, E
7	Databases	60	30		30			5							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												2	Grade
Subjects for speciality															
11	Multimedia presentations	30	15		0	15		2							Grade
12	Visual programming	45							15		30			4	Grade
13	Advanced methods of computer graphics	60							30		30			6	Exam
14	Fundamentals of plastic compositions	60							15	30	15			3	Grade
Overall hours/ECTS credits			165	90	120	15	0	30	165	90	120	0	0	30	
Overall hours in semester (year) without practice		765	390						375						

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2008

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English	60		30				1		30				2	G, E	
Field subjects																
2	Designing and implementing information systems	60	30					2					30	2	Grade	
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade	
4	Security of information systems	60							30			15	15	4	Exam	
5	Methods of artificial intelligence	90	30		30			4					30	2	E,G	
6	Practice	200												2	Grade	
Subjects for speciality																
7	Advanced methods of computer graphics	30		30				3							Grade	
8	Mobile systems	45	15			30		3							Grade	
9	Graphics programs and DTP	105	30		30			5	15		30			4	E, G	
10	Digital assembly of multimedia files	30			30			2							Grade	
11	Technical drawing and AUTO-CAD	75							30	15	30			5	Exam	
12	Monographic A	60	30				30	5							Grade	
13	Monographic B	60							30				30	5	Grade	
14	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			165	60	105	30	30	30	105	45	60	15	105	30		
Overall hours in semester (year) without practice		720	390						330							

Year IV

Year IV									
Lp.	Course name	Hours	Semester 7						Form of
			lc	c	l	p	s	ECTS	credit
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Design of graphics applications	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours :		150	150						

Overall hours – 2325

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2007

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	Humanistic subject to choose	60	30					2	30					2	Grade	
Basic subjects																
2	Mathematical analysis and linear algebra	60	30	30				5							Exam	
3	Physics for engineers	60	30		30			5							Grade	
4	Introduction to technique	30	30					5							Grade	
5	Discrete mathematics	60							30	30				5	Exam	
6	Electronics and metrology - basic principles	60							30	30				6	Exam	
Field subjects																
7	Fundamentals of law in informatics	45	30	15				2							Grade	
8	Law aspects of IT market	45							30	15				2	Grade	
9	Introduction to Computer Engineering	60	30	30				5							Exam	
10	Fundamentals of programming I	60	30		30			6							Grade	
11	Fundamentals of programming II	60							30		30			6	Grade	
12	Algorithms and data structures	60							30		30			6	Exam	
13	Fundamentals of computer graphics	30							15		15			3	Grade	
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30		
Overall hours in semester (year)		690	345						345							

Industrial Safety – I semester 4h
 Library training - I semester 4h

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2007

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				1		30				1	Grade
2	English	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30							30					2	Grade
Field subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			3	Grade
6	Computer Networks	90	30		30			5	30					3	Grade, Exam
7	Databases	60	30		30			5							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												2	Grade
Subjects for speciality															
11	Designing of the database systems	60							30			30		5	Exam
12	Visual programming	45							15		30			4	Grade
13	System Techniques Basics	60	30					2			30			2	Grade
14	Computer management systems	30							30					2	Grade
Overall hours/ECTS credits			180	90	120	0	0	30	180	60	105	30	0	30	
Overall hours in semester (year) without practice		765	390						375						

Major: Information technology
 Specialization: Computer system and networks
 Recruitment: 2007

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English	60		30				1		30				2	G, E	
Field subjects																
2	Designing and implementing information systems	60	30					2					30	2	Grade	
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade	
4	Security of information systems	60							30			15	15	4	Exam	
5	Methods of artificial intelligence	90	30		30			4					30	2	E, G	
6	Practice	200												2	Grade	
Subjects for speciality																
7	Mobile systems	45	15			30		3							Grade	
8	UNIX administration	30			30			2							Grade	
9	Administration of Windows 2003	30									30			2	Grade	
10	Selected Aspects of Computer Networks	60	30				30	6							Exam	
11	Foundation of Computer Simulation	60							30		30			5	Exam	
12	Diploma seminar	45					15	2					30	2	Grade	
13	Monographic A	60	30				30	5							Grade	
14	Monographic B	60							30				30	5	Grade	
15	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			165	30	75	30	75	30	90	30	60	15	135	30		
Overall hours in semester (year) without practice		705	375						330							

Year IV

Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Computer systems and networks design	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours :		150	150						

Overall hours – 2310

Major: Information technology**Specialization: Computer system and networks****Non-stationary****Recruitment: 2007****Year I**

No.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	36	24				5							Exam
3	Physics for engineers	48	24		24			5							Grade
4	Introduction to technique	24	24					5							Grade
5	Discrete mathematics	60							36	24				5	Exam
6	Electronics and metrology - basic principles	48							24	24				6	Exam
Field subjects															
7	Fundamentals of law in informatics	24	12	12				2							Grade
8	Law aspects of IT market	24							12	12				2	Grade
9	Introduction to Computer Engineering	24	12	12				5							Exam
10	Fundamentals of programming I	48	24		24			6							Grade
11	Fundamentals of programming II	48							24		24			6	Grade
12	Algorithms and data structures	24							12		12			6	Exam
13	Fundamentals of computer graphics	24							12		12			3	Grade
Overall hours/ECTS credits			162	48	48	0	0	30	150	60	48	0	0	30	
Overall hours in semester (year)		516	258						258						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Information technology**Specialization: Computer system and networks****Recruitment: 2007****Non-stationary****Year II**

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of Credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	English	60		30				1		30				1	Grade
2	Physical education	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	36	24				6							Exam
4	Fundamentals of information theory	12							12					2	Grade
Field subjects															
5	Object-oriented design and programming	48	12		12			5	12		12			3	Grade
6	Computer Networks	60	12		24			5	24					4	Grade, Exam
7	Databases	36	24		12			6							Exam
8	Computer architecture	36	24		12			5							Exam
9	Operating Systems	36							24		12			5	Exam
10	Practice	200												2	Grade
Subjects for speciality															
11	Designing of the database systems	36							24			12		5	Exam
12	Visual programming	24							12		12			4	Grade
13	System Techniques Basics	36	24					2			12			2	Grade
14	Computer management systems	12							12					2	Grade
Overall hours/ECTS credits			132	84	60	0	0	31	120	60	48	12	0	31	
Overall hours in semester (year) without practice		516	276						240						

Major: Information technology

Specialization: Computer system and networks

Non-stationary

Recruitment: 2007

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English	60		30				1		30				2	G, E	
Field subjects																
2	Designing and implementing information systems	36	12					2					24	2	Grade	
3	Microprocessor techniques and embeded systems	24	12		12			3							Grade	
4	Security of information systems	36							12			12	12	5	Exam	
5	Methods of artificial intelligence	48	12		12			4					24	2	E, G	
6	Practice	200												2	Grade	
Subjects for speciality																
7	Mobile systems	24	12			12		3							Grade	
8	UNIX administration	24			24			2							Grade	
9	Administration of Windows 2003	24									24			2	Grade	
10	Selected Aspects of Computer Networks	48	24				24	6							Exam	
11	Foundation of Computer Simulation	48							24		24			5	Exam	
12	Diploma seminar	36					12	2					24	2	Grade	
13	Monographic A	36	24				12	5							Grade	
14	Monographic B	36							24				12	5	Grade	
15	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			96	30	48	12	48	30	60	30	48	12	96	31		
Overall hours in semester (year) without practice		480	234						246							

Year IV

Year IV									
Lp.	Course name	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Subjects for speciality									
1	Diploma seminar	24					24	2	Grade
2	Team Project	24			24			7	Grade
3	Computer systems and networks design	24			24			7	Grade
4	Monographic C	36	24				12	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			24	0	48	0	36	30	
Overall hours :		108	108						

Overall hours – 1704

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2007

Stationary

Year I

Lp.	Course name	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Humanistic subject to choose	60	30					2	30					2	Grade
Basic subjects															
2	Mathematical analysis and linear algebra	60	30	30				5							Exam
3	Physics for engineers	60	30		30			5							Grade
4	Introduction to technique	30	30					5							Grade
5	Discrete mathematics	60							30	30				5	Exam
6	Electronics and metrology - basic principles	60							30	30				6	Exam
Field subjects															
7	Fundamentals of law in informatics	45	30	15				2							Grade
8	Law aspects of IT market	45							30	15				2	Grade
9	Introduction to Computer Engineering	60	30	30				5							Exam
10	Fundamentals of programming I	60	30		30			6							Grade
11	Fundamentals of programming II	60							30		30			6	Grade
12	Algorithms and data structures	60							30		30			6	Exam
13	Fundamentals of computer graphics	30							15		15			3	Grade
Overall hours/ECTS credits			210	75	60	0	0	30	195	75	75	0	0	30	
Overall hours in semester (year)		690	345						345						

Industrial Safety – I semester 4h
 Library training - I semester 4h

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2007

Stationary

Year II

Lp.	Course name	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	l	p	s		lc	c	l	p	s		
Subjects of general education															
1	Physical education	60		30				1		30				1	Grade
2	English	60		30				1		30				1	Grade
Basic subjects															
3	Fundamentals of probabilistic and statistics methods	60	30	30				6							Exam
4	Fundamentals of information theory	30							30					2	Grade
Field subjects															
5	Object-oriented design and programming	90	30		30			5	15		15			3	Grade
6	Computer Networks	90	30		30			5	30					3	G, E
7	Databases	60	30		30			5							Exam
8	Computer architecture	60	30		30			5							Exam
9	Operating Systems	60							30		30			5	Exam
10	Practice	200												2	Grade
Subjects for speciality															
11	Multimedia presentations	30	15		0	15		2							Grade
12	Visual programming	45							15		30			4	Grade
13	Advanced methods of computer graphics	60							30		30			6	Exam
14	Fundamentals of plastic compositions	60							15	30	15			3	Grade
Overall hours/ECTS credits			165	90	120	15	0	30	165	90	120	0	0	30	
Overall hours in semester (year) without practice		765	390						375						

Major: Information technology
 Specialization: Computer graphics
 Recruitment: 2007

Stationary

Year III

Lp.	Course name	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	l	p	s		lc	c	l	p	s			
Subjects of general education																
1	English	60		30				1		30				2	G,E	
Field subjects																
2	Designing and implementing information systems	60	30					2					30	2	Grade	
3	Microprocessor techniques and embeded systems	45	30		15			3							Grade	
4	Security of information systems	60							30			15	15	4	Exam	
5	Methods of artificial intelligence	90	30		30			4					30	2	E, G	
6	Practice	200												2	Grade	
Subjects for speciality																
7	Advanced methods of computer graphics	30		30				3							Grade	
8	Mobile systems	45	15			30		3							Grade	
9	Graphics programs and DTP	105	30		30			5	15		30			4	E, G	
10	Digital assembly of multimedia files	30			30			2							Grade	
11	Technical drawing and AUTO-CAD	75							30	15	30			5	Exam	
12	Monographic A	60	30				30	5							Grade	
13	Monographic B	60							30				30	5	Grade	
14	Diploma thesis	0						2						4	Grade	
Overall hours/ECTS credits			165	60	105	30	30	30	105	45	60	15	105	30		
Overall hours in semester (year) without practice		720	390						330							

Year IV

Year IV									
Lp.	Nazwa przedmiotu	Hours	Semester 7					ECTS	Form of credit
			lc	c	l	p	s		
Przedmioty specjalnościowe									
1	Diploma seminar	30					30	2	Grade
2	Team Project	30			30			7	Grade
3	Design of graphics applications	30			30			7	Grade
4	Monographic C	60	30				30	5	Grade
5	Diploma thesis	0						9	Grade
Overall hours/ECTS credits			30	0	60	0	60	30	
Overall hours :		150	150						

Overall hours – 2325

Subjects of general education:

ECTS credits
2

1. Course title

Regional history (The region and the regionalism on example of the Lower Silesia)

2. Course contentsLecture

Territorial development of Silesia on space of histories

Silesia till year 1138

Silesia in summers 1138-1335

Silesia in Czech monarchy 1335-1526

Habsburski Silesia 1526-1741

Prussian Silesia 1741-1918

Silesia in summers 1918-1945

Silesia after 1945 year

3. Prerequisites

None

4. Learning outcomes

Student is familiar with the history of Silesia in the background of state organisms, to which this area belonged.
The chronological scope encompasses all of history to 1989.

5. Recommended reading

1. Czapliński M. i inni, *Historia Śląska*, Wrocław 2007 (lub wyd. 2002).
2. Harasimowicz J., *Dolny Śląsk*, Wrocław 2007.
3. *Historia chłopów śląskich*. Opracowanie zbiorowe pod redakcją Stefana Inglota, Warszawa 1979.
4. Kaczmarek M. i inni, *Wrocław. Dziedzictwo wieków*, Wrocław 1997.
5. Boras Z., *Książęta piastowscy Śląska*, Katowice 1978.
6. Dola K., *Dzieje Kościoła na Śląsku, część I. Średniowiecze*, Opole 1996.
7. Drabina J., *Miasta śląskie w średniowieczu*, Katowice 1987.
8. *Legnica. Zarys monografii miasta* pod redakcją Stanisława Dąbrowskiego, Wrocław-Legnica 1998.
9. Mandziuk J., *Historia Kościoła katolickiego na Śląsku. Czasy reformacji protestanckiej, reformy katolickiej i kontrreformacji 1520-1742*. Tom 2, Warszawa 1995.

6. Type of course

Optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

The lecture - the written relating the histories of Silesia work

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Social Communication

2. Course contentsLecture

Communication as a process. The idea of communication. The initial concepts and definitions. The basic models of the communication by D. McQuail. The interpersonal communication. Main theories and models of interpersonal communication. Verbal and non-verbal aspects of communication. The forms of verbal communication. The sorts of non-verbal communications. The relation between verbal and non-verbal communication. The barriers of the social communication. The main systems of social communication and its specific role. The system of institutional communication. The mass communication - its features and functions. The basis rules of the mass media. The transformations of the media system in Poland. The main techniques and mechanisms of the commercial, public relations. The creating of the personal image.

3. Prerequisites

none

4. Learning outcomes

A Student is able to define the basic elements and categories of the social communication and to understand the significant aspects of the communication and the essential issues of the media and cooperation with media as well.

5. Recommended reading

1. Adamowski J.(red.), *Media w państwie współczesnym*, Warszawa 2001.
2. Cianciara J., Uścińska B., *Komunikacja społeczna. Komunikowanie się z mediami w praktyce*, Wrocław 1999.
3. Dobek-Ostrowska B., *Podstawy komunikowania społecznego*, Wrocław 2004.
4. Dobek-Ostrowska B. (red.), *Współczesne systemy komunikowania*, Wrocław 1998.
5. Goban-Klas T., *Media i komunikowanie masowe. Teorie i analizy prasy, radia, telewizji i Internetu*, Warszawa-Kraków 2004.
6. Ociełka B., *Komunikowanie międzynarodowe*, Wrocław 2002.
7. Olędzki J., *Komunikowanie w świecie*, Warszawa 2001.
8. Rozwadowska B., *Public relations. Teoria. Praktyka. Perspektywy*, Warszawa 2002.
9. Stankiewicz J. *Komunikowanie się w organizacji*, Wrocław 1999.

6. Type of course

Facultative.

7. Teaching team

Department of Sociology and Social Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Lecture – written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title:

Sociology

2. Course contents:

The place of sociology among other social sciences. The subject and functions of general and specific sociology. Natural, economical and cultural considerations of social life. Mass culture and its influence on social and work processes. Cultural diffusion and cultural heritage as factors of social and economical development. The man vs. social environment. Sociological model of man. The question of personality in social sciences. Work vs. personality. Economic mentality of the individual vs. their participation in economic and social processes. Socio-psychological characteristics of relations and relationships: needs – motivations – bases – behaviors. Social bonds as the basis for the emerging of social groups. Public institutions and their functions. Characteristics of total institutions. Social norms and values as the elements of the social organization of the group. Most important groups in the life of the individual. Characteristics of the basic social processes (adaptation, cooperation, conflict, disorganization, social mobility). Social problems of the Polish society in the period of political transformation. Research in social development. Elements of chosen theories of social development (Plato, Condorcet, Turgot, Popper). Social stratification (social classes). The society and its sociopolitical organization. Nation as a group having the features of a community. Nation and other contemporary ethnic groups. Bureaucracy in modern social institutions. Development of self-government institutions during transformation. Basic methods and techniques of sociological research.

3. Prerequisites

None

4. Learning outcomes

Student is aware of the complexity of the social reality, consisting of social groups, institutions, processes and phenomena. Student is familiar with methods and techniques of sociological research and therefore has the opportunity of getting to know this reality. Student knows the possibility of using sociological knowledge in other social sciences.

5. Recommended reading

1. B. Szacka, *Wprowadzenie do socjologii*. Warszawa, OW 2003
2. P. Sztompka *Socjologia. Analiza społeczeństwa*. Kraków, ZNAK 2002
3. Z. Polakowska-Kujawa (editor) *Socjologia ogólna*. SGH, Warszawa 1999

6. Type of the course

Optional

7. Teaching Team

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Term assignments and coursework

10. Language of instruction

Polish

ECTS credits
2

1. Course title:

Psychology

2. Course contents

- The main concepts of psychology
- Cognition; perception, attention, memory, creative thinking, intelligence
- Emotion and motivation
- Personality
- The social behaviour; self-presentation, group behaviour, cognitive dissonance, groupthink
- Human communication and influence on people

3. Prerequisites:

None

4. Learning outcomes:

Student is familiar with the basic psychological themes and terminology, so that in the future he/she can use the texts and training materials on the psychological aspects of motivation, human resources management, etc.

5. Recommended reading

1. Strelau, J. red. (2002) *Psychologia. Podręcznik akademicki*. t.1-2. Gdańsk: Gdańskie Wydawnictwo Psychologiczne.
2. Cialdini, R. (1996) *Wywieranie wpływu na ludzi*. Gdańsk. Gdańskie Wydawnictwo Psychologiczne.
3. Robbins, S. (2000) *Zasady zachowania w organizacji*. Poznań: Zyski i S-ka Wydawnictwo.

6. Type of course:

Obligatory

7. Teaching team:

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Test of knowledge

10. Language of instruction:

Polish

ECTS credits
1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Autopresentation , telling about yourself in the professional context, about your future career ambitions, interests, contemporary world./ 4 hours
2. Earning a Living. / 8 hours
 - 2.1 Wages and living standards.
 - 2.2 Job roles and types- agriculture, industry, services.
 - 2.3 Applying for a job. Job interviews.
 - 2.4 Employer/ employee relationships.
3. Business correspondence. Practising writing memos. / 6 hours
4. Production and Sale of Goods and Services. / 8 hours
 - 4.1 Distribution: origin and destination of product.
 - 4.2 Retail and wholesale outlets: competition between small shops and supermarkets.
 - 4.3 New markets and products.
 - 4.4 Quality and customer service.

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS credits
1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Business correspondence. Practising writing company leaflets. / 6 hours

1.1 Exam task. Basic reading comprehension: true-or-false questions. Practice.

(On the basis of the materials of LCCI Examinations Board, *How to Pass English for Business First Level*)

2. International Trade. / 8 hours

2.1 Description of imports/exports.

2.2 Changes in international markets.

2.3 Economic problems in developing countries.

2.4 Trade blocks e.g. EU, ASEAN, NAFTA.

3. Business correspondence. Practising writing business reports. / 8 hours

3.1 Exam task. Information processing: short-answer questions. Practice.

(On the basis of the materials of LCCI Examinations Board, *How to Pass English for Business First Level*)

4. Money. / 8 hours

4.1 Methods of paying/ purchasing.

4.2 Inflation and price changes.

4.3 Banking services.

4.4 Savings and investment.

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.3. Sweeney, S. 2000. Business English. *Marketing*. Longman.4. Flinders, S. 2000. Business English. *Intermediate*. Longman.5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.**6. Type of course**

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits
1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Transport / 8 hours
 - 1.1 Types of transport in Poland
 - 1.2 Transport for the individual
 - 1.3 Transport for commerce and industry
 - 1.4 Local infrastructure for: road, rail, sea and air transport
2. Basic reading comprehension: interpreting short information, providing one-word answers /6 hours.
(On the basis of LCCI Examinations Board materials, *How to Pass English for Business First Level*)
3. Communications/8 hours
 - 3.1 Media: TV, newspapers, Internet, advertising
 - 3.2 Information Technology: computers
 - 3.3 Communications: telephone, fax, e-mail
4. Business correspondence: letter writing practice/ 8 hours

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits
2

1. Course title

English

2. Course contentsThematic scope of the course:

1. Education / 8 hours
 - 1.1 Personal education
 - 1.2 The education system
 - 1.3 Training and skills
2. Basic reading comprehension: interpreting chart and graph data , providing one-word answers /8 hours.
(On the basis of LCCI Examinations Board materials, *How to Pass English for Business First Level*)
3. Travel and Tourism/ 8 hours
 - 3.1 The importance of travel to the individual
 - 3.2 Tourism and the local area
 - 3.3 Tourism in a nation's economy
4. Revision Practice before final written and oral examination/6 hours

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Written test, written and oral examination

10. Language of instruction:

Polish

ECTS credits
0

1. Course title

Physical Education

2. Course contents

All the physical activities are offered to be for students at the gym, sports hall, fitness room and on the swimming pool. The students have the opportunities to choose their preferable form.

3. Prerequisites

There are not observed any bad impact on their health.

4. Learning outcomes

The aim of the course is to improve the physical activity of the students and their knowledge connected with practicing sports, especially sophisticated exercises. The subject has to have an impact on their physical education in this direction. It is crucial for them to get significant facilities, experience and also all the important skills during realizing such a broadminded course. It is significant in their future to reach all their aims in work to be as animators or the main organizers of the physical activities in their surrounding as the course contains all the important issues in the branch of physical education. Teaching how to relax, how to reach the essential discipline in different sports are not the only aspects of this vital course.

5. Recommended reading

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Unrated credits (without a grade) based on attendance in class

10. Language of instruction:

Polish

ECTS credits
0

1. Course title

Physical Education

2. Course contents

All the physical activities are offered to be for students at the gym, sports hall, fitness room and on the swimming pool. The students have the opportunities to choose their preferable form.

3. Prerequisites

There are not observed any bad impact on their health.

4. Learning outcomes

The aim of the course is to improve the physical activity of the students and their knowledge connected with practicing sports, especially sophisticated exercises. The subject has to have an impact on their physical education in this direction. It is crucial for them to get significant facilities, experience and also all the important skills during realizing such a broadminded course. It is significant in their future to reach all their aims in work to be as animators or the main organizers of the physical activities in their surrounding as the course contains all the important issues in the branch of physical education. Teaching how to relax, how to reach the essential discipline in different sports are not the only aspects of this vital course.

5. Recommended reading

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Unrated credits (without a grade) based on attendance in class

10. Language of instruction:

Polish

Basic subjects:

ECTS credits
2

1. Course name

Basics of information theory

2. Course descriptionLecture

Introduction.

Basic terms: information, information source, signal.

Entropy of one- and two dimensional discrete random variable.

The average information obtained from a single event and from a single symbol received from noisy digital channel.

Entropy of analog sources. Analog sources digitalization.

Extensions of an information source and their entropy.

Markov sources.

Information coding. Block codes.

The average codeword length and entropy.

The most efficient encoding. Huffman encoding.

Transmission of information, loss function, risk, decision rule.

Decision rule optimization for binary signal receive.

3. Prerequisites

none

4. Learning outcomes

Students are able to: calculate the entropy of one and two dimensional discrete random variable calculation of the analog signal sampling frequency, encode information, construct Huffman codes, calculate the channel throughput. Calculation of the optimal decision rules for Gaussian additive noise channels.

5. LiteratureAbramson N., *Teoria informacji i kodowania*, PWN, Warszawa 1989.Topolewski Z., *Analiza i synteza szyfrowania informacji*, Wrocław WSO 1995.Imminik K.A.S., *Coding Techniques for Digital Recording*, Prestice Hall, New York 1991.Schneier B., *Kryptografia dla praktyków*, WNT, Warszawa 1995.**6. Type of course**

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12'	3	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

colloquium

10. Language:

Polish

ECTS credits

5

1. Course name

Discrete mathematics

2. Course descriptionLecture

Elements of mathematical logic: logical sentence, tautology, sentential function, quantifiers. Techniques of proofs: direct proof, reductio ad absurdum. Mathematical induction. The algebra of sets: operations on sets, basic properties, Cartesian product. Relations: basic properties, order relations and equivalence relations. Functions: basic properties, operations on functions. Elements of combinatorics: basic notions, Newton's formula, counting methods: the principle of multiple-choice, additivity principle, Dirichlet's box principle, principle of inclusion-exclusion. Recursion theory: linear recurrences of first and higher orders, generating functions. Trees and graphs: basic notions, operations on graphs, planar graphs, directed graphs, coloring graphs. Introduction to Boolean algebra and its applications.

Classes

During the classes students solve some problems from the following areas: mathematical logic, predicate logic, set theory, basic theory of relations and functions, mathematical induction, recursion, combinatorics and graph theory.

3. Prerequisites

Completion of the course "Mathematical analysis and linear algebra".

4. Learning outcomes

The student is able to interpret and define the concept of computer science in terms of functions and relations. He knows how to use: the logic, theorem proving methods, graphs, and recursion theory, Boolean algebra to solve problems on a computer. Able to use the term graph to the need to design a relationship. He knows how to use the phenomenon of recursion, both in descriptive purpose and to solve of a quantitative nature. Recursion method can solve by using the characteristic equation and the generating function. Understands the role and importance of Boolean algebra in modern computing science. He knows the basic use of Boolean algebras.

5. Literature

1. R. Rębowski, *Matematyka dyskretna dla informatyków*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, 2008.
2. R. Rębowski, J. Płaskonka, *Zbiór zadań z matematyki dyskretnej dla informatyków*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, 2009.
3. K. A. Ross, Ch. R. B. Wright, *Matematyka dyskretna*, PWN, Warszawa, 2006.
4. R. Graham, D. Knuth, O. Patashnik, *Matematyka konkretna*, PWN, Warszawa, 2006.
5. T. Cormen, Ch. Leiserson, R. Rivest, C. Stein, *Wprowadzenie do algorytmów*, WNT, Warszawa, 2004.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/36	II	1
Classes	30/24	II	1
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Completion of classes and written examination are the conditions of ranking the lecture.

10. Language:

Polish.

ECTS credits

6

1. Course name

Electronics and metrology - basic principles

2. Course descriptionLecture

Electric charge, electric and magnetic field. Elements of the electric circuit. General terms and definitions: general classification of circuit elements and their description; Ohm's law; principles of current and voltage arrow placement; circuit diagram, presentation of circuit topology by means of its graph and definition of graph elements such as node, branch, cutset and loop; Kirchhoff's Current Law and Kirchhoff's Voltage Law. Circuit equations. Methods of analysis: mesh current and nodal voltage methods. Thevenin's theorem and Norton's theorem, superposition theorem. Linear circuits, properties, fundamental theorems. Electric energy and power: energy conservation law and power balance; voltage, current and power calculations for simple circuits - practical examples. Circuits in the steady state, DC and AC network analysis. Basic theory and phenomena of semiconductor physics. Theory of p-n junction and diode classification, characteristics and small signal ac analysis of diodes, bipolar and field effect transistors. Equivalent circuits, frequency response and switching parameters. Transistor amplifiers. Use data sheet information and parameter measurement of devices. Frequency response of electronic circuits. Feedback theory. Differential and operational amplifiers and their applications. Active filters. Basic RF amplifiers. Power amplifiers. Oscillator circuits. Linear and switched-mode regulators. Boolean algebra. Introduction to digital electronics. A review of basic relevant properties of BJT and MOSFET for digital electronics. Logic gates. Combinatorial circuits. Flip-flops. Sequential logic. The fundamental basic building blocks for logic. Design and implementation of more complex combinational and sequential logic circuits up to registers and counters. Semiconductor memories. Programmable logic. Design constraints: reliability, performance, area and power consumption. Design for high speed, low power circuits. System design and test. Microprocessors, microcontrollers. Definition of the measurement. Basic concepts of measurement techniques. SI standard.

3. Prerequisites

Physics

4. Aim of the course

The students understand principles of electromagnetic phenomenon, they can point their application in nowadays computer science. They know fundamentals of electric circuits, electronics elements and devices, their characteristics, limitations, and applications. They can explain how to connect them into big systems. They understand measurements and can use electronic instrumentation.

5. Literature

- a. Praca zbiorowa: *Elektrotechnika i elektronika dla nieelektryków*, WNT, Warszawa, 2004 r.
- b. U. Tietze, Ch. Schenk: *Układy półprzewodnikowe*, WNT, Warszawa 1997
- c. J. Kalisz *Podstawy elektroniki cyfrowej*, WKŁ, Warszawa 1993
- d. P. Horowitz, W. Hill *Sztuka elektroniki*, WKŁ, 2002
- e. A. Chwaleba, M. Poniński, A. Siedlecki *Metrologia elektryczna*, WNT, Warszawa 2003

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	2	1
Classes	30/24	2	1
Laboratory			
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

classes and written test; lecture – exam

10. Language:

Polish

ECTS credits

6

1. Course name

Fundamentals of probabilistic methods and statistics

2. Course descriptionLecture

Introduction: Introduction to probabilistic methods-Kolmogorov concept of probability space: events space and probability as a set function on a sigma algebra of events. Classification of probabilistic models: discrete, conditional (dependence and independence, conditional probability, Bayes formula). Concept of probability distributions: cumulative distribution function, probability density function. Concept of random variable: discrete and continuous. Distributions and their parameters: mean value, variance (standard deviation) and moments. Examples of probability distributions: binary distribution, binomial distribution, Poisson, uniform distribution, triangular, Gaussian distribution, chi-square, t-Student. Multi-dimensional random variable-concept, joint probability density function and marginal probability density function, parameters of two-dimensional random variable (covariance matrix, correlation). Limit theorems: weak and strong law of large numbers, central limit theorem. Introduction to mathematical statistics: fundamental concepts (sample, random sample, population) and methods of statistical investigations. Empirical cumulative distribution, histogram. Introduction to estimation theory. Statistical inference: hypothesis testing: fundamental concepts (non-parametric tests, hypothesis, first-order and second-order error, level of significance). Examples of significance tests. Statistical tables. Statistical analysis of data on the example of linear regression.

Classes

Solving of computational problems dealing with probability calculus and statistical mathematics: conditional probability, Bayes formula, Bayes decision problems, distributions and parameters of random variables, procedures of estimation, significance test procedures.

3. Prerequisites

Mathematics

4. Learning outcomes

The student knows methods and tools for formal description and analysis of "uncertainty" to the extent possible the practical application of selected methods of statistical inference, and computer processing of random data. Can use a discrete and continuous distributions. He knows how to determine its basic parameters. Can describe the phenomenon of mass and investigate its characteristics by using the methods of statistical analysis.

5. Literature

1. R. Rębowski, *Podstawy metod probabilistycznych*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, 2006.
2. R. Rębowski, J. Płaskonka, *Zbiór zadań z metod probabilistycznych*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, 2008.
3. M. Fisz, *Rachunek prawdopodobieństwa*, PWN Warszawa 1969.
4. W. Krysicki i inni, *Rachunek prawdopodobieństwa i statystyka matematyczna w zadaniach, część I i II*, PWN, Warszawa 1995.

6. Type of course

Obligatory

Teaching team

Department of Basic Science

7. Course structure

Form	Number of hours	Semester	year
Lecture	30/36	III	2
Classes	30/24	III	2
Laboratory			
Project			
Seminar			
Total student's workload	180		

8. Conditions of the course acceptance:

Passed exam is the conditions of ranking the lecture

9. Language:

Polish

ECTS credits

5

1. Course name

Introduction to technique

2. Course descriptionLecture

Definition of technique and technical systems. Technique and civilization. Professional features of engineer. Mathematics, physics and chemistry role as bases of technical science. Productive process vs technological process. Structure of technological processes. Structure of design and construction process. Computer aided design (CAD). Characteristic of production in different technique branches: building, machine constructing, electrical and electronic engineering, food and chemical engineering. Production automatization and robotization. Part of computerization in productive processes realization: Computer aided manufacturing (CAM), Computer integrated manufacturing (CIM). Exploitation and usage, diagnosis, reliability and monitoring of technical systems. New technique and technology transfer into industry. Technique and technology part in economic progress. Technique and natural environment. Recycling.

3. Prerequisites

None

4. Aim of the course

The main goal of lecture is transferring of basic knowledge concerning technique and technology and the part they take in civilization and social-economical progress.

5. Literature

1. Adamczyk W.: *Inżynieria procesów przemysłowych*. Kraków: Wyd. AE 1988
2. Ashby M.F.: *Dobór materiałów w projektowaniu inżynierskim*. Warszawa: WNT 1998
3. Baruk J.: *Nauka i technika w rozwoju gospodarczym*. Lublin: Wyd. UMCS 1997
4. Durlik I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych*. Cz.1. Strategie organizacji i zarządzania produkcją. Warszawa: AWP Placet 2000
5. Griffin R.W.: *Podstawy zarządzania organizacjami*. Warszawa: WN PWN 2000
6. *Innowacje i transfer techniki w gospodarce polskiej*. Red. A.H. Jasiński. Białystok: Wyd. Uniwersytetu 2000
7. Johansson A.: *Czysta technologia. Środowisko, technika, przyszłość*. Warszawa: WNT 1997
8. Krick E.V.: *Wprowadzenie do techniki i projektowania technicznego*. Warszawa: WNT 1975
9. Kubiński W.: *Wprowadzenie do techniki. Rola i miejsce techniki w gospodarce oraz życiu społecznym*. Kraków: Uczelniane Wyd. Nauk. – Dyd. AGH 2006
10. *Wprowadzenie do projektowania*. Red. A. Baranowski. Warszawa: WN PWN 1998

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	1	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Written test.

10. Language:

Polish

ECTS credits
5

1. Course title

Mathematical analysis and linear algebra.

2. Course contentsLecture

Sequences and series of numbers, functional series. Differential calculus of functions of one and several variables. Integral calculus: definite and indefinite integral, applications of definite integrals. Introduction to differential equations and their applications. Matrices, determinants, systems of linear equations and Gauss elimination. Elements of analytical geometry. Groups, rings of polynomials and modular arithmetic.

Classes

Computation methods of limits of sequences, convergence of series. Computation methods of limits of functions. Computations of derivatives of functions. Applications of differential calculus. Computations of definite and indefinite integrals. Simple differential equations. Operations on matrices. Computations of determinants of matrices. Methods of solving systems of linear equations. Distances and angles in the three-dimensional space. Operations on polynomials, zeros of polynomials.

3. Prerequisites

None.

4. Learning outcomes

Student applies the language of mathematical analysis to the description of different problems; uses the methods of rings of polynomials and modular arithmetic; formulates problems in terms of matrices and performs operations on matrices; is able to solve systems of linear equations.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2008.
3. T. Jurlewicz, Z. Skoczylas, *Algebra liniowa 1*, Oficyna Wydawnicza GiS, Wrocław, 2008.
4. G.M. Fichtenholz, *Rachunek różniczkowy i całkowy. Tom I*, PWN, Warszawa, 2007.
5. W. Kryszicki, L. Włodarski, *Analiza matematyczna w zadaniach*, PWN, Warszawa, 2006.
6. M. Gewert, Z. Skoczylas, *Równania różniczkowe zwyczajne*, Oficyna GiS, Wrocław, 2004.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/36	I	1
Classes	30/24	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Lecture - written examination, classes - credit on the basis of written tests

10. Language of instruction:

Polish.

ECTS credits

5

1. Course title

Physics for engineers

2. Course contents

Lecture: INTRODUCTION: Physics as a natural science. SI – International System of Units. Rudiments of vector calculus. Foundations of analysis of experimental results: measurement and uncertainty, types of error, error analysis. MECHANICS: Material point kinematics. Dynamics of the material point. Newton's Laws of Dynamics, Rigid body dynamics (rotary motion): torque, moment of inertia, law of parallel axis, angular momentum. Work, power and energy. Laws of conservation of momentum, angular momentum and energy. Statics. Gravitation: lines of forces, potential of gravitational field. FLUID MECHANICS: Hydrostatics: Hydrodynamics of the ideal fluid: equation of continuity of flow, Bernoulli's theorem, Magnus effect. Real fluids: viscosity, Stokes formula, Hagen-Poiseuille formula, Reynolds number. THERMAL PHYSICS: Kinetic theory of heat: temperature, zero law of thermodynamics, heat, specific heat. Thermostatistics: heat balance. First law of thermodynamics. Equation of state of ideal gas, ideal gas laws. Second law of thermodynamics: reversible and irreversible processes, entropy, heat engines, Carnot cycle. ELECTRICITY AND MAGNETISM: Electrostatics: electric charge, law of conservation of electric charge, Coulomb's law, electric field, potential and electric tension, dielectric properties of matter. Electric current: charge carriers, current strength, electric resistance, Ohm's laws, electromotive force, Kirchhoff's laws, Joule effect. Magnetic field: Lorentz force, induction and magnetic field strength, magnetic properties of matter. Electromagnetic induction: Faraday law, Lenz law, self-inductance. INTRODUCTION TO THE MODERN PHYSICS AND TECHNOLOGY.

Laboratory: Measurement of the moment of inertia using the pendulum method and verification of the parallel axis theorem, Measurement of the modulus of stiffness using the dynamic method, Measurement of the speed of sound using the Lissajous figures, Measurement of the dynamic viscosity using the Stokes method, Calibration of a thermocouple, Measurement of the groove period of a diffraction grating, Measurement of the focal length of lenses using the Bessel method, Spectral analysis – gas spectra, Measurement of electric resistance, Verification of the Ohm's Law for the alternating current, Measurement of the resonance frequency of an RLC circuit, Oscilloscope as a measuring device.

3. Prerequisites

none

4. Learning outcomes

Student is able to make use of laws and methods of general physics in order to explain physical phenomena and fundamentals of modern technology. This kind of knowledge is supposed to be a basis for other courses. He knows and is capable of using the units of measurements from the International System and is able to present numerical results of measurements in the correct form. He can also estimate the measurement uncertainty.

5. Recommended reading

1. J. Orear; *Fizyka*; WNT, Warszawa; (podręcznik podstawowy);
2. H. Szydłowski; *Niepewności w pomiarach. Międzynarodowe standardy w praktyce*, Wydawnictwo Naukowe UAM, Poznań;
3. P.Wilk, W.Urbanik, I.Szczygieł; *Fizyka – laboratorium*, Wyd. Akademii Ekonomicznej, Wrocław.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/24	I	1
Classes			
Laboratory	30/24	I	1
Project			
Seminar			
Other			
Total student's workload	150	I	1

9. Assessment methods:

Laboratory –obligatory number of accomplished experiments (positively graded),

Written test is the conditions of ranking the lecture.

10. Language of instruction:

Polish

Main subjects:

ECTS credits

6

1. Course title

Algorithms and data structures

2. Course descriptionLecture

1. Introduction. Basic definition. Methods of algorithms representation.
2. Basic programming structures.
3. Computational complexity of algorithms.
4. Basic data types: arrays, structures.
5. Complex data types: file, pointer.
6. Recursive algorithm. A derecursion process. Some case studies of recursion.
7. Sorting algorithms: bubblesort, isertionsort, selectionsort, quicksort, heapsort, mergesort
8. Dinamic data structures: methods of creation and manipulation.
9. Trees: types, creation methods, basic operation, practice.
10. Algorithms of text pattern searching.
11. Graphs: methods of representation in memory, path searching methods.
12. Graphic and geometry algorithms.

Laboratory

Implementation of the proposed algorithms using C or Pascal programming languages

3. Prerequisites

none

4. Learning outcomes

Students will be able to solve the problem of algorithms construction, evaluation and optimisation and present some methods of data structures computation and programming.

5. Literature

1. Silberschatz A., Peterson J.L., Galvin P.B., *Podstawy systemów operacyjnych*, WNT Warszawa 1993
2. Bach M.J., *Budowa systemu operacyjnego UNIX*, WNT, Warszawa 1995
3. Lister A.M., Eager R.D., *Wprowadzenie do systemów operacyjnych*, WNT Warszawa 1994
4. Kerningham B.W., Ritchi D.M., *Język C*, WNT, Warszawa 1988

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	2	1
Classes			
Laboratory	30/12	2	1
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

laboratory and written test are the conditions of ranking the lecture

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Computer architecture

2. Course contentsLecture

Information representation, coding, elements state and two-state systems notation, binary strings, hexadecimal form, integer numerical data, addition/subtraction operations (sign-magnitude code, 1's complement and 2's complement codes). Floating-point numbers notation, IEEE 754 standard. Decimal numbers coding (BCD code). Alphanumeric marks coding (ASCII code, even parity bit). Computer description levels: realization (electronic), structure (logical), architecture. Laminar model of computer system; computer language and operating system notions. Functional blocks of computer (von Neumann's model); information flows in instruction cycle, control information and data. Simple didactical computer architecture example. Central processing unit architecture. Role of accumulator (register), instruction counter, stack and state markers index. Instruction formats example. Instruction set, instruction function and computer logical structure dependence, CISC and RISC conception. Interruptions system, programs switching mechanism, role of system's stack, priorities, masking, programmable interruptions. External transmission; comparison of programmable transmission, interruptions control and out of processors transmission (DMA). Memory hierarchy in computer system. "Cache" memory.

3. Prerequisites

Credit for a course "Introduction to the computer engineering"

4. Learning outcomes

The main goal of the course is presentation of fundamental characteristics of computer architecture and computer logical organization. The goal of the course is presentation of instructions coding, instruction word structure and operands addressing modes.

5. Recommended reading

- Biernat J., *Architektura komputerów*, Oficyna Wydawnicza PWr, Wrocław 2001.
- Koronkiewicz P., *Alchemia PC*, Wyd. Croma, Wrocław 1996.
- Morris Mano M., *Architektura komputerów*, WNT, Warszawa 1988.
- Skorupski A., *Podstawy budowy i działania komputerów*, WKiŁ, Warszawa 1996.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	3	2
Classes			
Laboratory	30/24	3	2
Project			
Seminar			
Total student's workload	150		

9. Assessment methods

Lecture – examination.

10. Language of instruction

Polish

ECTS credits

5

1. Course name

Computer Networks 2

2. Course descriptionLecture

Classification of computer networks, computer networks architecture, standardization organizations, types of commutation, basics of data transmission, wide area networks: structure and architecture, link layer protocol HDLC, connecting of asynchronous users, network protocols X.25, FR and TCP/IP, buffers in network nodes, routing rules, routing protocols. Upper layers protocols (FTP, HTTP, and DNS). Connecting of local area networks over wide area networks, designing of wide area networks.

3. Prerequisites

passing "Computer network 1"

4. Aim of the course

Students are able to: specify the features of local, metropolitan and wide area networks, describe the structure of wide area network, specify the standardization organizations supporting computer networks, describe in details the structure and functions of layers in ISO/OSI and TCP/IP network models, specify and describe types of commutation in computer networks, describe the basics of data transmission, specify and describe network protocols (HDLC, X.25, FR and TCP/IP), describe the structure of wide area network node and specify the functions of its components, explain the rules of routing methods and routing algorithms, calculate the length of path according to RIP and OSPF protocols, specify the advantages and drawbacks of routing protocols, recommend the routing protocol for computer network in dependency on the size and complexity of the network, design the IP addressing scheme for the subnetwork, define and solve basic problems of wide area network designing and optimizing.

5. LiteratureNunemacher G., *Przewodnik po sieciach lokalnych*, MIKOM, Warszawa, 1996Simmonds A., *Wprowadzenie do transmisji danych*, WkiŁ, Warszawa, 1999Woźniak J., Nowicki K., *Sieci LAN, MAN i WAN – protokoły komunikacyjne*, Wydawnictwo Fundacji Postępu Telekomunikacji, Kraków, 1998Kasprzak A., *Rozległe sieci komputerowe z komutacją pakietów*, Wyd. II popr. Oficyna Wyd. PWR., Wrocław 1999.Comer D. E., *Sieci komputerowe i intersieci*, WNT, Warszawa, 2001.Tanenbaum A. S., *Sieci komputerowe*, Helion, Gliwice, 2004.Hassan M., Jain R., *Wysoko wydajne sieci TCP/IP*, Helion, Gliwice, 2004.**6. Type of course**

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

written test is the conditions of ranking the lecture

10. Language:

Polish

ECTS credits

6

1. Course title

Databases

2. Course descriptionLecture

Introduction, databases definition. Features of modern databases. Data models. Introduction to Relational Databases. Database Management System, structure and activities. SQL language: DDL sublanguage (Data Definition Language) – specifying relation type, database scheme, views, indexes; DML sublanguage (Data Manipulation Language) – simple queries, join operations, aggregation over Data, nested queries, updating existing Data, inserting data, deleting Data, triggers, functions and stored procedures; access control. Creating of Database scheme – design with relational normalization theory. Conceptual modeling of Databases with Entity-Relationship Diagrams. Optimizing DBMS performance. Data security.

Laboratory

Practical exercises of SQL queries computation, entity-relational diagrams design using Sybase PowerDesigner tools, physical database schema generation, user graphical interface design for database performance tasks.

3. Prerequisites

none

4. Learning outcomes

The main goal of the lecture is the introduction to the concept of relational database systems, database designing, implementing, and optimizing.

5. Literature

1. Hector Garcia Molina, Jeffrey Ullman, Jenifer Widom., *Systemy Baz Danych*, WNT, Warszawa, 2006
2. P. Beynon – Davies, *Systemy baz danych*, WNT, Warszawa, 2003
3. Iwona Poźniak – Koszałka., *Relacyjne bazy danych w środowisku Sybase*, WPWR, Wrocław, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	3	2
Classes			
Laboratory	30/24	3	2
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Written test is the condition of ranking the lecture

10. Language:

Polish

ECTS credits

2

1. Course title

Designing and implementing information systems 1

2. Course descriptionLecture

The main goals of course are connected with software project management. Introducing computer systems into the company and its maintaining are described. The client and designer view of project are shown. Problem of creating documentation of tender and agreement of inducting software and hardware solution into the company are presented. Evaluation criteria of proposals are proposed.

Methods of estimating necessary resources are described. Project team designing, role of project manager are mentioned. Methods of quality planning, risk and changes management are described.

3. Prerequisites

none

4. Learning outcomes

Knowledge of computer project management, risk management, project quality planning, teamwork, project cost estimation, project life cycle, project methodology.

Abilities: revising project of software, designing of project team structure, cost estimating, working out project of software designing, risk management, quality planning, creating and managing project documentation and change management

5. Literature

Inżynieria oprogramowania w projekcie informatycznym, red. J. Górski, Mikom 2000

Zarządzanie projektem informatycznym, K. Frączkowski, Wrocław, OWPW 2003

Metodyki zarządzania projektami informatycznymi, Z. Szyjewski, Placet, W-wa 2004

Inżynieria oprogramowania, A. Jaskiewicz, Helion, 1997

Metody wytwarzania oprogramowania, red. Szejko, Mikom

Classical and Object-Oriented Software Engineering, S.R.Schach, 1999

Managing software requirement, D. Leffingwell, D. Widrig, Addison Wesley, 1999

UML Przewodnik użytkownika, Grady Booch & Co, WNT, W-wa 2002

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	5	3
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

written test are the conditions of ranking the lecture

10. Language:

Polish

Punkty ECTS

6

1. Course name

Fundamentals of programming I

2. Course descriptionLecture

Basics computer programming. The Pascal programming language – an overview of types, instructions and computation. Types, variables and constants. Standard types. Evaluation of expressions with numeric types and arithmetic operators. Simple instructions. Structured instructions. Structured types: arrays and strings. Structured types: records and sets. Structured types: files. Text and defined files. Functions and procedures: declarations and usage. Scope of identifiers. Recursion. Programming with units

Laboratory

Flow charts. Creating, compiling and running Pascal programs using Dev Pascal IDE. Sequential programs with I/O instructions. Pascal programs with constants, variables and arithmetic operators. Pascal programs with logical operators and conditionals. Writing programs with procedures and functions. Single and multi-dimensional arrays and iteration statements. Programming with arrays and records. Reading and writing files. Program modularization.

3. Prerequisites

None

4. Aim of the course

The main goal of the lecture is to practice the methodological usage of Pascal language in solving small and medium size algorithmic problems.

5. Recommended reading

Koleśnik K., *Wstęp do programowania z przykładami w Turbo Pascalu*, Wydawnictwo Helion, Gliwice 1999

Kierkowski A., *Turbo Pascal. Ćwiczenia praktyczne. Wydanie II*, Wydawnictwo Helion, Gliwice 2006

6. Type of course

Obligatory.

7. Teaching team

Department of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	1	1
Classes			
Laboratory	30/12	1	1
Project			
Seminar			
Total student's workload	180		

9. Assessment methods:

Lecture – written tests, labs - assignments are the conditions of ranking the lab

10. Language of instruction:

Polish

Punkty ECTS

6

1. Course name

Fundamentals of programming II

2. Course descriptionLecture

C language characteristics, standards and modern IDE. C basics: program structure, data types, variables, constants, operators, I/O basics. Expressions evaluation. Programs with conditionals. Programs with iterations. Functions – parameters types, callings and returns. Arrays and indexes. Basics of pointers. Pointers and one-dimensional arrays. Chars and strings handling. Using pointers to process structures, arrays of structures, unions etc. Dynamic variables. Processing linked lists. File types and handling. The C preprocessor directives. Standard and user-defined libraries.

Laboratory

Creating, compiling and running C programs using Visual Studio. C programs with constants, variables and arithmetic operators. Basic I/O. C programs with logical operators and conditionals. Programs with one- and multi-dimensional arrays. Functions and program modularization. Programming with pointers. Standard libraries. Dynamic memory allocation. Processing linked lists. Reading and writing files.

3. Prerequisites

Fundamentals of programming I

4. Aim of the course

The student acquires the ability to structured programming in C using the modern environment IDE, i.e. Visual Studio. He meets a rich set of instructions, operators, library functions and is able to solve small and medium size algorithmic problems operations using complex data types and dynamic data structures. Acquired knowledge and skills are also useful for learning programming using object-oriented languages such as C++, Java or C#.

5. Recommended readingPrata S., *Szkola programowania. Język C*, Wydawnictwo Helion, wyd. V, Gliwice 2006Tondo C.L., Wimpel S.E., *Język ANSI C. Ćwiczenia i rozwiązania*, WNT, Warszawa 2003Koleśnik K., *Podstawy programowania strukturalnego w języku C++*, Oficyna Wydawnicza Politechniki Wrocławskiej, Wrocław 2006**6. Type of course**

Obligatory.

7. Teaching team

Department of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	2	1
Classes			
Laboratory	30/12	2	1
Project			
Seminar			
Total student's workload	180		

9. Assessment methods:

Lecture – written tests, labs - assignments are the conditions of ranking the lab.

10. Language of instruction:

Polish

Punkty ECTS
5

1. Course title

Introduction to Computer Engineering

2. Course contentsLecture

Introduction to algorithms and flow charts. Computational complexity basics. Positional numeral systems. Alphanumeric codes: ASCII, ISO-8859-2, Unicode. Arithmetic for computers: signed and unsigned numbers. Fixed-point and floating-point numbers. Fixed-point arithmetic: addition, subtraction, multiplication, division. Boolean algebra: axioms, theorems, rules. Simplification of Boolean expression. Boolean functions. Canonical form of Boolean functions. Combinational circuits. Logical functors/gates. Combinational circuits analysis and design: adder, subtractor, multiplexor, decoder etc. Sequential circuits. Registers. Introduction to computer organization and architecture.

Classes

Examples of sequential, conditional and cyclic algorithms. Sorting – analysis of complexity. Positional numeral systems: decimal, binary, octal, hexadecimal. Converting numbers written in different bases. BCD code. Alphanumeric codes ASCII, ISO-8859-2, Unicode. Arithmetic for computers: signed and unsigned numbers. Fixed-point/integer arithmetic: addition, subtraction, multiplication, division. Machine representation of floating-point numbers. Basics of Boolean algebra. Simplification of Boolean expression. Boolean functions. Minterms and maxterms. Canonical form of Boolean functions. Combinational circuits. Logical functors. Combinational circuits analysis and design - examples. Sequential circuits. Basic types of flip-flops and registers. Classical and modern computer organization and architecture. Instruction set.

3. Prerequisites

None

4. Learning outcomes

The main goal of the lecture is the introduction to the concept of algorithm, arithmetic for computers, Boolean algebra, combinational circuits analysis and design. The main goal of the course is presentation of analysis and synthesis principles of combinational circuits and combinational circuits design.

5. Recommended reading

- Skorupski A., *Podstawy budowy i działania komputerów*, WKiŁ, Warszawa 2000.
- Sysło M., *Algorytmy*, Wydawnictwa Szkolne i Pedagogiczne, Warszawa 1997.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	1	1
Classes	30/12	1	1
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Assessment methods

Lecture – exam; classes – tests and assignments

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Methods of artificial intelligence 1

2. Course descriptionLecture

Introduction: artificial intelligence, knowledge representation, expert systems, history, examples. Knowledge representation: rule representation of knowledge, semantic nets and decision trees. Knowledge acquisition. Machine learning. Rules generating. Correctness test for knowledge base. Searching methods and strategies. Concluding with probabilistic model. Bayes' decision support systems. Algorithms for complete probabilistic information. Recognition methods. Fuzzy rules. Neural networks: neuron, perceptron, linear networks, back propagation algorithm. Genetic algorithms: classical algorithm and its modifications, practical examples.

Laboratory

Computer realization for methods and algorithms of artificial intelligence. In particular: expert systems, Bayes decision systems, genetic algorithms, fuzzy decision systems.

3. Prerequisites

Mathematics 1, Mathematics 2

4. Learning outcomes

The main goal of the lecture is the introduction to the methods and algorithms of artificial intelligence. In particular decision support systems in practical applications are presented

5. Literature

1. Kurzyński M., *Rozpoznawanie obiektów - metody statystyczne*, Oficyna Wydawnicza PWr Wrocław 1997
2. Mulawka J., *Systemy ekspertowe*, WNT, Warszawa 1996
3. Rutkowska D., Rutkowski L., Piliński M., *Sieci neuronowe, algorytmy genetyczne i systemy rozmyte*, PWN, Warszawa 1997
4. Rutkowska D., *Inteligentne systemy obliczeniowe*, Akademicka Oficyna Wydawnicza, Warszawa 1997
5. Goldberg D., *Algorytmy genetyczne i ich zastosowania*, WNT, Warszawa 1998

6. Type of course

Obligatory

7. Teaching team

Department of Informatics' Application

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	5	3
Classes			
Laboratory	30/12	5	3
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance:

Lecture – oral/written exam, laboratory - credit

10. Language:

Polish

Punkty ECTS

5

1. Course name

Object-oriented design and programming 1

2. Course descriptionLecture

Review of the present programming methods, object-oriented programming – basic concepts. C++ language – class and object declaration, construction and destruction, friend classes and functions, static components, operators, class inheritance, virtual functions (polymorphism).

Laboratory

Single-handly implementation of the object-oriented concepts in C++.

3. Prerequisites

Programming 2

4. Learning outcomes

Students will be able to design and implement object-oriented application of a small scale, using inheritance, encapsulation during programming in C++ language.

5. Literature

J. Grębosz, *Symfonia C++ t. I-III*, Oficyna Wydawnicza Kallimach, Kraków 1996.

B. Stroustrup, *Język C++*, WNT, Warszawa 1993.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	3	2
Classes			
Laboratory	30/12	3	2
Project			
Seminar			
Total student's workload			
Lecture	150		

9. Conditions of the course acceptance:

Laboratory and written test are the conditions of ranking the lecture

10. Language:

Polish

Punkty ECTS

4

1. Course name

Object-oriented design and programming 2

2. Course descriptionLecture

Review of the present programming methods, object-oriented programming – basic concepts. C++ language – class and object declaration, construction and destruction, friend classes and functions, static components, operators, class inheritance, virtual functions (polymorphism).

Laboratory

Single-handly project of the object-oriented concepts using UML language.

3. Prerequisites

Object-oriented design and programming 1

4. Learning outcomes

Students will be able to design object-oriented system and concepts using UML diagrams such as class diagrams, use-case diagrams, activity and sequential diagrams.

5. Literature

P. Coad , E. Yourdon, *Analiza Obiektowa*, Oficyna Wydawnicza READ ME , Warszawa 1994

P. Coad , E. Yourdon , *Projektowanie obiektowe*, Oficyna Wydawnicza READ ME , Warszawa 1994

M. Flasiński, *Wstęp do analitycznych metod projektowania systemów informatycznych* , WNT Warszawa 1997

J. Grębosz, *Symfonia C++ t. III* , Oficyna Wydawnicza Kallimach, Kraków 1996

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15\12	4	2
Classes			
Laboratory	15\12	4	2
Project			
Seminar			
Total student's workload			
Lecture	120		

9. Conditions of the course acceptance:

Laboratory and written test are the conditions of ranking the lecture

10. Language:

Polish

ECTS credits

5

1. Course title

Operating systems

2. Course contentsLecture

Introduction, structures of the operating systems. Processes concept. CPU scheduling algorithms. Process synchronization - producer-consumer problem, solutions of the critical section problem. The problem of dining philosophers, readers-writers problem, Dijkstra semaphores. Interprocess communication. Process Deadlocks. Necessary and sufficient conditions for a deadlock. Deadlock detection, prevention, avoidance. Operating memory management. Dynamic Linking Library (DLL), Dynamic Loading, Overlays. Contiguous memory allocation. Discrete memory model - paging. Virtual memory. Demand paging. Page replacement and allocation of frames algorithms. Hard disk structure. Device catalogue. Free disk spaces management. Disk scheduling algorithms. File system. File concept, directory structure, file operations. File information access methods. File protection. Protection systems. Goals, domains of protections. Internal structures and functions of the I/O system. Distributed systems. Operating systems - case studies (Unix, Linux, MS Windows NT).

Laboratorium

Students will study Linux operating system. They will learn the main programs like telnet, ftp, shell's commands and how to use input-output devices. They will learn how to write batch programs. They develop practical abilities connected with installation and configuring of aforementioned system and writing concurrent processes.

3. Prerequisites

none

4. Learning outcomes

Students know how to describe and recognize the main elements of operating systems. They know the main principles of designing elements of aforementioned systems..

5. Recommended reading

- a. Silberschatz A., Peterson J.L., Galvin P.B., *Podstawy systemów operacyjnych*, WNT Warszawa 2006
- b. Bach M.J., *Budowa systemu operacyjnego UNIX*, WNT, Warszawa 1995
- c. Lister A.M., Eager R.D., *Wprowadzenie do systemów operacyjnych*, WNT Warszawa 1994
- d. Starlings W., *Systemy operacyjne*, Robomatic, Wrocław 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/24	4	2
Classes			
Laboratory	30/12	4	2
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Positive mark laboratory and written exam are the conditions of ranking the lecture

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Security of computer systems

2. Course contentsLecture

Basic definitions. Analysis of threats and vulnerabilities. Cryptography: classical encrypting techniques, symmetric and asymmetric encrypting algorithms, hashing functions. Key distribution, implementation of security services using encrypting techniques – methods and tools. Digital signature, public key infrastructure, virtual private networks. Access control. Firewalls. Wireless networks security. Security evaluation criteria for computer systems. Designing and implementation of security policy, legislative aspects of teleinformatic systems security, norms and standards.

Seminar

Newest trends and solutions (including tools) for computer systems and networks security (secured communication protocols, securing method for servers and workstations), attack and cracking techniques, security of web services (e-commerce, e-banking), designing and implementation of security policy.

Project

Practical implementation of security solutions (self-contained or built in operation systems). Utilizing of tools for cracking and security testing.

3. Prerequisites

none

4. Learning outcomes

Student is able to: explain the difference between symmetric and asymmetric encrypting techniques, specify and describe contemporary encrypting algorithms, encrypt and decrypt data using classical encrypting techniques, specify the features of hashing functions, propose the solutions for secured key distribution, analyze implementation of encrypting techniques in internet tools (browsers, mail tools, remote terminal tools), demonstrate the process of generating and verification of digital signatures, describe the structure of public key certificate, analyze security aspects of wireless networks, describe functions and configuration rules of firewalls, use in practice tools for cracking and breaks, configure and run chosen security mechanisms, analyze threats and vulnerabilities, formulate the security policy, specify criteria and rules for security evaluation of teleinformatic systems.

5. Recommended reading

1. M. Strebe, Podstawy bezpieczeństwa sieci, Mikom, Warszawa, 2005
2. E. Cole, R. Krutz, J. Conley, Bezpieczeństwo sieci : biblia, Helion, Gliwice, 2005.
3. A. Carlisle, PKI: podstawy i zasady działania : koncepcje, standardy i wdrażanie infrastruktury kluczy publicznych, WNT, Warszawa, 2007.
4. J. Stokłosa, Ochrona danych i zabezpieczenia w systemach teleinformatycznych, Wydawnictwo Politechniki Poznańskiej, Poznań, 2003
5. R. Wobst, Kryptologia budowa i łamanie zabezpieczeń, RM, Warszawa, 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30 / 24	6	3
Classes			
Laboratory			
Project	15 / 12	6	3
Seminar	30 / 24	6	3
Other			
Total student's workload	150		

9. Assessment methods

lecture – final test, seminar – grading the presentation and access in discussion, project – grading the documentation (security project or report with results of experiments)

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Microprocessor Techniques and Embedded Systems

2. Course contentsLecture

Introduction

- processors short history
- von Neumann vs harvard architecture of processor
- microcontrollers genealogy
- basic conceptions and architecture of processor and processor system
- description of additional elements of processor and their serve methods
- Single chip microcomputers:
- methods of microprocessor system parts connecting
- methods of service of internal and external parts of system – programming examples.
- microprocessor systems in practical use
- Embedded systems
- examples

Labs

Initiating of simple modular microprocessor systems – basics of microcontroller programming

Programming of simple control algorithms. Work with MMI subsystems.

3. Prerequisites

Passed following courses: podstawy układów cyfrowych, architektura komputerów

4. Learning outcomes

Students know basic architecture of microcontrollers and methods of cooperation with external elements.

They can code, debug and test simple algorithms of classic microcontrollers modules work.

Students know basics of embedded systems. They can define, analyze and project ideas of ES.

5. Recommended reading

1. Baranowski J. (red), Modułowe systemy mikrokomputerowe, WNT, Warszawa 1984.
2. Niederliński A. Mikroprocesory, mikrokomputery, mikrosystemy, WNT, Warszawa 1998.
3. Rydzewski A., Sacha K., Mikrokomputer - elementy, budowa, działanie, Sigma, W-wa 1987.
4. Niederliński A., Systemy komputerowe automatyki przemysłowej, WNT, W-wa, 1998.
5. Budkowski S., Papliński A., Sosnowski J., Zespoły i urządzenia cyfrowe, WNT, W-wa, 1979
6. Misiurewicz P., Grzybek M., Półprzewodnikowe układy logiczne TTL, WNT, W-wa, 1982
7. Zieliński B., Układy mikroprocesorowe. Przykłady rozwiązań, Helion, W-wa, 2002
8. Dokumentacja techniczna producentów mikrokontrolerów. (Intel, Atmel, Motorola..)

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems and Informatics Application

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes			
Laboratory	15	5	3
Project			
Seminar			
Other			
Total student's workload	45		

9. Assessment methods

Colloquium, rating of controlled and individual works of students

10. Language of instruction

Polish

Subject for speciality:

ECTS credits
6

1. Course title

Electroenergetics in industrial plants

2. Course contentsLecture

1. Characters industrial plants as customers electric energy.
2. General rules energetic economy in industry.
3. Diagrams of electroenergetic discharges.
4. Appointment methods foreseeing electroenergetic discharges.
5. Criteria applied to choice the electroenergetic structure.
6. Reliability supplying in industrial plants.
7. Electric energy quality.
8. The influence deviations and oscillations of voltage for work of electric energy customers.
9. The influence of asymmetry, non-sinusoid and frequency variations for work of electric energy receivers.
10. Voltage regulation in electroenergetic industrial nets.
11. Supplying of electric energy in industrial plants.
12. Rational electric energy utilization.
13. Forecasts of discharges and consumption energy.
14. Reactive energy economy.

3. Prerequisites

Introduction to Production Management

4. Learning outcomes

Students are able to characterize production systems in industrial plants, define main conditionings of organizing in production processes, classify and compare the methods adapted in investigations of energy management and also analyze day or year diagrams of electroenergetic discharges in productive plants.

5. Recommended reading

1. Weiss Z.: Techniki komputerowe w przedsiębiorstwie. Wyd. Politechniki Poznańskiej, Poznań 2008.
2. Teresiak Z.: Elektroenergetyka zakładów przemysłowych. Wyd. Politechniki Wrocławskiej, Wrocław 2001.
3. Wnukowska B.: Metodyka analizy i prognozowania potrzeb energetycznych odbiorców przemysłowych. Wyd. Politechniki Wrocławskiej, Wrocław 2005.

6. Type of course

Elective

7. Teaching team

Department of Industrial Electroenergy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Test

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Digital assembly of multimedia files

2. Course contentsLecture

- Audio-video acquisition (analog and digital; file formats; codecs);
- Video compression algorithms;
- Pinnacle Studio (interface, audio-video acquisition)
- Digital assembly
- Soundtracks
- Audio-video special effects
- DVD authoring

3. Prerequisites

none

4. Learning outcomes

Students know how to use the basic methods of digital assembly of audio-video files. They are able to choose the right audio-video standard for their projects. They know the right audio-video software appropriate for these projects.

5. Recommended reading

1. Deras Flynn, „Tworzenie cyfrowego wideo”, Helion 2002
2. Jennie Bourne, Dave Burstein, „Wrzuć film! Web Video od pomysłu po realizację”, Helion 2009
3. Materiały dydaktyczne i pomocnicze pakietów Pinnacle Studio oraz DVD-lab Pro

6. Type of course

Obligatory

7. Teaching team

Zakład Systemów Komputerowych i Zastosowań Informatyki

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	30	V	III
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Based on weekly assignments.

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma seminar

2. Course contents

Seminar

Students present selected topics in the research domain.

3. Prerequisites

Only students of the 7th semester which chose the subject of final thesis can participate in the seminar.

4. Learning outcomes

.... Students develop their ability the presentation of own results.

5. Recommended reading

1.

2.

3.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	7	4
Other			
Total student's workload	60		

9. Assessment methods

Attendance in classes. Presentation results of the work.

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Visual Programming

2. Course contentsLecture

During the course of lectures students learn method of designing and development of application using RAD development environments. The lectures focus on designing user interface, using elements distributed in component libraries, events handling, database access, and creating SDI and MDI application.

Classes

During the Classes students learn selected RAD development kit such as Borland C++ Or MSVisual Studio. Students create applications according the list strictly related with topics presented in the course of lectures.

3. Prerequisites

Ability of object oriented programming with use of C++ language according to courses that took place in previous semesters.

4. Learning outcomes

- Students will be able to analyze system requirements for given application and design system architecture appropriate for application designed for Windows operating systems developed with means of selected RAD development kit.
- Students will effectively use the following techniques offered by RAD SDK:
 - visual programming of user interface,
 - visual components of user interface libraries ,
 - database access components libraries.
- Students will developer application based on events handling, exploiting multitasking and exceptions handling.
- Students will design ergonomic client application that access database systems. They will access databases on the level of selected tables as well as by means of embedded SQL including Data Modification Language.
- Students will create component and functions libraries dynamically linked (DDL)
- Students will developer document based application in SDI and MDI architecture.

5. Recommended reading

- Andrzej Daniluk, C++Builder Borland Developer Studio 2006. Kompendium programisty, wyd. Helion
- Jacek Matulewski, C++Builder i Turbo C++. Podstawy, wyd. Helion
- Jerzy Grębosz, Symfonia C++, tom 1,2,3

6. Type of course

Obligatory/elective/optional

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes			
Laboratory	30	4	2
Project			
Seminar			
Other			
Total student's workload	45		

9. Assessment methods

- Assessment of realized projects (classes).
- Final test (lectures)

10. Language of instruction

Polish

1. Course title

Programming mobile devices

2. Course contentsLecture

During the course of lectures students learn issue related with mobile device development such as PDA or mobile phones. They learn specific aspects of mobile programming especially limitation of mobile devices. Students learn methodology of application development with MSVisual Studio, components library provided for mobile devices, with C#.

Classes

During the Classes students learn and test in practice selected aspects of mobile programming by realization of selected projects

3. Prerequisites

Ability of application development with means of C++ and RAD Software Development Kits.

4. Learning outcomes

- Students will be able to analyze system requirements for given application and design system architecture appropriate for application designed for chosen mobile device (PDA or mobile phone).
- Students will effectively use the following techniques offered by MS Visual Studio :
 - o Smart Device application
 - o visual programming of user interface,
 - o visual components of user interface libraries ,
 - o database access components libraries.
- Students will develop application dedicated for mobile device (client application Or WEB application) in one of selected technology (depending on selected projects).
 - o Database mobile device client application accessing MSSQL Server Compact Edition dedicated for PDA with Windows Mobile operating system,
 - o Database WEB application for mobile device,
 - o Mobile application accessing XML datasets
 - o Mobile client application exchanging data with selected Internet Services

5. Recommended reading

- W. Hołubowicz, P. Płuciennik. Systemy łączności bezprzewodowej. PDN, 1997
- Meyer E.A., CSS Erica Meyera. Sztuka projektowania stron WWW, Helion, Gliwice 2005.
- Stępień M., WAP dla każdego, Helion Gliwice 2001
- S. Shekhar, S. Chwała. Spatial database. A tour. Prentice Hall, 1983
- Schwendiman B., PHP4. Kompendium programisty, Helon, Gliwice 2002.
- Hauser T., Wenz Dh., Mambo. Tworzenie wydajnych serwisów internetowych, 2006
- McLaughlin B., Java i XML, , Helion 2007.

6. Type of course

Obligatory/elective/optional

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes			
Laboratory			
Project	30	5	3
Seminar			
Other			
Total student's workload	45		

9. Assessment methods

- Assessment of realized projects (classes).
- Final test (lectures)

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Team project

2. Course contentsProject

The main goals of course are practical exercises connected with software project management for the chosen firm. The software for any enterprise will be designed in chosen project life cycle. Additional project of computer network and necessary hardware may be done. Each project will have to be conducted by team consists of 6-8 persons. The Project team will have to present the complete documentation (analysis and design of objectives, technical documentation, project of risk management, quality planning, cost estimation and project schedule). For necessary human resources and time estimation Gantt's diagrams or PERT nets can be used. The project team can use another method like COCOMO or FPA.

The project schedule will have to do in the any software tools like MS Project or any other freeware or shareware supporting work of project manager.

Each Project team will choose the Project manager which will be responsible for coordination of team work. Four stages of project design (analysis of objectives, risk identification and management, quality planning and project's schedule) will be presented during the seminars.

3. Prerequisites

.none

4. Learning outcomes

Students learn how to manage computer project, risk in the project, how to plan product's quality and estimate project cost

Students develop abilities of designing software according structural or object approach, revising project of software, designing of project team structure, cost estimating, working out project of software designing, risk management, quality planning, creating and managing project documentation and change management

5. Recommended reading

- a. Robertson S., Robertson J., *Mastering the Requirements Process*, Addison-Wesley, 2006.
- b. Van Lanmsweerde A., *Requirements Engineering*, Wiley, 2009.
- c. Alexander I., Beus-Dukic L., *Discovering Requirements. How to specify Products and Services*, Wiley, 2009.
- d. A Guide to Projekt Management Body of Knowledge (PMBOK Guide) 4th Ed.
- e. Davidson J., *Kierowanie projektem. Praktyczny poradnik dla tych, którzy nie lubią tracić czasu*, Wyd. Liber, Warszawa, 2002
- f. Philips J., *Zarządzanie projektami IT*, Helion Gliwice, 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project	30/24	7	4
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Evaluating of project

10. Language of instruction

Polish

ECTS credits

2

1. Course name

Windows NT administration

2. Course descriptionLaboratory

Introduction. The history of Windows system development - Windows NT/2000/2003 Server

Active Directory in Windows 2003 systems

Group and user accounts,

File system – NTFS

Managing Group Policy

3. Prerequisites Operating systems

4. Aim of the course The student be able to design the logical structure of the Active Directory database for one domain. The student be able to build and configure the environment of the users in the one domain of Microsoft Windows Server 2003 system.

5. Literature*Microsoft Windows Server 2003 - Vademecum Administratora., Promise, Warszawa 2003.**Morimoto R. i inni, Windows Server 2003. Księga eksperta, Helion, Gliwice, 2004.*

Materiały z Microsoft Web page

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	30/24	6	3
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance

Execution of laboratory exercise.

10. Language

Polish

Subjects for speciality: Computer systems and networks

ECTS credits
6

1. Course name

Designing of the database systems

2. Course descriptionLecture

- Design methodology of the database systems. Lifecycles of the database system.
- Data flow diagrams. CRUD matrix. Conceptual data modelling.
- ERD notation. Relational modelling. Top-down modelling method.
- Architecture desing of the database system.
- User interface design.
- Test design for database system.
- Administration and tuning of the database system.
- A principles of the database system documentation.

Project

Modelling the database system using dedicated DBMS. The main objectives of the project are:

- Design the relational database schema.
- Design GUI of the system.
- Create the documentation of the system.

3. Prerequisites

Database system course

4. Aim of the course

Students be able to propose the logical model for any computer system. Reached knowledge allows to study and proposing the relational database models. Development the skill of a database design, using CASE environment and waterfall lifecycle.

5. Literature

- [1] Ullman J.D., Widom J., *Podstawowy wykład z teorii systemów baz danych*, WNT, Warszawa, 2002
- [2] Beynon-Davies P., *Systemy baz danych*, WNT, Warszawa 2002
- [3] Date C.J., Darwen H., *SQL - omówienie standardu języka*, WNT, Warszawa, 2001

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	5	3
Classes			
Laboratory			
Project	30/24	5	3
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Lecture: written test;

Project: application with the database, documentation

10. Language:

Polish

ECTS credits

6 / 4

1. Course title

Foundation of Computer Simulation

2. Course contentsLecture

Introduction to computer simulation. Basic terms. Examples. Input-output models of systems. Complex operation models – graph models. Time - cost model to job performing system. Identification as a choosing of the best model. Algorithms. Examples. Static discrete system simulation – optimal decision making. Dynamic discrete system simulation – analysis, decision making. State trajectory. Examples of simulation for selected problems in computer science and computer engineering: choice of efficient configuration of computer network with star topology (minimization of transmission and processing costs), task scheduling in multi-processor system - no constraints case, constrained task scheduling in multi-processor system. Rules for carrying out computer simulation experiments. Experiment design. Presentation of results of simulations. Scheduling. Gantt's Diagram. Using MS Project package.

Laboratory

Familiarizing with examples of simulations found in Internet. Making investigations based on simulations (following procedure: design of experiment, collecting observations, analysis of results, conclusions, working out written report), including: task #1 (in 2-3 persons groups) – investigating influence of selected parameters on efficiency of computer network configuration in star topology (with transmission and processing costs minimization); task #2 (in 2-3 persons groups) – checking own research theses (each member of group = different thesis) for their own problem (found in Internet) using application accepted by teacher. Familiarizing with MS Project package and using this package for performing task #3 (individual) – making Gantt's diagram and finding critical path for the created complex job (accepted by teacher) taking into account assigned requirements: at least two processors, at least the number of ten of the defined operations, parallel performing for some operations, etc. and presenting results in written report

3. Prerequisites

None

4. Learning outcomes

The main goal of the lecture is giving students some knowledge in computer simulation area including methodological tasks such as creating models, carrying out efficient experiments, solving optimization problems as well as making students familiar with computer tools for simulation on example of MS Project package.

5. Recommended reading

- *Ćwiczenia z zastosowaniem MS Project*, Wydawnictwo Mikon, Warszawa 2005.
- Gutenbaum J., *Modele matematyczne systemów*, Wydawnictwo Exit, Warszawa 2003.
- *Podstawy symulacji komputerowej*, Praca zbiorowa, Wyd. AGH, Kraków 1996.
- Tyszer J. *Symulacja cyfrowa*, WNT, Warszawa 1990.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	6	3
Classes			
Laboratory	30/12	6	3
Project			
Seminar			
Total student's workload	180		

9. Assessment methods

Lecture – passing exam (written test, positive grade on laboratory).

Laboratory – working out assigned tasks (positive grades of three written reports).

10. Language of instruction

Polish

ECTS credits
4

1. Course title

System Techniques Basics

2. Course contentsLecture

Introduction. Basic notions and definitions. Classification of systems – SISO, MISO, SIMO, MOMO. Linear systems. System description – block-diagrams, matrix equations. Creation of systems. Mathematical models of systems. Complex systems. Typical structures of systems: cascade, parallel, feedback, mixed. System aggregation and decomposition. Aggregation algorithms. Examples of large scale systems: process of studying, time-cost model of processing. Basic methods of system techniques with expert knowledge and experimental knowledge. Identification of systems: algorithms, examples. Classification of systems: algorithms, examples. Control: algorithms, examples.

Laboratory

Assignment 1. Construction of mathematical models of systems and solving selected assigned problems to these systems using MAPLE system, in particular with applying graphics and animation modules. Assignment 2. Creation of input-output system for the assigned real-life process on the basis of properly processed expert knowledge, including the choice of input variables correlated with the defined output variable. Examples of real-life processes: studying, shopping, resting, travelling, housing. Assignment 3. Implementation of the designed decision making system (computer program) to aid process considered in assignment 2.

3. Prerequisites

Basic knowledge of matrix algebra and computer programming.

4. Learning outcomes

Students gain skills and abilities in: constructing mathematical models of systems on the basis of expert knowledge and experimental knowledge, acquiring and collecting knowledge, solving aggregation tasks for cascade, parallel and feedback complex systems, solving basic problems in the areas of identification, classification and control. Students become familiar with MAPLE system, especially with graphics and animation modules. Students develop skills in programming and implementing decision making systems.

5. Recommended reading

1. Bubnicki Z., *Problems nad Algorithms for Control*, PWN, Warsaw 2002 /in Polish/
2. Gutenbaum J., *Mathematical Modeling of Systems*, Omnitech Press, Warsaw 1996 /in Polish/
3. Kaczorek T., *Control Theory*, PWN, Warsaw 2004 /in Polish/.
4. Koszałka L., Kurzyński M., *Problems and Exercises in the areas of identification, experiment design and pattern recognition*, Publishing House of WUT, Wrocław 1991 /in Polish/

6. Type of course

Obligatory

7. Teaching team

Division of Computer Systems and Information Technology Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/24	4	2
Classes			
Laboratory	30/12	4	2
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Grade on the basis of written test correlated with lectures and of quality of executing laboratory tasks assigned

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Management Information Systems

2. Course contents

Introduction to management processes, strategic uses of information systems and IT. Information technology in business: hardware, software, telecommunication and networks, internet and intranet. Organization of information systems and services. Information systems in decision making. Information systems for manufacturing and inventory control. Information systems in business function of marketing, distribution and sales. Logistic information systems. Computer aided engineering systems and business processes optimization. Modeling and simulation. Systems MRP,MRPII, ERP; functions, methods and algorithms. Functions and algorithms in MM, SD,PP, FI, CO modules. Notions and concepts of virtuals, extended and fractal enterprises. BI, MIS, DSS, KBS systems. Controls and security, critical aspect of security.

3. Prerequisites

none

4. Learning outcomes

The objective is to provide the basic business processes knowledge (technology, equipment, organization) with respect to the application of different methods and techniques for managerial information systems. The students be able to use and understand different algorithms and functionality of MIS. The students will be able to weigh the positive and negative impact of information technology for business processes, understand the increasing use of IS to support decision making from the operational to the executive levels.

5. Recommended reading

1. A. Januszewski, Funkcjonalność informatycznych systemów zarządzania; zintegrowane systemy transakcyjne, WN PWN, Warszawa, 2008
2. P.Adamczewski, Zintegrowane systemy informatyczne w praktyce, Wyd. Mikom, Warszawa, 2003
3. P. Lech, Zintegrowane systemy zarządzania ERP i ERP II – wykorzystanie w biznesie, wdrażanie, Wyd. Difin, Warszawa, 2003
4. A. Kijewska, Systemy informatyczne w zarządzaniu, Wyd. Politechniki Śląskiej, Gliwice, 2005
5. E. Oz, Management Information Systems, International Thomson Publishing, Cambridge, 1998
6. C. Evans, Zarządzanie wiedzą, PWE, Warszawa, 2005

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	4	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Written test

10. Language of instruction

Polish

ECTS credits

5

1. Course name

Selected Aspects of Computer Networks

2. Course descriptionLecture

Design of local computer networks:

cabling systems,

devices,

Ethernet,

VLAN.

Examples of software and hardware solutions.

Wireless networks.

Advanced methods of network design..

Seminar

A presentation on a subject connected to computer networks.

3. Prerequisites

Computer Networks 1 and Computer Networks 2

4. Learning outcomes

Students can classify computer networks. Students can design a computer network including: initial analysis, selection of technology, devices and cables, IP configuration, security mechanisms.

5. Recommended readingCisco Systems, *Akademia Sieci Cisco Pierwszy Rok Nauki*, MikomCisco Systems, *Akademia Sieci Cisco Drugi Rok Nauki*, MikomKasprzak A., *Rozległe sieci komputerowe z komutacją pakietów*, Oficyna Wydawnicza Politechniki Wrocławskiej, Wrocław, wydanie II, 1999Woźniak J., Nowicki K., *Sieci LAN, MAN i WAN – protokoły komunikacyjne*, Wydawnictwo Fundacji Postępu Telekomunikacji, Kraków, 1998K. Nowicki, J. Woźniak, *Przewodowe i bezprzewodowe sieci LAN*, Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 2002.**6. Type of course**

Obligatory

7. Teaching team

Department of Computer Networks

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	5	3
Classes			
Laboratory			
Project			
Seminar	30/24	5	3
Total student's workload	150		

9. Assessment methods:

seminar and written test are the conditions of ranking the lecture

10. Language:

Polish

Subject for speciality: Computer graphics

ECTS credits
3

1. Course title

Design of graphics applications

2. Course contentsProject

- Working with bitmaps and vectors
- Graphic elements for WWW sites and multimedia presentations
- Basics of computer animations
- Working in 3D – creating visualizations and advanced 3D-scenes

3. Prerequisites

none

4. Learning outcomes

Students can create advanced graphics Project. They are able to use different applications and graphic software bundles. Students can create WWW sites, multimedia presentations, 3D visualizations etc.

5. Recommended reading

1. Kwaśny A., *DTP - Księga eksperta*, Helion, Gliwice 2002
2. Aaland M., *Photoshop 5.5. Zastosowania w Internecie*, Helion, Gliwice 2000
3. Czarnecki T., *Page Maker – ćwiczenia praktyczne*, Helion 2002

6. Type of course

Obligatory

7. Teaching team

Zakład Systemów Komputerowych i Zastosowań Informatyki

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project	30	VII	IV
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Based on one major assignment.

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Multimedia presentations

2. Course contentsLecture

Introduction. Form and content of the multimedia presentation. Characteristics of effective presentation.

Proper use of pictures, sounds and animations.

Overview of the most popular presentation applications.

Microsoft PowerPoint 2003 PL – introduction to user interface and program configuration.

Project and slide templates, color schemes.

Working with charts, diagrams and tables. Incorporating data from different sources.

Inserting, positioning and sizing graphical objects.

Presentation summary; slides sorting; producing a slide show.

Preparing a presentation for printing and online distribution.

Using sound and animation special effects.

Project

Working with PowerPoint – completing chosen tasks; managing form and content of the presentation, depending on various project concepts and requirements.

3. Prerequisites

None

4. Learning outcomes

Attainment skills of planning presentation. Achievement selection rules of template. Selection the proper color spectrum. Formatting content of slides. Project and adding miscellaneous of animations. Testing of the presentation. Saving the presentation at miscellaneous forms and formats of files. Printing the summary of the presentation. Implementation of the presentation in practice.

5. Recommended reading

1. Łuszczuk E., PowerPoint 2003 wersja polska. Ćwiczenia, Mikom 2007

2. Altman R.B., Po prostu PowerPoint 2003 PL, Helion 2004

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	4	2
Classes			
Laboratory			
Project	15/12	4	2
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Project (tasks completed in PowerPoint 2003PL) and written test are the conditions of ranking the lecture.

10. Language of instruction

Polish

ECTS credits
4/2

1. Course title

Desktop Publishing

2. Course contentsLecture

In the course of lectures students learn techniques of professional desktop publishing such as: vector and raster graphics processing, designing short and large documents such as books, leaflets, etc.

Classes

During the Classes students get proficiency in using Adobe Creative Suit applications (Photoshop, Illustrator, InDesign) and learn how to realize tasks presented during the lectures.

3. Prerequisites

Basic knowledge on raster and vector graphics.

4. Learning outcomes

- Students will effectively use techniques of documents processing using: layers, masks, and channel.
- Students will correctly prepare documents for publication with definition key parameters such as: working color space, resolution and size.
- Students will process raster pictures using Adobe Photoshop using (among the others) following techniques:
 - RAW file processing
 - Correction of exposition
 - Correction of colors
 - Conversion to monochromatic picture
 - Blurring and sharpening
 - Advanced filters
- Students will prepare vector graphics documents in Adobe Illustrator using (among the others) following techniques:
 - Designing and creation object based on vectors
 - Strings definitions
 - Paths definition
- Students will prepare books in Adobe InDesign using (among the others) following techniques:
 - Base pages definition
 - Graphics and text frames
 - Managing with characters, paragraph, objects, tables parameters and styles
 - Color managements
 - Using documents prepared in Illustrator and Photoshop

5. Recommended reading

- Zakrzewski P., Kompendium DTP, Helion, 2009
- Busch D., Fotografia cyfrowa i obróbka obrazu. Wprowadzenie, Helion, Gliwice 2002
- Kwaśny A., Od skanera do drukarki, Helion, Gliwice 2001
- Phyllis D., Po prostu GIMP, Helion, Gliwice 2000

6. Type of course: Obligatory/elective/optional**7. Teaching team****8. Course structure**

Form	Number of hours	Semester	Year
Lecture	30/15	5/6	3
Classes			
Laboratory	30/30	5/6	
Project			
Seminar			
Other			
Total student's workload	60/45	5/6	

9. Assessment methods

- Assessment of realized projects (classes).
- Final test (lectures)

10. Language of instruction: Polish

Field: Environment protection

The graduates of first grade engineering studies in field of Environment Protection possess general knowledge of mathematics, natural science related to technology, agriculture and forestry and know how to implement this knowledge in their professional life as well as to apply legal and ethical standards. They can understand and analyze processes occurring in nature and the influence of a human being on the environment. They know primary technological, agricultural and forestry issues essential for environment protection and follow the rules of balanced development. The graduates are able to take an active part in group work, have the ability to manage teamwork and make use of professional reference literature. The graduates know basic technological processes – especially environmentally friendly processes, and are skilled to perform laboratory works and organize safe and effective workplaces. To complement their specialist knowledge students of Environment Protection learn a foreign language at the Council of Europe level B2 with special regard to specialized vocabulary of environmental issues. The graduates are prepared to work in scientific laboratories, institutions of supervision and environment protection as well as in industry, agriculture, fine production, health care institutions, administration and education – after having completed specialization of teacher training (according to regulations of teacher training education). The graduates are ready to start second grade studies.

Within the field of Environment Protection students can learn, apart from the ones described above, additional skills and abilities. The specializations are as follows:

Systems of Environment Protection

Within this specialization there are complex studies preparing students for implementation and exploitation of different methods and systems that reduce negative influence of a human being on the environment, as well as the ones that let the affected and transferred elements and environmental areas return to their primary function and improve their condition. The aim of this specialization is to educate graduates that are skilled to make decisions at different levels: communal, regional and national. They are trained for planning monitoring of natural environment, computer processing and analyzing information applying mathematical techniques and multi-criteria analysis.

The graduates of the specialization of Systems of Environment Protection are prepared for designing and supervising environment friendly technologies including wasteless ones. They can evaluate harmfulness of technologies, both used and newly implemented, on the environment. They know technologies of removing and neutralizing of industrial gas, liquid and solid waste and are familiar with water-sewage management.

Protection and Rehabilitation of Degradated Areas

Within this specialization there are complex studies preparing students for implementation and exploitation of different methods and systems that reduce negative influence of a human being on the environment, as well as the ones that let the affected and transferred elements and environmental areas return to their primary function and improve their condition. There is a special emphasis and focus on best available techniques for direct or indirect protection of environment and rehabilitation of areas degraded by a human activity.

The aim of this specialization is to educate graduates that are skilled to make decisions at different levels: communal, regional and national. They are trained for planning monitoring of natural environment, computer processing and analyzing information applying mathematical techniques and multi-criteria analysis used particularly for rehabilitating degraded areas.

The graduates of the specialization of Protection and Rehabilitation of Degradated Areas are prepared for designing and supervising environment friendly technologies including wasteless ones. They know kinds of degradation of environment with particular focus on degradation of soil. They can use various methods of rehabilitating soil – biological, chemical and technical ones, with particular emphasis on mining areas. They can evaluate harmfulness of technologies, both used and newly implemented, on the environment. They know technologies of removing and neutralizing of industrial gas, liquid and solid waste and are familiar with water-sewage management.

The graduate of the first grade studies in the field of Environment Protection in specialization of **Systems of Environment Protection** and **Protection and rehabilitation of Degradated Areas** is granted a title of an *Inżynier*¹.

¹ Polish equivalent of Bachelor of Science (BSc)

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in mathematics, foreign language and one of the selected subjects: Polish, biology, chemistry or physics (physics and astronomy) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2010****Stationary****Year I**

No.	Course	Number of hours	1st semester					ECTS	2nd Semester					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Information Technology	60	15		45			2							grade	
2	Economics	60	30	30				3							grade	
3	Protection of Intellectual Property	30							30					2	grade	
4	Foreign Language	30								30				1	grade	
Basic subjects																
5	Mathematics	90	45	45				6							exam	
6	Biology	60	30		30			7							exam	
7	Chemistry	60	30		30			7							exam	
8	Physics	60	30		30			5							exam	
9	Microbiology	60							30		30			7	exam	
10	Biochemistry	60							30		30			7	exam	
Main subjects																
11	Ecology	90							30		30		30	6	exam	
12	Organisation of Environmental Protection and Its Legal Basis	60							30	30				3	grade	
13	Basics of Geology and Geomorphology	60							30		30			4	grade	
Total number of hours:			180	75	135	0	0		180	60	120	0	30			
Total number of hours in a semester:		780	390					30	390					30		
Number of exams:		7	4						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2010****Stationary****Year II**

No.	Course	Number of hours	3rd semester						ECTS	4th semester						ECTS	Form of credit		
			lc	c	lb	p	s	t		lc	c	lb	p	s	t				
Subjects of general education																			
1	Foreign Language	90		30					1		60					3	grade, exam		
2	Physical Education	60		30					0		30					0	credit		
Main subjects																			
3	Nature Protection	75	30	30				15	6								exam		
4	Geology and Geomorphology	60	30		30				5								exam		
5	Soil Studies	75	30		30			15	6								exam		
6	Technology of Environmental Renewal	75								30			30		15	7	exam		
7	Climatology and Meteorology	60								30				30		6	exam		
8	Hydrology and Water Management	60								30				30		6	exam		
Subjects for speciality																			
9	Chemistry of Environment	60	30		30				3								grade		
10	Monitoring of Environment	60	30					30	3								grade		
11	Environmental Health Dangers	60	30	30					3								grade		
12	Geo-Engineering of Environment	60	30	30					3								grade		
13	Law of Environment Protection	60								30	30					4	grade		
14	Economics in Environment Protection	60								30	30					4	grade		
15	Traineeship	4 weeks														0	credit		
Total number of hours:			210	150	90	0	0	60		150	150	0	30	60	15				
Total number of hours in a semester:		915	510							30	405							30	
Number of exams:		7	3								4								

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2010****Stationary****Year III**

No.	Course	Number of hours	5th semester						ECTS	6th semester						ECTS	Form of credit		
			lc	c	lb	p	s	t		lc	c	lb	p	s	t				
Subjects of general education																			
1	Industrial Safety and Basics of Ergonomics	30	30						3								grade		
Main subjects																			
2	Process Engineering	60	30	30					7								exam		
3	Bio-Energetic Processes	60	30	30					7								exam		
4	Diploma Seminar	45					15		1					30		3	grade		
5	Waste Management	90								30			30		30	8	exam		
Subjects for speciality																			
6	Bio-Technology of Environment	60	30	30					4								grade		
7	Water and Sewage Systems	60	30	30					4								grade		
8	Civilizational Dangers and Balanced Development	60	30				30		4								grade		
9	Systems of Atmosphere and Lithosphere Protectiojn	90								15	30		30		15	8	exam		
10	Diaphragm Processes in Environment Protection	45								15	30					7	exam		
11	Cartography with Elements of Geodetic Surveying	30									30					4	credit		
15	Traineeship	4 weeks														0	credit		
Total number of hours:			180	120	0	0	45	0		60	90	0	60	30	45				
Total number of hours in a semester:		630	345							30	285							30	
Number of exams:		4	2								2								

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2010****Stationary****Year IV**

No.	Course	Number of hours	Semestr 7						ECTS	Form of credit	
			lc	c	lb	p	s	t			
Main subjects											
1	Diploma Seminar	30					30		3	grade	
Subjects for speciality											
2	Rehabilitation of Degradated Areas	75	30	30				15	7	exam	
3	Management of Environment in Administration and Economic Entities	70	10	30		30			5	exam	
4	Preparation of a Diploma Thesis and Exam Revision	own work							15	grade	
Total number of hours:			40	60	0	30	0	15			
Total number of hours in a semester:		175	345							30	
Number of exams:		2	2								

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2010****Year I**

No.	Course	Number of hours	1st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information Technology	60	15		45			2							grade
2	Economics	60	30	30				3							grade
3	Protection of Intellectual Property	30							30					2	grade
4	Foreign Language	30								30				1	grade
Basic subjects															
5	Mathematics	90	45	45				6							exam
6	Biology	60	30		30			7							exam
7	Chemistry	60	30		30			7							exam
8	Physics	60	30		30			5							exam
9	Microbiology	60							30		30			7	exam
10	Biochemistry	60							30		30			7	exam
Subjects for speciality															
11	Ecology	90							30		30		30	6	exam
12	Organisation of Environmental Protection and Its Legal Basis	60							30	30				3	grade
13	Basics of Geology and Geomorphology	60							30		30			4	grade
Total number of hours:			180	75	135	0	0		180	60	120	0	30		
Total number of hours in a semester:		780	390					30	390					30	
Number of exams:		7	4						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2010****Year II**

No.	Course	Number of hours	3rd semester							ECTS	4th semester						ECTS	Form of credit
			lc	c	lb	p	s	t	lc		c	lb	p	s	t			
Subjects of general education																		
1	Foreign Language	90		30					1		60						3	grade, exam
2	Physical Education	60		30					0		30						0	credit
Main subjects																		
3	Nature Protection	75	30	30				15	6									exam
4	Geology and Geomorphology	60	30		30				5									exam
5	Soil Studies	75	30		30			15	6									exam
6	Technology of Environmental Renewal	75								30			30		15	7		exam
7	Climatology and Meteorology	60								30				30		6		exam
8	Hydrology and Water Management	60								30				30		6		exam
Subjects for speciality																		
9	Chemistry of Environment	60	30		30				3									grade
10	Monitoring of Environment	60	30					30	3									grade
11	Environmental Health Dangers	60	30	30					3									grade
12	Geo-Engineering of Environment	60	30	30					3									grade
13	Law of Environment Protection	60								30	30						4	grade
14	Economics in Environment Protection	60								30	30						4	grade
15	Traineeship	4 weeks															0	credit
Total number of hours:			210	150	90	0	0	60			150	150	0	30	60	15		
Total number of hours in a semester:		915	510						30	405						30		
Number of exams:		7	3							4								

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2010****Year III**

No.	Course	Number of hours	5th semester						ECTS	6th semester						ECTS	Form of credit		
			lc	c	lb	p	s	t		lc	c	lb	p	s	t				
Subjects of general education																			
1	Industrial Safety and Basics of Ergonomics	30	30						3								grade		
Main subjects																			
2	Process Engineering	60	30	30					7								exam		
3	Bio-Energetic Processes	60	30	30					7								exam		
4	Diploma Seminar	45					15		1					30		3	grade		
5	Waste Management	90								30			30		30	8	exam		
Subjects for speciality																			
6	Legal Aspects of Land Protection and Rehabilitation	60	30	30					4								grade		
7	Monitoring of Environment on Degradated Areas	60	30	30					4								grade		
8	Civilizational Dangers and Balanced Development	60	30				30		4								grade		
9	Stocktaking and Designing Rehabilitation of Degradated Areas	75									30		30		15	8	exam		
10	Rehabilitation of Degradated Areas I	60								30	30					7	exam		
11	Gartography with Elements of Geodesy and Cost Estimation	30									30					4	grade		
15	Traineeship	4 weeks														0	credit		
Total number of hours:			180	120	0	0	45	0		60	90	0	60	30	45				
Total number of hours in a semester:		630	345							30	285							30	
Number of exams:		5	2								3								

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2010****Year IV**

No.	Course	Number of hours	7th Semester						ECTS	Form of credit	
			lc	c	lb	p	s	t			
Main subjects											
1	Diploma Seminar	30					30		3	grade	
Subjects for speciality											
2	Rehabilitation of Degradated Areas II	75	30	30				15	7	exam	
3	Documentation of Environmental Protection Processes in Administration	70	10	30		30			5	exam	
4	Preparation of a Diploma Thesis and Exam Revision	own work							15	grade	
Total number of hours:			40	60	0	30	30	15			
Total number of hours in a semester:		175	175							30	
Number of exams:		2	2								

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2009****Stationary****Year I**

No.	Course	Number of hours	1st semester						ECTS	2nd Semester						ECTS	Form of credit
			lc	c	lb	p	s	t		lc	c	lb	p	s	t		
Subjects of general education																	
1	Information Technology	60	15		45				2								grade
2	Economics	60	30	30					3								grade
3	Protection of Intelcetual Property	30								30						2	grade
4	Foreign Language	30									30					1	grade
Basic subjects																	
5	Mathematics	90	45	45					6								exam
6	Biology	60	30		30				7								exam
7	Chemistry	60	30		30				7								exam
8	Physics	60	30		30				5								exam
9	Microbiology	60								30		30				7	exam
10	Biochemistry	60								30		30				7	exam
Main subjects																	
11	Ecology	90								30		30		30		6	exam
12	Organisation of Environmental Protection and Its Legal Basis	60								30	30					3	grade
13	Basics of Geology and Geomorphology	60								30		30				4	grade
Total number of hours:			180	75	135	0	0			180	60	120	0	30			
Total number of hours in a semester:		780	390						30	390						30	
Number of exams:		7	4							3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2009****Stationary****Year II**

No.	Course	Number of hours	3rd semester						ECTS	4th semester						ECTS	Form of credit
			lc	c	lb	p	s	t		lc	c	lb	p	s	t		
Subjects of general education																	
1	Foreign Language	90		30					1		60					3	grade/exam
2	Physical Education	60		30					0		30					0	credit
Main subjects																	
3	Nature Protection	75	30	30				15	6								exam
4	Geology and Geomorphology	60	30		30				5								exam
5	Soil Studies	75	30		30			15	6								exam
6	Technology of Environmental Renewal	75								30			30		15	7	exam
7	Climatology and Meteorology	60								30				30		6	exam
8	Hydrology and Water Management	60								30				30		6	exam
Subjects for speciality																	
9	Chemistry of Environment	60	30		30				3								grade
10	Monitoring of Environment	60	30					30	3								grade
11	Environmental Health Dangers	60	30	30					3								grade
12	Geo-Engineering of Environment	60	30	30					3								grade
13	Law of Environment Protection	60								30	30					4	grade
14	Economics in Environment Protection	60								30	30					4	grade
15	Traineeship	4 weeks														0	credit
Total number of hours:			210	150	90	0	0	60		150	150	0	30	60	15		
Total number of hours in a semester:		915	510						30	405						30	
Number of exams:		7	3							4							

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2009****Stationary****Year III**

No.	Course	Number of hours	5th semester						ECTS	6th semester						ECTS	Form of credit		
			lc	c	lb	p	s	t		lc	c	lb	p	s	t				
Subjects of general education																			
1	Industrial Safety and Basics of Ergonomics	30	30						3								grade		
Main subjects																			
2	Process Engineering	60	30	30					7								exam		
3	Bio-Energetic Processes	60	30	30					7								exam		
4	Diploma Seminar	45					15		1					30		3	grade		
5	Waste Management	90								30			30		30	8	exam		
Subjects for speciality																			
6	Bio-Technology od Environment	60	30	30					4								grade		
7	Water and Sewage Systems	60	30	30					4								grade		
8	Civilizational Dangers and Balanced Development	60	30				30		4								grade		
9	Systems of Atmosphere and Lithosphere Protectiojn	90								15	30		30		15	8	exam		
10	Diaphragm Processes in Environment Protection	45								15	30					7	exam		
11	Cartography with Elements of Geodetic Surveying	30									30					4	grade		
15	Traineeship	4 weeks														0	credit		
Total number of hours:			180	120	0	0	45	0		60	90	0	60	30	45				
Total number of hours in a semester:		630	345							30	285							30	
Number of exams:		4	2								2								

Major: Environment protection**Specialization: Systems of environment protection,****Recruitment: 2009****Stationary**

Year IV

No.	Course	Number of hours	Semestr 7						ECTS	Form of crediting	
			lc	c	lb	p	s	t			
Main subjects											
1	Diploma Seminar	30					30		3	grade	
Subjects for speciality											
2	Rehabilitation of Degradated Areas	75	30	30				15	7	exam	
3	Management of Environment in Administration and Economic Entities	70	10	30		30			5	exam	
4	Preparation of a Diploma Thesis and Exam Revision	Own work							15	grade	
Total number of hours:			40	60	0	30	0	15			
Total number of hours in a semester:		175	345							30	
Number of exams:		2	2								

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2009****Year I**

No.	Course	Number of hours	1st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information Technology	60	15		45			2							grade
2	Economics	60	30	30				3							grade
3	Protection of Intellectual Property	30							30					2	grade
4	Foreign Language	30								30				1	grade
Basic subjects															
5	Mathematics	90	45	45				6							exam
6	Biology	60	30		30			7							exam
7	Chemistry	60	30		30			7							exam
8	Physics	60	30		30			5							exam
9	Microbiology	60							30		30			7	exam
10	Biochemistry	60							30		30			7	exam
Subjects for speciality															
11	Ecology	90							30		30		30	6	exam
12	Organisation of Environmental Protection and Its Legal Basis	60							30	30				3	grade
13	Basics of Geology and Geomorphology	60							30		30			4	grade
Total number of hours:			180	75	135	0	0		180	60	120	0	30		
Total number of hours in a semester:		780	390					30	390					30	
Number of exams:		7	4						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2009****Year II**

No.	Course	Number of hours	3rd semester						ECTS	4th semester						ECTS	Form of credit
			lc	c	lb	p	s	t		lc	c	lb	p	s	t		
Subjects of general education																	
1	Foreign Language	90		30					1		60					3	grade/exam
2	Physical Education	60		30					0		30					0	credit
Main subjects																	
3	Nature Protection	75	30	30				15	6								exam
4	Geology and Geomorphology	60	30		30				5								exam
5	Soil Studies	75	30		30			15	6								exam
6	Technology of Environmental Renewal	75								30			30		15	7	exam
7	Climatology and Meteorology	60								30				30		6	exam
8	Hydrology and Water Management	60								30				30		6	exam
Subjects for speciality																	
9	Chemistry of Environment	60	30		30				3								grade
10	Monitoring of Environment	60	30					30	3								grade
11	Environmental Health Dangers	60	30	30					3								grade
12	Geo-Engineering of Environment	60	30	30					3								grade
13	Law of Environment Protection	60								30	30					4	grade
14	Economics in Environment Protection	60								30	30					4	grade
15	Traineeship	4 weeks														0	credit
Total number of hours:			210	150	90	0	0	60			150	150	0	30	60	15	
Total number of hours in a semester:		915	510						30	405						30	
Number of exams:		7	3							4							

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Stationary****Recruitment: 2009****Year III**

No.	Course	Number of hours	5th semester						ECTS	6th semester						ECTS	Form of credit
			lc	c	lb	p	s	t		lc	c	lb	p	s	t		
Subjects of general education																	
1	Industrial Safety and Basics of Ergonomics	30	30						3								grade
Main subjects																	
2	Process Engineering	60	30	30					7								exam
3	Bio-Energetic Processes	60	30	30					7								exam
4	Diploma Seminar	45					15		1					30		3	grade
5	Waste Management	90								30			30		30	8	exam
Subjects for speciality																	
6	Legal Aspects of Land Protection and Rehabilitation	60	30	30					4								grade
7	Monitoring of Environment on Degradated Areas	60	30	30					4								grade
8	Civilizational Dangers and Balanced Development	60	30				30		4								grade
9	Stocktaking and Designing Rehabilitation of Degradated Areas	75									30		30		15	8	exam
10	Rehabilitation of Degradated Areas I	60								30	30					7	exam
11	Gartography with Elements of Geodesy and Cost Estimation	30									30					4	grade
12	Traineeship	4 weeks														0	credit
Total number of hours:			180	120	0	0	45	0		60	90	0	60	30	45		
Total number of hours in a semester:		630	345						30	285						30	
Number of exams:		5	2							3							

Major: Environment protection**Specialization: Protection and rehabilitation of degraded areas,****Recruitment: 2009****Stationary****Year IV**

No.	Course	Number of hours	7th Semester						ECTS	Form of credit
			lc	c	lb	p	s	t		
Main subjects										
1	Diploma Seminar	30					30		3	grade
Subjects for speciality										
2	Rehabilitation of Degradated Areas	75	30	30				15	7	exam
3	Documentation of Environmental Protection Processes	70	10	30		30			5	exam
4	Preparation of a Diploma Thesis and Exam Revision	Own work							15	grade
Total number of hours:			40	60	0	30	30	15		
Total number of hours in a semester:		175	175						30	
Number of exams:		2	2							

Major: Environment protection

Recruitment: 2009

Stationary

Year I

No.	Course	Number of hours	1st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information Technology	60	15		45			2							grade
2	Economics	60	30	30				3							grade
3	Protection of Intellectual Property	30							30					2	grade
4	Foreign Language	30								30				1	grade
Basic subjects															
5	Mathematics	90	45	45				6							exam
6	Biology	60	30		30			7							exam
7	Chemistry	60	30		30			7							exam
8	Physics	60	30		30			5							exam
9	Microbiology	60							30		30			7	exam
10	Biochemistry	60							30		30			7	exam
Main subjects															
11	Ecology	90							30		30		30	6	exam
12	Organisation of Environmental Protection and Its Legal Basis	60							30	30				3	grade
13	Basics of Earth Study	60							30	30				4	grade
Total number of hours:			180	75	135	0	0		180	90	90	0	30		
Total number of hours in a semester:		780	390					30	390					30	
Number of exams:		7	4						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Environment protection

Recruitment: 2009

Stationary

Year II

No.	Course	Number of hours	3rd semester						ECTS	4th semester						ECTS	Form of credit		
			lc	c	lb	p	s	t		lc	c	lb	p	s	t				
Subjects of general education																			
1	Foreign Language	90		30					1		60					3	grade/exam		
2	Physical Education	60		30					1		30					1	grade		
Main subjects																			
3	Nature Protection	75	30	30				15	6								exam		
4	Geology and Geomorphology	60	30				30		5								exam		
5	Soil Studies	75	30		30			15	5								exam		
6	Technology of Environmental Renewal	75								30			30		15	6	exam		
7	Climatology and Meteorology	60								30				30		5	exam		
8	Hydrology and Water Management	60								30				30		5	exam		
Subjects for speciality																			
9	Chemistry of Environment	60	30		30				3								grade		
10	Monitoring of Environment	60	30					30	3								grade		
11	Toxicology	60	30	15	15				3								grade		
12	Water Management in Industry	60	30			30			3								grade		
13	Eco-systems	60	30	30					3								grade		
14	Geo-Engineering of Environment	60	30	30					3								grade		
15	Engineering Graphics	60										60				4	grade		
16	Law of Environment Protection	60								30	30					4	grade		
17	Economics in Environment Protection	60								30	30					4	grade		
18	Traineeship	5 weeks														2	grade		
Total number of hours:			270	165	75	30	30	60		150	150	60	30	60	15				
Total number of hours in a semester:		915	510							30	405							30	
Number of exams:		7	4								3								

Major: Environment protection

Recruitment: 2009

Stationary

Year III

No.	Course	Number of hours	5th semester							ECTS	6th semester							ECTS	Form of credit
			lc	c	lb	p	s	t	lc		c	lb	p	s	t				
Subjects of general education																			
1	Industrial Safety and Basics of Ergonomics	30	30						3								grade		
Basic subjects																			
2	Process Engineering	60	30	30					7								exam		
3	Bio-Energetic Processes	60	30	30					7								exam		
4	Diploma Seminar	45					15		1					30		3	grade		
5	Waste Management	90								30			30		30	8	exam		
Subjects for speciality																			
6	Bio-Technology od Environment	60	30	30					4								grade		
7	Water and Sewage Systems	60	30	30					4								grade		
8	Liquid Mechanics	60	30	30					4								grade		
9	Civilizational Dangers and Balanced Development	60	30				30		4								grade		
10	Systems of Atmosphere protection	75								30	30				15	6	exam		
11	Systems of Lithosphere Protection	75								30	30				15	6	exam		
12	Diaphragm Processes in Environment Protection	60								30	30					4	exam		
13	Cartography with Elements of Geodetic Surveying	60								30	30					4	grade		
14	Environmental Health Hazards	60								30	30					4	grade		
15	Traineeship	5 weeks														3	grade		
Total number of hours:			210	150	0	0	45	0		180	150	0	30	30	60				
Total number of hours in a semester:		630	345						30	285						30			
Number of exams:		6	3							3									

Major: Environment protection

Recruitment: 2009

Stationary

Year IV

No.	Course	Number of hours	Semestr 7						ECTS	Form of credit	
			lc	c	lb	p	s	t			
Main subjects											
1	Diploma Seminar	30					30		3	credit	
Subjects for speciality											
2	Rehabilitation of Degradated Areas	75		30		30		15	6	credit	
3	Management of Environment in dministration and Economic Entities	75		30		15	30		6	credit	
4	Documentation of Environmental Protection Processes	75		30		30	15		6	credit	
5	Preparation of a Diploma Thesis and Exam Revision	Own work							15	credit	
Total number of hours:			0	90	0	75	75	15			
Total number of hours in a semester:		255	255						30		
Number of exams:		0	0								

Subjects of general education:

ECTS credits
3

1. Course title

Economics

2. Course contentsLecture/Classes

Introduction to economy and economics; Resources and their alternative applications; macroeconomics vs. microeconomics; basic tools of economic analysis, market economy, market and its functions; demand and supply; basics of customer's economic decisions; basics of theory of enterprise; forms of enterprises; expenses; competition; main macroeconomic problems; fiscal policy; economic growth.

3. Prerequisites

Elementary knowledge of market economy functioning

4. Learning outcomes

Student: understands basic principles of market economy functioning; understands principles market price mechanism – its limitations and motives that guide entrepreneurs and customers' behaviour; thinks in term of the whole economy and the economy connected with the international one; understands mechanisms leading to economic slump; understands mechanisms stimulating economic recovery and its development; understands the role of central bank.

5. Recommended reading

1. Sloman J.: *Basics of Economics* (org. *Podstawy Ekonomii*), PWE, 2000r.
2. Czarny B., Czarny E., Barkowiak R., Rapacki R.: *Basics of Economics* (org. *Podstawy Ekonomii*), PWE 1998 r.
3. *Basics of Economics* (org. *Podstawy Ekonomii*), edited by R. Milewskiego, PWN, Warszawa 1998r.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Information Technology

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30	I	I
Classes	30	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload			

9. Assessment methods

Credit card

10. Language of instruction

Polish

ECTS credits

1

1. Course title:

English – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of English at A1 level.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction**

Polish / Russian

ECTS credits

1

1. Course title:

English – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working. Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows English at elementary **level A1** in the skills of speaking, writing and understanding. An English learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended reading

Oxenden Clive, Christina Latham-Koenig, Paul Seligson New English File pre-intermediate, OUP 2007.

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish / English

ECTS credits

1

1. Course title:

English – elementary A2

2. Course contents**1. Skills:****1.1** Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	30		

9. Assessment methods: exam**10. Language of instruction:** English

ECTS credits

1

1. Course title:

English – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practising language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** English

ECTS credits

2

1. Course title:

English – intermediate B1

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

1.2 Conversation:

- Giving information about

- Exchanging information about a picture, photograph, drawing and giving opinion

- Negotiating

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak English at A2 level

4. Learning outcomes:

Student prepares for TELC examination of English at A2 level.

Student is able to communicate in English in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended readingGrant David, Robert McLarty, *Quick Work*, elementary, OUP, 2006**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction:** English

ECTS credits

1

1. Course title:

English – intermediate B1

2. Course contents

Business correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Intercultural sensitivity.. Cultural differences at formal meetings.

3. Prerequisites:

Ability to speak English at B1 level

4. Learning outcomes:

Student prepares for TELC examination of English B1 level.

Student fluently communicates in English in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended readingPowell Mark, *In company Intermediate*, Macmillan, 2002Taylor Liz, *International Express Intermediate*, OUP, 2002**6. Type of course:** facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	4	II
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction:** English

ECTS credits

2

1. Course title:

German – intermediate B1

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

1.2 Conversation:

Giving information about

Exchanging information about a picture, photograph, drawing and giving opinion

Negotiating

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

1.4 writing letters: asking for information, giving information

2. Vocabulary:

sport and entertainment: leisure time activities, cinema, theatre, music, exhibitions, sports, games, tournaments, festivals, days-off...

Media and means of communicating: press, radio, television, telephone, fax, computer ...

Social, economical and political surrounding: institutions and political parties, public authorities, social matters, living conditions, population, army ...

Interpersonal and intercultural differences: regions, neighbour countries, exchanges, immigration, mother tongues, foreign language, habits, traditions ...

3. Prerequisites:

Ability to speak German at B1 level

4. Learning outcomes:

Student prepares for TELC examination of German at B1 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

Funk, Kuhn, Demme, Winzer: studio d B1 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods:

exam

10. Language of instruction:

German

ECTS credits

1

1. Course title:

German – elementary A1

2. Course contents

Asking the time, colours

Describing time: times of the day, days of the weeks, time

Arranging a meeting

Giving the time

Talking about plans for the future, suggestions, preferences

Rooms in a house / flat, describing location of objects

Analyzing simple advertisements: selling or renting a flat

3. Prerequisites:

none

4. Learning outcomes:

Student prepares for TELC examination of German at A1 level.

5. Recommended reading

Funk, Kuhn, Demme, Winzer: studio d A1 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: exam**10. Language of instruction**

Polish / German

ECTS credits

1

1. Course title:

German – elementary A1

2. Course contents

Making contacts, personal data, geographic names.

Four seasons, weather, atmosphere conditions.

Interests and hobbies.

Free time activities, job and working. Daily routines.

3. Prerequisites:

none

4. Learning outcomes:

Student knows German at elementary **level A1** in the skills of speaking, writing and understanding. A German learner at A1 level is able to understand and use simple sentences and every day phrases in order to fulfill particular simple needs. A1 student can introduce himself / herself or another person, ask questions about place of residence, friends, possessions etc. and can answer the same kind of questions; is able to communicate with others in a simple way on condition that an interlocutor speaks slowly, clearly and is willing to cooperate.

5. Recommended reading

Hermann Funk, Rita M. Niemann, Dong Ha Kim, Studio D A1, Cornelsen, 2005

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Seminars			
Total student's workload	30		

9. Assessment methods: credit**10. Language of instruction**

Polish / German

ECTS credits

1

1. Course title:

German – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Conversation:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- expressing reason, effect, goals

- vocabulary for expressing opinions and thoughts

- writing letters: asking for information, giving information

2. Vocabulary:

- interests

- entertainment

- way to school / work

3. Prerequisites:

Ability to speak German at A2 level

4. Learning outcomes:

Student prepares for TELC examination of German at A2 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Seminars			
Total student's workload	60		

9. Assessment methods: examination**10. Language of instruction:** German

ECTS credits

1

1. Course title:

German – elementary A2

2. Course contents

1. Skills:

1.1 Comprehending, detailed and selective, of short written texts

(press articles, advertisements, e-mails, advice, descriptions of places, tourist destinations ...)

and spoken ones (telephone conversations, radio advertisements, conversations in a shop, on a plane etc. ...)

1.2 Speaking:

- Giving information about yourself according to the following criteria (a monolog with two extra questions asked by the lector)

- Exchanging information with an interlocutor to get to know each other (asking questions and answering)

- Asking: what ?, why ?, when ?

(suggesting, accepting, refusing, short justification)

1.3 Practicing language competence in vocabulary and grammar tests of multiple choice, limited choice and gap filling, about the following:

- tenses and conditionals

- time clauses

- reported speech

- vocabulary for expressing opinions and thoughts

1.4 Writing letters: asking for information, giving information

2. Vocabulary:

- Plans for the weekend, holidays

- months

- dates

- describing holidays, yesterday

3. Prerequisites:

Ability to speak German at A2 level

4. Learning outcomes:

Student prepares for TELC examination of German at A2 level.

Student is able to communicate in German in a spoken and written form, write short letters and exchange simple information with an interlocutor according to a particular scheme.

5. Recommended reading

Funk, Kuhn, Demme, Winzer: studio d A2 Język niemiecki, Cornelsen, Warszawa 2008

6. Type of course: facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction:** German

ECTS credits

1

1. Course title:

German – intermediate B1

2. Course contents

Business contacts correspondence (e-mails, letters, in-company correspondence etc.)

Presentations – preparation, performance, structure and language of presentation. Making use of non-verbal aids - preparing, comparing, describing statistical data, graphs, charts.

Techniques of ‘problem-solving’ during presentations and meetings.

Arranging meetings, changing arrangements, giving reasons, etc.. (also on the phone and by e-mail)

Participating in meetings, presentation, discussion, summarizing and concluding.

Cultural differences at formal meetings. Negotiations.

3. Prerequisites:

Ability to speak German at B1 level

4. Learning outcomes:

Student prepares for TELC examination of German B1 level.

Student fluently communicates in German in a spoken and written form, writes letters and exchanges information with an interlocutor according to a particular scheme.

5. Recommended reading**6. Type of course:** facultative**7. Teaching team:** foreign language lector**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	II
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction:** German

ECTS credits
2

1. Course title:

Information Technology

2. Course contents

Basics of spreadsheets on the example of Excel 2000/2003; rules of creating spreadsheets, elements of spreadsheets, types and structures of data, entering and formatting data, standard functions, creating formulas, graphic presentation of data. Advanced topics: a spreadsheet as a database (adding records, sorting out, list management; filtering), spreadsheet in group work, formulas and advanced functions, presentation of geographic data - MICROSOFT MAP, presenting and preparing compound printouts, advanced operations on database lists. Definitions of databases. Basis of databases – example of ACCESS 2000 application; basics of working with a database; performing operations on existing databases; designing databases; database charts; creating forms and reports. Creating individual own database. Using computer network.

3. Prerequisites:

Elementary knowledge of computer science

4. Learning outcomes:

Student knows basics of information knowledge particularly regarding application of modern software and knows how to use computer hardware

5. Recommended reading

Banachowski L., *Bazy danych. Tworzenie aplikacji*, Akademicka Oficyna Wydawnicza PLJ, Warszawa 1998

Benon- Davies P., *Systemy baz danych*, WNT, Warszawa 1998

Jakubowski J., *Zastosowanie Informatyki w Administracji – część II*, Wydawnictwo WSZ Administracji Publicznej w Sulechowie, Sulechów 2000

Nelson S., *Microsoft Excel 2000 PL. Mały poradnik*, PWN, Warszawa 2000

Supranowicz R., Łozowski L., *Podstawy pracy z bazami danych MS ACCESS 2003*, PWSZ, Legnica 2006

6. Type of course: obligatory**7. Teaching team:** Department of Information Technology and Production Engineering**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	2	1
Seminars			
Total student's workload	60		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits
1

1. Course title:

Physical Education

2. Course contents

Physical education - different forms of motion activity

3. Prerequisites: none

4. Learning outcomes:

Student can make use of different forms of motion activity

5. Recommended reading

none

6. Type of course: obligatory

7. Teaching team: Department of Physical Education

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Seminars			
Total student's workload	30		

9. Assessment methods: classes - credit

10. Language of instruction

Polish

ECTS credits
1

1. Course title:

Physical Education

2. Course contents

Physical education - different forms of motion activity

3. Prerequisites: none**4. Learning outcomes:**

Student can make use of different forms of motion activity

5. Recommended reading

none

6. Type of course: obligatory**7. Teaching team:** Department of Physical Education**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes	60	3,4	2
Seminars			
Total student's workload	30		

9. Assessment methods: classes - credit**10. Language of instruction**

Polish

ECTS credits

2

1.Course title

Protection of Intellectual Property

2.Course contentsLecture

Intellectual assets as a particular kind of legal goods; copyright; law of industrial property: objects of industrial property; role of the Patent Office of the Republic of Poland; subjects entitled to invention projects; contents of laws to invention projects within the scope of personal and property rights; general principles of protecting rights to objects of industrial property.

3.Prerequisites

Elementary knowledge of Intellectual Property Rights

4.Learning outcomes

Student can name basic sources of regulation and institution of intellectual property rights (section of civil law), understands terminology and terms in the scope this subject at elementary level – can individually find and interpret regulations of industrial property law with reference to possible factual circumstances and is able to prepare basic documents (contracts, simple process documents).

5.Recommended reading

1. J. Jezioro, Intellectual Property Rights (org. *Prawo własności intelektualnej*) (in:) Basics of Civil Law (org. *Podstawy Prawa cywilnego*) edited by: E. Gniewka, Warszawa 2005.
2. J. Barta, M. Czajkowska-Dąbrowska, Z. Cwiąkański, R. Markiewicz, E. Traple, *Copyright and Other Related Rights. Commentary* (org. *Prawo autorskie i prawa pokrewne. Komentarz*), Kraków 2005.
3. J. Barta R. Markiewicz, *Act on Database Protection. Commentary* (org. *Ustawa o ochronie baz danych. Komentarz*), Warszawa 2002.

6.Type of course

Obligatory

7. Teaching team

Department of Environmental Protection

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	I	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit

10. Language of instruction

Polish

Basic subjects:

ECTS credits

6

1. Course title

Mathematics.

2. Course contentsLecture

Sequences and series of numbers. Definition and basic properties of functions of one and several variables. Differential calculus of functions of one variable. Integral calculus: definite and indefinite integral, applications of definite integrals. Matrices, determinants, systems of linear equations and Gauss elimination. Elements of analytical geometry. Examples of functional dependencies in the nature.

Classes

Computation methods of limits of sequences, convergence of series. Computation methods of limits of functions. Computations of derivatives of functions. Applications of differential calculus. Computations of definite and indefinite integrals. Operations on matrices. Computations of determinants of matrices. Methods of solving systems of linear equations. Distances and angles in the three-dimensional space.

3. Prerequisites

None.

4. Learning outcomes

Students apply elements of mathematical analysis and linear algebra in description and analysis of basic problems in the natural science, technical sciences and agricultural sciences. Students acquire the ability to give the mathematical description for some phenomena and processes in the nature and the ability of abstract understanding of the problems with the natural sciences.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2009.
3. T. Jurliewicz, Z. Skoczylas, *Algebra i geometria analityczna*, Oficyna Wydawnicza GiS, Wrocław, 2009.
4. G.M. Fichtenholz, *Rachunek różniczkowy i całkowy*. Tom I, PWN, Warszawa, 2007.
5. W. Kryszicki, L. Włodarski, *Analiza matematyczna w zadaniach*, PWN, Warszawa, 2006.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	45/45	I	1
Classes	45/45	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods:

Lecture – written examination,
classes – grading on the basis of written colloquia.

10. Language of instruction:

Polish.

ECTS credits

7

1. Course title

Biology

2. Course contentsLecture

Levels of life organization – acellular forms, cells, tissues, organs. Unicellular and multicellular organisms; organism structure, structure of prokaryotic and eukaryotic cell, structure of tissues, systems of organs; development and growth: prenatal and postnatal development of a human being, cells and tissues' growth, differentiating of cells, cancer cell, basics of immunology; metabolism

3. Prerequisites

Elementary knowledge o biology of secondary school level

4. Learning outcomes

Student understands biological processes conditioning life at different levels of its organization; can use primary techniques of field and laboratory work of biology and microbiology specialists (observations in nature, recognizing, identification and classification of primary groups of organism; uses keys for determining fauna and flora, *in vitro* culture).

5. Recommended reading

1. Solomon E.P. i in. Biology (org. *Biologia*), MULICO Warszawa 2000.
2. Bobrowski M.M. Basics of sanitary Biology (org. *odstawy biologii sanitarnej*), Wydawnictwo Ekonomia i Środowisko, Białystok 2002.
3. Pawlaczyk-Szpilowa M., *Biology and Ecology* (org. „Biologia i ekologia,”) Oficyna Wydawnicza Politechniki Wrocławskiej Wrocław 1997.

6. Type of course

Obligatory

7. Teaching team

Department of .Administration

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	I	1
Classes			
Laboratory	30		
Project			
Seminar			
Other			
Total student's workload			

9. Metody oceny pracy studenta

examination

10. Language of instruction

Polish

ECTS credits

7

1. Course title

Chemistry

2. Course contentsLecture

Basic terms of chemistry – mole, relative atomic mass and molar mass, atom – atomic nucleus, isotopes; periodic classification of the elements; chemical reactions; crystal structure of matter; elements of electro-chemistry; water and water solutions; primary types of reactions in organic chemistry; saturated hydrocarbons – chain and cyclic; non-saturated hydrocarbons; organic compounds of halogens; alcohols, phenols, ethers; amines; amides; carbohydrates, lipids, proteins; enzymes – their structure and functioning specificity; aminoacids.

Laboratory

Learning primary laboratory techniques:

1. physical and chemical properties of compounds – determination of melting and boiling temperature, spectroscopy.
2. Analysis – determination of crystal water.
3. Reactions of oxidation and reduction.
4. Chemical preparation – winning of acetanilide.

3. Prerequisites

...

4. Learning outcomes

Student can describe properties of chemical elements, compounds, states of matter and basic types of chemical reactions through equations; performs chemical calculations; can win and identify simple chemical compounds; can measure and determine quantities and evaluate likelihood of physical and chemical quantities.

5. Recommended reading

1.
2. ...
3. ...

6. Type of course

Obligatory/elective/optional

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	I	1
Classes			
Laboratory	30	I	1
Project			
Seminar			
Other			
Total student's workload			

9. Assessment methods

...

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Physics

2. Course contentsLecture

Units of measure; basics of classical mechanics and macroscopic thermodynamics; elements of hydromechanics; electrical and magnetic properties of matter; electromagnetic waves; elements of acoustics, noise; elements of wave and geometric optics; basics of quantum mechanics; cosmic radiation.

Laboratory

Methodology of solving exercises of physics related to the subject matter of lectures (problem analysis, reduction, implementing laws of physics); training competence in using units of international system of units (SI); basics of measure uncertainty analysis.

3. Prerequisites

Elementary knowledge of physics at the secondary school level

4. Learning outcomes

Student can measure basics physical quantities or define them; understands physical phenomena and processes in nature; knows how to use natural laws in technique and everyday life.

5. Recommended reading

Halliday D., Resnick R., Walker J., *Basics of Physics (org. Podstawy fizyki)*. Wydawnictwo Naukowe PWN, Warszawa 2005.

Orear J., *Physics (org. Fizyka)*, Wydaw. Naukowo-Techniczne, Warszawa 2004.

Boeker E., Grondelle R.v., *Environmental Physics (org. Fizyka środowiska)*, Wydawnictwo Naukowe PWN, Warszawa 2002

6. Type of course

Obligatory

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	I	1
Classes			
Laboratory	30	I	1
Project			
Seminar			
Other			
Total student's workload			

9. Assessment methods

examination

10. Language of instruction

Polish

Main subjects:

ECTS credits
2

1. Course title:

Civilization Threats and Balanced Development

2. Course contents

1. Influence of civilization development on particular elements of natural environment
2. Concept of balanced development.
3. Human influence on soil degradation:
4. Human activity as the main source of atmosphere pollution:
 - 4.1 Greenhouse effect
 - 4.2 Ozon hole
 - 4.3 Acid rain
 - 4.4 Smog.
5. Pollution of atmosphere and a human organism.
6. Legal measures for protecting atmosphere
7. Contamination of surface and underground waters.
8. Legal regulations on water protection.
9. Chemical pollutants in food:
10. Legal regulations referring to food safety.
11. Endangered species of fauna and flora and their protection:
 - 11.1 Protection of nature in Polish legislation

3. Prerequisites:

general knowledge of environment protection

4. Learning outcomes:

Student recognizes and understands the concept of balanced eco-development and can describe the most essential threats from the developing civilization

5. Recommended reading

Bednarek, *Badania ekologiczno gleboznawcze*. PWN Warszawa 2004.

Gaj H., *Energia i jej związki ze środowiskiem*. NFOŚi GW. Warszawa 1998.

Kowalik P., *Ochrona środowiska glebowego*. PWN Warszawa 2001.

Mikułowski M., *Ochrona przed szkodami powodowanymi przez czynniki atmosferyczne*. Wydawnictwo Świat Warszawa 2001.

6. Type of course: obligatory

7. Teaching team: Department of Administration

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30/20	V	3
Classes			
Seminars	30/20	V	3
Total student's workload			

9. Assessment methods: credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title:

Organization of Environment Protection

2. Course contents

1. Concept of Environment, its protection and forming
2. Evidence of environmental protection, systems of legal regulation
3. Subjects organizing protection
4. Administrative and legal forms of protective activity: protection of water, air, grounds, natural resources, forests, etc.
5. General institutions of environment protection
6. Legal protection of environment in spatial planning
7. Legal responsibility in environmental protection: administrative, civil, penal, international.

3. Prerequisites:

General knowledge of natural sciences, Introduction to jurisprudence

4. Learning outcomes:

Student knows legal regulation of environment protection; can practically apply environmental knowledge in jobs of public administration and business activity.

5. Recommended readingPaczulski R., *Prawo ochrony środowiska*, Oficyna Wydawnicza Branta 1996Pyłka-Gutowska E., *Ekologia z ochroną środowiska*, Warszawa 1997Samborska – Boć E., Boć J., *Ochrona środowiska – źródła*, Wrocław 1994**6. Type of course:** obligatory**7. Teaching team:** Department of Environment Protection**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/20	1	1
Classes	30/20	1	1
Seminars			
Total student's workload	90		

9. Assessment methods: exam**10. Language of instruction**

Polish

Subjects for speciality (elective):

ECTS credits
2/ sem.4
3/ sem.5
3/ sem.6

1. Course title:

Diploma Seminar

2. Course contents

1. Methodological workshops and selecting subjects of diploma theses – semester 4
2. Thesis, determining the problematic range of licentiate thesis – semester 3
3. Writing, reporting extracts from diploma theses and their assessment – semester 6

3. Prerequisites:

Credit of general courses and some subjects of specialized curriculum

4. Learning outcomes:

Student is familiar with an organized cycle of writing diploma theses, research methods for diploma theses, uses creative writing techniques, is able to formulate the case himself/herself and can design research and result analysis

5. Recommended reading

Boć J., *Jak napisać pracę magisterską*, Kolonia Limited, Wrocław 2001

Puńko A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN, Warszawa 2001

6. Type of course:

obligatory

7. Teaching team:

Department of Administration

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes	15,30,30 / 12, 24, 24	4,5,6	2,3
Seminars			
Total student's workload	120, 150, 180		

9. Assessment methods:

credit

10. Language of instruction

Polish

ECTS credits

10

1. Course title:

Diploma Thesis

2. Course contents

Preparation of diploma thesis by a student according to the promotor's guidance

3. Prerequisites: Credits of previous semesters**4. Learning outcomes:** Student graduates from the studies and obtains licentiate (Bachelor's) degree**5. Recommended reading**

depending on the subject of diploma thesis

6. Type of course: obligatory**7. Teaching team:** none**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
Total student's workload	300		

9. Assessment methods: credit for diploma thesis**10. Language of instruction**

Polish

ECTS credits

3/3

1. Course title:

Facultative seminars

2. Course contents

History of development of an enterprise (institution),
 Legal regulations of enterprise (institution) functioning,
 Organization structure,
 Course of production and service processes,
 Forms of organizing labour,
 Economic and financial system,
 System of motivating,
 Size and structure of resources,

3. Prerequisites:

general knowledge of entrepreneurship

5. Learning outcomes:

Student possesses practical skills of performing office activities (administering).

6. Recommended readingBożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.**7. Type of course:** facultative**8. Teaching team:** Department of Administration**9. Course structure:**

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
other	160	4	II
Total student's workload			

10. Assessment methods: credit without a grade**11. Language of instruction**

Polish

ECTS credits

1

1. Course title:

Monitoring of Environment

2. Course contents

Structure and organization of environment protection service in Poland.

Systems of monitoring environmentŁ aims and tasks, functioning rules:

Monitoring of air and sources of pollution;

Monitoring of surface waters;

Monitoring of underground waters;

Monitoring of soil and ground surface;

Monitoring of living nature;

Monitoring of dangerous waste.

Information systems of, collecting, processing and retrieving monitoring results.

Network for observing underground waters in the area of Poland: location of observation sites, tasks, functioning rules and result interpretation.

Regional and local monitoring; rules of organizing, functioning and result interpretation.

Integrated monitoring of environment (ZMP)

Current condition of natural environment in Province of Lower Silesia according to monitoring results.

3. Prerequisites:

Elementary knowledge of environmental protection.

4. Learning outcomes:

Student knows aims and tasks of environmental monitoring, basic methods of evaluating environmental pollution and condition of environment in the area of Lower Silesia.

5. Recommended reading

Program of environment monitoring in the period between 1998-2002 (org. Program monitoringu środowiska na lata 1998-2002), PIOS, Warszawa 1998.

Reports of National Inspection for Environment Protection, Condition of Environment in Poland, (org. Raporty Państwowej Inspekcji Ochrony Środowiska, Stan środowiska w Polsce), Warszawa.

Integrated Monitoring of Natural Environment in Poland (org. Zintegrowany Monitoring Środowiska Przyrodniczego w Polsce) , PIOS, Warszawa 1993.

Integrated Monitoring of Natural Environment. Organization rules, measuring system, selected methods of research, (org. Zintegrowany Monitoring Środowiska Przyrodniczego. Zasady organizacji, system. pomiarowy, wybrane metody badan), PIOS, Warszawa 1999.

Library of Environmental Monitoring (org. Biblioteka Monitoringu Środowiska), PIOS, Warszawa

6. Type of course: facultative**7. Teaching team:** Department of Administration**8. Course structure:**

Form	Number of hours	Semester	Year
Lecture	30/20	3	II
Classes			
Seminars			
other	30/20	3	II
Total student's workload	90		

9. Assessment methods: credit**10. Language of instruction**

Polish

ECTS credits

2

1. Course title: Vocational training**2. Course contents**

History of development of an enterprise (institution),
 Legal regulations of enterprise (institution) functioning,
 Organization structure,
 Course of production and service processes,
 Forms of organizing labour,
 Economic and financial system,
 System of motivating,
 Size and structure of resources,

3. Prerequisites:

general knowledge of entrepreneurship

4. Learning outcomes:

Student possesses practical skills of performing office activities (administering).

5. Recommended reading

Bożena Klimczak, *Etyka gospodarcza*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 1996r.

Bogusław Sołtys, *Nazwy handlowe i ich ochrona w prawie polskim*, Kantor Wydawniczy Zakamycze, Kraków 2003r.

Dariusz Czajka, *Przedsiębiorstwo w kryzysie, upadłość czy układ*, Wydawnictwo Zrzeszenia Prawników Polskich, Warszawa 1999r.

Ann Marie Sabath, *Savoir – vivre w biznesie*, Wydawnictwo Amber Sp. z o. o. Warszawa 2004r.

6. Type of course: facultative

7. Teaching team: Department of Administration

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes			
Seminars			
other	160	4	II
Total student's workload			

9. Assessment methods: credit without a grade

10. Language of instruction

Polish

Pedagogy

Description of areas and specialisation

Pedagogical studies last six semesters and graduate with Bachelor of Art degree. During that period students gain the knowledge and abilities to work with children, teenagers as well as with adults. Pedagogy conducts 3 majors that are chosen on 3rd semester : social work, childcare education with health promoting, integrated preschool education with English language. Pedagogy graduates are able to continue the education on Post Graduated studies at universities.

Social Work Specialization

The goal of the specialization – the social work, is to prepare graduates to fulfill the function of social worker in social service system and social worker mainly in institutions subordinated to local government (social welfare, family aid, welfare-educational institution) and in non-government institutions. These social workers should possess indispensable skills to be able to identify social needs of people, families and social groups, clumsy, uncap able to work, handicapped and sick people. The selection of content and teaching forms is oriented to deliver graduates a combination of practical skills connected with organizing of social need in individual and group dimension which allows more fulfilled and independent existence in the society. It will also deliver graduates skills connected with monitoring and conducting of counseling in social needs, carrying out educational-rehabilitative and prophylactic tasks towards charges. The graduates will possess indispensable knowledge within the scope of family and welfare law, labor law and social insurance, functioning of social services and employment offices. They will also possess:

- 1) pedagogical skills- providing with counseling and applying of sociotherapy elements, formulating of social diagnosis and aid plan, applying of methods and techniques of social work;
- 2) social skills- establishing of contact, showing of kindly interest, warmth and empathy, conducting of mediation and negotiation, appearing on public forum, activating of local communities;
- 3) skills in applying law in social practice- using of law regulations, making of documents analysis and proper interpretation of regulations;
- 4) skills in area of social animation- creative resolving of social problems, work organization, leading groups of people, initializing and co-fulfilling of social programmers, creating of human attitude and relations, gaining of funds for realization of social aid goals
- 5) skills in reflection about social reality

Specialisation of Childcare Education with Health Promoting

The goal of the Childcare education with health -promoting specialisation is to prepare specialists to take up an educational work (educational, caring, compensatory) with children and youth who are permanently or currently devoided of parental care or who are coming from environments which are educationally inefficient. Expending the competencies of a graduate with health promoting, we ensure one the possibility of undertaking educational activities in the area of health education and health promotion considering the, wards and their families as well as different social groups on local and regional level. It is connected with broadening of earning and hiring possibilities. The graduate with bachelor degree will give evidence of wide pedagogical competencies in the area of:

1) knowledge of proper development conditions of children and youth and factors that have an influence on this development which will help to undertake preventive activities and health promoting;

2) knowledge of diagnosing methods of children and family's tutelary protective needs and working methods in tutorial, tutorial-therapeutic and tutorial-educative, institutions.

Will possess:

1) skills essential in care, education and therapy of people affected with protracted disease and other health and development's disorders;

2) therapeutic skills required in the process of rehabilitation of ill people and affected with different kind of disfunctionalities;

3) skills of conducting the addiction prophylaxis, constructing and implementing of health care programme prophylaxis and health promoting as well as skills of conducting the intervention in the critical situations. Obtained skills of project developing, educational and prophylaxis programmes in the local environment will allow the graduates an efficient search of necessary means for their realization.

Specialisation of Integrated Early Education with English

The graduate of professional studies of Pedagogy (the speciality the pre-school Education and with English) receives the professional degree of Bachelor of Art (BA) in pedagogy and the authorization to teach English in the nursery and primary school (classes I – III). He/she proves the knowledge of English language similar to the native language, equivalent to C1 of Common European Framework of Reference for Languages. He possesses not only the row of perfectly mastered communication skills - such as speaking, writing, or translation in English - but also the basic knowledge on the subject of cultures of United States and Great Britain that he can use in the didactic process. As the prospective educator, teacher and educator the graduate EPiW possesses also the broad pedagogical, sociological and psychological knowledge, indispensable to the understanding the social and cultural context of the lingual education and to build their own professional development. He should also master practical skills within the range enrichments and improvements of his/her own knowledge and the competence within the range of practical didactic activity and the creation of their own methodical workshop. Studies are a base to the conquest of the reliable occupational training, the development of the skills of the reflective look on the own professional part and deeper understanding of the educational reality. The graduate of this specialty can therefore find employment not only as the teacher of English and the educator, but also as the animator of the culture and the translator.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in Polish, foreign language and one of the selected subjects: biology, history or Civics (knowledge on society) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Pedagogy
Specialization: Social work,
Recruitment: 2010

Stationary

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	10	10					1							Grade
2	Biomedical basis of development and education	60							30	30				3	Grade
Basic subjects															
3	Introduction to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	30							15	15				2	Grade
13	Basis of logopedic	15								15				2	Grade
Total number of hours:			130	105	0	0	0	30	165	150	0	160	0	30	
Total number of hours per semester (year):		550	235						315						
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Pedagogy
Specialization: Social work,
Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	30							30					3	Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Grade
Basic subjects															
4	Developmental and personality psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	45	30	15				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social communication	30	15	15				2							Grade
9	Rehabilitative pedagogy	30	15	15				1							Grade
10	Deaf pedagogy	30	15	15				2							Grade
11	Of leading protective pedagogy	45	30	15				3							Exam (3)
12	Methodology of social research	30	15	15				2							Grade
13	Special pedagogy	30	15	15				2							Grade
14	Training of interpersonal communication	30								30				2	Grade
Total number of hours: ECTS		525	195	210	0	0	0	30	0	120	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	45							30	15				3	Exam (4)
16	Pedagogy of work	15								15				1	Grade
17	Axiology of social work	15							15					1	Grade
18	Interpersonality communication in social work	15							15					1	Grade
19	Methods of pedagogical research	30								30				3	Grade
20	The law regulated by social assistance in Poland -insurance form citizen and foreingners	15							15					2	Exam (4)
21	The theoretical basis of social work	30							15	15				3	Exam (4)
22	Sociotheraphy	30								30				2	Grade
23	Basic Problems of human biopsychic Development life cycle	30							30					2	Grade
24	Diploma seminar	15											15	2	Grade
25	Social pathology	30							15	15				4	Exam (4)
26	Praxis	120												0	Grade
Total number of hours:		390	0	0	0	0	0	0	135	120	0	0	15	24	
Total number of hours / ECTS:		795	195	210	0	0	0	30	135	240	0	0	15	30	
Total number hours per semester (year)		915	405						390						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number of hours	Semestr 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	20	20					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	15	15					2							Exam (5)
8	Basic of gerontology	30	15	15				4							Exam (5)
9	Social psychology	30	15	15				4							Exam (5)
10	Methodology of social work	60	30	30				6							Grade
11	Social project	30								30				4	Grade
12	Supervision in social work	30							15	15				4	Exam (6)
13	Diploma seminar	60					30	2					30	2	Grade
14	Employment promotion, institutionns of labour market, social employment	15							15					1	Grade
15	Public rights business and voluntary service	15							15					1	Grade
16	Support of employment and rehabilitation for disabled	15							15					1	Grade
17	Organising local community and rules of self-government performing	15							15					2	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	120												0	Grade
20	BA - Thesis													10	Grade
Total number of hours:		500	125	75	0	0	30	27	195	45	0	0	30	25	
Total number of hours / ECTS:			155	105	0	0	30	30	235	75	0	0	30	30	
Total number hours per semester (year)		630	290						340						
Number of examinations:		5	3						2						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2010

Non-stationary

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	l	lb	s		lc	c	l	lb	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	8	8					1							Grade
2	Biomedical basis of development and education	36							18	18				3	Grade
Basic subjects															
3	Introducton to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	18							10	8				1	Grade
13	Basis of logopedic	8								8				1	Grade
Total number of hours:			128	105	0	0	0		148	124	0	0	0		
Total number of hours per semester (year):		505	233					30	272					30	
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Pedagogy

Specialization: Social work,

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	18								18				3	Grade
2	Foreign language	36		18				1		18				1	Grade
3	Physical education	60		30				0		30				0	Grade
Basic subjects															
4	Developmental and personality psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	28	18	10				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social Communication	18	10	8				2							Grade
9	Rehabilitative pedagogy	18	10	8				1							Grade
10	Deaf Pedagogy	18	10	8				2							Grade
11	Of leading protective pedagogy	28	18	10				3							Exam (3)
12	Methodology of social research	18	10	8				2							Grade
13	Special pedagogy	18	10	8				2							Grade
14	Training of interpersonal communication	18								18				2	Grade
Razem liczba godzin wspólnych/ECTS:		419	146	165	0	0	0	30	0	108	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	28							18	10				3	Exam (4)
16	Pedagogic of work	10								10				1	Grade
17	Axiology of social work	10							10					1	Grade
18	Interpersonality communication in social work	12							12					1	Grade
19	Methods of pedagogical research	18								18				3	Grade
20	The law regulated by social assistance in Poland -insurance form citizen and foreingners	12							12					2	Exam (4)
21	The theoretical basis of social work	24							12	12				3	Exam (4)
22	Sociotheraphy	18								18				2	Grade
23	Basic problems of human biopsychic development life cycle	24							24					2	Grade
24	Diploma seminar	10											10	2	Grade
25	Social pathologies	18							10	8				4	Exam (4)
26	Praxis	120												0	Grade
Total number of hours:		304	0	0	0	0	0	0	98	76	0	0	10	24	
Total number of hours / ECTS:		603	146	165	0	0	0	30	98	184	0	0	10	30	
Total number hours per semester (year)		723	311						292						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		94	24	18	0	0	0	3	34	18	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	12	12					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	12	12					2							Grade (5)
8	Basic of geronontology	18	10	8				4							Grade (5)
9	Social psychology	18	10	8				4							Exam (5)
10	Methodology of social work	48	24	24				6							Grade
11	Social project	24								24				4	Grade
12	Supervision in social work	24							12	12				4	Exam (6)
13	Diploma seminar	36					18	2					18	2	Grade
14	Employment promotion, institutionns of labour market, social employment	12							12					1	Grade
15	Public rights business and voluntary service	12							12					1	Grade
16	Support of employment and rehabilitation for disabled	12							12					1	Grade
17	Organising local community and rules of self-government performing	12							12					2	Grade
18	Media in education	18	10	8				2							Grade
19	Praxis	120												0	Grade
20	BA - Thesis													10	Grade
Total number of hours:		393	93	48	0	0	18	27	180	36	0	0	18	25	
Total number of hours / ECTS:			117	66	0	0	18	30	214	54	0	0	18	30	
Total number hours per semester (year)		487	201						286						
Number of examinations:		5	3						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2010****Stationary**

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	10	10					1							Grade
2	Biomedical basis of development and education	60							30	30				3	Grade
Basic subjects															
3	Introduction to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	30							15	15				2	Grade
13	Basis of logopedic	15								15				2	Grade
Total number of hours:			130	105	0	0	0	30	165	150	0	160	0	30	
Total number of hours per semester (year):		550	235						315						
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2010****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of
			lc	c	lb	p	s		lc	c	lb	p	s		credit
Subjects of general education															
1	Information technology	30								30				3	Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Grade
Basic subjects															
4	Developmental and personality Psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	45	30	15				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social communication	30	15	15				2							Grade
9	Rehabilitative pedagogy	30	15	15				1							Grade
10	Deaf Pedagogy	30	15	15				2							Grade
11	Of leading protective pedagogy	45	30	15				3							Exam (3)
12	Methodology of social research	30	15	15				2							Grade
13	Special pedagogy	30	15	15				2							Grade
14	Training of interpersonal communication									30				2	Grade
Total number of hours: ECTS:		495	195	210	0	0	0	30	0	90	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	45							30	15				3	Exam (4)
16	Methods of upbginging and care work	30								30				2	Grade
17	Health promoting and health care education	45							15	30				3	Exam (4)
18	Social pathology	30							15	15				4	Exam (4)
19	Sociotheraphy	30								30				2	Grade
20	The theory and the practice of the mediation and negotiations	30							15	15				3	Grade
21	Methodology of health prophylaxis	30							15	15				2	Grade
22	Methods of the pedagogy research	30								30				3	Grade
23	Diploma seminar	15											15	2	Grade
24	Praxis	120												0	Grade
Total number of hours:		405	0	0	0	0	0	0	90	180	0	0	15	24	
Total number of hours / ECTS:		780	195	210	0	0	0	30	90	270	0	0	15	30	
Total number hours per semester (year)		900	405						375						
Number of examinations:		7	4						3						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Family & caring law	30							15	15				2	Grade
6	Structure and organization of social assistance	30		30				4							Grade
7	Pedagogy of the family	30	15	15				4							Exam (5)
8	Basic of Gerontology	30	15	15				4							Exam (5)
9	Health psychology	30	15	15				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	30	15	15				4							Exam (5)
11	Education counselling	30							15	15				2	Grade
12	Children and Parental Rights Prevention	30							15	15				3	Exam (6)
13	The caring- educational labour methodology	30		30				3							Grade
14	The working with people with disabilities	15								15				1	Grzde
15	Workshop of Educational Skills	30								15				2	Grade
16	Diploma seminar	60					30	2					30	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	30								30				3	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	80								80				0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		515	75	135	0	0	30	27	45	185	0	0	30	25	
Total number of hours / ECTS:			105	165	0	0	30	30	85	215	0	0	30	30	
Total number hours per semester (year)		645	300						330						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Non-stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
		of hours	lc	c	l	lb	s		lc	c	l	lb	s			
Subjects of general education																
1	The basis of ergonomy, safety and hygiene in work	8	8					1								Grade
2	Biomedical basis of development and education	36							18	18					3	Grade
Basic subjects																
3	Introducton to general philosophy	45	15	30				5								Exam (1)
4	Introduction to general sociology	45	30	15				5								Exam (1)
5	Introducton to general psychology	45	30	15				5								Exam (1)
6	Introducton to general pedagogy	30	15	15				7								Grade
7	Sociology of education	45							30	15					4	Grade
8	Pedagogical systems and notion	45							30	15					7	Exam (2)
Main subjects																
9	History of education	60	30	30				7								Egzam (1)
10	Theory of upbringing	60							30	30					6	Exam (2)
11	Social pedagogy	60							30	30					6	Exam (2)
12	Vocational counselling	18							10	8					1	Grade
13	Basis of logopedic	8								8					1	Grade
Total number of hours:			128	105	0	0	0		148	124	0	0	0			
Total number of hours per semester (year):		505	233					30	272					30		
Number of examinations:		7	4						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2010****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	18							18				3	Grade	
2	Foreign language	36		18				1		18			1	Grade	
3	Physical education	60		30				0		30			0	Grade	
Basic subjects															
4	Developmental and personality psychology	45	30	15				4						Exam (3)	
5	Ethics	30	15	15				4						Exam (3)	
6	Clinical psychology	28	18	10				4						Grade	
Main subjects															
7	Theoretical basis of education	30	15	15				5						Exam (3)	
8	Social communication	18	10	8				2						Grade	
9	Rehabilitative pedagogy	18	10	8				1						Grade	
10	Deaf pedagogy	18	10	8				2						Grade	
11	Of leading protective pedagogy	28	18	10				3						Exam (3)	
12	Methodology of social research	18	10	8				2						Grade	
13	Special pedagogy	18	10	8				2						Grade	
14	Training of interpersonal communication	18							18				2	Grade	
Total number of hours /ECTS:		419	146	165	0	0	0	30	0	108	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	28							18	10				3	Exam (4)
16	Methods of upbginging and care work	18								18				2	Grade
17	Health promoting and health care education	30							12	18				3	Exam (4)
18	Social pathology	18							10	8				4	Exam (4)
19	Sociotheraphy	18								18				2	Grade
20	Theory and praxis of mediation and negotiation	18							10	8				3	Grade
21	Methodology of health prophylaxis	18							10	8				2	Grade
22	Methods of the pedagogy research	18								18				3	Grade
23	Diploma seminar	10											10	2	Grade
124	Praxis	120												0	Grade
Total number of hours:		296	0	0	0	0	0	0	60	106	0	0	10	24	
Total number of hours / ECTS:		595	146	165	0	0	0	30	60	214	0	0	10	30	
Total number hours per semester (year)		715	311						284						
Number of examinations:		7	4						3						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Non-stationary****Recruitment: 2010****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		94	24	18	0	0	0	3	34	18	0	0	0	5	
Subjects for speciality															
5	Family & caring law	18							10	8				2	Grade
6	Structure and organization of social assistance	18		18				4							Grade
7	Pedagogy of the family	18	10	8				4							Exam (5)
8	Basic of Gerontology	18	10	8				4							Exam (5)
9	Health psychology	18	10	8				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	18	10	8				4							Exam (5)
11	The caring- educational labour methodology	18		18				3							Grade
12	Education counselling	18							10	8				2	Grade
13	Children and parental rights prevention	18							10	8				3	Exam (6)
14	The working with people with disabilities	10								10				1	Grade
15	Workshop of educational skills	15								15				2	Grade
16	Diploma seminar	36					18	2					18	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	18								18				3	Grade
18	Media in education	18	10	8				2							Grade
19	Praxis	120							120					0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		379	50	76	0	0	18	27	150	67	0	0	18	25	
Total number of hours / ECTS:			74	94	0	0	18	30	184	85	0	0	18	30	
Total number hours per semester (year)		473	186						287						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2						ECTS	Form of credit
		of hours	lc	c	lb	p	s	lc		c	lb	p	s				
Subjects of general education																	
1	Protection of intellectual property	10	10						1							Grade	
2	Biomedical basis of development and education	60								30	30					3 Grade	
Basic subjects																	
3	Introduction to general sociology	45	30	15					5							Exam (1)	
4	Introducton to general psychology	45	30	15					5							Exam (1)	
5	Introducton to general pedagogy	30	15	15					7							Grade	
6	Sociology of education	45								30	15					4 Grade	
7	Pedagogical systems and notion	30								30	15					7 Exam (2)	
Main subjects																	
8	History of education	60	30	30					7							Exam (1)	
9	Theory of upbringing	60								30	30					6 Exam (2)	
10	Family pedagogy	30								15	15					1 Grade	
11	Methodology of socio-educational work										30					1 Grade	
12	Basis of Logopedy	15									15					1 Grade	
13	Emission of Voice	30								15	15					1 Grade	
Subjects for speciality																	
14	PNJA- of the English -speaking press	30									30					1 Grade	
15	PNJA-The practical grammar	60		30					1		30					1 Grade	
16	PNJA- the oral communication	60		30					1		30					1 Grade	
17	PNJA- lexical exercises	90		60					2		30					1 Grade	
18	PNJA- editional exercises	60		30					1		30					1 Grade	
19	Pedagogical praxis	30														1 Grade	
Total number of hours:			115	225	0	0	0			150	315	0	0	0			
Total number of hours per semester (yer) ECTS:		790	340						30	465						30	
Number of examinations:		5	3							2							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Information technology	30								30				2	Grade	
2	Physical education	60		30				0		30				0	Grade	
3	The basis of ergonomy, safety and hygiene in work	10							10					1	Grade	
Basic subjects																
4	Developmental and personality psychology	45	30	15				5							Exam (3)	
5	Ethics		15	15				4							Exam (3)	
6	Clinical psychology								30	15				4	Grade	
Main subjects																
7	Theoretical basis of education	30	15	15				5							Exam (3)	
8	Education counselling	30	30					1							Grade	
9	Methodology of social research	30	15	15				2							Grade	
10	Organising local community and rules of self-government performing	30	15	15				1							Grade	
Total number of hours: ECTS		265	120	105	0	0	0	18	40	75	0	0	0	7		
Subjects for speciality																
11	ESOL – Anglophone press survey	30		30				1							Grade	
12	PNJA-The practical grammar	60		30				1		30				1	Grade	
13	PNJA – Verbal communication	90		60				2		30				1	Grade	
14	ESOL – Vocabulary acquisition	60		30				1		30				1	Grade	
15	PNJA- editional exercises	60		30				1		30				1	Grade	
16	PNJA-Phonetics	30		30				2							Grade	
17	Methodology of teaching English	120	30	30				3	30	30				3	Grade	
18	Intoduction to American culture	15								15				1	Grade	
19	Intoduction to British culture	15								15				1	Grade	
20	Diploma seminar	15											15	1	Grade	
21	Basic of language education.	30							15	15				1	Grade	
22	Foundation of mathematical education	30							15	15				1	Grade	
23	Pedagogy of early education	45							15	30				2	Grade	
24	Musical education with methodology	15								15				2	Grade	
25	Polish education with methodology	30							15	15				2	Grade	
26	Mathematics education with the Methodology	30							15	15				2	Grade	
27	Children’s literature	30							15	15				2	Grade	
28	Praxis	90				30		1				60		1	Grade	
Total number of hours:		795	30	240	0	30	0	12	120	300	0	60	15	23		
Total number of hours / ECTS:			150	345	0	30	0	30	160	375	0	60	15	30		
Total number hours per semester (year)		825	525						610							
Number of examination		3	3						0							

Major: Pedagogy**Specialization: Integrated Early Education with English****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Basic subjects																
1	Introducton to general philosophy	45	15	30				5							Egzam (5)	
Main subjects																
2	Social Pedagogy	60	30	30				6							Exam (5)	
3	Methods of the Pedagogy Research	15								15				1	Grade	
4	Pedagogical Diagnostic	30							15	15				1	Grade	
Total number of hours: ECTS		150	45	60	0	0	0	11	15	30	0	0	0	2		
Subjects for speciality																
5	PNJA- the oral communication	90		30				1		60				2	Grade	
6	Methodology of teaching English	120	30	30				3	30	30				3	Exam (6)	
7	PNJA-Integrated Skills	120		60				2		60				2	Grade	
8	Diploma seminar	60					30	1					30	1	Grade	
9	Pedagogy of Early Education	15		15				1							Grade	
10	Methodic of Early Education	60	15	15				2		30				1	Grade	
11	Environmental education with Methodology	45							15	30				2	Grade	
12	Musical education with methodology	15		15				2							Grade	
13	Arts and Crafts Education	30		15				1		15				1	Grade	
14	Polish education with methodology	30		30				2							Grade	
15	Mathematics Education with the Methodology	15		15				1							Grade	
16	Health Education and Methodology	30							15	15				1	Grade	
17	Methodology of Physical Education	30								30				2	Grade	
18	Methodology of group work	30								30				1	Grade	
19	Introduction to pedagogical therapy	30	15	15				2							Grade	
20	Methods of Reeducation	30								30				1	Grade	
21	BA -Thesis	0												10	Grade	
22	Pedagogical praxis	60		30				1		30				1	Grade	
Total number of hours:		810	60	270	0	0	30	19	60	360	0	0	30	28		
Total number of hours / ECTS:			105	330	0	0	30	30	75	390	0	0	30	30		
Total number hours per semester (year)		960	465						495							
Number of examination		3	2						1							

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Stationary

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit			
		of hours	lc	c	lb	p	s		lc	c	lb	p	s					
Subjects of general education																		
1	The basis of ergonomy, safety and hygiene in work	10	10						1							Grade		
2	Biomedical basis of development and education	60								30	30					3	Grade	
Basic subjects																		
3	Introduction to general philosophy	45	15	30					5								Exam (1)	
4	Introduction to general sociology	45	30	15					5								Exam (1)	
5	Introducton to general psychology	45	30	15					5								Exam (1)	
6	Introducton to general pedagogy	30	15	15					7								Grade	
7	Sociology of education	45								30	15					4	Grade	
8	Pedagogical systems and notion	45								30	15					7	Exam (2)	
Main subjects																		
9	History of education	60	30	30					7								Egzam (1)	
10	Theory of upbringing	60								30	30					6	Exam (2)	
11	Social pedagogy	60								30	30					6	Exam (2)	
12	Vocational counselling	30								15	15					2	Grade	
13	Basis of logopedic	15									15					2	Grade	
Total number of hours:			130	105	0	0	0			165	150	0	0	0				
Total number of hours per semester (yer) ECTS:		535	235						30	315						30		
Number of examinations:		7	4							3								

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	30							30					3	Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Grade
Basic subjects															
4	Developmental and personality psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	45	30	15				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social communication	30	15	15				2							Grade
9	Rehabilitative pedagogy	30	15	15				1							Grade
10	Deaf Pedagogy	30	15	15				2							Grade
11	Of leading protective pedagogy	45	30	15				3							Exam (3)
12	Methodology of social research	30	15	15				2							Grade
13	Special pedagogy	30	15	15				2							Grade
14	Training of interpersonal communication	30								30				2	Grade
Total number of hours: ECTS		525	195	210	0	0	0	30	0	120	0	0	0	6	
Subjects for speciality															
1	Adult education (Andragogy)	45							30	15				3	Exam (4)
2	Pedagogy of work	15								15				1	Grade
3	Axiology of social work	15							15					1	Grade
4	Interpersonality communication in social work	15							15					1	Grade
5	Methods of pedagogical research	30								30				3	Grade
6	The law regulated by social assistance in Poland -insurance form citizen and foreingners	15							15					2	Exam (4)
7	The theoretical basis of social work	30							15	15				3	Exam (4)
8	Sociotheraphy	30								30				2	Grade
9	Basic Problems of human biopsychic development life cycle	30							30					2	Grade
10	Diploma seminar	15											15	2	Grade
11	Social pathology	30							15	15				4	Exam (4)
12	Praxis	120													
Total number of hours:		390	0	0	0	0	0	0	135	120	0	0	15	24	
Total number of hours / ECTS:		795	195	210	0	0	0	30	135	240	0	0	15	30	
Total number hours per semester (year)		915	405						390						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	20	20					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	15	15					2							Exam (5)
8	Basic of gerontology	30	15	15				4							Exam (5)
9	Social psychology	30	15	15				4							Exam (5)
10	Methodology of social work	60	30	30				6							Grade
11	Social project	30								30				4	Grade
12	Supervision in social work	30							15	15				4	Exam (6)
13	Diploma seminar	60					30	2					30	2	Grade
14	Employment promotion, institutionns of labour market, social employment	15							15					1	Grade
15	Public rights business and voluntary service	15							15					1	Grade
16	Support of employment and rehabilitation for disabled	15							15					1	Grade
17	Organising local community and rules of self-government performing	15							15					2	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	120							120					0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		500	125	75	0	0	30	27	195	45	0	0	30	25	
Total number of hours / ECTS:			155	105	0	0	30	30	235	75	0	0	30	30	
Total number hours per semester (year)		630	290						340						
Number of examination		5	3						2						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Non-stationary

Year I

Year 1																
No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
		of hours	lc	c	l	lb	s		lc	c	l	lb	s			
Subjects of general education																
1	The basis of ergonomy, safety and hygiene in work	8	8					1							Grade	
2	Biomedical basis of development and education	36							18	18				3	Grade	
Basic subjects																
3	Introducton to general philosophy	45	15	30				5							Exam (1)	
4	Introduction to general sociology	45	30	15				5							Exam (1)	
5	Introducton to general psychology	45	30	15				5							Exam (1)	
6	Introducton to general pedagogy	30	15	15				7							Grade	
7	Sociology of education	45							30	15				4	Grade	
8	Pedagogical systems and notion	45							30	15				7	Exam (2)	
Main subjects																
9	History of education	60	30	30				7							Egzam (1)	
10	Theory of upbringing	60							30	30				6	Exam (2)	
11	Social pedagogy	60							30	30				6	Exam (2)	
12	Vocational counselling	18							10	8				2	Grade	
13	Basis of logopedic	8								8				2	Grade	
14	Praxis	80														
Total number of hours:			128	105	0	0	0		148	124	0	0	0			
Total number of hours per semester (year):		505	233					30	272					30		
Number of examinations:		7	4						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	18							18				3	Grade	
2	Foreign language	36		18				1		18			1	Grade	
3	Physical education	60		30				0		30			0	Grade	
Basic subjects															
4	Developmental and personality Psychology	45	30	15				4						Exam (3)	
5	Ethics	30	15	15				4						Exam (3)	
6	Clinical psychology	28	18	10				4						Grade	
Main subjects															
7	Theoretical basis of education	30	15	15				5						Exam (3)	
8	Social Communication	18	10	8				2						Grade	
9	Rehabilitative pedagogy	18	10	8				1						Grade	
10	Deaf Pedagogy	18	10	8				2						Grade	
11	Of leading protective pedagogy	28	18	10				3						Exam (3)	
12	Methodology of social research	18	10	8				2						Grade	
13	Special pedagogy	18	10	8				2						Grade	
14	Training of interpersonal communication	18							18				2	Grade	
Total number of hours /ECTS:		395	146	153	0	0	0	30	0	96	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	28							18	10				3	Exam (4)
16	Pedagogic of work	10								10				1	Grade
17	Axiology of social work	10							10					1	Grade
18	Interpersonality communication in social work	12							12					1	Grade
19	Methods of pedagogical research	18								18				3	Grade
20	The law regulated by social assistance in Poland -insurance form citizen and foreingners	12							12					2	Exam (4)
21	The theoretical basis of social work	24							12	12				3	Exam (4)
22	Sociotheraphy	18								18				2	Grade
23	Basic Problems of human biopsychic development life cycle	24							24					2	Grade
24	Diploma seminar	10											10	2	Grade
25	Social pathologies	18							10	8				4	Exam (4)
26	Praxis	120												0	Grade
Total number of hours:		304	0	0	0	0	0	0	98	76	0	0	10	24	
Total number of hours / ECTS:		557	146	153	0	0	0	30	98	160	0	0	10	30	
Total number hours per semester (year)		677	299						258						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2009

Non-stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		94	24	18	0	0	0	3	34	18	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	12	12					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	12	12					2							Exam (5)
8	Basic of gerontology	18	10	8				4							Exam (5)
9	Social psychology	18	10	8				4							Exam (5)
10	Methodology of social work	48	24	24				6							Grade
11	Social project	24								24				4	Grade
12	Supervision in social work	24							12	12				4	Exam (6)
13	Diploma seminar	36					18	2					18	2	Grade
14	Employment promotion, Institutionns of labour market, social employment	12							12					1	Grade
15	Public rights business and voluntary service	12							12					1	Grade
16	Support of employment and rehabilitation for disabled	12							12					1	Grade
17	Organising local community and rules of self-government performing	12							12					2	Grade
18	Media in Education	18	10	8				2							Grade
19	Praxis	120							120					0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		393	93	48	0	0	18	27	180	36	0	0	18	25	
Total number of hours / ECTS:			117	66	0	0	18	30	214	54	0	0	18	30	
Total number hours per semester (year)		487	201						286						
Number of examination		5	3						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Stationary****Recruitment: 2009**

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit		
		of hours	lc	c	lb	p	s		lc	c	lb	p	s				
Subjects of general education																	
1	The basis of ergonomy, safety and hygiene in work	10	10						1							Grade	
2	Biomedical basis of development and education	60								30	30					3 Grade	
Basic subjects																	
3	Introduction to general philosophy	45	15	30					5							Exam (1)	
4	Introduction to general sociology	45	30	15					5							Exam (1)	
5	Introducton to general psychology	45	30	15					5							Exam (1)	
6	Introducton to general pedagogy	30	15	15					7							Grade	
7	Sociology of education	45								30	15					4 Grade	
8	Pedagogical systems and notion	45								30	15					7 Exam (2)	
Main subjects																	
9	History of education	60	30	30					7							Egzam (1)	
10	Theory of upbringing	60								30	30					6 Exam (2)	
11	Social pedagogy	60								30	30					6 Exam (2)	
12	Vocational counselling	30								15	15					2 Grade	
13	Basis of logopedic	15									15					2 Grade	
Total number of hours:			130	105	0	0	0			165	150	0	0	0			
Total number of hours per semester (yer) ECTS:		535	235						30	315						30	
Number of examinations:		7	4							3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2009****Stationary****Year II**

No.	Name of subject	Number Of hours	Semester 3					ECTS	Semester 4					ECTS	Form of	
			lc	c	lb	p	s		lc	c	lb	p	s		credit	
Subjects of general education																
1	Information technology	30								30				3	Grade	
2	Foreign language	60		30				1		30				1	Grade	
3	Physical education	60		30				0		30				0	Grade	
Basic subjects																
4	Developmental and personality Psychology	45	30	15				4							Exam (3)	
5	Ethics	30	15	15				4							Exam (3)	
6	Clinical psychology	45	30	15				4							Grade	
Main subjects																
7	Theoretical basis of education	30	15	15				5							Exam (3)	
8	Social Communication	30	15	15				2							Grade	
9	Rehabilitative pedagogy	30	15	15				1							Grade	
10	Deaf Pedagogy	30	15	15				2							Grade	
11	Of leading protective pedagogy	45	30	15				3							Exam (3)	
12	Methodology of social research	30	15	15				2							Grade	
13	Special pedagogy	30	15	15				2							Grade	
14	Training of interpersonal communication									30				2	Grade	
Total number of hours: ECTS:		495	195	210	0	0	0	30	0	90	0	0	0	6		
Subjects for speciality																
15	Adult education (Andragogy)	45							30	15				3	Exam (4)	
16	Methods of upbginging and care work	30								30				2	Grade	
17	Health promoting and health care education	45							15	30				3	Exam (4)	
18	Social pathology	30							15	15				4	Exam (4)	
19	Sociotheraphy	30								30				2	Grade	
20	The theory and the practice of the mediation and negotiations	30							15	15				3	Grade	
21	Methodology of health prophylaxis	30							15	15				2	Grade	
22	Methods of the Pedagogy Research	30								30				3	Grade	
23	Diploma Seminar	15											15	2	Grade	
24	Praxis	120													Grade	
Total number of hours:		405	0	0	0	0	0	0	90	180	0	0	15	24		
Total number of hours / ECTS:		780	195	210	0	0	0	30	90	270	0	0	15	30		
Total number hours per semester (year)		900	405						375							
Number of examinations:		7	4						3							

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2009****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Family & caring law	30							15	15				2	Grade
6	Structure and organization of social assistance	30		30				4							Grade
7	Pedagogy of the family	30	15	15				4							Exam (5)
8	Basic of Gerontology	30	15	15				4							Exam (5)
9	Health psychology	30	15	15				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	30	15	15				4							Exam (5)
11	Education counselling	30							15	15				2	Grade
12	Children and Parental Rights Prevention	30							15	15				3	Exam (6)
13	The caring- educational labour methodology	30		30				3							Grade
14	The working with people with disabilities	15								15				1	Grzde
15	Workshop of Educational Skills	30								15				2	Grade
16	Diploma seminar	60					30	2					30	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	30								30				3	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	80								80				0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		515	75	135	0	0	30	27	45	185	0	0	30	25	
Total number of hours / ECTS:			105	165	0	0	30	30	85	215	0	0	30	30	
Total number hours per semester (year)		645	300						330						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Non-stationary****Recruitment: 2009****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	l	lb	s		lc	c	l	lb	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	8	8					1							Grade
2	Biomedical basis of development and education	36							18	18				3	Grade
Basic subjects															
3	Introducton to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	18							10	8				2	Grade
13	Basis of logopedic	8								8				2	Grade
14	Praxis	80												0	Grade
Total number of hours:			128	105	0	0	0		148	124	0	0	0		
Total number of hours per semester (year):		505	233					30	272					30	
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Non-stationary****Recruitment: 2009****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	18							18				3	Grade	
2	Foreign language	36		18				1		18			1	Grade	
3	Physical education	60		30				0		30			0	Grade	
Basic subjects															
4	Developmental and personality psychology	45	30	15				4						Exam (3)	
5	Ethics	30	15	15				4						Exam (3)	
6	Clinical psychology	28	18	10				4						Grade	
Main subjects															
7	Theoretical basis of education	30	15	15				5						Exam (3)	
8	Social Communication	18	10	8				2						Grade	
9	Rehabilitative pedagogy	18	10	8				1						Grade	
10	Deaf Pedagogy	18	10	8				2						Grade	
11	Of leading protective pedagogy	28	18	10				3						Exam (3)	
12	Methodology of social research	18	10	8				2						Grade	
13	Special pedagogy	18	10	8				2						Grade	
14	Training of interpersonal communication	18							18				2	Grade	
Total number of hours:/ECTS:		383	146	153	0	0	0	30	0	84	0	0	0	6	
Subjects for speciality															
15	Adult education (Andragogy)	28							18	10			3	Exam (4)	
16	Methods of upbginging and care work	18								18			2	Grade	
17	Health promoting and health care education	30							12	18			3	Exam (4)	
18	Social pathology	18							10	8			4	Exam (4)	
19	Sociotheraphy	18								18			2	Grade	
20	Theory and praxis of mediation and negotiation	18							10	8			3	Grade	
21	Methodology of health prophylaxis	18							10	8			2	Grade	
22	Methods of the pedagogy research	18								18			3	Grade	
23	Diploma seminar	10										10	2	Grade	
24	Praxis	120											0	Grade	
Total number of hours:		296	0	0	0	0	0	0	60	106	0	0	10	24	
Total number of hours / ECTS:		559	146	153	0	0	0	30	60	190	0	0	10	30	
Total number hours per semester (year)		679	299						260						
Number of examinations:		7	4						3						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2009****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		94	24	18	0	0	0	3	34	18	0	0	0	5	
Subjects for speciality															
5	Family & caring law	18							10	8				2	Grade
6	Structure and organization of social assistance	18		18				4							Grade
7	Pedagogy of the family	18	10	8				4							Exam (5)
8	Basic of Gerontology	18	10	8				4							Exam (5)
9	Health psychology	18	10	8				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	18	10	8				4							Exam (5)
11	Education counselling	18							10	8				2	Grade
12	Children and Parental Rights Prevention	18							10	8				3	Exam (6)
13	The caring- educational labour methodology	18		18				3							Grade
14	The working with people with disabilities	10								10				1	Grade
15	Workshop of Educational Skills	15								15				2	Grade
16	Diploma seminar	36					18	2					18	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	18								18				3	Grade
18	Media in education	18	10	8				2							Grade
19	Praxis	120							120					0	Grade
20	BA -Thesis													10	Grade
Total number of hours:		379	50	76	0	0	18	27	150	67	0	0	18	25	
Total number of hours / ECTS:			74	94	0	0	18	30	184	85	0	0	18	30	
Total number hours per semester (year)		473	186						287						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2009**

Year I

No.	Name of subject	Number	Semester 1						ECTS	Semester 2						ECTS	Form of credit
		of hours	lc	c	lb	p	s	lc		c	lb	p	s				
Subjects of general education																	
1	Protection of intellectual property	10	10						1							Grade	
2	Biomedical basis of development and education	60								30	30				3	Grade	
Basic subjects																	
3	Introduction to general sociology	45	30	15					5							Exam (1)	
4	Introducton to general psychology	45	30	15					5							Exam (1)	
5	Introducton to general pedagogy	30	15	15					7							Grade	
6	Sociology of education	45								30	15				4	Grade	
7	Pedagogical systems and notion	45								30	15				7	Exam (2)	
Main subjects																	
8	History of education	60	30	30					7							Egzam (1)	
9	Theory of upbringing	60								30	30				6	Exam (2)	
10	Family pedagogy	30								15	15				1	Grade	
11	Methodology of socio-educational work										30				1	Grade	
12	Basis of Logopedy	15									15				1	Grade	
13	Emission of Voice	30								15	15				1	Grade	
Subjects for speciality																	
14	PNJA- of the English -speaking press	30									30				1	Grade	
15	PNJA-The practical grammar	60		30					1		30				1	Grade	
16	PNJA- the oral communication	60		30					1		30				1	Grade	
17	PNJA- lexical exercises	90		60					2		30				1	Grade	
18	PNJA- editional exercises	60		30					1		30				1	Grade	
19	Pedagogical praxis	30											30		1	Grade	
Total number of hours:			115	225	0	0	0			150	315	0	30	0			
Total number of hours per semester (yer) ECTS:		790	340						30	495						30	
Number of examinations:		5	3							2							

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2009****Year II**

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form of
		of hours	lc	c	lb	p	s	lc		c	lb	p	s	credit			
Subjects of general education																	
1	Information technology	30								30				2	Grade		
2	Physical education	60		30				0		30				0	Grade		
3	The basis of ergonomy, safety and hygiene in work	10							10					1	Grade		
Basic subjects																	
4	Developmental and personality psychology	45	30	15				5							Exam (3)		
5	Ethics	30	15	15				4							Exam (3)		
6	Clinical psychology	45							30	15				4	Grade		
Main subjects																	
7	Theoretical basis of education	30	15	15				5							Exam (3)		
8	Education counselling	30	30					1							Grade		
9	Methodology of social research	30	15	15				2							Grade		
10	Organising local community and rules of self-government performing	30	15	15				1							Grade		
Total number of hours: ECTS		340	120	105	0	0	0	18	40	75	0	0	0	7			
Subjects for speciality																	
11	ESOL – Anglophone press survey	30		30				1							Grade		
12	PNJA-The practical grammar	60		30				1		30				1	Grade		
13	PNJA – Verbal communication	90		60				2		30				1	Grade		
14	ESOL – Vocabulary acquisition	60		30				1		30				1	Grade		
15	PNJA- editional exercises	60		30				1		30				1	Grade		
16	PNJA-Phonetics	30		30				2							Grade		
17	Methodology of teaching English	120	30	30				3	30	30				3	Grade		
18	Intoduction to American culture	15								15				1	Grade		
19	Intoduction to British culture	15								15				1	Grade		
20	Diploma seminar	15											15	1	Grade		
21	Basic of language education.	30							15	15				1	Grade		
22	Foundation of mathematical education	30							15	15				1	Grade		
23	Pedagogy of early education	45							15	30				2	Grade		
24	Musical education with methodology	15								15				2	Grade		
25	Polish education with methodology	30							15	15				2	Grade		
26	Mathematics education with the Methodology	30							15	15				2	Grade		
27	Children’s literature	30							15	15				2	Grade		
28	Pedagogical praxis	90						1						1	Grade		
Total number of hours:		765	30	240	0	0	0	12	120	300	0	0	15	23			
Total number of hours / ECTS:			150	345	0	0	0	30	160	375	0	0	15	30			
Total number hours per semester (year)		795	495						550								
Number of examination		3	3						0								

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2009****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Basic subjects																
1	Introducton to general philosophy	45	15	30				5							Exam (5)	
Main subjects																
2	Social Pedagogy	30	30					6							Exam (5)	
3	Methods of the Pedagogy Research	15								15				1	Grade	
4	Pedagogical Diagnostic	30							15	15				1	Grade	
Total number of hours: ECTS		120	45	30	0	0	0	11	15	30	0	0	0	2		
Subjects for speciality																
5	PNJA- the oral communication	90		30				1		60				2	Grade	
6	Methodology of teaching English	120	30	30				3	30	30				3	Exam (6)	
7	PNJA-Integrated Skills	120		60				2		60				2	Grade	
8	Diploma seminar	60					30	1					30	1	Grade	
9	Pedagogy of Early Education	15		15				1							Grade	
10	Methodic of Early Education	60	15	15				2		30				1	Grade	
11	Environmental education with Methodology	45							15	30				2	Grade	
12	Musical education with methodology	15		15				2							Grade	
13	Arts and Crafts Education	30		15				1		15				1	Grade	
14	Polish education with methodology	30		30				2							Grade	
15	Mathematics Education with the Methodology	15		15				1							Grade	
16	Health Education and Methodology	30							15	15				1	Grade	
17	Methodology of Physical Education	30								30				2	Grade	
18	Methodology of group work	30								30				1	Grade	
19	Introduction to pedagogical therapy	30	15	15				2							Grade	
20	Methods of Reeducation	30								30				1	Grade	
21	BA -Thesis													10	Grade	
22	Pedagogical praxis	60		30				1		30				1	Grade	
Total number of hours:		810	60	270	0	0	30	19	60	360	0	0	30	28		
Total number of hours / ECTS:			105	300	0	0	30	30	75	390	0	0	30	30		
Total number hours per semester (year)		930	435						495							
Number of examination		3	2						1							

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Stationary

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	10	10					1							Grade
2	Biomedical basis of development and education	60							30	30				3	Grade
Basic subjects															
3	Introduction to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	30							15	15				1	Grade
13	Basis of logopedic	15								15				1	Grade
14	Praxis	80										80		2	Grade
Total number of hours:			130	105	0	0	0		165	150	0	0	0		
Total number of hours per semester (yer) ECTS:		550	235					30	315					30	
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	30								30				5	Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	Developmental and personality psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	45	30	15				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social Communication	30	15	15				2							Grade
9	Rehabilitative pedagogy	30	15	15				1							Grade
10	Deaf Pedagogy	30	15	15				2							Grade
11	Of leading protective pedagogy	45	30	15				3							Exam (3)
12	Methodology of social research	30	15	15				2							Grade
13	Special pedagogy	30	15	15				1							Grade
14	Training of interpersonal communication	30								30				2	Grade
Total number of hours: ECTS		525	195	210	0	0	0	30	0	120	0	0	0	6	
Subjects for speciality															
1	Adult education (Andragogy)	45							30	15				3	Exam (4)
2	Pedagogy of work	15								15				1	Grade
3	Axiology of social work	15							15					1	Grade
4	Interpersonality communication in social work	15							15					1	Grade
5	Methods of pedagogical research	30								30				3	Grade
6	The law regulated by social assistance in Poland -insurance form citizen and foreingners	15							15					2	Exam (4)
7	The theoretical basis of social work	30							15	15				3	Exam (4)
8	Sociotherapy	30								30				2	Grade
9	Basic Problems of human biopsychic development life cycle	30							30					2	Grade
10	Diploma seminar	15											15	2	Grade
11	Social pathology	30							15	15				4	Exam (4)
12	Praxis	120													Grade
Total number of hours:		390	0	0	0	0	0	0	135	120	0	0	15	24	
Total number of hours / ECTS:		795	195	210	0	0	0	30	135	240	0	0	15	30	
Total number hours per semester (year)		915	405						390						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	20	20					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	15	15					2							Exam (5)
8	Basic of gerontology	30	15	15				4							Exam (5)
9	Social psychology	30	15	15				4							Exam (5)
10	Methodology of social work	60	30	30				6							Grade
11	Social project	30								30				2	Grade
12	Supervision in social work	30							15	15				4	Exam (6)
13	Diploma seminar	60					30	2					30	2	Grade
14	Employment promotion, institutionns of labour market, social employment	15							15					1	Grade
15	Public rights business and voluntary service	15							15					1	Grade
16	Support of employment and rehabilitation for disabled	15							15					1	Grade
17	Organising local community and rules of self-government performing	15							15					2	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	120							120					2	Grade
20	BA -Thesis													10	Grade
Total number of hours:		500	125	75	0	0	30	27	195	45	0	0	30	25	
Total number of hours / ECTS:			155	105	0	0	30	30	235	75	0	0	30	30	
Total number hours per semester (year)		630	290						340						
Number of examination		5	3						2						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Non-stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	l	lb	s		lc	c	lb	p	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	10	10					1							Grade
2	Biomedical basis of development and education	60							30	30				3	Grade
Basic subjects															
3	Introducton to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	18							10	8				1	Grade
13	Basis of logopedic	8								8				1	Grade
14	Praxis	80										80		2	Grade
Total number of hours:			130	105	0	0	0		160	136	0	80	0		
Total number of hours per semester (yer) ECTS:		531	235					30	376					30	
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Przedmioty kształcenia ogólnego															
1	Information technology	30							30				3	Grade	
2	Foreign language	60		30				1		30			1	Grade	
3	Physical education	60		30				0		30			0	Grade	
Przedmioty podstawowe															
4	Developmental and personality psychology	45	30	15				4						Exam (3)	
5	Ethics	30	15	15				4						Exam (3)	
6	Clinical psychology	28	18	10				4						Grade	
Main subjects															
7	Theoretical basis of education	30	15	15				5						Exam (3)	
8	Social Communication	18	10	8				2						Grade	
9	Rehabilitative pedagogy	18	10	8				1						Grade	
10	Deaf Pedagogy	18	10	8				2						Grade	
11	Of leading protective pedagogy	28	18	10				3						Exam (3)	
12	Methodology of social research	18	10	8				2						Grade	
13	Special pedagogy	18	10	8				2						Grade	
14	Training of interpersonal communication	18							18				1	Grade	
Razem liczba godzin wspólnych/ECTS:		419	146	165	0	0	0	30	0	108	0	0	0	5	
Przedmioty specjalnościowe															
15	Adult education (Andragogy)	28							18	10			3	Exam (4)	
16	Pedagogic of work	10								10			1	Grade	
17	Axiology of social work	10							10				1	Grade	
18	Interpersonality communication in social work	12							12				1	Grade	
19	Methods of pedagogical research	18								18			3	Grade	
20	The law regulated by social assistance in Poland -insurance form citizen and foreingners	12							12				2	Exam (4)	
21	The theoretical basis of social work	24							12	12			3	Exam (4)	
22	Sociotheraphy	18								18			1	Grade	
23	Basic Problems of human biopsychic development life cycle	24							24				2	Grade	
24	Diploma seminar	10										10	2	Grade	
25	Social pathologies	18							10	8			4	Exam (4)	
26	Praxis	120											2	Grade	
Total number of hours:		304	0	0	0	0	0	0	98	76	0	0	10	25	
Total number of hours / ECTS:		603	146	165	0	0	0	30	98	184	0	0	10	30	
Total number hours per semester (year)		723	311						292						
Number of examinations:		8	4						4						

Major: Pedagogy
Specialization: Social work,
Recruitment: 2008

Non-stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		118	24	30	0	0	0	3	34	30	0	0	0	5	
Subjects for speciality															
5	Elements of the theory of organisation and management	12	12					3							Grade
6	Structure and organization of social assistance	15	15					4							Grade
7	Family & caring law	12	12					2							Exam (5)
8	Basic of gerontology	18	10	8				4							Exam (5)
9	Social psychology	18	10	8				4							Exam (5)
10	Methodology of social work	48	24	24				6							Grade
11	Social project	24								24				2	Grade
12	Supervision in social work	24							12	12				4	Exam (6)
13	Diploma seminar	36					18	2					18	2	Grade
14	Employment promotion, institutionns of labour market, social employment	12							12					1	Grade
15	Public rights business and voluntary service	12							12					1	Grade
16	Support of employment and rehabilitation for disabled	12							12					1	Grade
17	Organising local community and rules of self-government performing	12							12					2	Grade
18	Media in education	18	10	8				2							Grade
19	Praxis	120							120					2	Grade
20	BA -Thesis													10	Grade
Total number of hours:		393	93	48	0	0	18	27	180	36	0	0	18	25	
Total number of hours / ECTS:			117	78	0	0	18	30	214	66	0	0	18	30	
Total number hours per semester (year)		511	213						298						
Number of examination		5	3						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2008****Stationary****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit
		of hours	lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	The basis of ergonomy, safety and hygiene in work	10	10					1							Grade
2	Biomedical basis of development and education	60							30	30				3	Grade
Basic subjects															
3	Introduction to general philosophy	45	15	30				5							Exam (1)
4	Introduction to general sociology	45	30	15				5							Exam (1)
5	Introducton to general psychology	45	30	15				5							Exam (1)
6	Introducton to general pedagogy	30	15	15				7							Grade
7	Sociology of education	45							30	15				4	Grade
8	Pedagogical systems and notion	45							30	15				7	Exam (2)
Main subjects															
9	History of education	60	30	30				7							Egzam (1)
10	Theory of upbringing	60							30	30				6	Exam (2)
11	Social pedagogy	60							30	30				6	Exam (2)
12	Vocational counselling	30							15	15				1	Grade
13	Basis of logopedic	15								15				1	Grade
14	Praxis	80										80		2	Grade
Total number of hours:			130	105	0	0	0		165	150	0	0	0		
Total number of hours per semester (yer) ECTS:		550	235					30	315					30	
Number of examinations:		7	4						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2008****Stationary****Year II**

No.	Name of subject	Number Of hours	Semester 3					ECTS	Semester 4					ECTS	Form of	
			lc	c	lb	p	s		lc	c	lb	p	s		credit	
Subjects of general education																
1	Information technology	30								30				2	Grade	
2	Foreign language	60		30				1		30				1	Grade	
3	Physical education	60		30				1		30				1	Grade	
Basic subjects																
4	Developmental and personality Psychology	45	30	15				4							Exam (3)	
5	Ethics	30	15	15				4							Exam (3)	
6	Clinical psychology	45	30	15				4							Grade	
Main subjects																
7	Theoretical basis of education	30	15	15				5							Exam (3)	
8	Social Communication	30	15	15				2							Grade	
9	Rehabilitative pedagogy	30	15	15				1							Grade	
10	Deaf Pedagogy	30	15	15				2							Grade	
11	Of leading protective pedagogy	45	30	15				3							Exam (3)	
12	Methodology of social research	30	15	15				2							Grade	
13	Special pedagogy	30	15	15				2							Grade	
14	Training of interpersonal communication									30				1	Grade	
Total number of hours: ECTS:		495	195	210	0	0	0	30	0	90	0	0	0	5		
Subjects for speciality																
15	Adult education (Andragogy)	45							30	15				3	Exam (4)	
16	Methods of upbginging and care work	30								30				2	Grade	
17	Health promoting and health care education	45							15	30				3	Exam (4)	
18	Social pathology	30							15	15				4	Exam (4)	
19	Sociotheraphy	30								30				1	Grade	
20	The theory and the practice of the mediation and negotiations	30							15	15				3	Grade	
21	Methodology of health prophylaxis	30							15	15				2	Grade	
22	Methods of the pedagogy research	30								30				3	Grade	
23	Diploma seminar	15											15	2	Grade	
24	Praxis	120												2	Grade	
Total number of hours:		405	0	0	0	0	0	0	90	180	0	0	15	25		
Total number of hours / ECTS:		780	195	210	0	0	0	30	90	270	0	0	15	30		
Total number hours per semester (year)		900	405						375							
Number of examinations:		7	4						3							

Major: Pedagogy

Specialization: Care pedagogy and health promotion

Recruitment: 2008

Stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	30	30					2							Grade
4	Elective lecture (2)	30							30					2	Grade
Total number of hours: ECTS		130	30	30	0	0	0	3	40	30	0	0	0	5	
Subjects for speciality															
5	Family & caring law	30							15	15				2	Grade
6	Structure and organization of social assistance	30		30				4							Grade
7	Pedagogy of the family	30	15	15				4							Exam (5)
8	Basic of gerontology	30	15	15				4							Exam (5)
9	Health psychology	30	15	15				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	30	15	15				4							Exam (5)
11	Education counselling	30							15	15				2	Grade
12	Children and parental rights prevention	30							15	15				3	Exam (6)
13	The caring- educational labour methodology	30		30				3							Grade
14	The working with people with disabilities	15								15				1	Grade
15	Workshop of educational skills	15								15				2	Grade
16	Diploma seminar	60					30	2					30	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	30								30				1	Grade
18	Media in education	30	15	15				2							Grade
19	Praxis	80								80				2	Grade
20	BA -Thesis													10	Grade
Total number of hours:		500	75	135	0	0	30	27	45	185	0	0	30	25	
Total number of hours / ECTS:			105	165	0	0	30	30	85	215	0	0	30	30	
Total number hours per semester (year)		630	300						330						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2008****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	l	lb	s		lc	c	lb	p	s			
Subjects of general education																
1	The basis of ergonomy, safety and hygiene in work	10	10					1								Grade
2	Biomedical basis of development and education	60							30	30					3	Grade
Basic subjects																
3	Introducton to general philosophy	45	15	30				5								Exam (1)
4	Introduction to general sociology	45	30	15				5								Exam (1)
5	Introducton to general psychology	45	30	15				5								Exam (1)
6	Introducton to general pedagogy	30	15	15				7								Grade
7	Sociology of education	45							30	15					4	Grade
8	Pedagogical systems and notion	45							30	15					7	Exam (2)
Main subjects																
9	History of education	60	30	30				7								Egzam (1)
10	Theory of upbringing	60							30	30					6	Exam (2)
11	Social pedagogy	60							30	30					6	Exam (2)
12	Vocational counselling	18							10	8					1	Grade
13	Basis of logopedic	8								8					1	Grade
14	Praxis	80										80			2	Grade
Total number of hours:			130	105	0	0	0		160	136	0	80	0			
Total number of hours per semester (yer) ECTS:		531	235					30	376					30		
Number of examinations:		7	4						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2008****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	30								30				3	Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Grade
Basic subjects															
4	Developmental and personality psychology	45	30	15				4							Exam (3)
5	Ethics	30	15	15				4							Exam (3)
6	Clinical psychology	28	18	10				4							Grade
Main subjects															
7	Theoretical basis of education	30	15	15				5							Exam (3)
8	Social Communication	18	10	8				2							Grade
9	Rehabilitative pedagogy	18	10	8				1							Grade
10	Deaf Pedagogy	18	10	8				2							Grade
11	Of leading protective pedagogy	28	18	10				3							Exam (3)
12	Methodology of social research	18	10	8				2							Grade
13	Special pedagogy	18	10	8				2							Grade
14	Training of interpersonal communication	18								18				1	Grade
Total number of hours /ECTS:		383	146	165	0	0	0	30	0	108	0	0	0	5	
Subjects for speciality															
15	Adult education (Andragogy)	28							18	10				3	Exam (4)
16	Methods of upbginging and care work	18								18				2	Grade
17	Health promoting and health care education	30							12	18				3	Exam (4)
18	Social pathology	18							10	8				4	Exam (4)
19	Sociotheraphy	18								18				1	Grade
20	Theory and praxis of mediation and negotiation	18							10	8				3	Grade
21	Methodology of health prophylaxis	18							10	8				2	Grade
22	Methods of the pedagogy research	18								18				3	Grade
23	Diploma seminar	10											10	2	Grade
24	Praxis	120												2	Grade
Total number of hours:		296	0	0	0	0	0	0	60	106	0	0	10	25	
Total number of hours / ECTS:		595	146	165	0	0	0	30	60	214	0	0	10	30	
Total number hours per semester (year)		715	311						284						
Number of examinations:		7	4						3						

Major: Pedagogy**Specialization: Care pedagogy and health promotion****Recruitment: 2008****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (6)
2	Protection of intellectual property	10							10					1	Grade
Main subjects															
3	Elective lecture (1)	24	24					2							Grade
4	Elective lecture (2)	24							24					2	Grade
Total number of hours: ECTS		118	24	30	0	0	0	3	34	30	0	0	0	5	
Subjects for speciality															
5	Family & caring law	18							10	8				2	Grade
6	Structure and organization of social assistance	18		18				4							Grade
7	Pedagogy of the family	18	10	8				4							Exam (5)
8	Basic of Gerontology	18	10	8				4							Exam (5)
9	Health psychology	18	10	8				4							Exam (5)
10	Prevention of developmental dangers of children and adolescents	18	10	8				4							Exam (5)
11	Education counselling	18							10	8				2	Grade
12	Children and Parental Rights Prevention	18							10	8				3	Exam (6)
13	The caring- educational labour methodology	18		18				3							Grade
14	The working with people with disabilities	10								10				1	Grade
15	Workshop of Educational Skills	15								15				2	Grade
16	Diploma seminar	36					18	2					18	2	Grade
17	Diagnostic and therapeutic methods of pedagogy	18								18				1	Grade
18	Media in education	18	10	8				2							Grade
19	Praxis	120							120					2	Grade
20	BA -Thesis													10	Grade
Total number of hours:		379	50	76	0	0	18	27	150	67	0	0	18	25	
Total number of hours / ECTS:			74	106	0	0	18	30	184	97	0	0	18	30	
Total number hours per semester (year)		497	198						299						
Number of examination		6	4						2						

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2008**

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
		of hours	lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Protection of intellectual property	10	10						1							Grade
2	Biomedical basis of development and education	60								30	30				3	Grade
Basic subjects																
	Introducton to general philosophy	45	15	30					5							Exam (1)
3	Introduction to general sociology	45	30	15					5							Exam (1)
4	Introducton to general psychology	45	30	15					5							Exam (1)
5	Introducton to general pedagogy	30	15	15					7							Grade
6	Sociology of education	45								30	15				4	Grade
7	Pedagogical systems and notion	45								30	15				7	Exam (2)
Main subjects																
8	History of education	60	30	30					7							Egzam (1)
9	Theory of upbringing	60								30	30				6	Exam (2)
10	Family pedagogy	30								15	15				1	Grade
11	Methodology of socio-educational work	30									30				1	Grade
12	Basis of Logopedy	15									15				1	Grade
13	Emission of Voice	30								15	15				1	Grade
Subjects for speciality																
14	ESOL – Anglophone Press Survey	30									30				1	Grade
15	PNJA-The practical grammar	30									30				1	Grade
16	PNJA- the oral communication	30									30				1	Grade
17	PNJA- lexical exercises	30									30				1	Grade
18	PNJA- editional exercises	30									30				1	Grade
19	Pedagogical praxis	30											30		1	Grade
Total number of hours:			130	105	0	0	0			150	315	0	30	0		
Total number of hours per semester (yer) ECTS:		730	235					30	495					30		
Number of examinations:		6	4						2							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Pedagogy**Specialization: Integrated Early Education with English****Stationary****Recruitment: 2008****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Information technology	30								30				2	Grade
2	Physical education	60		30				1		30				1	Grade
Basic subjects															
3	Developmental and personality Psychology	45	30	15				4							Exam (3)
4	Ethics	30	15	15				4							Exam (3)
Main subjects															
5	Theoretical basis of education	30	15	15				5							Exam (3)
6	Education counselling	30	30					1							Grade
7	Methodology of social research	30	15	15				2							Grade
8	Organising local community and rules of self-government performing	30	15	15				1							Grade
Total number of hours: ECTS		285	120	105	0	0	0	18	0	60	0	0	0	3	
Subjects for speciality															
9	ESOL – Anglophone press survey	30		30				1							Grade
10	PNJA-The practical grammar	60		30				1		30				1	Grade
11	PNJA – Verbal communication	120		60				2		60				2	Grade
12	ESOL – Vocabulary acquisition	60		30				1		30				1	Grade
13	PNJA- editional exercises	60		30				1		30				1	Grade
14	PNJA-Phonetics	30		30				2							Grade
15	Methodology of teaching English	120	30	30				3	30	30				3	Grade
16	Intoduction to American culture	15								15				1	Grade
17	Intoduction to British culture	15								15				1	Grade
18	Diploma seminar	15											15	1	Grade
19	Basic of language education.	30							15	15				2	Grade
20	Foundation of mathematical education	30							15	15				2	Grade
21	Pedagogy of early education	45							15	30				3	Grade
22	Musical education with methodology	15								15				2	Grade
23	Polish education with methodology	30							15	15				2	Grade
24	Mathematics education with the methodology	30							15	15				2	Grade
25	Children’s literature	30							15	15				2	Grade
26	Pedagogical praxis	90				30		1				60		1	Grade
Total number of hours:		795	30	240	0	30	0	12	120	330	0	60	15	27	
Total number of hours / ECTS:			150	345	0	30	0	30	120	390	0	60	15	30	
Total number hours per semester (year)		825	525						585						
Number of examination		3	3						0						

Major: Pedagogy**Specialization: : Integrated Early Education with English****Stationary****Recruitment: 2008****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Protection of intellectual property	10							10					1	Grade	
Basic subjects																
2	Clinical psychology	45							30	15				4	Grade	
Main subjects																
3	Social Pedagogy	30	30					6						Exam (5)		
4	Methods of the pedagogy research	15								15				1	Grade	
5	Pedagogical Diagnostic	30							15	15				1	Grade	
Total number of hours: ECTS		130	30	0	0	0	0	6	55	45	0	0	0	7		
Subjects for speciality																
6	PNJA-The practical grammar	30		30				1						Grade		
7	PNJA- the oral communication	90		30				1		60				1	Grade	
8	ESOL – Vocabulary acquisition	60		60				2						Grade		
9	PNJA- editional exercises	30		30				1						Grade		
10	Methodology of teaching English	120	30	30				3	30	30				2	Exam (6)	
11	PNJA-Integrated skills	120		60				2		60				1	Grade	
12	Diploma seminar	60					30	1					30	1	Grade	
13	Pedagogy of early education	15		15				1						Grade		
14	Methodic of early education	60	15	15				2		30				1	Grade	
15	Environmental education with Methodology	45							15	30				1	Grade	
16	Musical education with methodology	15		15				2						Grade		
17	Arts and crafts education	30		15				1		15				1	Grade	
18	Polish education with methodology	30		30				2						Grade		
19	Mathematics education with the methodology	15		15				1						Grade		
20	Health education and methodology	30							15	15				1	Grade	
21	Methodology of physical education	30		15				1		15				1	Grade	
22	Methodology of group work	30								30				1	Grade	
23	Introduction to pedagogical therapy	30	15	15				2						Grade		
24	Methods of reeducation	30								30				1	Grade	
25	BA -Thesis	0												10	Grade	
26	Pedagogical praxis	60		30				1		30				1	Grade	
Total number of hours:		900	60	405	0	0	30	24	60	345	0	0	30	23		
Total number of hours / ECTS:			90	405	0	0	30	30	115	390	0	0	30	30		
Total number hours per semester (year)		930	525						535							
Number of examination		2	1						1							

Subjects of general education:

ECTS credits

1

1. Course title

The health and safety at work and ergonomics.

2. Course contents

Lecture

Basic problems of the ergonomics – aims of the ergonomics, system man-machine as the subject of interest of the ergonomics, the conceptional and corrective ergonomics. The ergonomics and the normalization. Chosen problems from the physiology of the work (the psychophysiological definition of the job, forms of the work, the ergonomic analysis of the work's arduousness, chosen problems etc.). Elements of the ergonomics in the formation of working conditions (general rules in the ergonomic formation of the workstand, the ergonomics in the formation of the material working environment, ergonomic recommendations in the designing of the spatial structure of worksites). The organizational-legal problems, sources of work's law, basic rules of the work's law. The organization of the labour protection in works. General instruction from range of safety and sanitation of work (preliminary and periodic). Specialistic instruction. Employment of woman and adolescent. Conceding employee discharge from work. Preventive medical examinations. The conduct in connection with events at work and with occupational illnesses. Security services and industrial health's, organs of the supervision over working conditions. Technical conditions of the security and the industrial health. Harmful factors on the job. The management of professional risk of workers. The example presentation and the discussion of requirements relatively work safeties at the service of chosen devices (monitors of screens, air conditioners etc.).

3. Prerequisites: None

4. Learning outcomes

The student knows:

- essential issues concerning nature of the health and safety at work, of system of the health and safety at work, of essential regulations of the HSW and the protection against fire,
- chosen issues from the physiology of the work and the ergonomics.

The Student understands:

- duties and laws of the employee and employers within the scope of the HSW.

The Student can:

- to identify the harmful factors to health, appearing in the operating environment,
- to use legal documents concerning the health and safety at work in practice,
- to take due intervention in case of threatening on a workstation,
- to organize a workstation according to requirements of regulations HSW,
- to judge the occupational hazard with harmful factors and troublesome for the health, appearing in the process of practicing the profession.

5. Recommended reading

1. Stec D.: Zasady BHP w praktyce, Wszelchnica Podatkowa, Warszawa 2008.
2. Górka E.: Ergonomia. Projektowanie, diagnoza, eksperymenty, OW PW, Warszawa 2007.
3. Wiczorek Z.: Bezpieczeństwo, higiena pracy i ergonomia w pracy biurowej, Wrocław 2007.
4. Szlęzak J., Szlęzak N.: Bezpieczeństwo i higiena pracy, Kraków 2005.
5. Wojciechowska-Piskorska H., Skuza L.: Bezpieczeństwo i higiena pracy w zakładach opieki zdrowotnej, Ośrodek Doradztwa i Doskonalenia Kadr, Gdańsk 2002.
6. Kodeks pracy, Wydawnictwo: Prawnicze LexisNexis, wrzesień 2008.

6. Type of course: Obligatory/elective/optional.

7. Teaching team: Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10/8	1	I
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Assessment methods: The written test.

10. Language of instruction: Polish.

ECTS credits

3

1.Course title

Biomedical Basis of Development and Education

2.Course contentsLecture

Subject of the research of biology. What is this the life ? The man development - basic notions . Of the personality development endogenic and exogenous factors. Different factors of the man development. The mode of the life and the course of the development. Building and the basic functions of the cell. . Building and the basic functions of chosen tissues . The building and functions the apparatus of the movement. Building and functions nervous was arrangement. Important the organs of sense and their meaning for the man organism. Building and functions the apparatus was arrangement the man organism internal. The stages of the man development and biological rhythm. Metody of control and the opinion of the man development.

Classes

Heirdom and his meaning in the man ontogenetical development. Building of the individual elements of the apparatus of the movement. The course of the development was arrangement alimentary and respiratory. Arrangement of the development the circulation and arrangement of excretory. Organization of the man motive actions. Ability development of motive in the man ontogenetical development. Detailed profile of the individual stages of the man development

3.Prerequisites

none

4.Learning outcomes

The introduction of students with development and functioning the human organism. The meeting of genetic factors and the environmental of conditioning the man development.

5.Recommended reading

1. Wolański N. (2005) Rozwój biologiczny człowieka. Państwowe Wydawnictwo Naukowe, Warszawa.
2. Jopkiewicz A., Suliga E. (1998) „Biologiczne podstawy rozwoju człowieka” . Wydawnictwo i Zakład Poligrafii Instytutu Technologii Eksploatacji. Radom.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	2	1
Classes	30/18	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

The written test

10.Language of instruction

Polish

ECTS Credits

1

1.Course name

French

2.Course contents:Thematic scope of the course:

1. Greetings, making contact, introducing oneself, giving personal information, about family, friends, nationality and occupation, tabular and descriptive Curriculum Vitae.
2. Personal appearance, body parts, outfit, fashion, character features.
3. Daily schedule (e.g. workshops at university, faculty), free time, daily routine, interests, style of living.
4. Means of communication: telephone call, fax, letter, the internet.
5. The flat: room, dormitory description,
My town, city plan, location of buildings, asking /telling the way.
6. Travel – means of transport, itinerary, travel agency, the railway station, the airport, accommodation.
7. Free time, leisure, interests, sightseeing the city, going to the cinema, theatre.
8. Nature – climate, seasons of the year, weather forecast.
9. Shopping – (e.g. souvenir) and services, prices and money.
10. Meals – restaurant, holiday and parties.
11. Health - (at the doctor, chemists, healthy lifestyle)

3.Prerequisites

None

4.Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Pedagogics.

5.Recommended reading

G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
 H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
 J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6.Type of course:

Obligatory

7.Teaching team:

Department of Basic Sciences

8.Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	III	2
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	30		

9.Assessment methods

tutorials

10.Language of instruction

Polish

ECTS Credits

1

1.Course name

French

2.Course contents:Thematic scope of the course:

1. Greetings, making contact, introducing oneself, giving personal information, about family, friends, nationality and occupation, tabular and descriptive Curriculum Vitae.
2. Personal appearance, body parts, outfit, fashion, character features.
3. Daily schedule (e.g. workshops at university, faculty), free time, daily routine, interests, style of living.
4. Means of communication: telephone call, fax, letter, the internet.
5. The flat: room, dormitory description,
My town, city plan, location of buildings, asking /telling the way.
6. Travel – means of transport, itinerary, travel agency, the railway station, the airport, accommodation.
7. Free time, leisure, interests, sightseeing the city, going to the cinema, theatre.
8. Nature – climate, seasons of the year, weather forecast.
9. Shopping – (e.g. souvenir) and services, prices and money.
10. Meals – restaurant, holiday and parties.
11. Health - (at the doctor, chemists, healthy lifestyle)

3.Prerequisites

None

4.Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Pedagogics.

5.Recommended reading

G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
 H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
 J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6.Type of course:

Obligatory

7.Teaching team:

Department of Basic Sciences

8.Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	IV	2
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	30		

9.Assessment methods:

tutorials

10.Language of instruction:

Polish

ECTS credits

1

1.Course title

Foreign language: German

2.Course contentsClasses

1. Greetings, making contact, introducing oneself, giving personal information, about family, friends, nationality and occupation, tabular and descriptive Curriculum Vitae.
2. Personal appearance, body parts, outfit, fashion, character features.
3. Daily schedule (e.g. workshops at university, faculty), free time, daily routine, interests, style of living.
4. Means of communication: telephone call, fax, letter, the internet.
5. The flat: room, dormitory description,
My town, city plan, location of buildings, asking /telling the way.

3.Prerequisites

None

4.Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of. Pedagogics.

5.Recommended reading

Studio d A1 , Hermann Funk Christiana Kuhn, Silke Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2005

6.Type of course

Obligatory

7.Teaching team

Department of Psychology and Sociology of Education

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Foreign language: German

2.Course contentsClasses

1 Travel – means of transport, itinerary, travel agency, the railway station, the airport, accommodation.

2. Free time, leisure, interests, sightseeing the city, going to the cinema, theatre.

3. Nature – climate, seasons of the year, weather forecast.

4. Shopping – (e.g. souvenir) and services, prices and money.

5. Meals – restaurant, holiday and parties.

6. Health - (at the doctor, chemists, healthy lifestyle)

3.Prerequisites

None

4.Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of. Pedagogic.

5.Recommended reading

Studio d A1 , Hermann Funk Christiana Kuhn, Silke Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2005

6.Type of course

Obligatory

7.Teaching team

Department of Psychology and Sociology of Education

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Credit

10.Language of instruction

Polish

ECTS credits

1

1. Course title

Foreign language classes English- level B1

2. Course contentsClasses

Acquisition of the following linguistic competences:

In the scope of listening – The student can recognize and understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. food and restaurants, sport, family, personality). He can understand the main points of clear standard speech on familiar matters. He can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.

In the scope of reading – The student can read the texts that consist mainly of high frequency everyday or job-related language. He can understand the description of events, feelings and wishes.

In the scope of speaking – The student can communicate in simple and routine tasks requiring a simple and direct exchange of information during the trip around the country where the language is used. He can handle very short social exchanges related to current affairs. He can use a series of phrases and sentences to describe in simple terms his experience and the everyday events, his dreams, hopes and ambitions. He can give reasons and explain his opinions and plans.

In the scope of writing – The student can write simple connected text on topics which are familiar or of personal interest. He can write a description, tell a story.

3. Prerequisites

The placement test for level B1

4. Learning outcomes

The knowledge of the foreign language on the level B1 defines the ability to use the foreign language on the independent level in the scope of understanding, speaking and writing. The person using the language on this level can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.

5. Recommended reading

1. Latham-Koenig, Christina, Oxenden, Clive New English File Intermediate, OUP 2008

2. Hopkins, Andy More Work in Progress, Longman 1998

3. Taylor, Liz International Express, OUP 2003

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy –English language teachers

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Classes - credit

10. Language of instruction

English

ECTS credits

1

1.Course title

Foreign language classes English- level B1

2.Course contentsClasses

Acquisition of the following linguistic competences:

In the scope of listening – The student can recognize and understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. money, transport and travel, modern manners). He can understand the main points of clear standard speech on familiar matters. He can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.

In the scope of reading – The student can read the texts that consist mainly of high frequency everyday or job-related language. He can understand the description of events, feelings and wishes.

In the scope of speaking – The student can communicate in simple and routine tasks requiring a simple and direct exchange of information during the trip around the country where the language is used. He can handle very short social exchanges related to current affairs. He can use a series of phrases and sentences to describe in simple terms his experience and the everyday events, his dreams, hopes and ambitions. He can give reasons and explain his opinions and plans.

In the scope of writing – The student can write simple connected text on topics which are familiar or of personal interest. He can write an informal letter, a house or flat advertisement.

3.Prerequisites

The placement test for level B1

4.Learning outcomes

The knowledge of the foreign language on the level B1 defines the ability to use the foreign language on the independent level in the scope of understanding, speaking and writing. The person using the language on this level can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.

5.Recommended reading

1. Latham-Koenig, Christina, Oxenden, Clive New English File Intermediate, OUP 2008
2. Hopkins, Andy More Work in Progress, Longman 1998
3. Taylor, Liz International Express, OUP 2003

6.Type of course

Obligatory

67.Teaching team

Department of Pedagogy –English language teachers

8..Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Classes - credit

10.Language of instruction

English

ECTS Credits

1

1.Course name

French

2.Course contentsThematic scope of the course:

1. .The school - the subjects, the life of school, the system of education, class rooms , timetable.
2. Describing the time : the moments of a day ,a week and an hour.
- 3.Arranging , postponing and cancelling a meeting.
- 4.Expressing the plans for the nearest future , preferences and offers.
- 5.The family life: the members of family , the ways of spending spare time, the lifestyle.
- 6.The shopping : the kinds of shops, goods, selling and buying.
- 7.Comparing the features , persons and things.
- 8.The food : menu , the names of the products , preparing the dishes.
- 9.The tourism: traveling , visiting , monuments , staying in a hotel .
10. The announcements: rent a flat, sale and buy .

3. Prerequisites

None

4. Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Pedagogics

5. Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa,2005
2. H. Augé, M.D. Cañada Pujols,C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6.Type of course:

Obligatory

7.Teaching team:

Department of Basic Sciences

8.Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	V	3
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	30		

9.Assessment methods:

tutorials

10.Language of instruction:

French

ECTS Credits

2

1.Course name

French

2. Course contentsThematic scope of the course:

1. .The school - the subjects, the life of school, the system of education, class rooms , timetable.
2. Describing the time : the moments of a day ,a week and an hour.
- 3.Arranging , postponing and cancelling a meeting.
- 4.Expressing the plans for the nearest future , preferences and offers.
- 5.The family life: the members of family , the ways of spending spare time, the lifestyle.
- 6.The shopping : the kinds of shops, goods, selling and buying.
- 7.Comparing the features , persons and things.
- 8.The food : menu , the names of the products , preparing the dishes.
- 9.The tourism: traveling , visiting , monuments , staying in a hotel .
10. The announcements: rent a flat, sale and buy .

3. Prerequisites

None

4. Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Pedagogics.

5.Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa,2005
2. H. Augé, M.D. Cañada Pujols,C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6.Type of course:

Obligatory

7.Teaching team:

Department of Basic Sciences

8.Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	VI	3
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	30		

9.Assessment methods

tutorials

10. Language of instruction

French

ECTS credits
1

1.Course title

Foreign language: German

2.Course contentsClasses

1. Walk in the city.

- historic buildings
- organization of free time in the city
- plan of the city, asking about the way
- planning a visit in the cinema, theatre

2. Work

- job adverts; looking for adverts and designing them
- CV
- letter of application
- job interview

3.Prerequisites

None

4.Learning outcomes

A student can understand conversations and commonly used phrases to talk about their every day and professional life. He is able to communicate in routine, simple situations, requiring only a direct exchange concerning the topics they are familiar with. He can also handle basic grammar structures.

The student realizes the differences between his own and foreign cultures

He is advised to learn systematically and independently.

5.Recommended reading

1. Sage und Schreibe, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003
2. Studio d A2, Funk, Kuhn, Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2006
3. Tangram 2A, Rosa-Maria Dallapiazza, Eduard von Jan, Beate Blüggel, Anja Schümann, Hueber, 2001
4. Deutsch für Dich 2, Jadwiga Śmiechowska, Neograf, 2000

6.Type of course

Obligatory

7.Teaching team

Department of Psychology and Sociology of Education.

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Credit

10.Language of instruction

Polish

ECTS credits

2

1. Course title

Foreign language: German

2.Course contentsClasses

Christmas, celebration

- talking about Christmas/celebration

- Christmas traditions in France and Poland

- presents

2. feelings and emotions: talking about emotions

3. Introducing an important person

4. Statistics and trends

3.Prerequisites

None

4.Learning outcomes

A student can understand conversations and commonly used phrases to talk about their every day and professional life. He is able to communicate in routine, simple situations, requiring only a direct exchange concerning the topics they are familiar with. He can also handle basic grammar structures.

The student realizes the differences between his own and foreign cultures

He is advised to learn systematically and independently.

5.Recommended reading

1. Sage und Schreibe, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003

2. Studio d A2, Funk, Kuhn, Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2006

3. Tangram 2A, Rosa-Maria Dallapiazza, Eduard von Jan, Beate Blüggel, Anja Schümann, Hueber, 2001

4. Deutsch für Dich 2, Jadwiga Śmiechowska, Neograf, 2000

6.Type of course

Obligatory

7.Teaching team

Department of Psychology and Sociology of Education.

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Exam.

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Foreign language classes English- level B1

2.Course contentsClasses

Acquisition of the following linguistic competences:

In the scope of listening – The student can recognize and understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g.education, friendship, houses, work). He can understand the main points of clear standard speech on familiar matters. He can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.

In the scope of reading – The student can read the texts that consist mainly of high frequency everyday or job-related language. He can understand the description of events, feelings and wishes.

In the scope of speaking – The student can communicate in simple and routine tasks requiring a simple and direct exchange of information during the trip around the country where the language is used. He can handle very short social exchanges related to current affairs. He can use a series of phrases and sentences to describe in simple terms his experience and the everyday events, his dreams, hopes and ambitions. He can give reasons and explain his opinions and plans.

In the scope of writing – The student can write simple connected text on topics which are familiar or of personal interest. He can write a CV and formal letters.

3.Prerequisites

4.The placement test for level B1

Learning outcomes

The knowledge of the foreign language on the level B1 defines the ability to use the foreign language on the independent level in the scope of understanding, speaking and writing. The person using the language on this level can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.

5.Recommended reading

1. Latham-Koenig, Christina, Oxenden, Clive New English File Intermediate, OUP 2008
2. Hopkins, Andy More Work in Progress, Longman 1998
3. Taylor, Liz International Express, OUP 2003

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy –English language teachers

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Classes - credit

10.Language of instruction

English

ECTS credits

2

1.Course title

Foreign language classes English- level B1

2.Course contentsClasses

Acquisition of the following linguistic competences:

In the scope of listening – The student can recognize and understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g.shopping, cinema, television). He can understand the main points of clear standard speech on familiar matters with phrasal verbs and idioms. He can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.

In the scope of reading – The student can read the texts that consist mainly of high frequency everyday or job-related language. He can understand the description of events, feelings and wishes.

In the scope of speaking – The student can communicate in simple and routine tasks requiring a simple and direct exchange of information during the trip around the country where the language is used. He can handle very short social exchanges related to current affairs. He can use a series of phrases and sentences to describe in simple terms his experience and the everyday events, his dreams, hopes and ambitions. He can give reasons and explain his opinions and plans. . He can tell short stories and retell the plot of the film or book as well as describe his impression.

In the scope of writing – The student can write simple connected text on topics which are familiar or of personal interest. He can write a film review, an article for a magazine.

3.Prerequisites

The placement test for level B1

4.Learning outcomes

The knowledge of the foreign language on the level B1 defines the ability to use the foreign language on the independent level in the scope of understanding, speaking and writing. The person using the language on this level can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.

5.Recommended reading

1. Latham-Koenig, Christina, Oxenden, Clive New English File Intermediate, OUP 2008
2. Hopkins, Andy More Work in Progress, Longman 1998
3. Taylor, Liz International Express, OUP 2003

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy –English language teachers

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	6	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Classes – credit, exam.

10.Language of instruction

English

ECTS credits

1

1. Course name

Physical education

2. Course contents

Physical education – different forms of motoral activity. Sports games: elementary techniques of sports game, school games, simplified game. Aerobic: relax exercise by music, exercise to shape of aesthetic and motoric body. The study the simple motion and dance systems. The swimming: study and improving the basic swimming stroke, the safety in the water and over the water. The water as the factor of renovation and the therapy.

The global development exercise and improving exercise in the body building gym. The influence sports exercises on the circulation system, on the artificial respiration, on the motor organ. The games and motor plays: the development of the fitness and the dexterity.

3. Prerequisites:

none

2. Learning outcomes

The stimulation of physical activity of student and pro-health influence of sports exercise on the human body.

5. Recommended reading

Busz.J. Szkolimy uniwersalnych siatkarzy; Wyd. Sport i Turystyka, W-wa 1980

Papageogin A. Piłka siatkowa Skrobański H. Piłka siatkowa

Superlak E. Piłka siatkowa, techniczno-taktyczne przygotowanie do gry; Wyd. BK W-w 2006

Uzarowicz J. Piłka siatkowa, technika; Kraków 1994

6.Type of course:

Obligatory

7. Teaching team

Department of Pedagogy, Touristic and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

ranking the – exercise

10.Language of instruction

Polish

ECTS credits

1

1. Course name

Physical education

2. Course contents

Physical education – different forms of motoral activity. Sports games: elementary techniques of sports game, school games, simplified game. Aerobic: relax exercise by music, exercise to shape of aesthetic and motoric body. The study the simple motion and dance systems. The swimming: study and improving the basic swimming stroke, the safety in the water and over the water. The water as the factor of renovation and the therapy.

The global development exercise and improving exercise in the body building gym. The influence sports exercises on the circulation system, on the artificial respiration, on the motor organ. The games and motor plays: the development of the fitness and the dexterity.

3. Prerequisites:

none

4. Learning outcomes

The stimulation of physical activity of student and pro-health influence of sports exercise on the human body.

5. Recommended reading

Busz.J. Szkolimy uniwersalnych siatkarzy; Wyd. Sport i Turystyka, W-wa 1980

Papageogin A. Piłka siatkowa Skrobański H. Piłka siatkowa

Superlak E. Piłka siatkowa, techniczno-taktyczne przygotowanie do gry; Wyd. BK W-w 2006

Uzarowicz J. Piłka siatkowa, technika; Kraków 1994

6.Type of course: Obligatory**7. Teaching team**

Department of Pedagogy, Touristic and Recreation

8. Course structure

Forma	Number of hours	Semester	Year
Lecture			
Classes	30	4	2
Laboratory			
Projekt			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

ranking the – exercise

10.Language of instruction

polish

ECTS credits

2

1.Course name

Information Technology

2.Course description

Laboratory

Basis conceptions and definitions used in Computer Science. Elements of architecture and functioning of a computer. The introduction to the computer usage. The Basic characteristics of operational system Windows VISTA: functions of the operational system TOOL SOFTWARE(ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING)

Internet: characteristics, functions and usage of the Internet, the services available in Internet

Text editors on the example of WORD : the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents(paginations, headlines, FOOTER), creation of the contents and index(subscripts, superscripts), tabulator, numbering, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions. Computer data analysis(the area of usage of the data analysis), the rules of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in spreadsheets, management of the sheets and folders, sheet as the data basic (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT< MAP, presentations and preparations of large printed papers, advanced operations on lists(pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems.Work in program used for creating the presentations Power Point or FLASH

Preparing own presentation

3.Prerequisites

none

4.Learning outcomes

The audience is acquainted with the basics of IT referring to usage of modern software. They are familiar with basic terms used in IT. They are capable of using hardware as well as noticing and formulating issues concerning other subjects that might be solved with support of a computer.

They use IT solutions in order to expand their intellectual skills e.g. texts' processing, rules of spreadsheets' mechanism, databases, business graphics and services in computer networks.

5.Recommended reading

1. R. Supranowicz, L.Łozowski, Windows Vista oraz Office 2007 Professional w praktyce, PWSZ im.Witelona w Legnicy 2008
2. A. Bąk (red.), Wprowadzenie do informatyki dla ekonomistów, Wyd. AE Wrocław 2000
3. Z. Dec; R. Konieczny, ABC...komputera 2009, EDITION 2000, Kraków, 2009
4. K. Kluczna, ABC...Windows VISTA, EDITION 2000, Kraków, 2009

6.Type of course

Obligatory

7.Teaching team

Department of Basic Sciences

8.Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	30/18	I	1
Project			
Seminar			
Total student's workload	60		

9.Assessment methods:

Laboratory and written test are the conditions of ranking the lecture

10.Language of instruction

Polish

ECTS credits

2

1. Course name

Information Technology

2. Course contents

Laboratory

Basis conceptions and definitions used in Computer Science. Elements of architecture and functioning of a computer. The introduction to the computer usage. The Basic characteristics of operational system Windows VISTA: functions of the operational system TOOL SOFTWARE (ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING)

Internet: characteristics, functions and usage of the Internet, the services available in Internet

Text editors on the example of WORD : the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents (pagnations, headlines, FOOTER), creation of the contents and index (subscripts, superscripts), tabulator, NUMBERING, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions. Computer data analysis (the area of usage of the data analysis), the rules of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in spreadsheets, management of the sheets and folders, sheet as the data basic (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT MAP, presentations and preparations of large printed papers, advanced operations on lists (pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems. Work in program used for creating the presentations Power Point or FLASH. Preparing own presentation

3. Prerequisites

None

4. Learning outcomes

The audience is acquainted with the basics of IT referring to usage of modern software. They are familiar with basic terms used in IT. They are capable of using hardware as well as noticing and formulating issues concerning other subjects that might be solved with support of a computer.

They use IT solutions in order to expand their intellectual skills e.g. texts' processing, rules of spreadsheets' mechanism, databases, business graphics and services in computer networks.

5. Recommended reading

R. Supranowicz, L. Łozowski, Windows Vista oraz Office 2007 Professional w praktyce, PWSZ im. Witelona w Legnicy 2008

A. Bąk (red.), Wprowadzenie do informatyki dla ekonomistów, Wyd. AE Wrocław 2000

Z. Dec; R. Konieczny, ABC...komputera 2009, EDITION 2000, Kraków, 2009

K. Kluczna, ABC...Windows VISTA, EDITION 2000, Kraków, 2009

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	30	4	2
Project			
Seminar			
Total student's workload	60		

9. Assessment methods

Laboratory and written test are the conditions of ranking the lecture

10. Language:

Polish

ECTS credits

1

1. Course title

Protection of intellectual property

2. Course contents

Lecture: I. Subject area: I. Introduction: Intellectual goods as a special kind of goods. Position of intellectual rights regulation in a system of Polish law. Catalogue of objects of intellectual property law. Genesis and meaning of international regulation of intellectual property law (Bern, Paris and common Conventions and other covenants with Poland as a party thereof) II. Copyright: Definition of original creative works and their kinds. Subjects of intellectual property rights. Co-authorship. Content of intellectual property rights – personal and commercial intellectual property rights; exploitation fields. General rules of assignment of rights – succession of rights. Agreements assigning rights and licence agreements. Collective administration and protection of rights; Commission of Authors Rights, templates of authors fees; Promotion of Creative Works Fund. Protection of rights. Related rights – subjects, content, usage and protection. Protection of databases. III. Industrial property rights: Objects of industrial property rights; Polish Patent Office. Subjects entitled to projects of patents. Content of right to patent. Project regarding to personal and economic rights. General rules on protection of rights to industrial property objects.

3. Prerequisites

None

4. Learning outcomes

The goal of this seminar is to have each *student understand the basic construction* of intellectual property taking into account the differences between the intellectual property and copyright.

5. Recommended reading

- 1) J. Jezioro, Prawo własności intelektualnej (w:) Podstawy Prawa cywilnego pod red.: E. Gniewka, Warszawa 2010.
- 2) J. Barta, M. Czajkowska-Dąbrowska, Z. Ćwiakalski, R. Markiewicz, E. Traple, Prawo autorskie i prawa pokrewne. Komentarz, Kraków 2005,
- 3) J. Barta R. Markiewicz, Ustawa o ochronie baz danych. Komentarz, Warszawa 2002,
- 4) Prawo autorskie i prawa pokrewne. Zarys wykładu (red. M. Poźniak-Niedzielska), Bydgoszcz-Warszawa-Lublin 2007.
- 5) R. Golat, Dobra niematerialne. Kompendium prawne, Warszawa 2005,
- 6) R. Golat, Prawo autorskie i prawa pokrewne, Warszawa 2005,
- 7) J. Barta, Markiewicz, Prawo autorskie, Warszawa 2008,
- 8) E. Nowińska,
- 9) U. Promińska, M. du Vall, Prawo własności przemysłowej, Warszawa 2003,
- 10) Prawo własności przemysłowej (red. U. Promińska), Warszawa 2005,
- 11) System Prawa Prywatnego. Tom 13. Prawo autorskie (red. J. Barta), Warszawa 2007,
- 12) M. du Vall, Prawo patentowe, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Sciences on Economics and European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10	1	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Written test

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Protection of intellectual property

2. Course contents

Lecture: I. Subject area: I. Introduction: Intellectual goods as a special kind of goods. Position of intellectual rights regulation in a system of Polish law. Catalogue of objects of intellectual property law. Genesis and meaning of international regulation of intellectual property law (Bern, Paris and common Conventions and other covenants with Poland as a party thereof) II. Copyright: Definition of original creative works and their kinds. Subjects of intellectual property rights. Co-authorship. Content of intellectual property rights – personal and commercial intellectual property rights; exploitation fields. General rules of assignment of rights – succession of rights. Agreements assigning rights and licence agreements. Collective administration and protection of rights; Commission of Authors Rights, templates of authors fees; Promotion of Creative Works Fund. Protection of rights. Related rights – subjects, content, usage and protection. Protection of databases. III. Industrial property rights: Objects of industrial property rights; Polish Patent Office. Subjects entitled to projects of patents. Content of right to patent. Project regarding to personal and economic rights. General rules on protection of rights to industrial property objects.

3. Prerequisites

None

4. Learning outcomes

The goal of this seminar is to have each *student understand the basic construction* of intellectual property taking into account the differences between the intellectual property and copyright.

5. Recommended reading

- 1) J. Jezioro, Prawo własności intelektualnej (w:) Podstawy Prawa cywilnego pod red.: E. Gniewka, Warszawa 2010.
- 2) J. Barta, M. Czajkowska-Dąbrowska, Z. Ćwiakalski, R. Markiewicz, E. Traple, Prawo autorskie i prawa pokrewne. Komentarz, Kraków 2005,
- 3) J. Barta R. Markiewicz, Ustawa o ochronie baz danych. Komentarz, Warszawa 2002,
- 4) Prawo autorskie i prawa pokrewne. Zarys wykładu (red. M. Poźniak-Niedzielska), Bydgoszcz-Warszawa-Lublin 2007.
- 5) R. Golat, Dobra niematerialne. Kompendium prawne, Warszawa 2005,
- 6) R. Golat, Prawo autorskie i prawa pokrewne, Warszawa 2005,
- 7) J. Barta, Markiewicz, Prawo autorskie, Warszawa 2008,
- 8) E. Nowińska,
- 9) U. Promińska, M. du Vall, Prawo własności przemysłowej, Warszawa 2003,
- 10) Prawo własności przemysłowej (red. U. Promińska), Warszawa 2005,
- 11) System Prawa Prywatnego. Tom 13. Prawo autorskie (red. J. Barta), Warszawa 2007,
- 12) M. du Vall, Prawo patentowe, Warszawa 2008.

11. Type of course

Obligatory

12. Teaching team

Department of Sciences on Economics and European Union

13. Course structure

Form	Number of hours	Semester	Year
Lecture	10/10	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

14. Assessment methods

Written test

15. Language of instruction

Polish

Basic subjects:

ECTS credits
5

1.Course title

Introduction to general philosophy

2.Course contents**Lecture+classes**

The basic category of philosophical concepts. The history of European ideas (thought). The selected school and majors of philosophy in antiquity (Platon, Arystoteles), in the Middle Ages (Augustyn, Tomasz z Akwinu), in modern (Kartezjusz, Hume, Kant, Hegel, Nietzsche). Analysis and interpretation of the texts – source the selected philosophers. The selected philosophical conceptions of the man. The output of the antiquity philosophy and their meaning for development education systems.

3.Prerequisites

none

4.Learning outcomes

The recognition of the basic category of philosophical concepts, the permit to see different aspects of the man, f. Eg. The reason, the soul, the sensuality, the free will. The recognition of the history of the philosophical meaning. The analysis of the main majors in contemporary philosophy.

5.Recommended reading

Welsch W. - Nasza postmodernistyczna moderna

Rorty T. - Przygodność, ironia, solidarność.

Taylor C. - Etyka autentyczności.

Copleston F. - Historia filozofii.

Tatarkiewicz W. - Historia filozofii.

6.Type of course

Obligatory

7.Teaching team

Department of Politology

8.Course structure

Form	Number of hours	Semester	year
Lecture	15/15	1	1
Classes	30/30	1	1
Laboratory			
Project			
Seminar			
Total student's workload	150		

9.Assessment methods

The written test

10.Language of instruction

Polish

ECTS credits

5

1.Course title

Introduction to sociology

2.Course contentsLecture

Beginnings of sociology and outline of the current sociology. Natural, economical and cultural conditions of the social life. Mass culture. Culture of organizations. Theories of social personality. Authority and leadership in organisations (leadership theories). Determinants of human behaviour. Practical significance of the motivation theory. Role of an individual in the society. Participation of an individual in economic and social processes. Human behaviour in difficult situations. Ties building process in communities. Place of employment: social community or social institution. Society and society structure. Class structures and stratified societies as the most important structures in the society. Historical and current formulations of the middle class and its role in the economical and social processes. The most important communities in the human life. Family as a social community and institution.

Social processes in organisations. Conflict and conflict solving methods. Sociological formulation of the social evolution. Social engineering – practical use of the sociology. Barriers for the transformation of the polish society and methods to overcome them. Techniques and methods of sociological research.

Classes

Subject of the sociological research. Scientific and common sociology. Culture and society. Primary and secondary socialisation. Social interaction. Family in the sociological theory. Classes, stratification and inequalities. Poverty and social exclusion.

3.Prerequisites

General knowledge from the high school

4.Learning outcomes

The goal of the lecture is the presentation of different social communities, primarily showing the diversity of processes, which have an affect on their rising, functioning and evolution. The goal of the laboratory is the training of abilities useful by the building of ties in a social group, by the creation of workplaces, appeasement of social tensions or solving of problems the modern communities have to deal with.

5.Recommended reading

SZACKA B., Wprowadzenie do socjologii. Warszawa: Oficyna Naukowa 2003.

GIDDENS A., Socjologia. Warszawa: WN PWN 2004.

KUBÓW A., Socjologia. Zarys problematyki i podstawowe pojęcia. Poznań: Forum Naukowe 2006.

SZTUMSKI J., Wstęp do metod i technik badań społecznych. Katowice: Śląsk 1999.

SZTOMPKA P., Socjologia. Analiza społeczeństwa. Kraków: Znak 2002.

6.Type of course

Obligatory

7.Teaching team

Department of Sociology and Social Communication

8.Course structure

Form	Number of hours	Semester	year
Lecture	30/30	1	1
Classes	15/15	1	1
Laboratory			
Project			
Seminar			
Other			
Total students' workload	150		

9.Assessment methods

Lecture – written exam, classes – marked certificate

10.Language

Polish

ECTS credits

5

1. Course title

Introduction to Psychology

2. Course contentsLecture

Students get familiar with the run of psychical processes, their structure, basic processes, the functions they play in the regulation of human behavior. Within the framework of classes and lectures of general psychology they learn about cognitive processes (e.g. perception, learning, memory, thinking), decision making processes, emotions, motivation and some selected theories of personality. Also, it is essential to indicate to psychology having in common with many sciences as biology, physiology, medicine, social sciences, education, philosophy linguistics, etc. Moreover, it will be presented what is the contemporary approach to psychology pertaining to modern research explorations.

All processes, which are bound up with the various periods of life are treated developmentally. The result of the development is personality, defined as a self-regulating and self-controlling organization and structure. As a basic theoretical approach, modern development theories from philogenetic and ontogenetic perspective have been assumed, here.

The students will familiarize with some principal methods and tools of social psychologist work. They learn how to gather and interpret information collected from mini experiments they will carry out and describe limits of correct and grounded generalization onto wider social reality.

Selected subjects (curriculum)

The subject of general psychology, perception and experience creating mechanisms, perceptual categorization, attention, conditioning (both classical and instrumental), learning Beyond conditioning, memory, language, Communications, concepts, thinking, understanding, emotional intelligence, emotions, motivation, personality and various theories of, historical approach to the idea of childhood, theories of child development, sensorimotor development, social and emotional development, the problem how to influence other people, attitudes creations, adds and other issues of social sciences.

3. Prerequisites

None

4. Learning outcomes

Students are to acquire basic theoretical (lecture) and practical (classes) knowledge on social and personality psychology.

5. Recommended reading

Mietzel, Gerd, Wprowadzenie do psychologii, GWD 2003

Strelau, Jan. PSYCHOLOGIA, Podręcznik akademicki, Psychologia ogólna, GDW, Gdańsk 2000 r., tom 2,

Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa 1995

Wosińska, W., PSYCHOLOGIA ŻYCIA SPOŁECZNEGO, GWP, Gdańsk 2004.

Shapiro, L. W. JAK WYCHOWYWAĆ DZIECKO Z WYSOKIM EQ. Pruszyński i S-ka, Warszawa 1999 r. (wybrane zagadnienia).

6. Type of Course

Mandatory

7. Teaching team

Department of Education

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30/30	1	1
Classes	15/15	1	1
Laboratory			
Project			
Seminar			
Other			
Total students' workload	150		

9. Assessment methods

The assessment of students work will be done on the basis of semester theoretical and/or experimental written study on the selected problems of general psychology.

10. Language of instruction: Polish

ECTS credits

7

1.Course title

Introduction to pedagogy

2.Course contentsLecture

Function (aims, tasks) to assign of science, scientific activity creations. Classification of science problems and methodological specific of it. Culture of upbringing ability and development upbringing ideas and pedagogy. Sorts of practice of pedagogy depending on understanding her sorts (empirical, social, humanistic, theoretical, practical). Theoretical knowledge, technological knowledge and upbringing ideology. Way of understanding basic pedagogical terms: upbringing, education, learning, decathlon-cube of education.

Classes

Upbringing among basic mechanisms and determinants of development of human. View, modern upbringing requirements and needs of pedagogical knowledge as a challenge for pedagogy. Many sorts of pedagogical languages. Pulsatory categories of pedagogy.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with knowledge of basic aspects and issue pedagogical cognition of upbringing at the context rule of scientific cognition.

They are able to understand sense of science as a one's of forms human experience and position of pedagogy in science structure.

They are able to understand main categories used at educational and upbringing research.

They are able to analysis educational facts, pedagogical texts and create opinions about upbringing using professional language.

5.Recommended reading

1. Hejnicka-Bezwińska T.: Pedagogika ogólna, Wydawnictwo Akademickie i Profesjonalne, Warszawa 2008.
2. Pedagogika. Podręcznik akademicki, pod red. Z. Kwiecińskiego i B. Śliwerskiego, Wydawnictwo Naukowe PWN, Warszawa 2003. Część I. Pedagogika jako nauka – Krzysztof Rubacha, s. 18 – 68.
3. Wprowadzenie do pedagogiki. Wybór tekstów, pod red., T. Jaworskiej, R. Lepperta, OW „Impuls”, Kraków 1998,

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/15	1	1
Classes	15/15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	210		

9.Assessment methods

Lecture - the written test; Classes – the written test

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Sociology of Upbringing

2.Course contentsLecture

subject and scope of sociology research; sociology of upbringing as a field of sociology; genesis and development of sociology of upbringing in Poland; sociology of upbringing and sociology of education; upbringing society according to Florian Znaniecki; elements of sociological theory of upbringing; social functions of upbringing; sociological functions of general and specialist training; upbringing and socialization; theory of socialization; process of socialization – its course and mechanisms; social environment as upbringing environment; local and regional communities; measurement of environment; social structure of environment vs. education; family and its upbringing functions; subject and scope family research in sociology of upbringing; upbringing means of peers ‘ groups; school as a social system; sociological problems of management in education and other upbringing institutions; school class as a social group; teacher, form tutor and school class; structure and mechanisms of socialization; social macrostructure vs. upbringing systems; individual and society; social diversity; educational ideologies; factors of development of upbringing systems; globalization aspects.

Classes

Work in groups concerning basic issues presented in the range of the thematic subject.

3.Prerequisites

Passed exam of “General Sociology”

4.Learning outcomes

The aim of this course is introduction to students of systems of upbringing and socialization in a society, particularly including social groups and institutions. .

5.Recommended reading

1. Chałasiński J., Społeczeństwo i wychowanie, Warszawa 1958;
2. Karkowska M. Socjologia wychowania Wybrane elementy. Mechanizmy socjalizacji i edukacja szkolna, Łódź 2007;
3. Kowalski S., Socjologia wychowania w zarysie, Warszawa 1979;
4. Meighan R., Socjologia edukacji, Toruń 1993;
5. Mielicka H., (Wstęp i opracowanie), Socjologia wychowania; Wybór tekstów, Kielce 2000;
6. Woźniak R. B., Zarys socjologii edukacji i zachowań społecznych, Koszalin 1998;
7. Znaniecki F., Socjologia wychowania t. 1 i 2, Warszawa 2001.

6.Type of course

Obligatory

7.Teaching team

Department Psychology and Sociology of Upbringing

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	2	1
Classes	15/15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

lecture – oral exam

classes – pass

10.Language of instruction

Polish

ECTS credits

7

1. Course title

Terms and pedagogical systems

2. Course contentsLecture

Essence of knowledge about upbringing in pedagogical systems. Naturalistic pedagogy system for the example of J.J. Rousseau's concept. Naturalistic pedagogy as a base for permissivism and sentimentalism in upbringing. Neohumanistic principal and intellectual pedagogy system for the example of J. F. Herbart's concepts. Developmental oppressive pedagogy. Pragmatistic pedagogy system for the example of J. Dewey's concepts. Distortion of pragmatism into contracted practicisim. Pedagogical system of culture pedagogy for the example of B. Nawroczyński and S. Hessen's concepts. Wrestle of humanistic culture with tendencies civilization of nature-technical. Christians pedagogy system for the examples of catholic personalistic, integral upbringing by J. Woroniecki. Universalistic meaning pedagogic elements catholic upbringing doctrine. Materialistic - socialistic pedagogical system for the example of H. Muszński upbringing theory.

Classes

Moral upbringing at naturalistical and sentimental pedagogy system. Moral upbringing at principal, intelektualistical pedagogy system. Moral upbringing at pragmatistic and progressive, social pedagogy system. Moral upbringing at culture pedagogy system.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with knowledge of basic upbringing aspects selected pedagogical systems, their presumptions and justification.

They are able to understand character of contents pedagogical systems by taking into consideration cultural, social, ideological, scientific context and factor connected with the author.

They are able to analysis upbringing concepts and practice at the context of knowing pedagogical systems.

They are able to use of various pedagogical systems language for describing and designing upbringing reality.

5. Recommended reading

1. Pedagogika. Podręcznik akademicki, pod red., Z. Kwiecińskiego i B. Śliwerskiego, Wydawnictwo Naukowe PWN Warszawa 2003, t.1. cz. III.
2. Kunowski S.: Podstawy współczesnej pedagogiki, Wydawnictwo Salezjańskie, Łódź 1981.
3. Dewey J.: Demokracja i wychowanie, Książka i Wiedza, Warszawa 1963.
4. Herbart J.F.: Pisma pedagogiczne, Ossolineum, Wrocław 1967.
5. Nawroczyński B.: Dzieła wybrane, (wybrane fragmenty) WSiP, t.1, t.2 Warszawa 1987.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	210		

9. Assessment methods

Lecture – examination - the written test; Classes – the written test

10. Language of instruction

Polish

ECTS credits

4

1.Course title

Developmental and Personality Psychology

2.Course contents

Historical approach to theories of child development, prenatal development stages, motor development in the stage of early childhood, sensor and motor development, the cognitive development: J. Piaget approach, the social and emotional development in early childhood, educational institutions in child's life, the theories of social development in early childhood, a reciprocal regulation of relationship between young children and their parents, theories of sex roles development, the influence of family on sex role development, typical relationships amongst peers, Contemporary theories of personality, Psychodynamic, Freud's personality theory, Neopsychoanalytic Theory– Carl Jung, Alfred Adler, Harry Stack Sullivan, Karen Horney, Erik Erikson; The Field Theory (Kurt Goldstein), The Factorial Theories - Joy Paul Guilford, Raymond Cattell, Hans Eysenck; Learning theories –John Dollard, Neal Miller, social learning theories Albert Bandura; humanistic theories - Abraham Maslow, Carl Rogers, Frederick Perls, Kazimierz Dąbrowski; systematic theories - Milton Erickson, Oscar Ichazo.

3.Prerequisites

None

4.Learning outcomes

The principal goal of the lecture is to familiarize students with psychical processes in developmental run, general laws of psychical development and factors, of which the development is determined and description of phases of development, which can be distinguished, here.

Developmentally, other phases of life may be treated, starting from the point of procreation, which is in interest of prenatal psychology, describing development in this stage. Moreover, gerontological psychology, which considers problems of elderly people and adult life span is discussed.

All processes related with the various phases of life are treated developmentally.

The result of the development is personality, which is understood as a self-regulating and self-organization structure. As the basis of the theoretical explanations modern theories of development have been assumed, considering them from philogenetic and ontogenetic perspective.

Since personality can be shaped during the entire human life an important role in the process of socialization plays individual activity of a person. Nonetheless, it is not possible to describe the creation of personality structure without taking into consideration biophysical features of an individual. The problems are to be considered and developed from the point of view of the modern theories of personality, here.

5.Recommended reading

1. Doman, G., Doman, J. JAK NAUCZYĆ MAŁE DZIECKO CZYTAĆ, Excalibur 1992.
2. Pervin Lawrence A. PSYCHOLOGIA OSOBOWOŚCI. Gdańsk 2002
3. Brzezińska, A. I., PSYCHOLOGICZNE PORTRETY CZŁOWIEKA, GWP, 2006
4. Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa

6.Type of course

Mandatory

7.Teaching team

Department of Education

8.Course structure

Form	Number of hours	Semester	year
Lecture	30/30	4	2
Classes			
Laboratory	15/15	4	2
Project			
Seminar			
Total student's workload	120		

9.Assessment methods

Both lecture and class are based on the developmental and personality psychology theoretical or experimental study written by students.

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Developmental and Personality Psychology

2.Course contents

Historical approach to theories of child development, prenatal development stages, motor development in the stage of early childhood, sensor and motor development, the cognitive development: J. Piaget approach, the social and emotional development in early childhood, educational institutions in child's life, the theories of social development in early childhood, a reciprocal regulation of relationship between young children and their parents, theories of sex roles development, the influence of family on sex role development, typical relationships amongst peers, Contemporary theories of personality, Psychodynamic, Freud's personality theory, Neopsychoanalytic Theory– Carl Jung, Alfred Adler, Harry Stack Sullivan, Karen Horney, Erik Erikson; The Field Theory (Kurt Goldstein), The Factorial Theories - Joy Paul Guilford, Raymond Cattell, Hans Eysenck; Learning theories –John Dollard, Neal Miller, social learning theories Albert Bandura; humanistic theories - Abraham Maslow, Carl Rogers, Frederick Perls, Kazimierz Dąbrowski; systematic theories - Milton Erickson, Oscar Ichazo.

3.Prerequisites

None

4. Learning outcomes

The principal goal of the lecture is to familiarize students with psychical processes in developmental run, general laws of psychical development and factors, of which the development is determined and description of phases of development, which can be distinguished, here. Developmentally, other phases of life may be treated, starting from the point of procreation, which is in interest of prenatal psychology, describing development in this stage. Moreover, gerontological psychology, which considers problems of elderly people and adult life span is discussed. All processes related with the various phases of life are treated developmentally. The result of the development is personality, which is understood as a self-regulating and self-organization structure. As the basis of the theoretical explanations modern theories of development have been assumed, considering them from phylogenetic and ontogenetic perspective. Since personality can be shaped during the entire human life an important role in the process of socialization plays individual activity of a person. Nonetheless, it is not possible to describe the creation of personality structure without taking into consideration biophysical features of an individual. The problems are to be considered and developed from the point of view of the modern theories of personality, here.

5.Recommended reading

Doman, G., Doman, J. JAK NAUCZYĆ MAŁE DZIECKO CZYTAĆ, Excalibur 1992.

Pervin Lawrence A. PSYCHOLOGIA OSOBOWOŚCI. Gdańsk 2002

Brzezińska, A. I., PSYCHOLOGICZNE PORTRETY CZŁOWIEKA, GWP, 2006

Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA. WSIP, Warszawa

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	year
Lecture	30	3	2
Classes	15	3	2
Laboratory			
Project			
Seminar			
Total student's workload	120		

9.Assessment methods

Both lecture and class are based on the developmental and personality psychology theoretical or experimental study written by students.

10.Language of instruction:

Polish

ECTS credits

4

1.Course title

Ethics

2.Course contents

Ethics as the field of study (definition, history, kinds). A context of basic ethical issues. Ethics and morality. Goods and values. Standard codes. Cultural patterns. Dignity of the human person. Fundamental laws of the human being. Peace as the highest moral value. Natural moral law. Moral character of the social-political life. Social principle of the common good. Ethical subsidiary principle. Principle of interpersonal solidarity. Principle of social justice. Principle of social love. Ethical Professional codes. Ethicality of the participation and alienation.

Selected naturalistic ethics. Selected anti-naturalistic ethics. Ethicality of the politics. Ethicality of the economy. Ethicality of the culture (science and religion). Connotation and denotation of the notions describing the individual and social moral reality. Virtues and faults.

3.Prerequisites

none

4.Learning outcomes

Introducing the students to the basics in ethics. Convincing the students that high ethicality of persons and professionalism of professional activities serve the best to personal development and building up the common good.

5.Recommended reading

Ślipko T.: Zarys etyki ogólnej. Kraków 2004.

Ślipko T.: Zarys etyki szczegółowej. Etyka osobowa. Kraków 2005.

Majka J.: Etyka społeczna i polityczna. Warszawa 1993.

Wojtyła K.: Elementarz etyczny. Wrocław 1982.

Ossowska M.: Podstawy nauki o moralności. Warszawa 1994.

Godność człowieka a prawa ekonomiczne i socjalne. Warszawa 2003.

Krąpiec M.: Ludzka wolność i jej granice. Lublin 2000.

6.Type of course

Obligatory

7.Teaching team

Department of Computer Systems

8.Course structure

Form	Number of hours	Semester	year
Lecture	15/15	3	2
Classes	15/15	3	2
Laboratory			
Project			
Seminar			
Total student's workload	120		

9.Assessment methods:

The written test

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Clinical psychology

2.Course contentsLecture

The major subjective of the lecture is to present various theoretical approaches on normal development cycle, psychic health, norm and what are deviations from the development al norms and what is psychopathology. Certain number of lecturers will be devoted to stress and various critical situations. In addition, psychosocial determinants of treatment and psychic equilibrium will be discussed. Within the Framework of the cycle, some selected issues of personality problems and development al psychology will be presented.

Moreover, the student will be familiarize with some methods of diagnosis of principal psychic diseases (DSM, ICD) disturbing social, family and professional functioning of persons with psychotic and neurotic units (e. g. basic psychic disorders, neuroses, personality, behavior, emotional and mood disorders),and many more.

Also, some psychology therapeutical techniques, based on various theoretical approaches will be introduced. And, some selected problems of juvenile cerebral palsy, with their theoretical theses, diagnostics, therapy and rehabilitation of children, young adults and adults with CNS illnesses. In this case, an important significance may be related with the Conductive Education, which planned and differentiated educational, physical therapy, logaoedics, neurological, artistic, and psychological factors will be discussed.

Some subjects of clinical psychology:

Behavior dysfunctions, DSM and ICD, sexual disturbances, phobias, schizophrenias, addictions, suicides, bulimia and anorexia, personality disorders, mental handicap, stress, depression, psychotherapy, and more.

3.Prerequisites

None

4.Learning outcomes

Students acquire basic theoretical and practical knowledge od clinical psychology.

5.Recommended reading

Garson, R.C., Butcher, , N.J., Mineka, S., PSYCHOLOGIA ZABURZEŃ, GDW 2003

Metoda Nauczania kierowanego w usprawnianiu dzieci z uszkodzeniem mózgu, Praca zbiorowa, Zamość 2000 r.

Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa 1995

Otton, Ester, Ręka jako przewodnik uczenia się. Warszawa 1994

Bilikiewicz, T. PSYCHIATRIA KLINICZNA, Warszawa 1969

6.Type of course

Obligatory

7.Teaching staff

Department of Education

8.Course structure:

Form	Number of hours	Semester	Year
Lecture	30/18	3	2
Classes	15/10	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment method

The assessment of student's labor is based on written experimental or theoretical study on some selected problems of clinical psychology.

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Clinical psychology

2.Course contentsLecture

The major subjective of the lecture is to present various theoretical approaches on normal development cycle, psychic health, norm and what are deviations from the development al norms and what is psychopathology. Certain number of lecturers will be devoted to stress and various critical situations. In addition, psychosocial determinants of treatment and psychic equilibrium will be discussed. Within the Framework of the cycle, some selected issues of personality problems and development al psychology will be presented.

Moreover, the student will be familiarize with some methods of diagnosis of principal psychic diseases (DSM, ICD) disturbing social, family and professional functioning of persons with psychotic and neurotic units (e. g. basic psychic disorders, neuroses, personality, behavior, emotional and mood disorders),and many more.

Also, some psychology therapeutical techniques, based on various theoretical approaches will be introduced. And, some selected problems of juvenile cerebral palsy, with their theoretical theses, diagnostics, therapy and rehabilitation of children, young adults and adults with CNS illnesses. In this case, an important significance may be related with the Conductive Education, which planned and differentiated educational, physical therapy, logaoedics, neurological, artistic, and psychological factors will be discussed.

Some subjects of clinical psychology:

Behavior dysfunctions, DSM and ICD, sexual disturbances, phobias, schizophrenias, addictions, suicides, bulimia and anorexia, personality disorders, mental handicap, stress, depression, psychotherapy, and more.

3.Prerequisites

None

4.Learning outcomes

Students acquire basic theoretical and practical knowledge od clinical psychology.

5.Recommended reading

Garson, R.C., Butcher, , N.J., Mineka, S., PSYCHOLOGIA ZABURZEŃ, GDW 2003

Metoda Nauczania kierowanego w usprawnianiu dzieci z uszkodzeniem mózgu, Praca zbiorowa, Zamość 2000 r.

Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa 1995

Otton, Ester, Ręka jako przewodnik uczenia się. Warszawa 1994

Bilikiewicz, T. PSYCHIATRIA KLINICZNA, Warszawa 1969

6.Type of course

Obligatory

7.Teaching staff

Department of Education

8.Course structure:

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment method

The assessment of student's labor is based on written experimental or theoretical study on some selected problems of clinical psychology.

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Clinical psychology

2.Course contentsLecture

The major subjective of the lecture is to present various theoretical approaches on normal development cycle, psychic health, norm and what are deviations from the development al norms and what is psychopathology. Certain number of lecturers will be devoted to stress and various critical situations. In addition, psychosocial determinants of treatment and psychic equilibrium will be discussed. Within the Framework of the cycle, some selected issues of personality problems and development al psychology will be presented.

Moreover, the student will be familiarize with some methods of diagnosis of principal psychic diseases (DSM, ICD) disturbing social, family and professional functioning of persons with psychotic and neurotic units (e. g. basic psychic disorders, neuroses, personality, behavior, emotional and mood disorders),and many more.

Also, some psychology therapeutical techniques, based on various theoretical approaches will be introduced. And, some selected problems of juvenile cerebral palsy, with their theoretical theses, diagnostics, therapy and rehabilitation of children, young adults and adults with CNS illnesses. In this case, an important significance may be related with the Conductive Education, which planned and differentiated educational, physical therapy, logaoedics, neurological, artistic, and psychological factors will be discussed.

Some subjects of clinical psychology:

Behavior dysfunctions, DSM and ICD, sexual disturbances, phobias, schizophrenias, addictions, suicides, bulimia and anorexia, personality disorders, mental handicap, stress, depression, psychotherapy, and more.

3.Prerequisites

None

4.Learning outcomes

Students acquire basic theoretical and practical knowledge od clinical psychology.

5.Recommended reading

Garson, R.C., Butcher, , N.J., Mineka, S., PSYCHOLOGIA ZABURZEŃ, GDW 2003

Metoda Nauczania kierowanego w usprawnianiu dzieci z uszkodzeniem mózgu, Praca zbiorowa, Zamość 2000 r.

Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa 1995

Otton, Ester, Ręka jako przewodnik uczenia się. Warszawa 1994

Bilikiewicz, T. PSYCHIATRIA KLINICZNA, Warszawa 1969

6.Type of course

Obligatory

7.Teaching staff

Department of Education

8.Course structure:

Form	Number of hours	Semester	Year
Lecture	30/18	6	3
Classes	15/10	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment method

The assessment of student's labor is based on written experimental or theoretical study on some selected problems of clinical psychology.

10.Language of instruction

Polish

Main subjects:

ECTS credits
7

1.Course title

History of education

2.Course contentsLecture and classes

Education in ancient Greece: Greek civilization and Hellenistic age (Education models in city-states, Greek pedagogy, Pajdei civilization). Education in ancient Rome. Education in Middle Ages (Decrease of usage of ancient education models. Charles the Great education reforms. Education in society classes. Universities of Middle Ages). Renaissance (Education in renaissance Italy. Humanistic high schools. Education renaissance in Western Europe. Education in Poland. Influence of the Reformation on organization of religious schools in Poland. Teaching religious orders. Vilnius Academy). Enlightenment (Philosophy and science in early Enlightenment. New ideas in pedagogy: J. Locke, JJ. Rousseau. Saxon period – reform attempts in Polish education system: S. Konarski and Collegium Nobilium. Commission of National Education). Development of primary school education (theory of early teaching) and high schools. Creation of pedagogy as a scientific discipline (J.H. Pastalozzi, J.F. Herbart). Education in Poland during partition period. Development of modern education systems in XIX-XX century.

3.Prerequisites

None

4.Learning outcomes

Students have basic knowledge of history of education. They understand the interdependence of historical facts and social, political and cultural phenomenon. They can analyze and interpret historical documents.

5.Recommended reading

- 1.Draus J., Terlecki R., Historia wychowania. Wiek XIX i XX, Kraków 2005.
2. Kot S., Historia wychowania, T. I – II, Warszawa 1999.
3. Litak S., Historia wychowania – do Rewolucji Francuskiej, Kraków 2005.
4. Możdżeń S., Historia wychowania do 1795 roku, Sandomierz 2006.
5. Możdżeń S., Historia wychowania 1795-1918, Sandomierz 2006.
6. Wołoszyn S., Źródła do dziejów wychowania i myśli pedagogicznej, Warszawa 1996.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	1	I
Classes	30/30	1	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	210		

9.Assessment methods

Lecture – written examination, classes – according by rules of credit

10.Language of instruction

Polish

ECTS credits
6

1.Course title

Theoretical Basis of Education

2.Course contentsExercises

Multiple definitions of education; socialization and schooling as synonymous concepts and their role in human life; narrow and broad meaning of education; education as direct and indirect influence; subjectivity in education; structure of the process of education: its goals, educational situations, and the role of experiences in formation of identity; the types of educational influences in the social context of human relations; the methods of education; the fields of education; and life without education, which is the basic thesis of anti-pedagogy.

3.Prerequisites

The requirements defined in PWSZ regulations

4.Learning outcomes

The main goal of the course is to introduce students to the basic issues of contemporary theories of education. Students will attain basic knowledge of education both in theoretical (i.e. structure of the process of education) and practical approaches (the methods of education).

5.Recommended reading

Łobocki M. (2006), Teoria wychowania w zarysie. Oficyna Wydawnicza „Impuls”, Kraków
 Tchorzewski A. (1993), Wychowanie w kontekście teoretycznym. Wydawnictwo Uczelniane WSP, Bydgoszcz
 Dąbrowska T.E., Wojciechowska-Charlak B. (1996), Między praktyką a teorią wychowania. Wydawnictwo UMCS, Lublin
 Gurycka A. (1997), O sztuce wychowywania – dla wychowawców i nauczycieli. Wydawnictwo CODN, Warszawa
 Blusz K. (1992), Edukacja i wyzwolenie. Oficyna Wydawnicza „Impuls”, Kraków

6.Type of course

Obligatory

7. Teaching team

Institute of Pedagogy

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	2	1
Exercises	30/30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	180		

9.Assessment methods

Based on students participation (discussions)

10.Language of instruction

Polish

ECTS credits

5

1. Course title

Theoretical basic of education

2. Course contentsLecture

Formation of pedagogy scientifically knowledge about education- general didactic in the synthetic historical perspective. Research object and general didactic tasks as a pedagogy subdiscipline. Main didactical systems – classical didactic, humanistic, alternative, technological. Contemporary school system. Aims of education – factual, dispositional, axiological and formal aspect. Content of education. Roles of selecting and organization of education contents. Process and rules of teaching and learning at school. Methods of teaching and learning – search and administration. Didactical means. Organizational forms of teaching and learning – school. Didactical measurement theory. School class and managing of it. Cooperation parents and school's staff and social environment.

Classes

Aims of education – operational aspect. Programs of education. Didactical planning – directing, score, methodical. Process and rules of teaching and learning at school. Methods of teaching and learning . Didactical means. Organizational forms of teaching and learning – school class, education activities. Control and evaluation in educational process. School class and managing of it. Study of pupils and motivation of him to learning.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with base of knowledge about education, in general didactic area and it differences in a scientific, social, cultural contexts.

They are able to understand of facts, phenomenon's, process, regularity, functioning ruled of reality factors of education, didactical solution, teacher and school instrumentation.

They are able to self-reliant describing and analysis used in practice teacher and school instrumentation.

5. Recommended reading

1. Bereźnicki F.: Dydaktyka kształcenia ogólnego, Wyd. „Impuls”, Kraków 2001.

2. Cohen L., Manion L., Morrison K.: Wprowadzenie do nauczania, Wyd. Zysk i S-ka, Kraków 1999, (R 14. Kierowanie klasą i kontrola nad nią, s. 325 – 390).

3. Niemierko B.: Kształcenie szkolne. Podręcznik skutecznej dydaktyki, Wydawnictwo Akademickie i Profesjonalne, Warszawa 2007.

4. Sztuka nauczania. Szkoła, pod red., K. Konarzewskiego, PWN, Warszawa 1991.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/15	3	2
Classes	15/15	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lecture – examination - the written test; Classes – the written test

10. Language of instruction

Polish

ECTS credits

6

1.Course title

Social pedagogy

2.Course contentsLecture and classes

Fundamental concepts and categories of social pedagogy: prophylactics, social support, assistance, care, compensation, environment, and social forces. Social work and social pedagogy. Core characteristics of social education. Concept of development; help in developmental spheres such as biological, social, and cultural. Ecology of human development according to U. Bronfenbrenner. Basics of diagnosis and work methods applied in social pedagogy. Models of social work. Construction of social projects. Quality of life. Selected areas of social phenomena. Primary educational environments and their influence on development of young people. Contemporary risks to development of children and young people. Social pedagogy as applied to persons in particular living situations: marginalization and social ostracism, unemployment, poverty, homelessness, etc.

Prerequisites

None

3.Learning outcomes

Students will learn selected concepts of the environmental framework affecting human development. They will also acquire knowledge of diagnostics fundamentals and social works methods. The course will show the role of educational actions in creating and transforming the human experience.

4.Recommended reading

Pedagogika społeczna. Podręcznik akademicki. Tom I, Tom II, E. Marynowicz-Hetka (red.), Wydawnictwo Naukowe PWN, Warszawa 2006, 2007

Pedagogika społeczna. Dokonania -aktualność- perspektywy, S. Kawula (red.), Wyd. Adam Marszałek, Toruń 2002

Pedagogika społeczna w obliczu realiów codzienności, A. Radziejewicz-Winnicki (red.) Wydawnictwa Akademickie i Profesjonalne, Warszawa 2008

Goffman E., Piętno. Rozważania o zranionej tożsamości, GWP, Gdańsk 2007

5.Type of course

Obligatory

6.Teaching team

Department of Pedagogy

7.Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	II	1
Classes	30/30	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9.Assessment methods

Exam

10.Language of instruction

Polish

ECTS credits

6

1. Course title

Social pedagogy

2. Course contentsLecture and classes

Fundamental concepts and categories of social pedagogy: prophylactics, social support, assistance, care, compensation, environment, and social forces. Social work and social pedagogy. Core characteristics of social education. Concept of development; help in developmental spheres such as biological, social, and cultural. Ecology of human development according to U. Bronfenbrenner. Basics of diagnosis and work methods applied in social pedagogy. Models of social work. Construction of social projects. Quality of life. Selected areas of social phenomena. Primary educational environments and their influence on development of young people. Contemporary risks to development of children and young people. Social pedagogy as applied to persons in particular living situations: marginalization and social ostracism, unemployment, poverty, homelessness, etc.

3. Prerequisites

None

4. Learning outcomes

Students will learn selected concepts of the environmental framework affecting human development. They will also acquire knowledge of diagnostics fundamentals and social works methods. The course will show the role of educational actions in creating and transforming the human experience.

5. Recommended reading

5. Pedagogika społeczna. Podręcznik akademicki. Tom I, Tom II, E. Marynowicz-Hetka (red.), Wydawnictwo Naukowe PWN, Warszawa 2006, 2007

6. Pedagogika społeczna. Dokonania -aktualność- perspektywy, S. Kawula (red.), Wyd. Adam Marszałek, Toruń 2002

7. Pedagogika społeczna w obliczu realiów codzienności, A. Radziejewicz-Winnicki (red.) Wydawnictwa Akademickie i Profesjonalne, Warszawa 2008

8. Goffman E., Piętno. Rozważania o zranionej tożsamości, GWP, Gdańsk 2007

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1.Course title

Bases of counselling's knowledge

2.Course contentsLecture

Counselling, knowledge of counselling; basic definitions; sources of counselling's knowledge; psychological directions but purposes of the counselling. Models of advisers. Theories of the counselling. The counselling at schools in Poland and on the example of selected countries the EU. the Counselling but the unemployment. Chosen theories of the selection of an occupation. Career counselling. Information centre Professional. Ponowoczesna social reality but activity of the adviser.

Classes

Models of advisers. Techniques of work of the adviser. Program outplacement. Career development agencies. 3.Scripts of action of contemporary advisers.

3.Prerequisites

None

4.Learning outcomes

The Student knows essential issues from the scope of the counselling in it of career counselling and family. The student recognizes differences between models of advisers and their techniques of work. He has abilities of applying basic techniques and the communications methods necessary in the advisory process. He knows problems, threats and needs associated with the process of advising. He is sensitized to chosen socio-economic and family problems essential in the context of the counselling.

5.Recommended reading

- 1.Kargulowa A. (2006) O Teorii i praktyce poradnictwa, Warszawa, PWN.
- 2.Wojtasik B. (1997) Warsztat doradcy zawodu, Warszawa, PWN.
- 3.Doradca – profesja, pasja, powołanie? (2003) B. Wojtasik, A. Kargulowa (red.), Warszawa, SDSiZRP.
4. Paszkowska – Rogacz (2002), Warsztat europejskiego doradcy kariery zawodowej, Warszawa, KOWEZ.
- 5.Bańka A. (1995) Zawodoznawstwo. Doradztwo zawodowe. Pośrednictwo pracy. Psychologiczne metody i strategie pomocy bezrobotnym, Poznań, Print –B.

6.Type of course

Obligatory

7..Teaching team

Department of Pedagogy

98.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	2	1
Classes	15/8	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Attestations for estimate

10.Language of instruction

Polish

ECTS credits

2

1.Course title

The Basis of logopedic

2.Course contentsClasses

Subject and task of logopedic. Interdisciplinarity – logopedic vs pedagogy. The linguistic basics of logopedics. Build of a language system - different language subsystems. The linguistic and communicative competence. Linguistic and paralinguistic (non-verbal) communication. Biomedical basics of logopedics. Cortical and subcortical structures and their part in speech functions. Anatomy and physiology organs of speech, voice and hearing. The development of child's speech. Child's process of cognition.. The basic notion: speech defects, articulation disorders, speech disorder. Classification of speech disorders. Communication disorders in children and adults – a symptomatic profile. Prevention of speech disorders Progress of logopedic in Poland and organization of logopedic care. Social, pedagogical, psychological conditions of the development of language skills. Disability. Problems of therapy, rehabilitation and treatment. The role of pedagogy in the social care system. Problems of children and adult's social integration with speech impairments.. (The role of social workers in of health needs of the handicapped with speech impairments - quality of life.) The role of pedagogy in a support system – quality of life (foundation, supporting programs, charitable).

3.Prerequisites

none

4 Learning outcomes

The main objective of the class is to acquaint the students with subject and task of logopedic as a interdisciplinary domain connected with pedagogy, introduction to the problems of the development of a child's speech, classification of speech disorders, linguistic and paralinguistic (non-verbal) communication in different speech disorders forms, students can present social, pedagogical, psychological effects of linguistic communication disorders, emphasis the role of prophylaxis, organizing logopedic support and meeting disabled with speech disorder demands .

5. Recommended reading:

Cytowska B. Winczura B., Wczesna interwencja a wspomaganie rozwoju małego dziecka. Kraków. 2006.

Domagała A., Zachowania językowe w demencji . Lublin 2007.

Logopedia. Pytania i odpowiedzi. Podręcznik akademicki. T. Gałkowski i inni (red.), Opole 2003.

Minczakiewicz E., Komunikacja. Mowa. Język w diagnozie i terapii. Kraków 2002

Rakowska A., Język, komunikacja, niepełnosprawność. Kraków 2003.

Schluz B., Pomoc dzieciom i młodzieży niepełnosprawnej intelektualnie. Rzeszów 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/8	2	I
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Assessment methods

Individual written paper and written test are the conditions of ranking the class

10. Language of instruction

Polish

ECTS credits

1

1.Course title

The Basis of logopedic

2.Course contentsClasses

Subject and task of logopedic. Interdisciplinarity – logopedic vs pedagogy. The linguistic basics of logopedics. Build of a language system - different language subsystems. The linguistic and communicative competence. Linguistic and paralinguistic (non-verbal) communication. Biomedical basics of logopedics. Cortical and subcortical structures and their part in speech functions. Anatomy and physiology organs of speech, voice and hearing. The development of child's speech. Child's process of cognition.. The basic notion: speech defects, articulation disorders, speech disorder. Classification of speech disorders. Communication disorders in children and adults – a symptomatic profile. Prevention of speech disorders Progress of logopedic in Poland and organization of logopedic care. Social, pedagogical, psychological conditions of the development of language skills. Disability. Problems of therapy, rehabilitation and treatment. The role of pedagogy in the social care system. Problems of children and adult's social integration with speech impairments.. (The role of social workers in of health needs of the handicapped with speech impairments - quality of life.) The role of pedagogy in a support system – quality of life (foundation, supporting programs, charitable)

3.Prerequisites

none

4 Learning outcomes

The main objective of the class is to acquaint the students with subject and task of logopedic as a interdisciplinary domain connected with pedagogy, introduction to the problems of the development of a child's speech, classification of speech disorders, linguistic and paralinguistic (non-verbal) communication in different speech disorders forms, students can present social, pedagogical, psychological effects of linguistic communication disorders, emphasis the role of prophylaxis, organizing logopedic support and meeting disabled with speech disorder demands .

6. Recommended reading:

Cytowska B. Winczura B., Wczesna interwencja a wspomaganie rozwoju małego dziecka. Kraków. 2006.

Domagała A., Zachowania językowe w demencji . Lublin 2007.

Logopedia. Pytania i odpowiedzi. Podręcznik akademicki. T. Gałkowski i inni (red.), Opole 2003.

Minczakiewicz E., Komunikacja. Mowa. Język w diagnozie i terapii. Kraków 2002

Rakowska A., Język, komunikacja, niepełnosprawność. Kraków 2003.

Schluz B., Pomoc dzieciom i młodzieży niepełnosprawnej intelektualnie. Rzeszów 2006.

7. Type of course

Obligatory

8. Teaching team

Department of pedagogy

9. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	2	I
Laboratory			
Project			
Seminar			
Total student's workload	30		

10. Assessment methods

Individual written paper and written test are the conditions of ranking the class

11. Language of instruction

Polish

ECTS credits

1

1.Course title

Rehabilitative pedagogy

2. Course contentsLecture

Prison as a specific place in which individual and rules of institution touch each other. Prison as institution predominate over every part of human life. Accessibility to employment and education of people deprived of freedom. The role of physical activity – sport in contemporary prisons. The role of sport in free time organization, and the level of prisoners physical activity. Analysis of religion activity. Priest opinions and their problems concern doing their job. The situation of the family when people are in prison. The problems of informal structures in the prison societies. Informal social structure. Motives of participation in the prison subculture.

Classes

Contemporary Systems of resocialisation. Diagnosis in resocialisation. Concepts, aims and tasks of rehabilitation pedagogy. Rehabilitation pedagogy in social science system.

Subjects, interactions, institutions and educational systems in the light of rehabilitation pedagogy. Model of social deviation and non-adaptation. Prognosis in rehabilitation.

3.Prerequisites

none

4.Learning outcomes

Present some institutions in polisch resocialisation system, the living conditions of prisoners in Polish penitentiaries.

Analyse contemporary problems of penology and reclamation goals of freedom deprivation.

Introduction to the situation people in the prisons and analyse model of social deviation and non-adaptation.

5.Recommended reading

Machel H., Sens i bezsens resocjalizacji penitencjarnej- casus polski, Wyd. UG, 2006

Pytko L., Pedagogika resocjalizacyjna, PWN, Warszawa 2001

Stańdo-Kawecka B., Prawne podstawy resocjalizacji, „Zakamycze”, Kraków 2000

Urban B., Zaburzenia w zachowaniu i przestępczość młodzieży, Wyd. UJ, Kraków 2000

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 10	3	II
Classes	15 / 8	3	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Written test

10.Language of instruction

Polish

Punkty ECTS

2

1.Course title

Deaf Pedagogy

2.Course contentsLecture and classes

Introduction to the education of the deaf and dumb: deaf person as an education entity, terminology. Etiology of hearing defect. Classification of people with hearing organs damage. Education of deaf and dumb vs. different fields of science. Types of educational activity in education of deaf and dumb. Introduction to deaf pedagogy. Types of communication with people in different stage of hearing defect. Types of communication with deaf people. Deaf children's thinking. Care units and education for people with hearing defect. Modern types of deafness treatment. Speech development for children with hearing damage. Auditory education: early diagnosis, early rehabilitation. Lines of early rehabilitation for children with hearing defect. Family vs. child with hearing defect.

3.Prerequisites

None

4.Learning outcomes

The student is familiar with the theoretical basic of education of the deaf and dumb, knows how to identify hearing defect, methods of ear test to direct ward's vicissitudes. Student knows practical methods of leading the auditory education with hard of hearing children. They can create a therapeutic program and lead the rehabilitation courses.

5.Recommended reading

Eckert U., (1998), Wybrane zagadnienia z surdopedagogiki. Ak. Ped. Specjalnej. Warszawa.

Eckert U., Stecewicz A., (1998), Wczesna opieka nad dzieckiem z wadą słuchu. Polski Związek Głuchych.

Gunia G., (2006), Terapia logopedyczna dzieci z zaburzeniami słuchu i mowy. Wybrane problemy teorii i praktyki surdologopedycznej. Kraków, Impuls.

Loewe A., (1999), Każde dziecko może nauczyć się słyszeć i mówić. Poznań, Media rodzina.

Obuchowska I. (2005), Dziecko niepełnosprawne w rodzinie. WSiP. Warszawa.

Bouvet D., (1996), Mowa dziecka: wychowanie dwujęzykowe dziecka niesłyszącego. WSiP, Warszawa.

Góralówna M., Hołyńska B., (1984), Rehabilitacja małych dzieci z wadą słuchu. Warszawa.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	3	II
Classes	15/8	3	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture - examination, ćwiczenia- written test, preparation of auditory education program

10.Language of instruction

Polish

ECTS credits

3

1.Course title

Of leading into protective pedagogy

2.Course contentsLecture

The Genesis and the development of protective pedagogy. From the philanthropy to protective pedagogy. The care and bringing notions up in the system. Model of the uniform care system education above the child left in Poland. Prevention, intervention, compensation. Social orphanage – childhood at the institution protectively – education. Adoptive family, foster family – threats and problems. Work protectively – education at school. Of setting the tutor. Carer – class tutor at the institution protectively – education.

Classes

The Principle of the correct communication with the child in the care and the upbringing. Chosen problem protectively – education: work with the child rejected by another children. Innovations in activity protectively – education.: program „ Older brother, older sister ”, „ Older friend ”, field schools, scouting itp. „ Hidden program ” into the institutions protectively – education. School program of the prevention.

3.Prerequisites

None

4.Learning outcomes

The Student knows issues from the scope of protective pedagogy. He recognizes areas of education and protective threats. He has the knowledge to the topic effective, empatycznego of acting in tasks protectively – education. He can effectively communicate.

5..Recommended reading

1.Jundził E., Pawłowska R., (red.), Pedagogika opiekuńcza. Przeszłość – terażniejszość – przyszłość, Gdańsk 2008.

2.Gajewska G., Pedagogika opiekuńcza. Elementy metodyki, Zielona Góra 2006.

3.Deptuła M., Dzieci odrzucone przez rówieśników, cz. I i II,[w:] „Remedium” nr 4i 6, 2007 r.

4.Borowicz M., Lekcje w zielonej szkole, [w:] „Problemy Opiekuńczo – Wychowawcze, nr 7, 1995 r.

5.Kowal A., Zielińska D., KONAR – program profilaktyki uzależnień [w:] „Problemy opiekuńczo – wychowawcze” nr 1, 2000r.

6.Type of course

Obligatory

7.Teaching team

WPT

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	3	2
Classes	15/10	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

examinations

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Methodology of social research

2.Course contentsLecture

Methodology as descriptive and normative science. Stages of science development according to T. Kuhn. Structure and role of paradigm in social sciences. Positivism in social sciences: I. wave /A. Comte/, II. wave /R. Avenarius, E. Mach/. Conventionalism /H. Poincare, Le Roy, K. Ajdukiewicz/ Notional apparatus and paradigm. Neopositivism /L. Wittgenstein/ Scientific method according to K.R. Popper. Humanistic sociology. Methodological specificity of understanding research. Behaviour types according to M. Weber. Learning theory by J. Dewey. Basic assumptions of functionalism. Basic assumptions of symbolic interactionism.

Classes

Roles of investigator in site surveys. Types of scientific work /research, conceptional, methodological/. Stages of scientific work. Structure of research idea. General theory functions and structure according to P. Sztompka. Research methods and techniques. Research types considering: the range /site surveys, monographic/, objective /verificatory, diagnostic, theoretical/ Diagnostic poll. Study of individual cases. Biographical research. Narrative research

3.Prerequisites

None

4.Learning outcomes

To give students the knowledge and skills necessary for the proper planning and realisation of research procedure.

5.Recommended reading

Frankfort-Nachmias C., Metody badawcze w naukach społecznych. Poznań 2001, Wyd. Zysk i S-ka

Konarzewski K. Jak uprawiać badania oświatowe. Warszawa 2000, WSiP.

Lutyński J. Metody badań społecznych. Łódź 1994, Wyd. ŁTN.

Palka S. (ed.) Orientacje w metodologii badań pedagogicznych. Kraków 1998, Wyd. U.J.

Rubacha K. Metodologia badań nad edukacją. Warszawa 2008, Wyd. WAiP

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 10	3	2
Classes	15 / 8	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

credit with mark, final examination

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Training interpersonal skills

2.Course contentsClasses

Interpersonal training in maturity development .The basis of interpersonal communication.Verbal communication . Speaking and listening abilities. Communication barriers. Self-awareness and the awareness of others. Assertiveness. Body language

3.Prerequisites

none

4.Learning outcomes

Teaching effects: having finished the course, students are able to determine their own strengths and weaknesses of interpersonal communication, as well as to use and modify them. They are aware of the implications of particular communication techniques.

5.Recommended reading

1. Jedliński K., Trening interpersonalny. Warszawa 2000.
2. Stewart J, Mosty zamiast murów. O komunikowaniu się między ludźmi. Warszawa 2002.
3. Głodowski W. Komunikowanie interpersonalne. Warszawa 2001.

6.Type of course

Obligatory

7.Teaching team**Department of Pedagogy****8.Course structure**

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

classes - written test

10.Language of instruction

Polish

ECTS credits
2

1.Course name

Elective Lecture: "Pedagogy in manners of everyday life"

2. Course contentsLecture

Diplomacy: history, ceremonials, attire, visits and banquets; Legal norms, moral norms, customs; Meetings and celebrations. Dining manners; Main rules of elegance, most common faults. Elegance versus fashion; Manners on a street, in a car and taxi; Manners in family home, students' hostel and rented apartment; Manners in theater, cinema, restaurant, café bar, pub; Manners during concert and disco; Manners on vacations and excursion; New challenges: internet, cellular phone, beer, chewing-gum.

3. Prerequisites

None

4. Learning outcomes

Knowledge increase regarding manners and etiquette in everyday life based on elements of diplomatic ceremonial.

5. Recommended reading

Pietkiewicz Edward, Protokół dyplomatyczny, Warszawa 1990

Pietkiewicz Edward, Savoir vivre dla każdego, Warszawa 1997

Przewoźniak Marcin, Jabłczyńska Joanna, Współczesny savoir-vivre dla nastolatków, Poznań 2007

6. Type of course

Elective lecture.

7.Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	5	3
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9.Assessment methods:

Frequency and written work

10. Language of instruction:

Polish

ECTS credits

4

1.Course title

Sociology of Upbringing

2.Course contentsLecture

subject and scope of sociology research; sociology of upbringing as a field of sociology; genesis and development of sociology of upbringing in Poland; sociology of upbringing and sociology of education; upbringing society according to Florian Znaniecki; elements of sociological theory of upbringing; social functions of upbringing; sociological functions of general and specialist training; upbringing and socialization; theory of socialization; process of socialization – its course and mechanisms; social environment as upbringing environment; local and regional communities; measurement of environment; social structure of environment vs. education; family and its upbringing functions; subject and scope family research in sociology of upbringing; upbringing means of peers ‘ groups; school as a social system; sociological problems of management in education and other upbringing institutions; school class as a social group; teacher, form tutor and school class; structure and mechanisms of socialization; social macrostructure vs. upbringing systems; individual and society; social diversity; educational ideologies; factors of development of upbringing systems; globalization aspects.

Classes

Work in groups concerning basic issues presented in the range of the thematic subject.

3.Prerequisites

Passed exam of “General Sociology”

4.Learning outcomes

The aim of this course is introduction to students of systems of upbringing and socialization in a society, particularly including social groups and institutions. .

5.Recommended reading

1. Chałasiński J., Społeczeństwo i wychowanie, Warszawa 1958;
2. Karkowska M. Socjologia wychowania Wybrane elementy. Mechanizmy socjalizacji i edukacja szkolna, Łódź 2007;
3. Kowalski S., Socjologia wychowania w zarysie, Warszawa 1979;
4. Meighan R., Socjologia edukacji, Toruń 1993;
5. Mielicka H., (Wstęp i opracowanie), Socjologia wychowania; Wybór tekstów, Kielce 2000;
6. Woźniak R. B., Zarys socjologii edukacji i zachowań społecznych, Koszalin 1998;
7. Znaniecki F., Socjologia wychowania t. 1 i 2, Warszawa 2001.

6.Type of course

Obligatory

7.Teaching team

Department Psychology and Sociology of Upbringing

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

lecture – oral exam

classes – pass

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Pedagogy of the family.

2.Course contentsLecture

the Upbringing and the family in the light of pedagogic reflection. Basic notions. Functions of the family but the upbringing. Historical reflection. Social bonds in the family. Pedagogic typologizacja of families. Violence towards the child in the family. Family about accumulated pathogenes. Of the threat and development potentialities of the child in the family touched with the poverty. Divorce – social, emotional, pedagogic consequences for the family. Mourning in the family. Analysis of the picture of the family/ of the person/ of the house/ of the tree – applying in diagnosing and therapy.

Classes

The Transformation of the family in the postmodernism. Educative function of the family. The family as the communications system. Social bonds in the family. Phenomenon of pathology and deviation in the life of the family.

3.Prerequisites

None

4.Learning outcomes

The Student recognizes and he understands basic dates and issues from the scope of the pedagogy of the family. He knows threats and the development potential of the family. He can diagnose chosen problems of the family. He knows principles of the correct communication

5.Recommended reading

- 1.Kawula S., Brągiel J., Janke A., Pedagogika rodziny, Toruń 2002.
2. Kępski Cz. (red.), Opieka i wychowanie w rodzinie, Lublin 2003.
- 3.Herbert M., Żaloba w rodzinie. Jak pomóc cierpiącym dzieciom i ich rodzinom, Gdańsk 2005.
- 4.Oster G., Gould P., Rysunek w psychoterapii, Gdańsk 2003.
- 5.Gordon T., Wychowanie bez porażek, Warszawa 1994.
- 6.Foward S., Toksyczni rodzice, Warszawa 1993

6.Type of course

Obligatory

7.Teaching team

Zakład Pedagogiki

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15		
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Attestations for estimate.

10.Language of instruction

Polish

ECTS credits

1

1.Course title

The Emission of Voice

2.Course contentsClasses

Emission of the voice - explanation of terms {time limit}. justification of occupations from the emission of voice - problems of organopathies of the voice. Operating schedule over the emission of voice. 1. respiratory system - acoustic generator. Kinds of respiration, types of respiration. Abdominal ribbed-phrenic breath the most suitable for good emission of breath. The diaphragm and its meaning in phase of exhalation. Respiratory support - the essence of the dynamic breath as the condition to correct phonation; practical exercises; 2. The phonation - the vibrator of the sound. The construction {build} of the larynx. Functions of the larynx. The larynx as the sound source. Plica vocalises. The soft and hard attack of the voice. The diameter of the voice - the use of the diameter of the voice in speaking; practical exercises; 3. The resonance - the amplifier of sound. Proper usage of resonators as the following condition of the correct emission of the voice. Lower resonators - below sound sources. Upper resonators - above sound sources. Timbre. Carrying capacity of sound - speaking on the mask. The proper position of the body ; practical exercises; 4. articulation. Efficiency of the articulatory aid-important element in the emission of voice. The lockjaw as one of reasons of voice disorder. Vowels – centres of speech emission; practical exercises; 5. culture of the lively word: good emission of voice, faultless elocution, acquaintance of the correct pronunciation rules ; practical exercises; 6 disorder and hygiene of the voice.

3.Prerequisites

None

4. Learning outcomes

Knowledge: Student knows the structure of vocal system, its role and function in the correct voice emission to prevent vocal disorders.

Skills: Student is familiar with correct breathing technique, phonation and correct articulation in individual vocal improvement.

5. Recommended reading

Tarasiewicz B., Mówię i śpiewam świadomie. Podręcznik do nauki emisji głosu. Universitas, Kraków 2003.

Toczyska B., Sarabanda w chaszcach, Gdańsk 1997.

Zaleska-Kręcicka M., Kręcicki T., Wierzbicka E., Głos i jego zaburzenia. Zagadnienia higieny i emisji głosu, Wrocław 2004.

6.Type of course

Obligatory

7.Teaching team

Department of pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	I
Classes	15	2	I
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Assessment methods:

written test are the conditions of ranking the classes

10. Language of instruction:

Polish

ECTS credits

1

1.Course title

Organising local community and rules of self-government performing

2.Course contentsLecture and Classes

Concept and range of organisation and management theory. Relation between organisation and environment – function, aims, efficiency criteria and development stage; evaluation and diffusion of organization and management methods. Organisational structure – dynamic and autodynamic. Social responsibility of organization, pathology of organizing. Motivation and managing of social potential; power and leadership In organizations. Organisational inspection, mechanism and condition of effective inspection. Headmaster in reformed school;

Headmaster's personal timetable, interpersonal communication that is the ability of communication, finances at school, legal acts of school finances, creating and settlement of budget. Modern concept of education system; principles of good organisation, management techniques, types of managing, planning, staff managing, 7 rules of knowledge managing for institution, knowledge managing in practice, internal measures of school work's quality. The basic of educational law – the structure of law; ways of making the law, principal acts of law, Education System Act, Teacher's Charter. Class teacher handbook. Class teacher work in the light of law; rules of an education system, rules of a school, rules of a teacher, rules of children and students rights, rules of financial assistance support and psychological and pedagogical support. Professional development of workers; continuing education, establishment of an educational environment. Counteraction of professional burnout. Psychological background of professional burnout. Coping with stress and burnout syndrome.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the basic concept of managing organisation, categories and theories of education managing – school. They acquaint and understand the mechanism of school's function, the rules of school managing; financial managing and school's estate. Students understand and interpret managers rules of school managing (basic of manager's action, qualification of headmaster and his/her service role, public relation – institution and headmaster promoting, managing of workers, applying the management techniques in practice and practical usage of theoretical principles in development planning of the school

5.Recommended reading

- 1.Gawroński K., Stefan A., Zarządzanie placówką oświatową, Dom Wydawniczy ABC, W-wa 2006.
2. Jeżowski A., Ekonomika oświaty, Dom Wydawniczy ABC, Warszawa 2006.
3. Komorowski T., Pielachowski J., Dyrektor szkoły w roli pracodawcy, Wyd. eMPi2, Poznań 2003.
4. Pielachowski J., Organizacja i zarządzanie oświatą i szkołą, Wyd. eMPi2, Poznań 2003.
5. Plewka Cz., Bednarczyk H. (red.), Vademecum menedżera oświaty, ITE, Radom 2000.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	3	2
Classes	15	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture – credit Classes – credit0

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Introduction to special education

2.Course contents**Lecture and Classes**

Introduction to special education. Range and interest o special education, aims of special education. Branches of special education, history of special education in Poland and around the world, new prospect of special education. Basic of orthopaedist's pedagogy, orthopaedist's pedagogy – as a system in a period of changes, paradigm of handicap and its consequences. Basic of orthopaedist's pedagogy; classification and description of mental disability, the reason of mental handicap, family vs. mentally handicapped child. The principles of typhlo pedagogy, psychosocial and physical aspects of lack or disturbance of visual analyser, chosen problems of rehabilitation of blind person. Basic of education of deaf and dump; concept classification and etiology deafness, influence of deafness on psychosocial function, methods of communication of units with auditory perception damage, main types of rehabilitation for deaf children. Basic of therapeutic pedagogy; aims and form of behavioural therapy, chronic diseases influence on psychosocial circumstances of humans, psychological, caring and pedagogical activity towards children with cancer. Carl Simonton's theory - Rational Behaviour Therapy, fundamental aspects of Simonton's programme. Conductive Education hypothesis of Andreas Peto; aims and tasks of system, principles of the system, methods of teaching, 8 factors improving learning in conductive education, factors developing personality, biological basic of learning, integration of rehabilitation, education and social actions.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the concepts of special education, its matters that are facing the teacher – tutor with a handicapped child. Students are familiar with the types of teaching and the ways of appropriate conduct with handicapped. They understand aims, goals ,methods, forms and interactions of therapy of counselling and influence of disease on psychosocial situation of a child and factors developing personality.

5.Recommended reading

1. Dykcik Wł. „Pedagogika specjalna” Wydawnictwo Naukowe UAM Poznań 2005
2. Sękowska Z. „Wprowadzenie do pedagogiki specjalnej” Wydawnictwo APS, Warszawa 2001
3. Speck Otto „Niepełnosprawni w społeczeństwie. Podstawy ortopedagogiki”. GWP, Gdańsk 2005
4. Szczepanik R. „Elementy pedagogiki specjalnej” WSH-E w Łodzi, 2007
5. Szczygieł B. „Jak pracować z dzieckiem niepełnosprawnym”. Impuls, Kraków 2001.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	3	2
Classes	15/8	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture – credit Classes - credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

The caring- educational labour methodology.

2.Course contentsClasses

The school educator as an organizer of the caring-educational labour. (the range of duties, the documentation, the specificity of proffesion, the priniciples of outlines creation (the methodical plan)). Selected methods of working with group (a decission -making tree, swot analyses, a thinking- hats method, panel discussion, group decision technique, drama technique, pictures etc.). Working out the scripts for the educational classes : methods selections and working techniques for selected subjects: friendship, values, conflicts, creative thinking, advantages and disadvantages, dreams, plans for future etc.)

3.Prerequisites

none

4.Learning outcomes

The students preparation for leading classes on the range of educational subjects in schools, and common rooms. Practicing the abilities to use the active methods in working with the teenagers. The creation of the abilities to individual classes leading on chosen subject.

5.Recommended reading

1. Gruszka Magdalena, Janiak Iwona, Prarat Justyna: Scenariusze godzin wychowawczych dla szkoły podstawowej. Gdańsk: Wydaw. „Harmonia”, 2003
2. Hamer Hanna: Bliżej siebie. 10 ważnych tematów – scenariusze 20 lekcji ułatwiających poznanie siebie i rozwój. Warszawa: Wydaw. „Veda”, 2001
3. Pisanko Marzena: Kształtowanie pozytywnej postawy ucznia wobec szkoły. Scenariusze zajęć. Łódź: Wydaw. WING, 2001
4. Braun-Gałkowska Maria, „W tę sama stronę”, Warszawa : Wydaw. Krupski i S-ka, 19945. Grażyna Gajewska, Anna Szczęsna, Artur Doliński. **Warsztat** pracy pedagoga: zbiór scenariuszy i konspektów. **Zeszyt. 1, 2, 3, 4** / - Zielona Góra: Stowarzyszenie Edukacyjne Pedagogów Praktyków „Cogito”, 1998 (1999, 2000)

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Classes-pass

10.Language of instruction

Polish

Subjects for speciality:

ECTS credits
2

1.Course title

Organising local community and rules of self-government performing

2.Course contentsLecture and Classes

Origin and essence of Local Government; Entity of government, assignment of government, supervisory of government, government vs. autonomy. Constitutional essentials of local government's foundation. Fundamental rules of local government; helping rules, decentralization of public authority, independence rule, principles of representational democracy, Principles of freedom association. Assignment of Local Government; Government distribution of activity, one's own activity, rule of task based monism. Concept of government distribution of activity as per polish legislation (district, province). Organization of Local Government. Organizational structure of district, province. Forms of democracation. Models of Local Government. Concept of local community, its form and influence on home rule's development; local community, community of dialogue, dimensional community of dialogue. Local Government and local community; government workers. Legal basis of Local Government functioning. Legal acts of Local Government; constitution of the Government of the Republic of Poland as at 2nd April 1997, European charter of Local Government and other international agreements, Acts of European Union, rules of basic law system act. Act of municipal service, financial acts and other financial acts, Local Government's unit status. Income of local government unit

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the basic aspect of Local Government, its roles and principles, structure, (district, province). They understand fundamental interrelation and relation of local government based on legal acts – legal acts on local government.

5.Recommended reading

1. Barański M., Kantyka S., Kubas S., Kuś M., Samorząd terytorialny i wspólnoty lokalne. Wyd. WSP TWP, Warszawa 2007
2. Dolnicki B., Samorząd terytorialny. Seria akademicka, KANTOR, Zakamycze 2006
3. Izdebski H., Samorząd terytorialny. Podstawy ustroju i działalności. Wyd. Prawnicze, LexisNexis, Warszawa 2003
4. Niewiadomski Z.(red.), Samorząd terytorialny, ustrój i gospodarka. Wyd. BRANTA, Bydgoszcz 2001
5. Nowacka E., Samorząd terytorialny w ustroju państwowym. Wyd. Prawnicze, LexisNexis, Warszawa 2003

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture – credit Classes - credit

10.Language of instruction

Polish

ECTS credits

3

1.Course title

Methods of pedagogy research

2.Course contentsClasses

Defining terms (such as: methodology, research stages, problem and research questions, research methods and techniques, research tools, subject of science research and its goal). Qualitative and quantitative research on education, Triangulation, Selection of sample to be researched, Researcher attitude, Poll research, Institution monograph, Individual case study, Methods of observation, Field and ethnographic research, Ethical problems of pedagogy research.

3.Prerequisites

None

4.Learning outcomes

Students have knowledge of basic methodology terms,
 understand differences of researcher attitude in methodology paradigms,
 have ability to characterize qualitative and quantitative orientation,
 understand meaning of methodological triangulation,
 can use pedagogy research methods in own research,
 can formulate problems and research hypothesis,
 knows how proceed analysis and interpretation of research results.

5.Recommended reading

1. Hammersley M. Atkinson P., Metody badań terenowych, Zysk i S-ka, Poznań 2000.
2. Palka S. (red.) Orientacje w metodologii badań pedagogicznych, Kraków 1998.
3. Łobocki M., Metody i techniki badań pedagogicznych, Kraków 2000.
4. Nachmias Ch. F., Nachmias D., Metody badawcze w naukach społecznych, Poznań 2001.
5. Malewski M., Metody ilościowe i jakościowe w badaniach nad edukacją, spór o metodologiczną komplementarność, „Kultura i edukacja”, nr 1-2 1997.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Research presentation, creative activity

10.Language of instruction

Polish

ECTS credits

3

1.Course title

Andragogics

2.Course contents**Lecture and Classes**

Andragogics as a science of an adult educations.Roles of an adult as a modern creator:Professing modern civilization and culture.Problem of humans developing in the context of adulthood, adulthood comprehend Education as an antidote against the risk of identity sense of a modern human.
Educational abilities of adults.Concept of constant education as a motivating factor in adult education
Adult education in a postmodernist prospect .

3.Prerequisites

none

4.Learning outcomes

Familiarise students with different aspects of educational processes including adults with an origin and development of an adults education's idea . Consciousness of a learning needs through the whole life.

5.Recommended reading

Wprowadzenie do andragogiki (red.T.Wujek). Warszawa 1996

Problemy edukacji młodzieży i dorosłych w warunkach transformacji (red.J.Bogusz i M.Marczuk) Lublin – Radom 1997.

M. Malewski, Andragogika w perspektywie metodologicznej. Wrocław 1990

M. Malewski, Teorie andragogiczne. Wrocław 1998

Oświata dorosłych (red.E.Solarczyk-Ambrozik, K.Przyszczykowski).Poznań–Toruń 1999

Człowiek na edukacyjnej fali; współczesne konteksty edukacji dorosłych (red.M.Podgórnym) Kraków 2005

L.Turos, Andragogika .Warszawa 1980

Edukacja kulturalna dorosłych (red.H.Depta, J.Półturzycki, H.Solarczyk) Warszawa-Płock 2004

J.Semków, Edukacja dorosłych w obliczu gwałtownej zmiany „Rocznik Andragogiczny” Toruń 1996.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	2
Classes	15/10	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

credit

10.Language of instruction

Polish

ECTS credits
2

1.Course title

The caring- educational labour methodology.

2.Course contentsClasses

The school educator as an organizer of the caring-educational labour. (the range of duties, the documentation, the specificity of proffesion, the priniciples of outlines creation (the methodical plan)). Selected methods of working with group (a decission -making tree, swot analyses, a thinking- hats method, panel discussion, group decision technique, drama technique, pictures etc.). Working out the scripts for the educational classes : methods selections and working techniques for selected subjects: friendship, values, conflicts, creative thinking, advantages and disadvantages, dreams, plans for future etc.)

3.Prerequisites

none

4.Learning outcomes The students preparation for leading classes on the range of educational subjects in schools, and common rooms. Practicing the abilities to use the active methods in working with the teenagers. The creation of the abilities to individual classes leading on chosen subject.

5.Recommended reading

1. Gruszka Magdalena, Janiak Iwona, Prarat Justyna: Scenariusze godzin wychowawczych dla szkoły podstawowej. Gdańsk: Wydaw. „Harmonia”, 2003
2. Hamer Hanna: Bliżej siebie. 10 ważnych tematów – scenariusze 20 lekcji ułatwiających poznanie siebie i rozwój. Warszawa: Wydaw. „Veda”, 2001
3. Pisanko Marzena: Kształtowanie pozytywnej postawy ucznia wobec szkoły. Scenariusze zajęć. Łódź: Wydaw. WING, 2001
4. Braun-Gałkowska Maria, „W tę sama stronę”, Warszawa : Wydaw. Krupski i S-ka, 19945. Grażyna Gajewska, Anna Szczęśna, Artur Doliński. **Warsztat** pracy pedagoga: zbiór scenariuszy i konspektów. **Zeszyt. 1, 2, 3, 4** / - Zielona Góra: Stowarzyszenie Edukacyjne Pedagogów Praktyków „Cogito”, 1998 (1999, 2000)

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	4	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Classes-pass

10.Language of instruction

Polish

ECTS credits
3

1.Course title

Health Promoting and Health Care Education

2.Course contentsLecture

Fundamental concept: health, health promoting, rules of health promoting. Strategy of health promoting actions. Concept of health promoting. Attitudes and methods of health promoting actions. Types of health promoting. Ethical values and issues. Fundamental documents and concept of health promoting. Health education as a fundamental component of health promoting. Concepts and theoretical principle of health care education: terminology and definitions, aims, concepts, types. Ethical aspects of health care education. Health Promoter's concepts. Students about health as a value.

Classes

Methodology of health care education – planning and evolution of health care education. Guidelines to health care education. Chosen area of health promoting and health care education: communication in health promoting, the attitudes towards health promoting in the context of life cycle, health promoting of ill and disabled, sexual life style. School of health promoting. Healthy cities, health promoting commune. Healthy home. National Health Programme. Healthy eating and physical activity. Sexual education, mental health, health risky behaviours, Health and Safety at school. Body care. Health care education at different stages among family and nursery.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the fundamental concept of health, health promoting, health care education as well as the rules of health promoting. They understand health promoting and health care education. They can apply health promoting and health care education in various educational environments and take the action in favour of the health of themselves and others.

5.Recommended reading

- 1.Karski J. B. (red.), (2008), Praktyka i teoria promocji zdrowia: wybrane zagadnienia Wydawnictwa Fachowe „CeDeWu”, Warszawa
- 2.Karski J.B., (1999), Promocja zdrowia, Wydanie nowe, Wydawnictwo „IGNIS” Warszawa.
3. Lewicki Cz.,(2006),Edukacja zdrowotna – systemowa analiza zagadnień, Wydawnictwo Uniwersytetu Rzeszowskiego, Rzeszów.
4. Woynarowska B., (2008),Edukacja Zdrowotna, Podręcznik Akademicki, Wydawnictwo Naukowe PWN, Warszawa.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	IV	2
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

lecture –examination, classes – credit

10.Language of instruction

Polish

ECTS credits
4

1.Course title

Social pathologies

2.Course contentsLecture

Problem of youth addiction.

Social maladjustment and its implications in individuals' biography.

Pathology, behavioural deviations and family insufficiency.

Pathology of total institutions.

Social and individual effects of penitentiary isolation.

Classes

Suicide.

Youth aggression.

Importance of sexual education and sexual abuse prevention.

Threats of sects. Youth subcultures.

Terrorism and its determinants, mafia relations.

3.Prerequisites

none

4.Learning outcomes

The aim is to show the problems in dysfunctional family.

The discussion about pathology and aggressive behaviors.

5.Recommended reading

Dylematy współczesnej profilaktyki i resocjalizacji [w:] A. Kieszkowska (2008) (red.) Wyd. Uniwersytetu Humanistyczno-Przyrodniczego, Kielce

Hołyst B. (1983) Samobójstwo – przypadek czy konieczność, Warszawa

Patologia społeczna w strukturze przeobrażeń ustrojowych Polski, Bielicki F., Sołtysiak T. (red.), (1994)

Bydgoszcz, Pospiszyl I. (2008) Patologie społeczne, Warszawa

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 10	4	II
Classes	15 / 8	4	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

Exam

Written test

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Methodology of health prophylaxis

2.Course contents (Course description)Lecture

Prophylaxis vs. Health promotion. Concept of health, health's prophylaxis, methodology. Prophylaxis methods of treatment. Prophylaxis in action system for health. Factors determinating the health. Health oriented behaviours, health measures. Major health's risk.

Classes

Healthy meaning of physical activity. Factors of the blood circulations risk. Smoking, obesity, hypertension, lipid disorder, eating habits. Children and teenagers' treatment. Brest feeding in the context of prophylaxis. Hardening. Actions leading to reduced numbers and results of accidents, injuries and poisoning. AIDS/HIV prophylaxis in the context of sexual activity. Prophylaxis of brest cancer, cervical carcinoma, prostate gland, colonic carcinoma. Lyme disease. Types and time scales of screen tests caring out on children and teenagers. UV radiation vs. our skin. First aid. Dental prophylaxis.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the fundamental areas of health risk which is result of civilization's conditions. They are familiar with forms and methods of numerous prophylaxis interventions on different stage of the disturbance of health stage progress.

5.Recommended reading

1. Bulicz E., Murawow I., (2006), Czy profilaktyka medyczna prowadzi do zdrowia?, Wydawnictwo Politechniki Radomskiej, Radom.
2. Bulicz E., Murawow I., (2002), Wychowanie zdrowotne. Zdrowie człowieka i jego diagnostyka. Efekty zdrowotne aktywności ruchowej, Wydawnictwo Politechniki Radomskiej, Radom.
3. Jethon Z., Grzybowski A., (2000), Medycyna zapobiegawcza i środowiskowa, Wyd. Lek. PZWL, Warszawa.
4. Karski J.B., (1999), Promocja zdrowia, Wydanie nowe, Wydawnictwo „IGNIS”, Warszawa.
5. Woynarowska B., (2007), Edukacja Zdrowotna, Podręcznik Akademicki, Wydawnictwo Naukowe PWN, Warszawa

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes	15/8	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

lecture –credit, classes –credit

10.Language of instruction

Polish

ECTS credits

1

1. Title of the Course

Labour pedagogy

2.Course contentsClasses

- The Notion, objectives and the task of labour pedagogy.
- The Human - Education - Work as basic arrangements of reference in labour pedagogy;
- The Problematic areas of the Labour pedagogy - the training, lifelong & adult education,
- The Theoretical and methodological bases labour pedagogy.
- The Labour pedagogy among pedagogical sciences and the sciences about job.

3.Prerequisites

basics of pedagogy

4.Learning outcomes

Student gets:

the basic knowledge of labour pedagogy, about its specificity and the nomenclature .

practical competences of interpreting skills connected with training and job searching.

competences of practical applying theoretical knowledge and continued self- education

5.Recommended reading

Kwiatkowski S. M., Bogaj A., Baraniak B. Pedagogika pracy. Pedagogika wobec współczesności

Akademickie i Profesjonalne Warszawa 2007

Wiatrowski Z. Podstawy pedagogiki pracy. Wydawnictwo Uniwersytetu Kazimierza Wielkiego Bydgoszcz 2005

Ryfkin J. Koniec pracy Wydawnictwo Dolnośląskie Wrocław 2001

6.Type of course

Obligatory

7.Teaching team

Department of education

8.Course structure

Form	Number of hours	Semester	Year
Lectures			
Classes	15/12	IV	2
Laboratories			
Projects			
Seminars			
Others			
Total student's workload	30		

9.Assessment methods

inclusion

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Axiology of Social Work

2.Course contentsLecture

Issues of the general axiology – synthetical depiction. General knowledge of social work axiology.

The values in human's live. Social work as a value. Praxeology vs. social work ethic. Ethical and moral values of social worker profession. Conduct and ethical codex of social worker.

3.Prerequisites

none

4.Learning outcomes

Students are familiar with the basic concept of social work and its issues. They know ethical and moral values of social worker's profession. The students know and understand the social worker's codex.

5.Recommended reading

1.Brągiel J., Kurcz A., (2002), Pracownik socjalny, Wybrane problemy zawodu w okresie transformacji społecznej, Wydawnictwo Uniwersytetu Opolskiego, Opole.

2.Cichoń W., (1996), Wartości, człowiek, wychowanie – zarys problematyki aksjologiczno-wychowawczej, Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków.

3. Kromolicka B., (2002), Społeczno-zawodowa rola pracownika socjalnego. Studium z pedagogiki społecznej, Szczecin 2002.

4. Rybczyńska D.A., Olszak- Krzyżanowska B., (1999), Aksjologia pracy socjalnej, Biblioteka Pracownika Socjalnego, Katowice

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture – credit

10.Language of instruction

Polish

ECTS credits
2

1.Course title

Legal framework for social assistance, services for foreigners

2.Course contents**Lecture**

Binding legal standards of the social assistance system.

Procedures within social needs, cause of assistance.

Tasks of social worker in intervening.

Tasks of local and county institutions in state social policy.

Present system of unemployment benefits in Poland.

Benefits entitlements, administrative decisions in procedures of social welfare centres.

3.Prerequisites

none

4.Learning outcomes

Analise the ways of social assistance in Poland.

5.Recommended reading

Ustawa o pomocy społecznej z 2004 roku z późn. zm.

Bielska E., Radziejewicz-Winnicki A., Roter A., Social and Educational Problems in Poland, Katowice 2005.

W drodze ku profesjonalizacji pracownika socjalnego, (red.) B. Matyjas, Kielce 2008.

Szpor S., Nitecki S., Praktyczny komentarz do Ustawy o pomocy społecznej, Poznań 1993

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 12	4	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Written exam

10.Language of instruction

Polish

ECTS credits
4

1.Course title

Theoretical frameworks for social work

2.Course contentsLecture

Social worker – requirements and competences.

Fundamental social problems in Polish society.

Structure of social care institutions according to their competence.

Social contract.

Class

Importance of social assistance in local community.

Crisis intervention as specific point of undertaking social assistance.

Working with the unemployed.

Occupational mobilization as issue of social work.

3.Prerequisites

none

4.Learning outcomes

Analyse contemporary problems of social assistance in Poland.

5.Recommended reading

W drodze ku profesjonalizacji pracownika socjalnego, (red.) B. Matyjas, Kielce 2008.

Marynowicz-Hetka E., J.Piekarski, D.Urbaniak-Zajac (red.), Pedagogika społeczna i praca socjalna, Katowice 1998

Lalak D., Pilch T., Elementarne pojęcie pedagogiki społecznej i pracy socjalnej, W-wa 1999

Mikołajewicz E., Praca socjalna jako działanie wychowawcze, Katowice 1999

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 12	4	II
Classes	15 / 12	4	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

Written exam

Written test

10.Language of instruction

Polish

ECTS credits

3

1. Course title

Basic Problems of Human Biopsychic Development During Life Cycle

2. Course contentsLecture

Ontogenetic and phylogenic development. Characteristics of developmental dynamics. Kind of health determinants. Critic periods during the development. Biological, psychological and social theories of development. Biological processes of structure and function development. Localization of psychic functions in brain. Psycho-social aspects of the development during the infancy and early childhood. Reflex abnormalities indicating a central nervous system lesion. Psychosocial aspects of the development during the middle-childhood period. Psychosocial aspects of sexual maturation. The significance of psychic gender. Development of psychosocial individuation. Schemes of adulthood. Maturity as a psychological concept. Attribution of infancy and development of close relationships with other persons.. Development of relation to children. The influence of involution process on the attitude and behavior. Culture and the models of adulthood. Specific aspects of health in late adulthood. Psychological theories of dying. Mourning as a specific form of deficiency coping.

3. Prerequisites

none

4. Learning outcomes

Receiving knowledge on basic factors influencing health during the human development. Recognition of the importance of health behavior. Recognition of the specific somatic, psychic and social disorders during the developmental periods.

5. Recommended reading

Birch A., Malim T. (2002) – Psychologia rozwojowa w zarysie. Wydawnictwo Naukowe PWN, Warszawa

Jethon Z., Grzybowski A. (2000) – Medycyna zapobiegawcza i środowiskowa. Wydawnictwo Lekarskie PZWL, Warszawa

Krzyżowski J. (2004) – Psychogeriatrya. Wydawnictwo Medyk, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/24	4	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

The written test

10. Language of instruction

Polish

ECTS credits

4

1.Course title

Social pathologies

2.Course contentsLecture

Problem of youth addiction.

Social maladjustment and its implications in individuals' biography.

Pathology, behavioural deviations and family insufficiency.

Pathology of total institutions.

Social and individual effects of penitentiary isolation.

Classes

Suicide.

Youth aggression.

Importance of sexual education and sexual abuse prevention.

Threats of sects. Youth subcultures.

Terrorism and its determinants, mafia relations.

3.Prerequisites

none

4.Learning outcomes

The aim is to show the problems in dysfunctional family.

The discussion about pathology and aggressive behaviors.

5.Recommended reading

Dylematy współczesnej profilaktyki i resocjalizacji [w:] A. Kieszkowska (2008) (red.) Wyd. Uniwersytetu Humanistyczno-Przyrodniczego, Kielce

Hołyst B. (1983) Samobójstwo – przypadek czy konieczność, Warszawa

Patologia społeczna w strukturze przeobrażeń ustrojowych Polski, Bielicki F., Sołtysiak T. (red.), (1994)

Bydgoszcz

Pospiszyl I. (2008) Patologie społeczne, Warszawa

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 12	4	II
Classes	15 / 12	4	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

Exam

Written test

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Sociotherapy

2.Course contentsClasses

Sociotherapy as a form and a method of psycho-pedagogical help for the children and adolescents that live in unfavorable social conditions. Diagnosing risk factors and areas susceptible for hurt in the children from the risk area. The causes and consequences of the traumatic experiences. Theoretical basics of disorders that occur during the development of children and young people. Planning social experiences that positively influence behavioral, emotional and cognitive disorders. Sociotherapy in the concept of J. Strzemieczny. Conditioning of the changes that take place during the development of the children that attend a day-care institution (staff competences, functioning of the institution). Research over the effectiveness of the sociotherapeutic influence. Enacting the exemplary scenarios of sociotherapeutic classes.

3.Prerequisites

none

4.Learning outcomes

Students know cause, area, and set of characteristics behavior disorder, they can write program assistance for children with emotion and behavior dysfunctions and give a classes for children with behavior disorder.

5.Recommended reading

Strzemieczny J. Program zajęć socjoterapeutycznych dla dzieci ze szkół podstawowych, Warszawa 1988.

Junik W., Wspomaganie rozwoju psychospołecznego dzieci z rodzin z problemem alkoholowym w świetlicach terapeutycznych, w: (red.) J. Grzelak, M. Sochocki, Ewaluacja profilaktyki problemów dzieci i młodzieży, Zeszyt 1 Pracowni Profilaktyki Młodzieżowej, Warszawa 2001.

Sawicka K.(red.) Socjoterapia, Warszawa 1998.

Sobolewska Z., Zajęcia socjoterapeutyczne dla dzieci i młodzieży — zasady projektowania zajęć, Warszawa 1993.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

classes - written test

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Education counselling

2.Course contentsLecture

Human psychological conceptions but education conceptions. The counselling, basic notions and conceptions. Kinds of advisers. Behaviourism – theoretical bases and methodology. Conception psychodynamic of man (bases of psychoanalysis) – on the example of the Transactional Analysis by Eric Berne. The humanistic conception as leaving the pedagogy of the compulsion. General assumptions – purposes of the education, concerning the assumption of child, of establishing about whom the class tutor is.

Classes

Communications blockades. Active listening. Announcements of the type „I” and „you”. What instead of punishing? Conflicts – winners and losers? Praise. Bringing up to the self-reliance. Encouraging for the cooperation. Freeing from playing a part.

3.Prerequisites

None

4.Learning outcomes

The Student knows essential conceptions education and associated with them methods and techniques education. He knows methods of the work of advisers. He can diagnose and solve education problems. He is able effectively to communicate.

5.Recommended reading

Kozielecki J., Konceptje psychologiczne człowieka, Warszawa 2000.

Kargul A., O teorii i praktyce poradnictwa, Warszawa 2005.

Śliwerski B., Współczesne teorie i nurty wychowania, Kraków 1998.

Gordon T., Wychowanie bez porażek w praktyce, Warszawa 1994.

Gordon T., Wychowanie bez porażek w szkole, Warszawa 1995.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	3	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Attest for estimate.

10.Language of instruction

Polish

ECTS credits

1

1. Course title

ESOL – Anglophone Press Survey

2. Course contentsClasses

The classes are discussion based, with the instructor acting as moderator. Students talk about all kinds of social, political, and cultural issues discussed in the popular British and American press. The topics, among others, include pop culture, social problems, religious tolerance, immigration, diverse family models, the cultural melting pot, country life and big-city life.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the style, layout, and subject matter of major American and British periodicals. They know how to make an in-depth stylistic analysis of expository texts as regards their ideological implications. They can express their point of view in colloquial speech and formal English.

5. Recommended reading

1. Bell, D., Kennedy, B.M. (red.). 2001. The Cyberculture Reader. Routledge: London.
2. Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin: Boston.
3. Periodicals: The Atlantic Monthly, The New Yorker, The New York Times
4. Smith, Ron. 1994. Groping for Ethics in Journalism. Midwestern Press: Saint Louis.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Subject to assessment are the student's contribution in class, multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10. Language of instruction

English

ECTS credits
1

1.Course title

Grammar

2.Course contentsClasses

Forms of verbs, division of verbs, grammatical tenses Present Simple, Present Continuous, Past Simple, Past Continuous, Present Perfect, Present Perfect Continuous, Past Perfect, Past Perfect Continuous, Future Simple future aspects of Present Simple, Present Continuous and expression to be going to, Future Continuous, Future Perfect Future Perfect Continuous, expressions like so do I, neither (nor) do I, modal verbs can/could, may/might, should/ ought to, must/ have to, need

3.Prerequisites

None

4.Learning outcomes

Student gets familiar and practises various grammatical structures; can transform theory into practice; uses correct grammatical structures in varied contexts.

5.Recommended reading

Evans, V.,J. Dooley (2008) Upstream Intermediate. Studentbook. Express Publishing.

Evans, V.,J. Dooley (2008) Upstream Intermediate. Workbook. Express Publishing.

Thompson, A., A. Martinet (1960) 2002 A Practical English Grammar. Oxford University Press.

Vince, M., P. Emmerson (2007) Intermediate Language Practice. Macmillan.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Short tests during the whole term and one final test

10.Language of instruction

English

ECTS credits

1

1.Course title

PNJA – Verbal Communication

2.Course contentsClasses

Students listen and speak about themselves and their background: dwellings, life events, travel, holidays, festivals.

Listening texts all replicate authentic spoken English and feature a range of genuine native-speaker accents.

Speaking, students go through a wide range of tasks which necessitate asking for and giving information, exchanging and justifying opinions and ideas, comparing and contrasting, agreeing, and disagreeing, suggesting and speculating.

3.Prerequisites

Knowledge of English Language

4.Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others.

5.Recommended reading

Evans V., Dooley J., 2008, Upstream intermediate, Express Publishing

Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.

Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6.Type of course

Obligatory

7.teaching team

Department of pedagogies – English language teachers.

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	1	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Classes - credit

10.Language of instruction

English

ECTS credits

1

1.Course title

PNJA – Verbal Communication

2.Course contentsClasses

Students listen and speak about themselves and their background: environment, energy, health, daily routines, technology and crime.

Listening texts all replicate authentic spoken English and feature a range of genuine native-speaker accents.

Speaking, students go through a wide range of tasks which necessitate asking for and giving information, exchanging and justifying opinions and ideas, comparing and contrasting, agreeing, and disagreeing, suggesting and speculating.

3.Prerequisites

Knowledge of English Language

4.Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech, speculating). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others.

5.Recommended reading

Evans V., Dooley J., 2008, Upstream intermediate, Express Publishing

Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.

Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6.Type of course

Obligatory

7.Teaching team

Department of pedagogies – English language teachers.

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Classes - credit

10.Language of instruction

English

ECTS credits
2

1.Course title

ESOL – Vocabulary Acquisition

2.Course contentsClasses

The classes are discussion-based, with the instructor acting as moderator. The basis of the discussion are the reading assignments studied at home. The topics cover a variety of vocabulary areas including, for instance, politics, the media, social sciences, contemporary cinema and sports.

3.Prerequisites

None

4.Learning outcomes

The students can communicate orally on a number of topics, especially those related to education in general and TEFL classroom practice in particular.

5.Recommended reading

May, P. (1992). The Complete Proficiency Practice Tests 2. Oxford: Heinemann.

McCarthy M. & F. O'Dell. (2002). English Vocabulary in Use. Advanced. Cambridge: Cambridge U P.

Thomas, B. J. (1989). Advanced Vocabulary and Idiom. London: Nelson.

Wellman, G. (1992). Wordbuilder. Oxford: Heinemann.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English with occasional Polish translation

ECTS credits

1

1.Course title

ESOL – Vocabulary Acquisition

2.Course contents**Classes**

The course aims at expanding the students' colloquial vocabulary, especially in the area of idioms, collocations, and stock phrases. Source materials include short articles, advertisements and editorials from the press (e.g. Time, Newseek, The Atlantic Monthly, The New Yorker), song lyrics, selected texts from English textbooks, and fragments of popular radio broadcasts and TV shows. The classes are discussion-based, with students usually talking about the assigned text in small groups, focusing on its point of view and rhetorical devices. The instructor points out selected words and phrases. The synonyms and antonyms are provided.

3.Prerequisites

None

4.Learning outcomes

The students are able to communicate fluently about everyday issues and have the basic sociolinguistic skills that enable them to respond adequately in culturally-specific linguistic interactions.

5.Recommended reading

1. McCarthy M. & F. O'Dell. (2002). English Vocabulary in Use. Advanced. Cambridge: Cambridge U P.
2. Thomas, B. J. (1989). Advanced Vocabulary and Idiom. London: Nelson.
3. Wellman, G. (1992). Wordbuilder. Oxford: Heinemann.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English and Polish

ECTS credits

1

1. Course title

Editorial exercises

2. Course contentsClasses

- An advertisement
- An informal letter describing a house for rent
- Famous people's profiles
- A narrative
- A letter of complaint
- A semi-formal transactional letter
- A set of rules
- An essay providing solutions to problems
- An informal letter describing a personal problem

3. Prerequisites

None

4. Learning outcomes

A student can differentiate between and write himself all the pieces of writing mentioned in the course contents section.

5. Recommended reading

1. Evans, V., Dooley, J. Upstream intermediate, Express Publishing 2002
2. Evans, V. Successful Writing, Express Publishing 1998
3. Copage, J. First Certificate Writing, Longman 1998

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Written work assigned both as homework and classroom writing.

10. Language of instruction

English

ECTS credits

1

1. Course title

Editorial exercises

2. Course contentsClasses

- A for and against essay
- A news report
- An opinion essay
- An article describing a visit to a place
- A recipe
- An assessment report
- A letter to the editor

3. Prerequisites

None

4. Learning outcomes

A student can differentiate between and write himself all the pieces of writing mentioned in the course contents section.

5. Recommended reading

1. Evans, V., Dooley, J. Upstream intermediate, Express Publishing 2002
2. Evans, V. Successful Writing, Express Publishing 1998
3. Copage, J. First Certificate Writing, Longman 1998

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Written work assigned both as homework and classroom writing.

10. Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Anglophone Press Survey

2.Course contentsClasses

The classes are discussion based, with the instructor acting as moderator. Students talk about all kinds of social, political, and cultural issues discussed in the popular British and American press. The topics, among others, include pop culture, social problems, religious tolerance, immigration, diverse family models, the cultural melting pot, country life and big-city life.

3.Prerequisites

None

4.Learning outcomes

The students are familiar with the style, layout, and subject matter of major American and British periodicals. They know how to make an in-depth stylistic analysis of expository texts as regards their ideological implications. They can express their point of view in colloquial speech and formal English.

5.Recommended reading

1. Bell, D., Kennedy, B.M. (red.). 2001. The Cyberculture Reader. Routledge: London.
2. Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin: Boston.
3. Periodicals: The Atlantic Monthly, The New Yorker, The New York Times
4. Smith, Ron. 1994. Groping for Ethics in Journalism. Midwestern Press: Saint Louis.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Subject to assessment are the student's contribution in class, multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Anglophone Press Survey

2.Course contents**Classes**

The classes are discussion based, with the instructor acting as moderator. Students talk about all kinds of social, political, and cultural issues discussed in the popular British and American press. The topics, among others, include pop culture, social problems, religious tolerance, immigration, diverse family models, the cultural melting pot, country life and big-city life.

3.Prerequisites

None

4.Learning outcomes

The students are familiar with the style, layout, and subject matter of major American and British periodicals. They know how to make an in-depth stylistic analysis of expository texts as regards their ideological implications. They can express their point of view in colloquial speech and formal English.

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2. Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin: Boston.
3. Periodicals: The Atlantic Monthly, The New Yorker, The New York Times
4. Smith, Ron. 1994. Groping for Ethics in Journalism. Midwestern Press: Saint Louis.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Subject to assessment are the student's contribution in class, multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Anglophone Press Survey

2.Course contentsClasses

The classes are discussion based, with the instructor acting as moderator. Students talk about all kinds of social, political, and cultural issues discussed in the popular British and American press. The topics, among others, include pop culture, social problems, religious tolerance, immigration, diverse family models, the cultural melting pot, country life and big-city life.

3.Prerequisites

None

4.Learning outcomes

The students are familiar with the style, layout, and subject matter of major American and British periodicals. They know how to make an in-depth stylistic analysis of expository texts as regards their ideological implications. They can express their point of view in colloquial speech and formal English.

5.Recommended reading

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2. Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin: Boston.
3. Periodicals: The Atlantic Monthly, The New Yorker, The New York Times
4. Smith, Ron. 1994. Groping for Ethics in Journalism. Midwestern Press: Saint Louis.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload			

9.Assessment methods

Subject to assessment are the student's contribution in class, multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1. Course title

ESOL – Anglophone Press Survey

2. Course contentsClasses

The classes are discussion based, with the instructor acting as moderator. Students talk about all kinds of social, political, and cultural issues discussed in the popular British and American press. The topics, among others, include pop culture, social problems, religious tolerance, immigration, diverse family models, the cultural melting pot, country life and big-city life.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the style, layout, and subject matter of major American and British periodicals. They know how to make an in-depth stylistic analysis of expository texts as regards their ideological implications. They can express their point of view in colloquial speech and formal English.

5. Recommended reading

1. Bell, D., Kennedy, B.M. (red.). 2001. The Cyberculture Reader. Routledge: London.
2. Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin: Boston.
3. Periodicals: The Atlantic Monthly, The New Yorker, The New York Times
4. Smith, Ron. 1994. Groping for Ethics in Journalism. Midwestern Press: Saint Louis.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Subject to assessment are the student's contribution in class, multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10. Language of instruction

English

ECTS credits
1

1.Course title

Grammar

2.Course contentsClasses

Passive Voice, Questions general questions, specific questions, indirect questions, direct questions, question tags, Imperative forms, Reported Speech, use of tenses in Reported Speech, questions, imperatives and suggestions in Reported Speech, Conditionals type 0, typeI, typeII, type II, mixed conditionals, wishes, had better, would rather

3.Prerequisites

None

4.Learning outcomes

Student gets familiar and practises various grammatical structures; can transform theory into practice; uses correct grammatical structures in varied contexts.

5.Recommended reading

Prodromou, L.(1999) Grammar and Vocabulary for First Certificate. Longman.

Thompson, A., A. Martinet (1960) 2002 A Practical English Grammar. Oxford University Press.

Quirk, R., Greenbaum, S. (1973) A University Grammar of English. Longman.

Swan, M. Practical English Usage. (1991)Oxford University Press.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Short tests during the whole term and one final test

10.Language of instruction

English

ECTS credits

1

1.Course title

Grammar

2.Course contentsClasses

Passive Voice, Questions general questions, specific questions, indirect questions, direct questions, question tags, Imperative forms, Reported Speech, use of tenses in Reported Speech, questions, imperatives and suggestions in Reported Speech, Conditionals type 0, typeI, typeII, type II, mixed conditionals, wishes, had better, would rather

3.Prerequisites

None

4.Learning outcomes

Student gets familiar and practises various grammatical structures; can transform theory into practice; uses correct grammatical structures in varied contexts.

5.Recommended reading

Prodromou, L.(1999) Grammar and Vocabulary for First Certificate. Longman.

Thompson, A., A. Martinet (1960) 2002 A Practical English Grammar. Oxford University Press.

Quirk, R., Greenbaum, S. (1973) A University Grammar of English. Longman.

Swan, M. Practical English Usage. (1991)Oxford University Press.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Short tests during the whole term and one final test

10.Language of instruction

English

ECTS credits
2

1. Course title

PNJA – Verbal Communication

2. Course contentsClasses

Students listen and speak about themselves and their background: environment, energy, health, daily routines, technology and crime.

Listening texts all replicate authentic spoken English and feature a range of genuine native-speaker accents.

Speaking, students go through a wide range of tasks which necessitate asking for and giving information, exchanging and justifying opinions and ideas, comparing and contrasting, agreeing, and disagreeing, suggesting and speculating.

3. Prerequisites

Knowledge of English Language

4. Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech, speculating). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others.

5. Recommended reading

1. Evans V., Dooley J., 2008, Upstream intermediate, Express Publishing
2. Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.
3. Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6. Type of course

Obligatory

7. Teaching team

Department of pedagogies – English language teachers...

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Classes – credit with mark

10. Language of instruction

English

ECTS credits
1

1. Course title

PNJA – Verbal Communication

2. Course contentsClasses

Students listen and speak about themselves and their background: environment, energy, health, daily routines, technology and crime.

Listening texts all replicate authentic spoken English and feature a range of genuine native-speaker accents.

Speaking, students go through a wide range of tasks which necessitate asking for and giving information, exchanging and justifying opinions and ideas, comparing and contrasting, agreeing, and disagreeing, suggesting and speculating.

3. Prerequisites

Knowledge of English Language

4. Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech, speculating). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others

5. Recommended reading

1. Evans V., Dooley J., 2008, Upstream intermediate, Express Publishing
2. Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.
3. Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6. Type of course

Obligatory

7. Teaching team

Department of pedagogies – English language teachers

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Classes – credit with mark

10. Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Vocabulary Acquisition

2.Course contentsClasses

The course aims at expanding the students' vocabulary in the area of broadly-conceived Humanities. Source materials include non-fiction texts, newspaper articles, argumentative essays, causeries, and reviews by contemporary British and American authors, most of them classics of modern Anglophone expository writing. The subjects, among others, include the Noble Savage myth, modern Western consumerism and individualism, socio-political utopias, essentialist and non-essentialists concepts of the human self, the individual versus society, the man–nature relationship, etc. In class students discuss texts read at home.

3.Prerequisites3rd-semester standing**4.Learning outcomes**

The students should be able to participate in sophisticated conversations on socio-cultural issues as well as express their personal opinion on these issues in writing.

5.Recommended reading

1. McCarthy M. & F. O'Dell. (2002). English Vocabulary in Use. Advanced. Cambridge: Cambridge
2. Thomas, B. J. (1989). Advanced Vocabulary and Idiom. London: Nelson.
3. Wellman, G. (1992). Wordbuilder. Oxford: Heinemann.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy and Tourism

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Vocabulary Acquisition

2.Course contentsClasses

The course aims at expanding the students' vocabulary in selected areas of social life (e.g. economy, law, business, politics, education). Texts in those fields are discussed in class, with an emphasis on their stylistic register, rhetorical function and implicit cultural codes.

3.Prerequisites4th-semester standing**4.Learning outcomes**

The students should be able to participate in sophisticated discussions on economy, law, business, politics and education as well as express their personal opinion on these issues in writing.

5.Recommended reading

1. McCarthy M. & F. O'Dell. (2002). English Vocabulary in Use. Advanced. Cambridge: Cambridge P.
2. Thomas, B. J. (1989). Advanced Vocabulary and Idiom. London: Nelson.
3. Wellman, G. (1992). Wordbuilder. Oxford: Heinemann.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy and Tourism

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Composition

2.Course content.Classes

The course aims at improving the students' communicative skills in the area of expository writing. In the third semester the emphasis is on the following issues: composing a coherent paragraph, composing letters (formal and informal), applications and memos, summarizing and paraphrasing short expository texts

3.Prerequisites

Completion of the ESOL-Composition course in semester 2.

4..Learning outcomes

Students know how to express their opinion and pass on information in written English. They also know how to paraphrase and summarize short expository texts.

5..Recommended reading

Bander, R. 1996. American English Rhetoric. Routledge: New York.

Ferre, J. P. 1994. Merrill Guide to the Research Paper. Prentice Hall: New York

Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin Company: Boston.

Meyer, M. 2007. The Little, Brown Guide to Writing Research Papers. Longman: London

6..Type of course

Obligatory

7..Teaching team

Department of Pedagogy

8..Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Subject to assessment are all the written assignments composed both in class and at home. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Composition

2.Course contentsClasses

The course aims at improving the students' communicative skills in the area of expository writing. In the fourth semester the emphasis is on the following issues:

summarizing and paraphrasing short expository texts

composing short argumentative essays on a variety of socio-cultural topics

3.Prerequisites

Completion of the ESOL-Composition course in semester 3.

4.Learning outcomes

Students know how to compose short argumentative essays on a variety of socio-cultural topics.

5.Recommended reading

- Bander, R. 1996. American English Rhetoric. Routledge: New York.
- Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin Company: Boston.
- Meyer, M. 2007. The Little, Brown Guide to Writing Research Papers. Longman: London

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Subject to assessment are all the written assignments composed both in class and at home. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

2

1.Course title

Phonetics

2.Course contentsClasses:Vowels (cardinal vowel diagram; differences between Polish and English vowels; front, central and back vowels)Diphthongs (main difficulties in diphthong pronunciation)Consonants (division on the basis of place of articulation)Weak forms (reduction of vowels, fast speech)Accent (word, phrase, sentence)Intonation (falling, rising, falling-rising, rising-falling)**3.Prerequisites**

None

4.Learning outcomes

Student knows the system of English sounds and is able to use it in various contexts

Student can use phonetic transcription on a word level

Student works at correct pronunciation on a sentence level and pays particular attention to the linkings of words in sentences, accent and intonation

5.Recommended reading

Baker, A. Ship or Sheep. An intermediate pronunciation course.

Cunningham, S. Bowler, B. New Headway Pronunciation Course

Wells, J.C. Longman Pronunciation Dictionary.

Baker, A. Tree or Three. An elementary pronunciation course.

Roach, S. English Phonetics and Morphology

Sobkowiak, W.: English Phonetics for Poles.

O'Connor, J.D. and Fletcher, C.: Sounds English

Ponsonby, M.: How Now, Brown Cow?

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

active students' participation in classes

2 transcription tests

oral test

10.Language of instruction

English

ECTS credits
3

1.Course title

Methodology of teaching English

2.Course contentsLecture and Classes

definitions of language, English as a Germanic and Indo-European language, approaches to language and language acquisition, nativism, Universal Grammar (Noam Chomsky), cognitivism, behaviourism, stages of L1 and L2 development characteristics of young learners methods of foreign language teaching.

3.Prerequisites

None

4.Learning outcomes

Student is able to use theoretical background in practise and teach English both in a nursery and primary school.

5.Recommended reading

Brewster, J.,G. Ellis and D. Girard. 1992. The Primary English Teacher's Guide. Penguin English: London

Philips S. 2001. Young Learners. OUP: Oxford and New York

Slattery, M., J. Willis. 2001. English for Primary teachers A Handbook of Activities and Classroom Language.

OUP: Oxford and New York.

Scott, W. A., L. H. Ytreberg. 1990. Teaching English to Children. Longman: London and New York

Wright A. 2001. Art and Crafts with Chldren. OUP: Oxford and New York

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	3	2
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Classes: Presentations and a final test

Lecture: Two tests

10.Language of instruction

English

ECTS credits

3

1.Course title

Methodology of teaching English

2.Course contentsLecture and Classes

definitions of language, English as a Germanic and Indo-European language, approaches to language and language acquisition, nativism, Universal Grammar (Noam Chomsky), cognitivism, behaviourism, stages of L1 and L2 development

characteristics of young learners

methods of foreign language teaching

3.Prerequisites

None

4.Learning outcomes

Student is able to use theoretical background in practise and teach English both in a nursery and primary school.

5.Recommended reading

Brewster, J.,G. Ellis and D. Girard. 1992. The Primary English Teacher's Guide. Penguin English: London

Philips S. 2001. Young Learners. OUP: Oxford and New York

Slattery, M., J. Willis. 2001. English for Primary teachers A Handbook of Activities and Classroom Language.

OUP: Oxford and New York.

Scott, W. A., L. H. Ytreberg. 1990. Teaching English to Children. Longman: London and New York

Wright A. 2001. Art and Crafts with Chldren. OUP: Oxford and New York

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Classes: Presentations and a final test

Lecture: Two tests

10.Language of instruction

English

ECTS credits

1

1.Course title

Introduction to American culture

2.Course contentClassesGeographical and cultural regions (Northeast, Southwest, Midwest, Southwest, Northwest, Alaska, Hawaii)Politics (general description, constitution, government, political parties, elections)System of lawReligion (characteristics of various denominations)Education (historical background, present situation)Media (press, television)Lifestyle (culture, arts, architecture, sport and leisure, customs, holidays)**3.Prerequisites**

None

4.Learning outcomes

Student is able to describe the most important facts and aspects concerning American culture and civilization

5.Recommended reading

Bromhead, P. Life in Modern America

Diniejko, A. An Introduction to The United States of America

.E. and Tiersky, M. The USA: Customs and Institutions.

Fiedler, E., Jansen, E. and Norman-Risch, M. America in Close-up

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Active participation in classes

Presentation, Test

10.Language of instruction

English

ECTS credits
1

1.Course title

Intoduction to British culture

2.Course content

Classes

Geographical and cultural regions (England, Scotland, Wales, Northern Ireland, identity and stereotypes)

Politics (general description, monarchy, government, parliament, elections)

System of law

Religion (characteristics of various denominations)

Education (historical background, present situation)

Media (press, television)

Lifestyle (culture, arts, architecture, sport and leasure, customs, holidays)

3.Prerequisites

None

4.Learning outcomes

Student is able to describe the most important facts and aspects concerning British culture and civilization

5.Recommended reading

O'Driscoll J. Britain for Learners of English

O'Driscoll J. Britain for Learners of English.Workbook.

McDowall D. Britain in Close-up. An In-depth Study of Contemporary Britain.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Active participation in classes

Presentation

Test

10.Language of instruction

English

ECTS credits

1

1. Course title

Diploma seminar

2. Course contents

The stages of scientific research at pedagogy. Plurality of pedagogy's languages and necessity of definition pedagogical terms. The object of research at pedagogy, cognitive and practical aims pedagogical research. Term - research problems. Formulating of subject, object and aim of research, choose of literature. The structure of diploma thesis and criterions of method of evaluating.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the stages of scientific research at pedagogy.

They are able to formulate of object and aims of research, research problems, subjects and searching of literature.

5. Recommended reading

1. Hejnicka-Bezwińska T., Pedagogika ogólna. Wydawnictwa Akademickie i Profesjonalne, Warszawa 2008.

2. Łobocki Mieczysław, Teoria wychowania w zarysie, Kraków 2006, OW Impuls. Kraków 2006,

3. Pilch T., Bauman T., Zasady badań pedagogicznych. Strategie ilościowe i jakościowe, Wydawnictwo Akademickie „Żak”, Warszawa 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15	4	2
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Basic of language education.

2. Course contentsLecture and classes.

Theories of acquire the language. Functions of language. Definitions of language.

Branches of grammar: phonetics (speech organ, phoneme vs. phone, phonemic oppositions. Phone classification: vowels and consonants. Syllable. Differences between pronunciation and writing. The role of syllable. Dividing the word in syllable. Morphology (parts of speech, inflection, conjunction, wordbuilding, morphological categories). Syntax (part of sentence, types of sentences, agreement, grammatical government, collocation). Lexicology (real and etymological meaning of the word). Phraseology (types of expressions).

3. Prerequisites

none

4. Learning outcomes

The student is familiar with the knowledge of the polish grammar and is able to use it in practice. He can carry out the phonetic analysis of polish phone, he can divide morpheme, carry out morphological analysis of the word, distinguish types of sentences, and he can parsing. He can define expressions.

5. Recommended reading

Borawska K., Umiejętności językowe dziecka kończącego edukację wczesnoszkolną. Wyd. Trans Humana. Białystok 2004.

Nauka o języku dla polonistów, red, S.Dubisz. Książka i Wiedza Warszawa 2002.

Ostaszewska D., Tambor J., Fonetyka i fonologia współczesnego języka polskiego, PWN, Warszawa 2004.

Strutyński J., Gramatyka polska, Wyd. T. Strutyński. Kraków 2005.

6. Type of course

Obligatory

7. Teaching team

Departament of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	II
Classes	15	4	II
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Assessment methods :

Active participation in classes

Presentation

Test

10. Language of instruction

Polish

ECTS credits

2

1.Course title

Foundation of Mathematical Education

2.Course contentsLecture , ClassesThe nature and structure of mathematics: the notion of axiom, definition, lemma, theorem, counterexample.Mathematical logic as the language of mathematics: the wording and form of sentential, functor, tautology,necessary and sufficient condition, and command rules of inference, propositional calculus. The sets and its importance in mathematics: finite and infinite set, and their description (the principle of induction), operations on sets, the set of natural numbers, rational, arithmetic on numbers, number systems.Relationship and its role in mathematics: selected relations, equivalence relation, partial order and order, the notion of function within.Elements of abstract algebra: the concept of operations, the algebraic structure of the numbers field example.Basics of geometry: an introduction to Euclidean geometry (axioms), line, plane, angle and its measure, a review of basic plane figures and their properties, basic geometric transformations on the plane.**3.Prerequisites**

No requirements

4.Learning outcomes

The listener is familiar with the basic mathematical knowledge giving substantive preparation for the course Mathematical Education of the methodology. The student understands the basic mathematical concepts, it can clearly glorify and use basic mathematical symbols. Learns the rules and the possibility of mathematical thinking. It can define and interpret the mathematics in terms of basic phenomena of a quantitative and qualitative. He knows how to solve the basic problems encountered in the initial teaching. Students can use their knowledge to motivate students to solve mathematical problems. Acquires the ability to shape a positive attitude to mathematics student.

5.Recommended reading

1. Ryszard Rębowski, Matematyka dyskretna dla Informatyków, seria wydawnicza PWSZ im. Witelona w Legnicy, 2009.

2. Ryszard Rębowski i Janina Płaskonka, Zbiór zadań z matematyki dyskretnej, seria wydawnicza PWSZ im. Witelona w Legnicy, 2009.

3. Jerzy Nowik, Kształcenie matematyczne w edukacji wczesnoszkolnej, Wydawnictwo NOWIK Sp.j., Opole 2009.

4. Podstawa Programowa Wychowania Przedszkolnego dla Przedszkoli, Oddziałów Przedszkolnych w Szkołach Podstawowych oraz Innych Form Wychowania Przedszkolnego, Dziennik Ustaw MEN dnia 15 stycznia 2009 r. Nr 4, poz. 17.

6.Type of course

Obligatory

7.Teaching team

Department of Basic Science

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	2
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture-credit on the assessment, exercises to assess the credit

10.Language of instruction

Polish

ECTS credits

3

1.Course title

Pedagogy of Early Education

2.Course contentsLecture and Classes

Early Education as a science; early education's subject, theoretical basic of Early Education, methodological grasp. Early Education discourse; functionality and behaviour discourse, humanistic and adaptability discourse, constructive and developmental discourse, constructive and social discourse. Aims of Education; basic aims of education, operational aims. Contents of Education and Behaviour; versatile education's theory vs. lessons types, teaching and education methods, classification, Thomas Gordon's education concept. Education's roles, forms of organizations and teaching measures in Early Education. Alternative education. Celestyn Freinet, Maria Montessori, Maria Cackowska, Ryszard Łukaszewicz. Supporting education. Physical development, cognitive development, emotional and moral development. Teacher in Early Education; modern model of a teacher, teacher's specificity at work in Early Education, teacher – student/parent/community relationship.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the essence of the Early Education and the basic of the concept – the concept of Early Education. Students can formulate aims, methods, rules as well as select forms and contents of education and methods of development. Students are familiar with different concepts of alternative education (Freinet, Montessori, Gordon, Neill), didactic and educational work, teacher – students working methods and use the educational resources to didactic and educational work of a teacher.

5.Recommended reading

1. Klus-Stańska D., Szczepka-Pustkowska M., Pedagogika wczesnoszkolna – dyskursy, problemy, rozwiązania. Wyd. Akademickie i Profesjonalne, Warszawa 2009
2. Jakubowicz-Bryx A., Edukacja wczesnoszkolna i przedszkolna w warunkach przemian początku XXI wieku. Wyd. Akademia Byd. Bydgoszcz 2004
3. Kopaczyńska I, Nowak-Łojewska A., Wymiary Edukacji zintegrowanej. IMPULS, Kraków 2007
4. Więckowski R. Pedagogika wczesnoszkolna. WSZiP, Warszawa 1998
5. Adamek I. Podstawy Edukacji wczesnoszkolnej. IMPULS, Kraków 2000

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	2
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Lecture – examination, classes - written test are the conditions of ranking the classes

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Musical education with methodology

2.Course contentsClasses

Development in the range of playing the Orff instruments, singing (the right intonation and voice emission), discussing selected problems of music: choosing musical repertoire for classes (songs, dances, works of the children's and classical music)

3.Prerequisites

Knowledge of the note pitches in the range from c-c1 (treble clef), acquaintance of the rhythmical values of the notes and rests (from the whole note to sixteenth note)

4.Learning outcomes

Elementary issues of the musical education

5.Recommended reading

K. Przybylska, Zabawy i ćwiczenia muzyczno-ruchowe w klasach I-III, Warszawa 1975

K. Stasińska, Instrumentarium Orffa w szkole, Warszawa 1986

B. Muchenberg, Pogadanki muzyczne, Z.1, Z. 2, Kraków 1996

6.Type of course

Obligatory/elective/optional

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Singing, playing the Orff instruments, music illustrations of the children's literature, carrying out the trial lessons; answers during the classes and the final test

10.Language of instruction

Polish

ECTS credits
2

1. Course title

Polish education with methodology

2. Course contentsLecture and Classes

Language improvement in preschool age : enrich vocabulary and expressions. Improvement of language ability : organization and planning of longer utterance. Basic forms of written and oral production: narration, description, report, letter. Grammar teaching. Methods of reading and writing study. Spelling and punctuation teaching. Examples of conspect.

3. Prerequisites

None

4. Learning outcomes

The student knows the aims of polish teaching, knows content of the polish education in preschool age, knows basic program, knows types of teaching methods, program contents for different stage of preschool education, knows methods of transfer and teaching.

5. Recommended reading

Adamek J., Podstawy edukacji wczesnoszkolnej. Kraków 2000.

Czelakowska D., Metodyka edukacji polonistycznej dzieci w wieku przedszkolnym. Kraków. Impuls 2009

Dymna B., Wczesnoszkolna edukacja literacka. Kraków 1996.

Krzyżewska J., Aktywizujące metody i techniki w edukacji wczesnoszkolnej. Suwałki 1998.

Winniger M.L., Wprowadzenie do nauki czytania. Warszawa 2001.

Kształcenie języka ojczystego dziecka , red. M.T. Michalewska, M. Kisiel. Kraków 2001.

Mnich M., Sprawności językowe dzieci w wieku przedszkolnym. Kraków 2002.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	II
Classes	15	4	II
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Assessment methods:

Written paper, Written thest

10.Language of instruction:

Polish

ECTS credits

2

1.Course title

Mathematics Education with the Methodology

2.Course contentsLecture , and Classes

The beginnings of mathematical thinking in children.

Developing children's mathematical thinking.

Mathematical competence. Mathematical content in the core "Curriculum of integrated education".

The planning process of learning and teaching mathematics at the initial stage of education.

Developing basic mathematics (orientation in space, sets, natural numbers, the operations on the natural numbers, solving equations and inequalities, text tasks, forming geometrical concepts, practical mathematical skills).

Checking and evaluating the achievements of mathematics in children (including on assessment of descriptive).

The causes of school failure in children.

3.Prerequisites

No requirements

4.Learning outcomes

A student is prepared to design and conduct of the mathematics education classes. Can be used in practice records, "Basics of integrated education program." He knows how to plan your learning process: it knows what to teach, for what purpose and by what. Understands the importance of basic mathematics. Acquire basic practical skills in teaching math. Understands the importance of student's homework. It can check and evaluate the student's mathematical achievement. He has mastered ways to motivate students to solve mathematical problems

5.Recommended reading

Jerzy Nowik, Kształcenie matematyczne w edukacji wczesnoszkolnej, Wydawnictwo NOWIK Sp.j, Opole 2009

Filip J., Rams T.: Dziecko w świecie matematyki. Oficyna Wydawnicza „Impuls”, Kraków, 2000

Klus – Stańska D., Kalinowska A.,: Rozwijanie myślenia matematycznego młodszych uczniów, wyd. Żak, Warszawa, 2004.

Podstawa Programowa Wychowania Przedszkolnego dla Przedszkoli, Oddziałów Przedszkolnych w Szkołach Podstawowych oraz Innych Form Wychowania Przedszkolnego, Dziennik Ustaw MEN z dnia 15 stycznia 2009 r. Nr 4, poz. 17.

6.Type of course

Obligatory

7.Teaching team

Department of Basic Science

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	2
Classes	15	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture-credit on the assessment, exercises to assess the credit-

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Children's literature

2.Course contentsLecture

Acquaintance with a standard children's literature in forms I-III, historical outline (the most important information concerning writers and their works and biographies)

3.Prerequisites

Acquaintance with standard children's literature in forms I-III

4.Learning outcomes

Acquaintance with the children's reading-matters and history of literature including informations concerning writers biographies.

5.Recommended reading

standard children's literature in forms I-III

R. Waksmund, Od literatury dla dzieci do literatury dziecięcej, Wrocław 2000

J. Pačławski, M. Kątny, Literatura dla dzieci i młodzieży, Kielce 1996.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Answers concerning the knowledge of the history of children's literature and carrying out the trial lesson

10.Language of instruction

Polish

ECTS credits

2

1. Course title

Lecture optional - modern conception of education

2. Course contents**Lecture**

Term "modern conception of education". Dynamic, type of changes in education and thinking about it. Ontology of the present from a perspective of education. Classical culture as a contexts modern ideas and educational practice looking at the tradition. Partitions, oppositions in modern culture as a context of modern education. The basic issue of conception of conservative progress education. Characteristic of conception of conservative progress education by A. Nalaskowski, in the context of assumption educational alternative, in referring to various social and political ideology. Liberal, progressive conception and technology of education. Practicing as a teleology and realizations base of pragmatistic education. Technology of pragmatistic education – procedures, active method of education, psychotechniques, sociotechniques and the consequences of it. Alternative of radical, critical concepts of education. Ch. Lindenberg's concept (of the base of R. Steinner's idea). A. S. Neill's concepts of liberalistic upbringing.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with basic issue various and representative conceptions appear at modern thinking, stimulating present upbringing and didactic practice.

They are able to understand modern conception and technology of education, take into consideration their diversity of philosophical, axiological presumptions, civilization and culture context and current pedagogical trends.

5. Recommended reading

1. Edukacja w świecie współczesnym, pod red., R. Lepperta, OW „Impuls”, Kraków 2000.
2. Figiel M., Szkoły autorskie w Polsce. Realizacje edukacyjnych utopii, OW „Impuls”, Kraków 2001.
3. Lindenberg Ch., Szkoła bez lęku, Wyd. Jacek Santorski, Warszawa 1993.
4. Odmianny myślenia o edukacji, pod red. J. Rutkowiak, OW „Impuls”, Kraków 1995.

6. Type of course

Optional/elective

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

The written test

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Basis of family law

2. Course contents

Lecture and Classes: the object and scheme of family law: social and Normative Concept of Family, Kinship and Affinity, the scheme of family law, the subject of family law, family law sources, the Principles and main directions of interpretation. Marriage: The Conditions of marriage, rights and Obligations of Spouses, the concept of matrimonial property and its types, the liability of Property of Spouses, cancellation and termination of the marriage. Legitimacy: identification and denial of maternity, Paternity, Relationship Between the parents and children. Parental: attributes of parental authority, exercised parental authority and the type of interference by the court, termination of parental rights. Maintenance obligation: concept and function of the maintenance obligation, the circle of persons entitled and obliged, content and enforcement of maintenance obligations. Adoption: concept, the legal nature and function, the conditions of adoption, types of adoption, termination of adoption and its effects. Custody and guardianship: the purpose and legal nature, mode of establishment of care, the manner of care, causes and consequences of cessation of care. Elements of judicial proceedings in matrimonial matters and the relations between parents and children: the jurisdiction of the court, the parties, the special proceedings in family matters, the effects of family court rulings,

3. Prerequisites

none

4. Learning outcomes

The Students are familiar with the basic concepts of family law. They know how to interpret the provisions of the Family and Guardianship Code and the functioning of the institutions of family law in practice. Students know the course and the most important principles of judicial proceedings in matrimonial matters.

5. Recommended reading

T. Smoczyński, Prawo rodzinne i opiekuńcze, Warszawa 2005

M. Andrzejewski, Prawo rodzinne i opiekuńcze, C.H Beck, Skrypty, Warszawa 2009

J. Ignatowicz, M. Nazar, Prawo rodzinne. Zarys Wykładu, Warszawa 1995

System prawa rodzinnego i opiekuńczego, praca zbiorowa pod red. J.St. Piątkowskiego, Ossolineum 1985

H. Haak, Obowiązek alimentacyjny. Komentarz, Toruń 1995

J. Gajda, Kodeks Rodzinny i Opiekuńczy. Komentarz, Warszawa 1999

6. Type of course

Obligatory

7. Teaching team

Department of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	VI	3
Classes	15/8	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture, exercises - essay

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Tutelar institutions and posts

2. Course contents

Classes: Aims, objectives and assignments of parental and institutional forms of child custody. Institutional child and family support in local and social environment. Analysis of present childcare system. Main directions of help for families and children

3. Prerequisites

None

4. Learning outcomes

Students know contemporary, institutional forms of child and teenager education and custody. Students are able to list down present ways of supporting children from dysfunctional families and know fundamental legal acts of custody and education.

5. Recommended reading

Zalewski D. - Opieka i pomoc społeczna : dynamika instytucji, Warszawa 2005.

Borowski R, Wysocki D. - Placówki opiekuńczo-wychowawcze, Płock 2001.

Kozaczuk F. – Resocjalizacja instytucjonalna, Rzeszów 2004.

Węgiński Z. - Opieka nad dzieckiem osieroconym : teoria i praktyka, Toruń 2006.

Raław-Markowska M., Legat S. - Opieka zastępcza nad dzieckiem i młodzieżą : od form instytucjonalnych do rodzinnych, Warszawa 2004.

6. Type of course

Obligatory

7. Teaching team

Department of pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Essay, credit (by grading)

10. Language of instruction

Polish

ECTS credits

4

1.Course title

Health psychology

2.Course contents**Lecture**

The major subjective of the course is to familiarize students with the latest theoretical systems on health psychology. Amongst those approaches we may indicate to psychosomatic medicine, behavioral medicine, medical psychology. Theoretical systems, which explain what is the function of the issues have been contained in some theoretical models such as: biomedical model, holistic-functional model and socio-ecological model.

Studies on health comprise such issue as: biological health, psychic health, social health and spiritual health. Nonetheless, the most interesting seems to be A. Antonovsky model, salutogenetic model, which in confrontation with the most of in use, when we consider the question of health, pathogenetic model, clarifies source of illnesses and describes ways, how to cope and prevent the diseases.

Also, it is crucial how comprehensive are psychological problems connected with some factor, which favor the origination of illnesses and recuperation. Emotional life of an individual and the ways he copes with stresses and many other tensions, which may favor the worsening of the state of health, seems to be very vital.

In the end, health preventive treatment, the factors which in the highest degree aid our organism to sustain and preserve health are discussed, here.

3.Prerequisites

None

4..Learning outcomes

Basic principal theoretical and practical knowledge acquisition on psychology of health.

5..Recommended reading

A. Heszen, I., Sęk, H. (redakcja) **PSYCHOLOGIA ZDROWIA**, PWN, Warszawa 2007,

B. Bishop George D. **PSYCHOLOGIA ZDROWIA**, Wydawnictwo ASTRUM, Wrocław 2007

6.Type of course

Optional

7.Teaching team

Department of Education

8.Course structure:

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	15/8	5	3
Total student's workload	120		

9.Assessment methods

The assessment of student's labor is performed after theoretical or experimental study of some issues of health psychology

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Health Promoting

2.Course contentsLecture

Fundamental concepts: health, health promoting, rules of health promoting. Health promoting from the last decade of the 20th century's point of view of. The progress of health promoting – from Alma-Ata to Bangkok. The principles and values of health promoting. Implementing the aims and the tasks of health promoting. Initiating health promoting moves. Documents and concepts of health promoting. The meaning of development of the health promoting to rise the strategy and gain the health programmes. Theory and practice of health promoting: actions for health promoting strategy, principle health promoting rule – health investing. Communal attitudes towards health. Competence of health promoter

Classes

Chosen areas of health promoting. Health Promoting school. Health promoting in a working environment. Health promoting in a living environment. – air, water, soil. Healthy cities. Commune promoting health. Sexual life vs. health. National Health Programme. Mental health promoting. Addictive disorder prevention and health promoting among community. Planning and initiating national programmes of public health. Actual possibilities of funding the health promoting actions. Environment and health – environmental health. Community actions within the public health.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the fundamental concepts of health, health promoting, rules of health promoting. They understand the strategy of the health promoting actions. They can apply health promoting in various educational environments and take the action in favour of the health of themselves and others. The students are familiar with the competence of health promoter.

5.Recommended reading

1. Karski J. B. (red.), (2008), Praktyka i teoria promocji zdrowia: wybrane zagadnienia Wydawnictwa Fachowe „CeDeWu”, Warszawa.
2. Karski J.B. (red.), (2006), Postępy promocji zdrowia przegląd międzynarodowy, Wydawnictwa Fachowe „CeDeWu”, Warszawa.
3. Karski J.B., (1999), Promocja zdrowia, Wydanie nowe, Wydawnictwo „IGNIS” Warszawa.
4. Korporowicz V., (2008), Promocja zdrowia: kształtowanie przyszłości, Oficyna Wydawnicza, Warszawa.
5. Lwow F., Milewicz A.,(2004), Promocja zdrowia. Podręcznik dla studentów i lekarzy rodzinnych,Wydaw. Medyczne URBAN & PARTNER, Wrocław.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	3
Classes	15/8	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

lecture –credit, classes –credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Education counselling

2.Course contentsLecture

Human psychological conceptions but education conceptions. The counselling, basic notions and conceptions. Kinds of advisers. Behaviourism – theoretical bases and methodology. Conception psychodynamic of man (bases of psychoanalysis) – on the example of the Transactional Analysis by Eric Berne. The humanistic conception as leaving the pedagogy of the compulsion. General assumptions – purposes of the education, concerning the assumption of child, of establishing about whom the class tutor is.

Classes

Communications blockades. Active listening. Announcements of the type „ I ” and „ you ”. What instead of punishing? Conflicts – winners and losers? Praise. Bringing up to the self-reliance. Encouraging for the cooperation. Freeing from playing a part.

3.Prerequisites

None

4.Learning outcomes

The Student knows essential conceptions education and associated with them methods and techniques education. He knows methods of the work of advisers. He can diagnose and solve education problems. He is able effectively to communicate.

5.Recommended reading

- 1.Kozielecki J., Koncepcje psychologiczne człowieka, Warszawa 2000.
- 2.Kargul A., O teorii i praktyce poradnictwa, Warszawa 2005.
- 3.Śliwowski B., Współczesne teorie i nurty wychowania, Kraków 1998.
- 4.Gordon T., Wychowanie bez porażek w praktyce, Warszawa 1994.
- 5.Gordon T., Wychowanie bez porażek w szkole, Warszawa 1995.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	6	3
Classes	15/8	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Attest for estimate.

10.Language of instruction

Polish

ECTS credits

3

1.Course title

Children and Parental Rights Prevention.

2.Course contentsLecture and Classes

What are human rights? Fundamental concepts concerning children and family; family, family relationship (relation, kinship, material status, closeness relation, homebody status). History and philosophy of Human Rights. Modern forms of democratic country. Humans right perceived by the Constitution of the Republic of Poland. Authorities and procedures of Human Rights in a internal law. (Courts, Constitutional Tribunal, the Parliamentary Commissioner). Children's and Parental Rights Prevention; source of the family law, rules of family law. Parental authority. Marriage, Principles of intervention in family. Child in a custody; legal acts of a custody, adjustment - adoption, foster families, social care (responsibilities of the institution that is in a charge and responsibilities of biological parents), social assistance (welfare, housing benefit, welfare benefits). Supporting institutions: court, police, national health service, probation officer. Children Rights; sources of Children Rights, rights and freedom vs. responsibilities, Child's Rights – students rights, discipline in education. Child facing the judiciary – child's legislation rights; the aggrieved position, child as a witness in a criminal proceeding, rights of testimony refusal, interrogation, credibility of testimony, guaranty of respect the rights and child's dignity in court proceeding. List of legal acts (Family Rights Charter, family and guardianship code)

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the fundamental concept, with the fundamental legal acts (the list of headlines), regulation – legal issues concerning child and family. Students are introduced to organizations (guardianship court and family court) taking care and legal protection of a child (legal custody of a child) and family (foster family, family institutions, rehabilitative institutions, social institutions, interventional institution, adoptive centre.

5.Recommended reading

1. Andrzejewski M., Prawna ochrona rodziny. WSiP, Warszawa 1999
2. Gajda J., Kodeks rodzinny i opiekuńczy. Komentarz. Warszawa 2000
3. Ignatowicz J., Prawo rodzinne. Wydawnictwo Prawnicze LexisNexis, Warszawa 2002
4. Stech K., Ratuś B.(red.) PAKTY Praw Człowieka w procesie edukacji. Zielona Góra, Ośrodek Doskonalenia Nauczycieli, 1994.
5. Kaczmarek M. Standardy prawa rodzinnego – zagadnienia prawne dotyczące dziecka i rodziny. Federacja na rzecz Reintegracji Społecznej, Warszawa 2005

6.Type of course

Obligatory

7.Teaching team

Department of ...

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	6	3
Classes	15/8	6	3
Laboratory			
Project			

10. Language of instruction

Polish

ECTS credits
3

1.Course title

The caring- educational labour methodology.

2.Course contentsClasses

The school educator as an organizer of the caring-educational labour. (the range of duties, the documentation, the specificity of proffesion, the principles of outlines creation (the methodical plan)). Selected methods of working with group (a decission -making tree, swot analyses, a thinking- hats method, panel discussion, group decision technique, drama technique, pictures etc.). Working out the scripts for the educational classes: methods selections and working techniques for selected subjects: friendship, values, conflicts, creative thinking, advantages and disadvantages, dreams, plans for future etc.)

3.Prerequisites

none

4.Learning outcomes The students preparation for leading classes on the range of educational subjects in schools, and common rooms. Practicing the abilities to use the active methods in working with the teenagers. The creation of the abilities to individual classes leading on chosen subject.

5.Recommended reading

1. Gruszka Magdalena, Janiak Iwona, Prarat Justyna: Scenariusze godzin wychowawczych dla szkoły podstawowej. Gdańsk: Wydaw. „Harmonia”, 2003
2. Hamer Hanna: Bliżej siebie. 10 ważnych tematów – scenariusze 20 lekcji ułatwiających poznanie siebie i rozwój. Warszawa: Wydaw. „Veda”, 2001
3. Pisanko Marzena: Kształtowanie pozytywnej postawy ucznia wobec szkoły. Scenariusze zajęć. Łódź: Wydaw. WING, 2001
4. Braun-Gałkowska Maria, „W tę sama stronę”, Warszawa : Wydaw. Krupski i S-ka, 19945.
Grażyna Gajewska, Anna Szczęsna, Artur Doliński. **Warsztat** pracy pedagoga: zbiór scenariuszy i konspektów. **Zeszyt. 1, 2, 3, 4** / - Zielona Góra: Stowarzyszenie Edukacyjne Pedagogów Praktyków „Cogito”, 1998 (1999, 2000)

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Classes-pass

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Methods of pedagogy research

2.Course contentsClasses

Defining terms (such as: methodology, research stages, problem and research questions, research methods and techniques, research tools, subject of science research and its goal). Qualitative and quantitative research on education, Triangulation, Selection of sample to be researched, Researcher attitude, Poll research, Institution monograph, Individual case study, Methods of observation, Field and ethnographic research, Ethical problems of pedagogy research.

3.Prerequisites

None

4.Learning outcomes

Students have knowledge of basic methodology terms,
 understand differences of researcher attitude in methodology paradigms,
 have ability to characterize qualitative and quantitative orientation,
 understand meaning of methodological triangulation,
 can use pedagogy research methods in own research,
 can formulate problems and research hypothesis,
 knows how proceed analysis and interpretation of research results.

5.Recommended reading

1. Hammersley M. Atkinson P., Metody badań terenowych, Zysk i S-ka, Poznań 2000.
2. Palka S. (red.) Orientacje w metodologii badań pedagogicznych, Kraków 1998.
3. Łobocki M., Metody i techniki badań pedagogicznych, Kraków 2000.
4. Nachmias Ch. F., Nachmias D., Metody badawcze w naukach społecznych, Poznań 2001.
5. Malewski M., Metody ilościowe i jakościowe w badaniach nad edukacją, spór o metodologiczną komplementarność, „Kultura i edukacja”, nr 1-2 1997.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Research presentation, creative activity

10.Language of instruction

Polish

ECTS credits
1

1. Course name

The working with people with disabilities

2. Course description

Classes

rehabilitation, working with people with disabilities. Definition of disability. Categories/terms of disability. Adaptation of disability, progress/course and conditioning. Needs of people with disabilities. Institutional framework of support and supporting people with disabilities and their families. developmental rehabilitation. Early intervention and assistance in growth of infant. therapeutic methods in complex rehabilitation: physiotherapy, kinesiotherapy, balneotherapy. Method of stimulation of development and learning by senses e.g Morning circle , Method of developing movement., SI ect. Art therapy, eg nie ma takiego slowa w ang jak biblioterapia. Animal therapy eg hipoterapi tez nie moge znalesc. Demanding and alternative method of communication e.g Bliss, pictogram. occupational therapy. Influence of psychological supporting early growth/development of children. neurodevelopment method of improvement a child with m. p. dz e.g Bohath's method , Voyt's method, Glen Doman's and Carl Delacato's methods. working with children with Downs's disability. Working with blind people. working with people of neurological disabilities; apoplexy, SM, Parkinson decease. working with people after limb amputation. Working with children of different illness : rheumatic, cardiotoxic, mental case, Respiratory system, oncological.

3. Prerequisites

None

4.Aim of the course

The students are required to have the basic knowledge of emotional, psychological problems of a disabled child's family as well as disabled adults, educational organisation and organisational process of educational and therapeutic agencies for students with mental disorder as well as children and other people with different disability.

5.Literature

- 1.Bleszyski J., (red.), Alternatywne wspomagające metody komunikacji. Kraków, Impuls,2006.
- 2.Dykcik W.(red.) Pedagogika specjalna, Poznań 1997
- 3.Cytowska B., (red.), Wczesna interwencja i wspomaganie rozwoju małego dziecka. Kraków, Impuls 2006.
- 4.Kwolek A., (red.), Rehabilitacja medyczna. 2003, t.2. Wrocław
- 5.Mass V., Uczenie się przez zmysły, Warszawa 1998
- 6.Obuchowska I., Dziecko niepełnosprawne w rodzinie, Warszawa 1995
- 7.Pilecka W., Pilecki J.,Stymulacja psychoruchowego rozwoju dzieci o obniżonej sprawności umysłowej, Kraków 2001
- 8.Wyczasany J. Pedagogika upośledzonych umysłowo, Kraków 2000

6.Type of cours

Obligatory

7.Teaching team

Zakład Pedagogiki

8.Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	15/10	6	3
Laboratory			
Project			
Seminar			
Total student's workload	30		

9.Conditions of the course acceptance:

The written test

Outlines

10.Language: Polish

ECTS credits

4

1.Course title

Pedagogy of the family.

2.Course contentsLecture

the Upbringing and the family in the light of pedagogic reflection. Basic notions. Functions of the family but the upbringing. Historical reflection. Social bonds in the family. Pedagogic typologizacja of families. Violence towards the child in the family. Family about accumulated pathogenes. Of the threat and development potentialities of the child in the family touched with the poverty. Divorce – social, emotional, pedagogic consequences for the family. Mourning in the family. Analysis of the picture of the family/ of the person/ of the house/ of the tree – applying in diagnosing and therapy.

Classes

The Transformation of the family in the postmodernism. Educative function of the family. The family as the communications system. Social bonds in the family. Phenomenon of pathology and deviation in the life of the family.

3.Prerequisites

None

4.Learning outcomes

The Student recognizes and he understands basic dates and issues from the scope of the pedagogy of the family. He knows threats and the development potential of the family. He can diagnose chosen problems of the family. He knows principles of the correct communication

5.Recommended reading

- 1.Kawula S., Brągiel J., Janke A., Pedagogika rodziny, Toruń 2002.
2. Kępski Cz. (red.), Opieka i wychowanie w rodzinie, Lublin 2003.
- 3.Herbert M., Żaloba w rodzinie. Jak pomóc cierpiącym dzieciom i ich rodzinom, Gdańsk 2005.
- 4.Oster G., Gould P., Rysunek w psychoterapii, Gdańsk 2003.
- 5.Gordon T., Wychowanie bez porażek, Warszawa 1994.
- 6.Foward S., Toksyczni rodzice, Warszawa 1993.....

6.Type of course

Obligatory

7.Teaching team

WPT

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	15/8		
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

examination

10.Language of instruction

Polish

ECTS credits
3

1.Course title

Diagnostic and therapeutic methods of pedagogy

2.Course contentsClasses

Theoretical foundations of diagnosis in pedagogy: establishing therapeutic contact, characteristics of diagnostician, principles of diagnosis, and diagnostician/therapist ethical code of conduct. Selected methods of child and family diagnosis used in therapeutic practice. Survey of selected areas of pedagogical diagnostics (identification of child's situation in family and school, diagnosis of its maturity in school, child with developmental dyslexia, early identification of child abuse incidents in family, and other concepts). Fundamental methods of children's therapy: therapy through play, playing with fingers, Sherborne Developmental Movement, Method of Good Start, Sensory Integration, relaxation methods.

3.Prerequisites

None

4.Learning outcomes

Students will learn theoretical basis of diagnostic and therapeutic methods used by pedagogues in their work. Students will acquire the necessary practical skills by working on actual case studies (i.e. diagnosis and design of therapeutic course of action).

5.Recommended reading

1. Jarosz E., Wybrane obszary diagnozowania pedagogicznego, Wyd. Uniwersytetu Śląskiego, Katowice 2007
2. Jarosz E., Wysocka E., Diagnoza psychopedagogiczna. Podstawowe problemy i rozwiązania, Wyd. Akademickie „Żak”, Warszawa 2006
3. Kaja B., Zarys terapii dziecka. Metody psychologicznej i pedagogicznej pomocy wspierającej rozwój dziecka, WSP, Bydgoszcz 1995
4. Kaduson H., Schaeffer Ch., Zabawa w psychoterapii, GWP, Gdańsk 2001

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Student's participation in discussions, term paper

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Workshop of educational skills

2.Course contentsClasses

The aim of the workshop is analysis of educationally difficult situations (e.g. problems with child that is aggressive, withdrawn, refusing contact, from pathological family) and deepening understanding of: educational processes, needs of children, and own needs appearing in contact with children. During the workshops we are shaping skills of coming into contact and supporting children in situations that are difficult for them. Students have chance to share own experience and opinions and to solve together practical educational problems that they meet while working with children and teenagers.

3.Prerequisites

The workshop teaches different ways of influence on change in the pupil's behavior. Student will be able to solve in class conflicts among pupils as well as pupils and teacher. They will be able to build teacher's authority. They will get to know his strong sides in work with children, youth and parents.

4.Learning outcomes

none

5.Recommended reading

1. J. Fengler „Pomaganie mężczy” GWP Gdańsk 2001 r.
2. J. Sakowska „Szkoła dla rodziców i wychowawców” Centrum Metodyczne Pomocy Psychologiczno-Pedagogicznej MEN Warszawa 1999 r
3. S. Turecki, S. Wernick „Jak zrozumieć problemy emocjonalne dziecka” Wydawnictwo Amber Warszawa 1997 r.
4. A. Faber, E. Mazlish „Jak mówić, żeby dzieci nas słuchały, jak słuchać, żeby dzieci do nas mówiły” Wydawnictwo Media Rodzina of Poznań, Inc, Poznań 1992 r.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

classes - written test

10.Language of instruction

Polish

ECTS credits
1

1.Course title

Interpersonal communication of social works

2.Course contentsLecture and classes

Interpersonal reactions in the communication process in individuals and groups communication noise and filters in the communication process as communication barriers, active listening techniques and their application rules of giving and receiving feedback communicating in difficult situations, recognizing aggression and manipulation understanding body language in reference to interpersonal communication recognizing individual style of communication, self presentation.

3.Prerequisites

None

4.Learning outcomes

Introduce students with rules and conditions influencing the ways of communicating in specific systems and social interactions,,acquaint students with theory and research connected with social communication acquaint ss with various types of interpersonal communication.

5.Recommended reading

Mosty zamiast murów. Podręcznik komunikacji interpersonalnej. Praca zbiorowa pod redakcją Johna Stewarta. Wydawnictwo Naukowe PWN, Warszawa 2003.

Nęcki Zbigniew. Komunikacja międzyludzka. Wydawnictwo Profesjonalnej Szkoły Biznesu, Kraków 1996.

Retter Hein. Komunikacja codzienna w pedagogice. GWP Gdańsk 2005.

Sutton C., Psychologia dla pracowników socjalnych. Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2004.

Tokarz Marek. Argumentacja Perswazja Manipulacja. Wykłady z teorii komunikacji. Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2006

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/8	4	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture –written test,

10.Language of instruction

Polish

ECTS credits

4

1. Course title

Structure and organization of social assistance

2. Course contentsLecture

Systemic solutions in family rights protection.

Family social security.

Children fostering care.

Tasks of local authorities regarding problems of the disabled.

Establishing occupational therapy workshops and centres for occupational mobilization.

Social assistance in case of caretaking tasks, 24-hour social care institutions.

Disability allowance, level of disability, disability level group.

3. Prerequisites

none

4. Learning outcomes

Present the living conditions for the family and discussion about social insurance in Poland.

5. Recommended reading

Księżpolski M., (1999) Modele polityki społecznej, Warszawa

Leszczyńska – Rejchert A., (2008), Wspomaganie osób starszych w domach pomocy społecznej, Toruń

Maciejko W. (2009), Instytucje pomocy społecznej, Warszawa

Lalak D., Pilch T. (1999) Elementarne pojęcie pedagogiki społecznej i pracy socjalnej, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30 / 18	6	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Written exam

10. Language of instruction

Polish

ECTS credits

1

1.Title of the Course

Family & caring law

2.Course contentsClasses

- Family law - basic institutions and notion
- The Legal control of marriage
- The Kinship and the affinity
- Parental Power and the childcare
- Conduct in the face debtors alimony

3.Prerequisites

none

4.Learning outcomes

Student gets the basic knowledge of :

- legal acts, notion and the institutions of family law
- procedures of children adoption
- procedure applied in the face debtors alimony
- the nation system of family services

5.Recommended reading

Czeredcka A. Rozwód a rywalizacja o opiekę nad dziećmi, LexisNexis, Warszawa 2010

Grzełińska J. Obowiązek alimentacyjny oraz opieka nad małoletnim dzieckiem. Aspekty prawnej procedury przyznawania świadczeń, Difin, Warszawa 2010

Stanisław Nitecki Świadczenia rodzinne. Procedura i tryb przyznawania, Gaskor Sp. z o.o 2009

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lectures			
Classes	15/12	V	3
Laboratories			
Projects			
Seminars			
Others			
Total student's workload	30		

9.Assessment methods

examination

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Basic of Gerontology

2.Course contentsLecture and ClassesGerontology as a science. Review of the basic concept. Demographic aspect of aging and old age.The aging vs. old age – analysing the matter of community aging. The biological aspect of aging and old age; theories and diversity; the aging theories, biological old age, psychological old age, communal old age. Old Age – properties of individual and global dimension; physical fitness and mental efficiency of and old man, health discomfort and illness in old age, rights and needs, community aging phenomenon.

Old man in environment and community;

Old man vs. care house, family role in old man's life, positive aspect toward aging, aging affirmation, activity in aging as well as work and creativity. Psychosocial determinant of aging and old age. Defence mechanism of personality, defence mechanism of 'ego', human's genetic and oncological difficulties, balance – adaptation and stress, habits of eating, work and relaxation. Diverse types of illness; medical, psychological, cultural and moral patterns of illness. Adulthood. Aging. Institutions and establishment; supporting development of an old man, helping old people, types of care for seniors. University of the Third Centaury; how to live? Fullness or emptiness? Modern community attitudes towards seniors, needs of seniors, their free time, roles and status in family, pathological phenomenon among old people. The matter of old people in European Union.**3.Prerequisites**

none

4.Learning outcomes

Students are familiar with the basic concepts, the process of aging, prevention and treatment of the disease in old age and problems of seniors. Students understand the basic human's relationship in different age. They understand the social politics of the country to reduce the loneliness of old people which has got an impact in pathogenic. Students notice the independence of old people and facilitate them the participation in every day life. They can teach pupils in nursery and then students at school the acceptance for the age and the social aspect of community aging.

5.Recommended reading

Susulowska M., Psychologia starzenia się, PWN, Warszawa 1989

Szatur-Jaworska B. „Ludzie starzy i starość w polityce społecznej” ASPRA-JR, Warszawa 2000

Zych Adam A., Człowiek wobec starości. Szkice z gerontologii społecznej, Wyd. Śląsk, Katowice 1999

Dyczewski L., Ludzie starzy i starość w społeczeństwie i kulturze, Katolicki Uniwersytet Lubelski, Lublin 1994

Szarota Z., Gerontologia społeczna i oświatowa. Zarys problematyki. Uniwersytet Pedagogiczny, Kraków 2004

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8..Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	3
Classes	15/8	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

Lecture – examination, classes - written test are the conditions of ranking the classes

10.Language of instruction

Polish

Punkty ECTS

4

1.Course title

Social psychology

2.Course contentsLecture

Subject matter of both lectures and classes will be focused on three principal areas.

The first one will be bound up with gender. Some similarities and differences in male and female behaviors in various situations will be shown. Since gender is one of the essential factors determining those behaviors, so both the acceptance of the differences and finding a common platform for reciprocal understanding between their representatives, the cycle of lectures will draw near the questions.

Culture and sub-culture is another factor determining social behaviors. Differences in the approach to the same social phenomena indicate how those general regularities of social functioning modify the factor.

Finally, the practical application of social psychology we may find in a tangible help when we solve family, marital, conflicts and conflicts in other places, like educational institutions and at a place of employment.

Students will be familiarized with the indispensable methods and tools of labor of social psychologist. They learn how to collect and interpret information, derived from mini experiments they have to carry out and postulate what are the limits for correct and substantiated generalization of the results on a wider social reality.

Social dysfunctions constitute the last section of the questions. The reasons of the dysfunctions, social pathologies and social consequences of the behaviors, both for the authors of the deeds and other people will be considered, here. Some video materials (social interactions, image creation, elements of NLP, adds, what is beauty, and many more will be offered to the students. The subject of social psychology, social sciences methodology, man as a social creature, image creating and body language, persuasion and manipulation, friendship, stability of partnership and marriage, altruism, conformism, social hierarchy, how to influence other people, adds, man in organization, negative effects on man in organization (mobbing, burning out), assertiveness and nonassertive, and more.

3.Prerequisites

None

4.Learning outcomes

Acquisition of basic theoretical and practical knowledge on social psychology

5.Recommended reading

Kenrick, D.T., Neuberg S.L., Cialdini R.B., PSYCHOLOGIA SPOŁECZNA, GWP, Gdańsk 2002,

Wosińska, W., PSYCHOLOGIA ŻYCIA SPOŁECZNEGO, GWP, Gdańsk 2004.

Buss, D.M. PSYCHOLOGIA EWOLUCYJNA, GWP, Gdańsk 2003.

6.Type of course

Obligatory

7..Teaching team

Department of Education

8.Course structure

Form	Numeber of hours	Semester	Year
Lecture	15/10	3	2
Classes	15/8	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment method

Assessment of student's labor is on a basis of a written theoretical or experimental study of some selected issues of social psychology.

10.Language of instruction

Polish

ECTS credits

6

1.Course title

Methodology of social work

2.Course contentsLecture and Classes

Social work vs. humanities; psychological theories, social theories, psycho sociological theories. Methodology of actions in social work; two types of actions, stages of methodological actions. Actions in social work; introduction to methodological social actions. Direct methodological action; explanation – support, persuasion – influence, supervision. Indirect methodological actions; Terms of professional social work; quality of the profession, skills, working rules, approval, affirmation, objectivity, self-determination, confidentiality, reinforcement. Analysis of situation. Agreement with ward/client. Paradigm of basic type of social work; Social workers role, management of resources, education, role of education. Methods of actions. Creating the structure of methodological actions; creating groups, participants, methodological actions with groups – large groups, methodological actions with community. Methods of analysis. Analysis of situation. Sociological analysis, environmental analysis, organizational analysis, groups analysis. Agreement with ward/client; institutional aspects, what is the agreement with ward? Content of the agreement.

3.Prerequisites

none

4.Learning outcomes

The students are required to be familiar with the usage of the social work techniques, making relationship, carry out community interviews, observations. They are required to become acquainted and apply the client's motivation techniques to become active, to learn and to solve their own problems. Students acquire the ability to accomplish the social work with individual, family, colleagues and local community. They are required to gain the ability to social work, problem and conflict solving as well as performing their roles; advisors, mediators, spokesman.

5.Recommended reading

Brenda Dubois, K.K.Miley, Praca socjalna, zawód, który dodaje sił, BPS, Śląsk, Katowice 2009

Cristina de Robertis, Metodyka działania w pracy socjalnej. BPS, Śląsk, Katowice 1998

Cristina de Robertis, Postępowanie metodyczne w pracy socjalnej z grupami i ze społecznościami, BPS, Śląsk, Katowice 1999

Kantowicz E., Elementy teorii i praktyki pracy socjalnej. Wyd. Uniwersytetu Warmińsko-Mazurskiego, Olsztyn 2001

Golimowska S., Polityka społeczna. Koncepcje – instytucje – koszty. Potext, Warszawa 2000

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30/24	V	3
Classes	30/24	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9.Assessment methods

Lecture – examination, classes - written test are the conditions of ranking the classes

10.Language of instruction

Polish

ECTS credits

2

1. Course -title

Diploma seminar

2. Course contents

This seminar will explicate the principles of writing a graduation thesis. This will include: its substantive aspects and the drafting and editing aspects of the writing process; the meaning of critical thinking and research methods used in pedagogy; determination and formulation of thesis subject and definition of thesis goals; plan of work; ethical aspects of thesis writing (i.e. risk of plagiarism and its consequences); the researcher's ethical code; analysis of source text and gathering and work on the sources; writing chapters; discussing problems related to the thesis and searching for solutions in the colloquium group setting; the final stage of writing; editing the preface, creating a bibliography and annexes, correcting mistakes, and having the thesis accepted and marked.

3. Prerequisites

The requirements defined in PWSZ regulations.

4. Learning outcomes

The main goal of the diploma seminar is to increase students' knowledge in specified science fields, to improve their abilities of critical thinking and study of research methods, to extend their abilities of defining investigation problems and to search for creative solutions

5. Recommended reading

1. Palka S. (1999), Pedagogika w stanie tworzenia. Wyd. UJ, Kraków
2. Palka S. (2003), Pedagogika w stanie tworzenia: kontynuacje. Wyd. UJ, Kraków
3. Palka S. (2006), Metodologia badania: praktyka pedagogiczna. GWP, Gdańsk
4. Boć J., konsultacja filologiczna J. Miodek (2003), Jak pisać pracę magisterską. Kolonia Limited, Wrocław
5. Węglińska M. (1997), Jak pisać pracę magisterską. Oficyna Wydawnicza „Impuls”, Kraków

6. Type of course

Required

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Exercises			
Laboratory			
Project			
Seminar	30	6	3
Total student's workload	60		

9. Assessment methods

Numeric grade

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contents

The construction theoretical and methodological base of research. Enrichment of pedagogical and social science literature. Choice of theoretical assumption. Critical analysis of literature and formulating conclusion for direction of research. Choice of research field and study population, variables and rates. Choice of research method, testing technique. Construction of research tools. Planning of research. Introductory research. Work on theoretical and methodological base of research.

3. Prerequisites

None

4. Learning outcomes

The students are able to search of literature, sources, analyze and interpret of them in the context of subject of dissertation.

They know elements of research workshop – methods, testing technique, research tools.

The students are able to construct research tools and plan of research.

5. Recommended reading

1. Łobocki Mieczysław, Metody i techniki badań pedagogicznych, OW Impuls, Kraków 2006
2. Łobocki Mieczysław, Teoria wychowania w zarysie, Kraków 2006, OW Impuls. Kraków 2006,
3. Łobocki Mieczysław, Wprowadzenie do metodologii badań pedagogicznych, OW Impuls, Kraków 2006.
4. Pilch T., Bauman T., Zasady badań pedagogicznych. Strategie ilościowe i jakościowe, Wydawnictwo Akademickie „Żak”, Warszawa 2001.
5. Rubacha K.: Metodologia badań nad edukacją, Wydawnictwo Akademickie i profesjonalne, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30	5	3
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

2

1.Course title

Media in education

2.Course contentsLecture

The notion, cells and the object of media pedagogy. Her tasks and functions. History of media. Chosen models of announcing (model of the omnipotence of the propaganda, model of the transmission of signals, diffusion model etc..) Essential conceptions of information society (Francis Fukuyama, Linda Groff, Alvin Toffler, Daniel Bell etc.) Media but social pathologies and generating aggression. (. Theory of catharsis, theory of the learning etc.). Ideology .The reproduction of stereotypes and social divisions, the cultural arbitrariness but media etc.Theoretical references (Bourdieu, Foucault, Habermas, Baudrillard etc.).

Classes

Mass media and the Americanization. Global teenager. Sex, body, identity in the media. Postmodernism. Popular culture - on the example chosen „ of products ” of popular culture. Advertisement – psychological mechanisms of action. Social consequences of planting in the advertisement „ of ideological discourse ”. Appropriating the social space by the advertisement. Aggressive marketing. The propaganda as the strategy of announcing in the media. Public opinion. Manipulation.

3.Prerequisites

None

4.Learning outcomes

The student knows basic definitions and theoretical conceptions from the scope of announcing and media. He recognizes and he understands the media discourse in the ideological dimension. He understands mechanisms of functioning of media. He is identifying threats and social pathologies correlating with media and the popular culture.

5.Recommended reading

Siemieniecki B. (red.) (2007) Pedagogika medialna, Warszawa, PWN.

Dobek – Ostrowska B. (red.)(1998) Współczesne systemy komunikowania, Wrocław, Wydaw. Uwr.

Kowal – Orczykowska A.(2007) W niewoli reklamy ?, Kraków, Impuls.

Klein N., No logo, Warszawa 2004.

Melosik Z., Tożsamość, ciało, władza, Poznań – Toruń 1996.

Jakubowski W., Edukacja i kultura popularna, Kraków 2001..

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	15/8	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Attestations of estimate

10.Language of instruction

Polish

ECTS credits
4

1.Course title

Social Project

2.Course contentsLecture and classes

Diagnosis of local background and map of needs of the local community. The budget's project. Rules to procure funds. Types of financing source: national funds, local – government funds, non- government funds, international, funds, UE funds. Techniques of planning an action. Union between project goals and social needs. Logical structure and Gant's matrix. Basic concepts: application, indicators, beneficiary organizer, partner. Project's verification.

3.Prerequisites

none

4..Learning outcomes

Student can diagnose needs of the local community. He knows how to win support for one's project. Student can write application and understand rules how UE allocate funds. Student understands basic concepts.

5..Recommended reading

Woronowski. G., Jak skutecznie napisać projekt socjalny, Verlag Dashöfer, Warszawa 2008.

Podręcznik – Zarządzanie cyklem projektu, Ministerstwo Gospodarki i Pracy, Warszawa 2004

Podręcznik zarządzania projektami miękkimi w kontekście Europejskie Funduszu Społecznego , Ministerstwo Rozwoju regionalnego, Warszawa 200

Trocki M., Gruczy B. (red) , Zarządzanie projektem europejskim, Polskie wydawnictwo Ekonomiczne, Warszawa 2006

6..Type of course

Obligatory

7..Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/24	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

classes - written

10.Language of instruction

Polish

ECTS credits

4

1.Course title

Supervision in social work

2.Course contentsLecture

Definition and role of supervision in social work.

Formal - informal, individual - group, direct - indirect types of supervision.

Vision of social assistance institution, role played by social worker, mission of the institution.

Standardization of services and social security benefits.

Class

Assessment of personal and social competence of social worker.

Analysis of the potential and limitation to social care institution.

Professional and methodical skills for accomplishing social care in community.

The problem of burnout in the social work profession.

3.Prerequisites

none

4.Learning outcomes

Learning about ways of social assistance in Poland.

5.Recommended reading

Dubois B., K.Miley, Praca socjalna, Katowice 1999

W drodze ku profesjonalizacji pracownika socjalnego, (red.) B. Matyjas, Kielce 2008.

Lalak D., Pilch T., Elementarne pojęcie pedagogiki społecznej i pracy socjalnej, W-wa 1999

Mikołajewicz E., Praca socjalna jako działanie wychowawcze, Katowice 1999

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15 / 12	6	III
Classes	15 / 12	6	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9.Assessment methods

Written exam

Written test

10.Language of instruction

Polish

ECTS credits
1

1.Course title

Employment promotion, Institutions of labour market, social employment

2.Course contents**Lectures**

- The Unemployment - the Analysis of causes of activity in the market economy as well as its economic functions and the tools of influence on the economy.
- The Politician of labour market in Poland and EU. Lisbon Agenda 2004.
- The legal Bases of promotion of employment, the unemployment reduction and its negative results.
- The Institutions of labour market, its specificity, range of working and competences.
- The co-operation of employment services and the social assistance.

3.Prerequisites

Labour pedagogy

4.Learning outcomes

Student gets knowledge :

- of analysis and the functioning labour market as well as about institutions of labour market
- about legal bases the country's operation of labour market
- about legal bases, the forms and the range of promotion of employment
- about tasks of social assistance in employing and the promotion of employment

5.Recommended reading

- Noga M. Stawicka M.K. Rynek pracy w Polsce w dobie integracji europejskiej i globalizacji, CeDeWu, Warszawa 2009
- Golinowska S. Boni M. Nowe dylematy polityki społecznej, CASE, Warszawa 2006
- Danecka M. Bezrobocie i instytucje rynku pracy, PAN, Warszawa 2005
- Auleytner J, Polska polityka społeczna, ciągłość i zmiany, Elipsa, Warszawa 2004

6.Type of course

Obligatory

7.Teaching team

Department of education

8.Course structure

Form	Number of hours	Semester	Year
Lectures	15/12	VI	3
classes			
laboratories			
Projects			
Seminars			
Others			
Total student's workload	30		

9.Assessment methods

inclusion

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Public rights business and voluntary service.

2.Course contentsLecture and Classes

Origin and essence of Local Government; Entity of government, assignment of government, supervisory of government, government vs. autonomy. Constitutional essentials of local government's foundation. Fundamental rules of local government; helping rules, decentralization of public authority, independence rule, principles of representational democracy, Principles of freedom association. Assignment of Local Government; Government distribution of activity, one's own activity, rule of task based monism. Concept of government distribution of activity as per polish legislation (district, province). Organization of Local Government. Organizational structure of district, province. Forms of democratisation. Models of Local Government. Concept of local community, its form and influence on home rule's development; local community, community of dialogue, dimensional community of dialogue. Local Government and local community; government workers. Legal basis of Local Government functioning. Legal acts of Local Government; constitution of the Government of the Republic of Poland as at 2nd April 1997, European charter of Local Government and other international agreements, Acts of European Union, rules of basic law system acts. Act of municipal service, financial acts and other financial acts, Local Government's unit status. Income of local government unit. Voluntary service, - sociological survey, philanthropy, motivation of Poles taking up a voluntary job, social and demographical condition of social engagement.

3.Prerequisites

None

4.Learning outcomes

Students are familiar with the basic aspect of Local Government, its roles and principles, structure, (district, province), legal acts. They understand fundamental interrelation and relation of legal nature and become familiar with the concept of voluntary service and altruist attitudes.

5.Recommended reading

1. Barański M., Kantyka S., Kubas S., Kuś M., Samorząd terytorialny i wspólnoty lokalne. Wyd. WSP TWP, Warszawa 2007
2. Dolnicki B., Samorząd terytorialny. Seria akademicka, KANTOR, Zakamycze 2006
3. Izdebski H., Samorząd terytorialny. Podstawy ustroju i działalności. Wyd. Prawnicze, LexisNexis, Warszawa 2003
4. Niewiadomski Z.(red.), Samorząd terytorialny, ustrój i gospodarka. Wyd. BRANTA, Bydgoszcz 2001
5. Nowacka E., Samorząd terytorialny w ustroju państwowym. Wyd. Prawnicze, LexisNexis, Warszawa 2003

6. Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	6	3
Classes		6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9Assessment methods

Lecture – credit Classes - credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Support of employment and rehabilitation for disabled

2. Course contents**Lecture**

Concept of disabled as per European disability Forum in European parliament in 1994. classification of disability as per World Health Organisation. Demographical and epidemiological issues as well as the reason for disability. Rehabilitation vs. revalidation – understanding of terminology. Occupational and social rehabilitation – legal basic DzU no 123, poz 776, 27th August 1997. – defining the shape of rehabilitation. Psychological and sociological problems of rehabilitation. Physical and social rehabilitation – description. Occupational rehabilitation. Concept of social law, labour law, national insurance law and social care law. Integration barriers. The place of internet in the process of psychological, occupational and social rehabilitation for disabled. Institution acting in the aim of realization of social politics in the fact of disabled on different public administration's levels. Employment of disabled, supported employment enterprise, support of district employment office in animation of trade activity for disabled.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the main aspects of social politics realisation within the rehabilitation and employment of disabled. They know the main acts of occupational, social rehabilitation and employment of disabled. Student are able to use chosen aspects of social support. .

5. Recommended reading

Cywińska-Wasilewska G., Podstawowe problemy rehabilitacji i etyka, Ak. Wych. Fiz. Poznań 2004
Kwolek A. (red.), Rehabilitacja medyczna, Wyd. Med.Urban & Partner, Wrocław,2003, s. 460 - 462.
Wrzosek

Majewski T., Rehabilitacja zawodowa osób niepełnosprawnych. Warszawa 1995..

Osoba z niepełnosprawnością w systemie rehabilitacji, edukacji i wsparcia społecznego, Red. Cz.

Kosakowski, Wyd U W-M, Olsztyn 2007

Sierpowska I., Prawo socjalne dla pedagogów, Wrocław 2004.

Sierpowska I., Prawo pomocy społecznej, Zakamycze 2006.

Ustawa o pomocy społecznej z 2004 roku z późn. zm., kształt prawny polityki społecznej państwa

Sowa J., Wojciechowski F., Proces rehabilitacji w kontekście edukacyjnym.Rzeszów 2001.

Żuraw A., Udział osób niepełnosprawnych w życiu społecznym. Wyd. Ak Żak

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	6	III
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Assessment methods:

Written paper, Written test

10.Language of instruction:

Polish

ECTS credits
1

1.Course title

Grammar

2.Course contents

Infinitive constructions: forms and functions of infinitive, sentences with an infinitive; Participial constructions: forms and functions of participle, sentences with participle; Attributive clauses; Time clauses; Adverbial clauses of purpose; Structure of simple and complex sentences; Structure of sentences with two objects

3.Prerequisites

None

4.Learning outcomes

Student gets familiar and practises various grammatical structures; can transform theory into practice; uses correct grammatical structures in varied contexts.

5.Recommended reading

Prodromou, L.(1999) Grammar and Vocabulary for First Certificate. Longman.

Thompson, A., A. Martinet (1960) 2002 A Practical English Grammar. Oxford University Press.

Quirk, R., Greenbaum, S. (1973) A University Grammar of English. Longman.

Swan, M. Practical English Usage. (1991)Oxford University Press.

Vince, M. (1994) Advanced Language Practice. Heinemann.

Gethin, H.(1992) Grammar in Context. Nelson.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Short tests during the whole term and one final test

10.Language of instruction

English

ECTS credits

1

1. Course title

PNJA – Verbal Communication

2. Course contentsClasses

Students increase and enrich the vocabulary in different areas (for example: economy, law etc). Students prepare themselves to class debate reading articles, watching programs, making notes from different books. They discuss socio-cultural topics (unemployment, death, euthanasia etc..).

3. Prerequisites

Knowledge of English Language

4. Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech, speculating, negotiation, telephone conversation, debate). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others.

5. Recommended reading

1. Evans V., Dooley J., 2008, Upstream upper- intermediate, Express Publishing
2. Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.
3. Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6. Type of course

Obligatory

7. Teaching team

Department of pedagogies – English language teachers

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Classes – credit with mark

10. Language of instruction

English

ECTS credits
2

1. Course title

PNJA – Verbal Communication

2. Course contentsClasses

Students increase and enrich the vocabulary in different areas (for example: business language and issues, cultural differences etc). Students prepare themselves to class debate reading articles, watching programs, making notes from different books. They discuss socio-cultural topics (fairs, death penalty, stereotypes etc..).

3. Prerequisites

Knowledge of English Language

4. Learning outcomes

Students practice real-life communication strategies, develop both their listening skills and speaking skills: fluency, coherence, language correctness in different types of speech (dialogues, exchange of information, presentation, speech, speculating, negotiation, telephone conversation, debate). Student is able to use the suitable vocabulary and grammar structures. Student has no problems with planning his speech and without any problems replays to the others.

5. Recommended reading

Evans V., Dooley J., 2008, Upstream upper- intermediate, Express Publishing

Jones, S. 2001. College Oral Communication. Houghton Mifflin: Boston.

Poole, Garry. 2003. The Complete Book of Questions: 1001 Conversation Starters for Any Occasion. Longman: London & New York.

6. Type of course

Obligatory

7. Teaching team

Department of pedagogies – English language teachers

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	6	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Classes – credit with mark

10. Language of instruction

English

ECTS credits

2

1.Course title

ESOL – Vocabulary Acquisition

2.Course contentsClasses

The course aims at expanding the students' vocabulary in the area of broadly-conceived Humanities. Source materials include non-fiction texts, newspaper articles, argumentative essays, causeries, and reviews by contemporary British and American authors, most of them classics of modern Anglophone expository writing. The subjects, among others, include the Noble Savage myth, modern Western consumerism and individualism, socio-political utopias, essentialist and non-essentialists concepts of the human self, the individual versus society, the man–nature relationship, etc. In class students discuss texts read at home.

3.Prerequisites3rd-semester standing**4.Learning outcomes**

The students should be able to participate in sophisticated conversations on socio-cultural issues as well as express their personal opinion on these issues in writing.

5.Recommended reading

1. McCarthy M. & F. O'Dell. (2002). English Vocabulary in Use. Advanced. Cambridge: Cambridge U P.
2. Thomas, B. J. (1989). Advanced Vocabulary and Idiom. London: Nelson.
3. Wellman, G. (1992). Wordbuilder. Oxford: Heinemann.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy and Tourism

8.Course structure

	Number of hours	Semester	Year
Lecture			
Classes	60	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Multiple-choice vocabulary tests, reading-comprehension tests, and translation tests. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

1

1.Course title

ESOL – Composition

2.Course contentsLectureClasses

The course aims at improving the students' communicative skills in the area of expository writing. In the third semester the emphasis is on the following issues:

composing a coherent paragraph

composing letters (formal and informal), applications and memos

summarizing and paraphrasing short expository texts

3.Prerequisites

Completion of the ESOL-Composition course in semester 2.

4.Learning outcomes

Students know how to express their opinion and pass on information in written English. They also know how to paraphrase and summarize short expository texts.

5.Recommended reading

Bander, R. 1996. American English Rhetoric. Routledge: New York.

Ferre, J. P. 1994. Merrill Guide to the Research Paper. Prentice Hall: New York

Hunt, Douglas (red.). 1990. The Dolphin Reader. Houghton Mifflin Company: Boston.

Meyer, M. 2007. The Little, Brown Guide to Writing Research Papers. Longman: London

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Subject to assessment are all the written assignments composed both in class and at home. The final grade is the arithmetic average of all the grades received during the semester.

10.Language of instruction

English

ECTS credits

3

1.Course title

Methodology of teaching English

2.Course contentsLecture and Classes

definitions of language, English as a Germanic and Indo-European language, approaches to language and language acquisition, nativism, Universal Grammar (Noam Chomsky), cognitivism, behaviourism, stages of L1 and L2 development

characteristics of young learners

methods of foreign language teaching

3.Prerequisites

None

4.Learning outcomes

Student is able to use theoretical background in practise and teach English both in a nursery and primary school.

5.Recommended reading

Brewster, J.,G. Ellis and D. Girard. 1992. The Primary English Teacher's Guide. Penguin English: London

Philips S. 2001. Young Learners. OUP: Oxford and New York

Slattery, M., J. Willis. 2001. English for Primary teachers A Handbook of Activities and Classroom Language.

OUP: Oxford and New York.

Scott, W. A., L. H. Ytreberg. 1990. Teaching English to Children. Longman: London and New York

Wright A. 2001. Art and Crafts with Chldren. OUP: Oxford and New York

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Classes: Presentations and a final test

Lecture: Two tests

10.Language of instruction

English

ECTS credits

3

1.Course title

Methodology of teaching English

2.Course contentsLecture and Classes

definitions of language, English as a Germanic and Indo-European language, approaches to language and language acquisition, nativism, Universal Grammar (Noam Chomsky), cognitivism, behaviourism, stages of L1 and L2 development

characteristics of young learners

methods of foreign language teaching

3.Prerequisites

None

4.Learning outcomes

Student is able to use theoretical background in practise and teach English both in a nursery and primary school.

5.Recommended reading

Brewster, J.,G. Ellis and D. Girard. 1992. The Primary English Teacher's Guide. Penguin English: London

Philips S. 2001. Young Learners. OUP: Oxford and New York

Slattery, M., J. Willis. 2001. English for Primary teachers A Handbook of Activities and Classroom Language. OUP: Oxford and New York.

Scott, W. A., L. H. Ytreberg. 1990. Teaching English to Children. Longman: London and New York

Wright A. 2001. Art and Crafts with Chldren. OUP: Oxford and New York

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogics

8.Course structure

Form	Number of hours	Semester	Year
Lecture	30	6	3
Classes	30	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9.Assessment methods

Classes: Presentations and a final test

Lecture: Two tests

10.Language of instruction

English

ECTS credits

1

1. Course title

Diploma seminar

2. Course contents

The construction theoretical and methodological base of research. Enrichment of pedagogical and social science literature. Choice of theoretical assumption. Critical analysis of literature and formulating conclusion for direction of research. Choice of research field and study population, variables and rates. Choice of research method, testing technique. Construction of research tools. Planning of research. Introductory research. Work on theoretical and methodological base of research.

3. Prerequisites

None

4. Learning outcomes

The students are able to search of literature, sources, analyze and interpret of them in the context of subject of dissertation.

They know elements of research workshop – methods, testing technique, research tools.

The students are able to construct research tools and plan of research.

5. Recommended reading

1. Łobocki Mieczysław, Metody i techniki badań pedagogicznych, OW Impuls, Kraków 2006
2. Łobocki Mieczysław, Teoria wychowania w zarysie, Kraków 2006, OW Impuls. Kraków 2006,
3. Łobocki Mieczysław, Wprowadzenie do metodologii badań pedagogicznych, OW Impuls, Kraków 2006.
4. Pilch T., Bauman T., Zasady badań pedagogicznych. Strategie ilościowe i jakościowe, Wydawnictwo Akademickie „Żak”, Warszawa 2001.
5. Rubacha K.: Metodologia badań nad edukacją, Wydawnictwo Akademickie i profesjonalne, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30	5	3
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Diploma seminar

2. Course contents

Conducting research, working on data and empirical results. Classification of data. Quantitative and qualitative presentation of data. Qualitative analysis, establishing of influence, determine among explored upbringing, education factors. Interpretation of results, generalization, logical argumentation, exactitude of formulating of conclusions. Diagnosis of state, dynamic and function exploring educational issue. Work on theoretical and methodological base of research. The final composition of diploma thesis.

3. Prerequisites

None

4. Learning outcomes

The students are able to use proper methods for their education area and research object.

They are able to present, describe and interpret results of research.

They are able to logical argue, to formulate opinion and conclusions, to compose in a proper way whole dissertation.

5. Recommended reading

1. Edukacja, moralność, sfera publiczna. Materiały z VI Ogólnopolskiego Zjazdu Pedagogicznego PTP, pod red., J. Rutkowiak, D. Kubinowskiego i M. Nowaka, Oficyna Wydawnicza Werba, Lublin 2007.
2. Hejnicka-Bezwińska T.: W poszukiwaniu tożsamości metodologicznej pedagogiki. Świadomość teoretyczno-metodologiczna współczesnej pedagogiki polskiej (geneza i stan). WSP, Bydgoszcz 1989.
3. Nowak M.: Teorie i koncepcje wychowania, Wydawnictwa Akademickie i Profesjonalne, Warszawa 2008.
4. Pilch T., Bauman T., Zasady badań pedagogicznych. Strategie ilościowe i jakościowe, Wydawnictwo Akademickie „Żak”, Warszawa 2001.
5. Pedagogika społeczna, Pod red., T. Pilcha i I. Lepalczyk, Wydawnictwo „Żak”, Warszawa 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30	6	3
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

1

1.Course title

Pedagogy of Early Education

2.Course contentsLecture and Classes

Early Education as a science; early education's subject, theoretical basic of Early Education, methodological grasp. Early Education discourse; functionality and behaviour discourse, humanistic and adaptability discourse, constructive and developmental discourse, constructive and social discourse. Aims of Education; basic aims of education, operational aims. Contents of Education and Behaviour; versatile education's theory vs. lessons types, teaching and education methods, classification, Thomas Gordon's education concept. Education's roles, forms of organizations and teaching measures in Early Education. Alternative education. Celestyn Freinet, Maria Montessori, Maria Cackowska, Ryszard Łukaszewicz. Supporting education. Physical development, cognitive development, emotional and moral development. Teacher in Early Education; modern model of a teacher, teacher's specificity at work in Early Education, teacher – student/parent/community relationship.

3.Prerequisites

none

4.Learning outcomes

The students are familiar with the essence of the Early Education and the basic of the concept – the concept of Early Education. Students can formulate aims, methods, rules as well as select forms and contents of education and methods of development. Students are familiar with different concepts of alternative education (Freinet, Montessori, Gordon, Neill), didactic and educational work, teacher – students working methods and use the educational resources to didactic and educational work of a teacher.

5.Recommended reading

1. Klus-Stańska D., Szczepka-Pustkowska M., Pedagogika wczesnoszkolna – dyskursy, problemy, rozwiązania. Wyd. Akademickie i Profesjonalne, Warszawa 2009
2. Jakubowicz-Bryx A., Edukacja wczesnoszkolna i przedszkolna w warunkach przemian początku XXI wieku. Wyd. Akademia Byd. Bydgoszcz 2004
3. Kopaczyńska I, Nowak-Łojewska A., Wymiary Edukacji zintegrowanej. IMPULS, Kraków 2007
4. Więckowski R. Pedagogika wczesnoszkolna. WSZiP, Warszawa 1998
5. Adamek I. Podstawy Edukacji wczesnoszkolnej. IMPULS, Kraków 2000

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture – examination, classes - written test are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Methodology of Early Education

2.Course contentsLecture and classes:

Essence and aspects of international early educational system. Psycho pedagogical basic of educational function – methods of research and indicators of child's maturity towards learning at school. Adapting to learning – learning to real needs and to cognitive and executive abilities. Stages of concept and abilities developing for children. Versatile activity and activation of a child in early education. Task and situation of a task in child's development. Aims and structure of elementary education – core curriculum vs. schedule – criteria of contents selections, value of the course book. School class and process that occurs at class. Psychophysiological conditions to reading and writing learning, reading levels, primers concept. Teaching methods of reading and writing. Methods of working on text. Speech developing as well as oral and written statements. Enrich child's lingual ability, and active/passive vocabulary through dictionary exercise, phraseological, syntactic. Discovering the rules and forms by child. Order of actioning the activities. Child's counting development – aspect of natural number, chosen aspects of 4 asymmetrical operation. Addition and deduction algorithms in writing.

3.Prerequisites

none

4.Learning outcomes

Students can complete critical analyse of chosen solutions gather during training period and show better ways of teacher's pedagogical behaviour. They can value different concept of didactic solutions at school practice and in theory as well as using self-control, self-assessment and autocorrecting. They can create various educational situations depending on aims, chosen content and condition in modern and future school. Students will become aware of the ways to prepare to the lesson – in a methodical point of view.

5.Recommended reading

Adamek I. Podstawy Edukacji wczesnoszkolnej. IMPULS, Kraków 2000

Czelakowska D., Metodyka Edukacji polonistycznej dzieci w wieku wczesnoszkolnym. IMPULS, Kraków 2009

Czelakowska D., Twórczość a kształcenie języka dzieci w wieku wczesnoszkolnym. IMPULS, Kraków 1996

Kulpa J., Więckowski R., Metodyka nauczania języka polskiego w klasach początkowych. W-wa 1983

Siwek H., Kształcenie zintegrowane na etapie wczesnoszkolnym. AP, Kraków 2004

6.Type of course

Obligatory

7.Teaching team

Departament of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	3
Classes	15	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9.Assessment methods

Lecture- credit, classes – credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Methodology of Early Education

2. Course contentsLecture and classes:

Essence and aspects of international early educational system. Psycho pedagogical basic of educational function – methods of research and indicators of child's maturity towards learning at school. Adapting to learning – learning to real needs and to cognitive and executive abilities. Stages of concept and abilities developing for children. Versatile activity and activation of a child in early education. Task and situation of a task in child's development. Aims and structure of elementary education – core curriculum vs. schedule – criteria of contents selections, value of the course book. School class and process that occurs at class. Psychophysiological conditions to reading and writing learning, reading levels, primers concept. Teaching methods of reading and writing. Methods of working on text. Speech developing as well as oral and written statements. Enrich child's lingual ability, and active/passive vocabulary through dictionary exercise, phraseological, syntactic. Discovering the rules and forms by child. Order of actioning the activities. Child's counting development – aspect of natural number, chosen aspects of 4 asymmetrical operation. Addition and deduction algorithms in writing.

3.Prerequisites

none

4.Learning outcomes

Students can complete critical analyse of chosen solutions gather during training period and show better ways of teacher's pedagogical behaviour. They can value different concept of didactic solutions at school practice and in theory as well as using self-control, self-assessment and autocorrecting. They can create various educational situations depending on aims, chosen content and condition in modern and future school. Students will become aware of the ways to prepare to the lesson – in a methodical point of view.

5.Recommended reading

Adamek I. Podstawy Edukacji wczesnoszkolnej. IMPULS, Kraków 2000

Czelakowska D., Metodyka Edukacji polonistycznej dzieci w wieku wczesnoszkolnym. IMPULS, Kraków 2009

Czelakowska D., Twórczość a kształcenie języka dzieci w wieku wczesnoszkolnym. IMPULS, Kraków 1996

Kulpa J., Więckowski R., Metodyka nauczania języka polskiego w klasach początkowych. W-wa 1983

Siwek H., Kształcenie zintegrowane na etapie wczesnoszkolnym. AP, Kraków 2004

6.Type of course

Obligatory

7.Teaching team

Departament of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture- credit, classes – credit

10.Language of instruction

Polish

ECTS credits

2

1.Course title

Musical education with methodology

2.Course contentsClasses

Development in the range of playing the Orff instruments, singing (the right intonation and voice emission), discussing selected problems of music: choosing musical repertoire for classes (songs, dances, works of the children's and classical music)

3.Prerequisites

Knowledge of the note pitches in the range from c-c1 (treble clef), acquaintance of the rhythmical values of the notes and rests (from the whole note to sixteenth note)

4.Learning outcomes

Elementary issues of the musical education

5.Recommended reading

K. Przybylska, Zabawy i ćwiczenia muzyczno-ruchowe w klasach I-III, Warszawa 1975

K. Stasińska, Instrumentarium Orffa w szkole, Warszawa 1986

B. Muchenberg, Pogadanki muzyczne, Z.1, Z. 2, Kraków 1996

6.Type of course

Obligatory/elective/optional

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Singing, playing the Orff instruments, music illustrations of the children's literature, carrying out the trial lessons; answers during the classes and the final test

10.Language of instruction

Polish

ECTS credits
2

1. Course title

Polish education with methodology

2. Course contentsLecture and Classes

Language improvement in preschool age : enrich vocabulary and expressions. Improvement of language ability: organization and planning of longer utterance. Basic forms of written and oral production: narration, description, report, letter. Grammar teaching. Methods of reading and writing study. Spelling and punctuation teaching. Examples of conspect.

3. Prerequisites

None

4. Learning outcomes

The student knows the aims of polish teaching, knows content of the polish education in preschool age, knows basic program, knows types of teaching methods, program contents for different stage of preschool education, knows methods of transfer and teaching.

5. Recommended reading

Adamek J., Podstawy edukacji wczesnoszkolnej. Kraków 2000.

Czelakowska D., Metodyka edukacji polonistycznej dzieci w wieku przedszkolnym. Kraków. Impuls 2009

Dymna B., Wczesnoszkolna edukacja literacka. Kraków 1996.

Krzyżewska J., Aktywizujące metody i techniki w edukacji wczesnoszkolnej. Suwałki 1998.

Winniger M.L., Wprowadzenie do nauki czytania. Warszawa 2001.

Kształcenie języka ojczystego dziecka , red. M.T. Michalewska, M. Kisiel. Kraków 2001.

Mnich M., Sprawności językowe dzieci w wieku przedszkolnym. Kraków 2002.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	3
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Assessment methods:

Written paper, Written thest

10.Language of instruction:

Polish

ECTS credits

1

1.Course title

Health Education and methodology

2.Course contentsLecture

Concept and basic theory of health education: terminology, aims, concepts, models, theories used in health education, ethical aspect of health education. Health education in outline and its generators. Models and concepts of health, positive health, standards of health. Definition of illness. Determinant items of health and health care. The principles of school health education. School promoting health. Health education as a crucial factor in health promoting.

Classes

Methodology of health education planning and evolution of health education. Creating good condition for learning. Health education in a integrated educating. Developing health attitudes for children. Sexual education. Health education at school, nursery, in family. Body care. Healthy eating vs. physical activity, education vs. safety. Development of living abilities for students, prevention of taking psychactive substances.

3.Prerequisites

none

4.Learning outcomes

Students are familiar with the basic concept of health education. They understand the concept of health education and its aims. They know how to prove the need of never ending health education, describe its stages in childhood and youth. Students know methods of health education.

5.Recommended reading

Kaliszewska M., (2009), Edukacja zdrowotna - wybrane kwestie, UkiP J&D Gębka, Kraków, Gliwice.

Lewicki Cz.,(2006),Edukacja zdrowotna – systemowa analiza zagadnień, Wydawnictwo Uniwersytetu Rzeszowskiego, Rzeszów.

Malanowska J., (2006), Edukacja zdrowotna w nauczaniu wczesnoszkolnym: zakres wiedzy, planowanie i ewaluacja, metoda projektu edukacyjnego, DODN, Wrocław

Syrek E., Borzucka –Sitkiewicz K., (2009), Edukacja zdrowotna, Wydawnictwa Akademickie i Profesjonalne, Warszawa.

Wojnarowska B., (2008),Edukacja Zdrowotna, Podręcznik Akademicki, Wydawnictwo Naukowe PWN, Warszawa.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	VI	3
Classes	15	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture- credit, clases – creit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Mathematics Education with the Methodology

2.Course contentsLecture , Classes

The beginnings of mathematical thinking in children.

Developing children's mathematical thinking.

Mathematical competence. Mathematical content in the core "Curriculum of integrated education".

The planning process of learning and teaching mathematics at the initial stage of education.

Developing basic mathematics (orientation in space, sets, natural numbers, the operations on the natural numbers, solving equations and inequalities, text tasks, forming geometrical concepts, practical mathematical skills).

Checking and evaluating the achievements of mathematics in children (including on assessment of descriptive).

The causes of school failure in children.

3.Prerequisites

No requirements

4.Learning outcomes

A student is prepared to design and conduct of the mathematics education classes. Can be used in practice records, "Basics of integrated education program." He knows how to plan your learning process: it knows what to teach, for what purpose and by what. Understands the importance of basic mathematics. Acquire basic practical skills in teaching math. Understands the importance of student's homework. It can check and evaluate the student's mathematical achievement. He has mastered ways to motivate students to solve mathematical problems

5.Recommended reading

Jerzy Nowik, Kształcenie matematyczne w edukacji wczesnoszkolnej, Wydawnictwo NOWIK Sp.j, Opole 2009

Filip J., Rams T.: Dziecko w świecie matematyki. Oficyna Wydawnicza „Impuls”, Kraków, 2000

Klus – Stańska D., Kalinowska A.,: Rozwijanie myślenia matematycznego młodszych uczniów, wyd. Żak, Warszawa, 2004.

Podstawa Programowa Wychowania Przedszkolnego dla Przedszkoli, Oddziałów Przedszkolnych w Szkołach Podstawowych oraz Innych Form Wychowania Przedszkolnego, Dziennik Ustaw MEN z dnia 15 stycznia 2009 r. Nr 4, poz. 17.

6.Type of course

Obligatory

7. Teaching team

Department of Basic Science

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture-credit on the assessment, exercises to assess the credit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Health Education and methodology

2.Course contentsLecture

Concept and basic theory of health education: terminology, aims, concepts, models, theories used in health education, ethical aspect of health education. Health education in outline and its generators. Models and concepts of health, positive health, standards of health. Definition of illness. Determinant items of health and health care. The principles of school health education. School promoting health. Health education as a crucial factor in health promoting.

Classes

Methodology of health education planning and evolution of health education. Creating good condition for learning. Health education in a integrated educating. Developing health attitudes for children. Sexual education. Health education at school, nursery, in family. Body care. Healthy eating vs. physical activity, education vs. safety. Development of living abilities for students, prevention of taking psychactive substances.

3.Prerequisites

none

4.Learning outcomes

Students are familiar with the basic concept of health education. They understand the concept of health education and its aims. They know how to prove the need of never ending health education, describe its stages in childhood and youth. Students know methods of health education.

5.Recommended reading

Kaliszewska M., (2009), Edukacja zdrowotna - wybrane kwestie, UkiP J&D Gębka, Kraków, Gliwice.

Malanowska J., (2006), Edukacja zdrowotna w nauczaniu wczesnoszkolnym: zakres wiedzy, planowanie i

ewaluacja, metoda projektu edukacyjnego, DODN, Wrocław

Syrek E., Borzucka –Sitkiewicz K., (2009), Edukacja zdrowotna, Wydawnictwa Akademickie i Profesjonalne, Warszawa.

Wojnarowska B., (2008), Edukacja Zdrowotna, Podręcznik Akademicki, Wydawnictwo Naukowe P Warszawa.

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy, Tourism and Recreation

8.Course structure

Form	Number of hours	Semester	Year
Lecture	15	VI	3
Classes	15	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Lecture- credit, clases – creit

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Methodology of group work

2.Course contentsLecture and classes

Group goals (formal and informal). Organize group work. Interpersonal relations inside a group. Group process and group development . Psychological reactance of group members. Process of taking a decision (effective and ineffective). Activating methods of group work . Process communication inside a group. Ethical aspects of a group work.

3.Prerequisites

none

4.Learning outcomes

Students understand the rules of group development. They put knowledge into the practice organize of group work and can use activating methods.

5.Recommended reading

Oyster C.K., Grupy, Zys i ska , Poznań 2002

Kenrick D.T, Neuberg S.L, Cialdini R, B, Psychologia Społeczna , GWp , Gdańsk 2002.

Schneider Corey M., Corey G., Grupy - zasady i techniki grupowej pomocy psychologicznej, IPZ i T Warszawa 1995

Santorski J. (red) ABC psychologicznej pomocy, J Santorski&Agencja Wydawnicza, Warszawa 1993.

6.Type of course

Obligatory

7.Teaching team**Department of Pedagogy****8.Course structure**

Form	Number of hours	Semester	year
Lecture			
Classes	30	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

classes - written test

10.Language of instruction

Polish

Punkty ECTS

2

1.Course title

Introduction to pedagogical therapy.

2.Course contentsLecture and classes

Pedagogic therapy. Classification. Rules of pedagogic therapy; rules of disorder compensation, rules of regularity, disorder correction's rules, individualisation rule, rules of slowly difficulties gradation, rules of uninterrupted psychotherapeutic interaction. Methods, forms and techniques of therapy; relaxation methods, psychodrama, theatre game, psychological drawing, music therapy, methods of instil movements by W Sheborne, method of resolving writing and reading difficulties by B Zakrzewska, methods of good start by M Bogdanowicz. Methods and techniques of psycho pedagogical support; techniques of group therapy for children based on acting, social therapy as a form of work with children with disturbance of behaviour, therapy of difficulties in learning. Stages of therapeutic work, characteristic of developmental disorders as a result of failure at school; child with certain developmental disorder, learning difficulties – learning, speech disorder, specific difficulties in mathematics, disorder of emotional & motivational developmental process. Ways of effectiveness work with a child. Reasons of early difficulties in learning. A child with early learning difficulties as a family member. Specific difficulties in learning. Dyslexia, dysgraphia, misspelling. The main area where a child needs support and applying appropriate therapy.

3.Prerequisites

none

4.Learning outcomes

Students become familiar with the essence of three major aims: elimination direct cause of failure at school, equalise the gaps in knowledge and abilities, restore the correct attitudes towards education. Students become familiar with basic about the content – concept of pedagogical therapy and familiarize rules of pedagogical therapy and stages of therapeutic work. Identifying structure abstract nature, improvement of visual, auditory, motor coordination. Students develop positive strength for children and develop ability to analyse phenomenon and problems.

5.Recommended reading

1. Bogdanowicz M., Terapia pedagogiczna. Przewodnik bibliograficzny. Wyd. Harmonia, 2006
2. Czajkowska I, Herda K., Zajęcia korekcyjno - kompensacyjne w szkole. Poradnik dla nauczycieli, Warszawa 1989.
3. Dąbrowska-Jabłńska I., Terapia dzieci i młodzieży. Metody i techniki pomocy psychopedagogicznej. IMPULS. Kraków 2008
4. Jarosz E., Wysocka E., Diagnoza psychopedagogiczna – podstawowe problemy i rozwiązania. Wyd. „Żak”, Warszawa 2009
5. Skorek E.M. Terapia pedagogiczna. T.1 i 2. Oficyna Wyd. IMPULS, Kraków 2008

6.Type of course

Obligatory

7.Teaching team

Departament of pedagogy

8.Course structure

Forma	Liczba godzin	Semestr	Rok studiów
Wykłady	15	V	3
Ćwiczenia	15	V	3
Laboratoria			
Projekty			
Seminaria			
Inne			
Całkowity nakład pracy studenta	60		

9.Assessment methods

Lecture- credit, clases – credit

10. Language of instruction

Polish

ECTS credits
1

1.Course title

Methods of Reeducation

2.Course contentsLecture

Pseudorealization as threat to young progress.

Human prophylaxis environment.

Alienation in youth.

Forms of jobs with juveniles.

Therapeutical Houses as an alternative of Polish rehabilitational system.

“Orthos” – as a simple way to reeducation.

Therapeutic and rehabilitational work with addicted people.

Learning by doing as form of job with youth socially unadjusted.

Team work, case work in reeducation young people.

Community organization, and another speciality ways to reeducation.

3.Prerequisites

none

4.Learning outcomes

Learning about speciality ways of reeducation.

5.Recommended reading

Kieszkowska A. Dylematy współczesnej profilaktyki i resocjalizacji, Kielce 2008.

Łobocki M. Teoria wychowania w zarysie, Kraków 2006.

Paszkievicz A. Wychowanie resocjalizujące w środowisku otwartym, - zarys teorii, Białystok 2005

Pospiszył I., Żabczyńska E., Psychologia dziecka niedostosowanego społecznie, Warszawa 1986

6.Type of course

Obligatory

7.Teaching team

Department of Pedagogy

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9.Assessment methods

Written test

10.Language of instruction

Polish

ECTS credits

1

1.Course title

Art's and craft's for Kids with methodology

2.Course contents

Role of the art's and craft's education, principles and methods of craft educating. The material science and the technology. Course contents cover the basic concepts of visual arts - drawing, painting, graphics and sculpture and achievements of artists whose works can be best used when working with children, knowledge of techniques and media, highlight the extent of the creativity of children depending on their age and their preferences in the selection of tools and techniques of art, understanding by students of the most attractive forms, methods and organizations working with children

3.Prerequisites

primary humanistic knowledge

4.Learning outcomes

Student shows the awakening of interest in the arts, student is familiar with the basic knowledge of fine arts, student knows the basic forms of crafts works, student can understand the work of art, the student is ready to teach art and craft's children.

5.Recommended reading

Ernst Gombrich, O sztuce, Warszawa 2009

Głoton R.-Clerio „Twórcza aktywność dziecka”, Warszawa 1985r.

Daszyńska M., Techniki graficzne, Warszawa 1992

Marcinkowska K., Bryły i reliefy, Warszawa 1998

Osęka A., Spojrzenie na sztukę, Warszawa 1987

Szuman S., Sztuka dziecka. Psychologia twórczości rysunkowej dziecka, Warszawa 1990

Hohensee-Ciszewska H., ABC wiedzy o plastyce, Warszawa 1988

Natrof A., Wasiluk K. „Wychowanie plastyczne w przedszkolu”, Warszawa 1990r.

6.Type of course

Obligatory

7.Teaching team

Department of Education, Tourism and Recreation...

8.Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	V, VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload			

9.Assessment methods

Test with note, activity during the course

10.Language of instruction

Polish

Field: Nursing

The graduate of three-year first-level course of the Nursing receives the professional title of licencjat (the equivalent of Bachelor's degree).

The graduate possesses the general knowledge from the range of medical sciences and the detailed knowledge from the range of the nursing and is prepared to the independent fulfilling of the nursing occupation, like that:

- ensuring of high-level standards of given health services
- performing of the general and individualized care over the ill, invalid, and dying patient
- communicating with the patient, its family and the therapeutic team and using the professional language
- diagnosing the needs of the individuals, groups or the communities and the qualification of requisite activities to their satisfaction,
- planning and realizing of the nursing-care, with the regarding of the process of care, the theory of care and standards of the care
- performing of nursing and medical health services
- cooperation with the therapeutic team for the insurance the high standards of care of the man healthy and ill
- abiding by ethical rules and developing of the sensibility and the empathy attitude to the man charged to the care
- establishing the cooperation in integrated health care management and performing the requisite activities in order of maintenance and the restitution of the patients health
- supporting and teaching of the individuals, the families and the social groups in range of healthy lifestyle and the restitution of the health
- initiating and participating in educational campaigns in the interest of the health
- independent performing of the nurse occupation in integrated public and non-public health care management
- practical using of the current knowledge from the range of medical and social sciences, theories of the nursing, law regulations of the occupation and the health service and its improvement by the self-education
- using the foreign language on level of the proficiency B2 of the Common European Framework of Reference for Languages of the Council of Europe
- executing of investigative projects and introducing of their results to the professional practice
- undertaking the second-level studies.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in biology, foreign language and one of the selected subjects: Polish, chemistry or physics (physics and astronomy) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Field: Nursing
Recruitment: 2010

Stationary

Year I

No	The subject	Number of hours	semester I						ECTS	semester II						ECTS	Form of credit
			L	C	E	A	S	SE		L	C	E	A	S	SE		
SUBJECTS OF GENERAL EDUCATION																	
1	Information technologies	30		30					2								grade
BASIC SUBJECTS																	
1	Anatomy	80	60	20					5								exam
2	Physiology	80	50	20				10	5								exam
3	Pathology	80								50	20				10	5	exam
4	Biochemistry with physics	45	20	16				9	2								grade
5	Genetics	45								20	10				15	2	grade
6	Microbiology and parasitology	60								30	16				14	3	grade
7	Public health	106	30	16					2	30	16				14	3	grade
8	Pharmacology	60								40	12				8	3	exam
9	Psychology	60	30	16				14	3								exam
10	Sociology	45	30					15	1								grade
11	Pedagogics	60	30	16				14	3								exam
MAIN SUBJECTS																	
1	Basics of nursing	485	40	90					4	40	90	80	120		25	11	exam
2	Philosophy and ethics of the nursing profession	90								40	20				30	3	grade
3	Dietetics	45	20	20				5	1								grade
4	Optional course*	60	40	20					2								grade
	Sign language																
	Mental health promotion																
	Hospital infections																
Total number of hours:		1431	350	264	0	0	0	67		250	184	80	120	0	116		
Total number of hours per semester(year)/ECTS:			681						30	750						30	
Number of exams:		7	4							3							

Industrial Safety – I semester 4h
Library training - I semester 4h

L: lecture
C: classes
E: excercises
A: apprenticeships
S: seminars
SE: self education

Field: Nursing
Recruitment: 2010

Stationary

Year II

Year II																	
No	The subject	Number of hours	semester III						ECTS	semester IV						ECTS	Form of credit
			L	C	E	A	S	SE		L	C	E	A	S	SE		
SUBJECTS OF GENERAL EDUCATION																	
1	Physical education	60		30					0		30					0	credit
2	English	60		30					1		30					1	grade
BASIC SUBJECTS																	
1	Physical examination	45	30	12				3	1								grade
2	Radiology	30	20					10	1								grade
3	Law	30	16					14	1								grade
MAIN SUBJECTS																	
1	Obstetrics, the gynecology and obstetric-gynecological nursing	190								30	10	80	40	10	20	10	exam
2	Pediatrics and the pediatric nursing	410								40	30	160	160		20	13	exam
3	Internal medicine and internist nursing	380	40	30	120	160		30	13								exam
4	Surgery and the surgical nursing	380	40	30	120	160		30	13								exam
5	Neurology and the neurological nursing	235								30	20	80	80	10	15	6	grade
Total number of hours:		1820	146	132	240	320	0	87		100	120	320	280	20	55		
Total number of hours per semester(year)/ECTS:			925						30	895						30	
Number of exams:		4	2							2							

L: lecture
C: classes
E: excercises
A: apprenticeships
S: seminars
SE: self education

Field: Nursing

Recruitment: 2010

Stationary

Year III

Year IV																	
No	The subject	Number of hours	semester V						ECTS	semester VI						ECTS	Form of credit
			L	C	E	A	S	SE		L	C	E	A	S	SE		
SUBJECTS OF GENERAL EDUCATION																	
1	English	60		30					1		30					2	exam
MAIN SUBJECTS																	
1	Health promotion	80								30		20		24	6	3	grade
2	Basic health service	395								30		120	200	20	25	13	exam
3	Rehabilitation and the care over invalids	220	10	10	80			20	4	10			80		10	3	grade
4	Geriatrics and the geriatric nursing	235	20	20	80			10	4	10			80		15	3	grade
5	Psychiatry and the psychiatric nursing	195	30	20	80			10	5	10			40		5	3	grade
6	Anaesthesiology and the nursing in states of threat of life.	160	40	40	40	40			7								exam
7	Palliative care	125	30		40	40		15	4								grade
8	Medical rescue	55	20	30				5	2								grade
9	Research in the nursing	90	20				20	15	3					20	15	3	grade
Total number of hours:		1615	170	150	320	80	20	75		90	30	140	400	64	76		
Total number of hours per semester(year)/ECTS:			815						30	800						30	
Number of exams:		3	1							2							

L: lecture
 C: classes
 E: excercises
 A: apprenticeships
 S: seminars
 SE: self education

Field: Nursing

Recruitment: 2009

Stationary

Year I

No	The subject	Number of hours	semester I						ECTS	semester II						ECTS	Form of credit
			L	C	E	A	S	SE		L	C	E	A	S	SE		
SUBJECTS OF GENERAL EDUCATION																	
1	Physical education	30									30					1	grade
2	English	60		30					1		30					1	grade
3	Information technologies	30		30					2								grade
BASIC SUBJECTS																	
1	Anatomy	85	60	25					5								exam
2	Physiology	75	50	25					5								exam
3	Pathology	75								50	25					5	exam
4	Biochemistry with physics	45	20	10			15		2								grade
5	Genetics	45								20	10				15	2	grade
6	Microbiology and parasitology	60								30	15				15	2	grade
7	Public health	105	30	15					2	30	15				15	2	grade
8	Pharmacology	60								45	15					3	exam
9	Psychology	60	30	15				15	3								exam
10	Sociology	45	30					15	2								grade
11	Pedagogy	60	30	15				15	3								exam
MAIN SUBJECTS																	
1	Basics of nursing	485	40	90					3	35	90	80	120		30	11	exam
2	Philosophy and ethics of the nursing profession	90								40	20				30	2	grade
3	Dietetics	45	15					30	1								grade
4	Optional course A*	160							1								grade
	*Philosophy		30														
	*Basics of the social and health policy and social insurance		20														
	*Protection of intellectual property		15														
	*Safety and hygiene of the work and the ergonomics.		15														
	*The biostatistics		15														
	*Basics of the economy		15														
	*First-aid		10	20													
	*Qualified first-aid		10	10													
5	Optional course B*	60								30	30					1	grade
	Hospital infections									30	30						
	Sign language									30	30						
	Mental health promotion									30	30						
Total number of hours:		1675	435	285	0	0	15	75		280	280	80	120	0	105		
Total number of hours per semester(year)/ECTS:			810						30	865						30	
Number of exams:		7	4							3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Field: Nursing

Recruitment: 2009

Stationary

Year II

No	The subject	Number of hours	semester III						ECTS	semester IV						ECTS	Form of credit
			L	C	E	A	S	SE		L	C	E	A	S	SE		
SUBJECTS OF GENERAL EDUCATION																	
1	Physical education	30		30					1								grade
2	English	60		30					1		30					2	exam
BASIC SUBJECTS																	
1	Physical examination	52	30	12				10	2								grade
2	Radiology	30	20					10	1								grade
3	Law	30	16					14	1								grade
MAIN SUBJECTS																	
1	Obstetrics, gynecology and obstetric-gynecological nursing	180								30	10	80	40	10	10	9	exam
3	Pediatrics and the pediatric nursing	410								40	30	160	160		20	13	exam
4	Internal medicine and internal nursing	370	40	30	120	160		20	12								exam
5	Surgery and the surgical nursing	370	40	30	120	160		20	12								exam
6	Neurology and the neurological nursing	235								30	20	80	80	10	15	6	grade
Total number of hours:		1767	146	132	240	320	0	74		100	90	320	280	20	45		
Total number of hours per semester(year)/ECTS:			912						30	855						30	
Number of exams:		5	2							3							

L: lecture
 C: classes
 E: excercises
 A: apprenticeships
 S: seminars
 SE: self education

Field: Nursing

Recruitment: 2009

Stationary

Year III

Year III																		
No	The subject	Number of hours	semester V						ECTS	semester VI						ECTS	Form of credit	
			L	C	E	A	S	SE		L	C	E	A	S	SE			
MAIN SUBJECTS																		
1	Health promotion	90								30		20		24	16	4	grade	
2	Basic health service	395								30		120	200	20	25	13	exam	
3	Rehabilitation and nursing of disabled persons	220	10	10	80			20	4	10			80		10	3	grade	
4	Geriatrics and the geriatric nursing	250	20	20	80			20	5	10			80		20	4	grade	
5	Psychiatry and the psychiatric nursing	195	30	20	80			10	5	10			40		5	3	grade	
6	Anaesthesiology and the nursing in states of threat of life.	160	40	40	40	40			7								exam	
7	Palliative care	125	30		40	40		15	4								grade	
8	Medical rescue	55	20	30				5	2								grade	
9	Research in the nursing	90	20					20	15	3					20	15	3	grade
Total number of hours:		1580	170	120	320	80	20	85		90	0	140	400	64	91			
Total number of hours per semester(year)/ECTS:			795						30	785						30		
Number of exams:		2	1							1								

L: lecture
 C: classes
 E: excercises
 A: apprenticeships
 S: seminars
 SE: self education

Subjects of general education:

ECTS credits

2

1. Course title

Information Technologies

2. Course contentsLecture

Information technologies around us. Basis of computer techniques, use and application of computers. To make students familiar with the basic functions which arrange environment of a computer user in order to use computer effectively. Principles of classification of software. Utility programs (Word, Excel, PowerPoint, Access). Elements of algorithms. Telemedicine and health. Electronic medical history (EPR). Internet in nursing and medicine. Bibliographic database Medline, Medline, Core Biomedical Collection, CancerLit.

Classes

Basic use of computer operating systems (Windows, Linux). Text processing, using a computer for creating, editing, formatting, storing and printing documents. Spreadsheets, use computer to make repetitive calculations: preparing budgets, making forecasts, preparing charts and financial reports. Databases: creating and use of databases to organize large data resources, allowing quick and easy access to them. Managers graphics and presentation graphics: the use of graphic techniques as an effective means of communication. Program for medical office/ medical clinic/ hospital service. Internet: basic services, making own web site.

3. Prerequisites

None

4. Learning outcomes

Students know: basic concepts and terms used in computer science, unit of information record, principles of good text editing and text formatting, selected service of computer networks, principles of conducting electronic correspondence, risk in information systems and risk occurring on the Internet, selected legal aspects relating to software licensing and copyright protection, the possibility of using information technologies in medicine

Students can: effectively use the Windows operating system, edit and format text in a text editor, effectively search information on the Internet and process them, set up and use an e-mail program, prepare multimedia presentations on the chosen topic, prepare a spreadsheet to perform simple calculations and analysis, use database and know the rules of designing simple queries, forms and reports, use the program for medical office / medical clinic / hospital service, use medical bibliographic databases online

5. Recommended reading

1. R. Supranowicz, L. Łozowski, *Windows Vista oraz Office 2007 Professional w praktyce*, PWSZ im. Witelona w Legnicy 2008
2. Grzegorz Kowalczyk, *Word 2007 PL. Ćwiczenia praktyczne*, Helion, 2007
3. Tom Negrino, *Prezentacje w PowerPoint 2007 PL*, Helion, 2008
4. Krzysztof Masłowski, *Excel 2007 PL. Ćwiczenia praktyczne*, Helion, 2007
5. "Windows 2000/XP/Vista - dokumentacja systemu operacyjnego"
6. Danuta Mendrala, Marcin Szeląga, *Access 2007 PL. Ćwiczenia praktyczne*, Helion, 2007
7. Materials provided by lecture/ classes conductor.

6. Type of course

Obligatory

7. Teaching team

Department of Fundamental Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

Basic subjects:

ECTS credits

5

1. Course title

Anatomy

2. Course contentsLecture

The anatomical terminology; the structure of the axial and appendicular skeleton; the structure and mechanic of the bones; the skull; the structure and mechanic of the muscles (the typical places for intramuscularly injections), the basis of biomechanics; the structure of the pelvis wall (the mechanic of the parturition); the circulatory system – basal structure; the structure and topography of the hearth (localization of the electrodes in ECG); the vascular system (the typical places for intravenous injections); the respiratory system (the nursing and surgical methods of the facilitation of the respiration); the mediastinum; the pleura (the phenomenon of pneumothorax); the digestive system; the uro-genital system; the essential structure of the central and peripheral nervous system; the autonomic system; the sense organs – the general structure; the basal structure of the lymphatic system and endocrine glands.

Classes

The recognizing of the particular kinds of the bones and joints with using the sectional material; the structure of the cranial base and fossae on the specimens and x-ray images; the muscles of the limbs and trunk – demonstration of the functional groups (the places of occurring the hernias); the structure of the hearth (the valves and pericardial sac); the pleural cavity and mediastinum (the topographical relations on the specimens and X-rays photos); the peritoneal cavity; the intestinal and glandular part of the digestive system (on the specimens and using modern techniques of imaging - USG, CT, MRI); the demonstration of the external structure of the central nervous system; the meninges and meningeal spaces.

3. Prerequisites

Basic knowledge in the range of biology, physics and chemistry on the level of post gymnasium.

4. Learning outcomes

After completing the course of anatomy the student can describe particular anatomical structures and the locations and relationship of the organ in a cadaver as well as in a living individual.

5. Recommended reading

1. „Anatomia człowieka – podręcznik dla studentów” red. Witold Woźniak, Wydawnictwo Urban & Partner, Wrocław 2001
2. „Podstawy anatomii człowieka” : podręcznik dla studentów, Bogusław K. Gołąb, Wydaw. Lekarskie PZWL, Warszawa 2000.
3. „Atlas anatomii człowieka” Johannes Sobotta, Wydawnictwo Urban & Partner, Wrocław 2001

6. Type of course

Obligatory.

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	60	I	1
Classes	20	I	1
Laboratory			
Project			
Seminar			
Other / Self education			
Total student's workload	150	I	1

9. Assessment methods

Exam.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Biochemistry with physics

2. Course contents

Lecture: Biochemical basics of organism integration. Basic problems for biophysics of circulation system. Biophysical properties of blood in mechanism of circulation. Energetic of heart muscle. Man as biomechanical system. Bone-muscle levers for Man. Basic problems of biophysics for respiratory system – physical laws for lung breathing. Influence of physical factors on alive organism. Biochemistry of tissues and organs. Hormonal regulation of metabolic transformation. Vitamins and mineral compounds - their meaning in feeding.

Laboratory: Introduction: Biochemistry, molecular biology vs. organic chemistry. Regulations of laboratory and safety code. Blotting paper chromatography of amino acids. Quantitative methods of proteins determination. Enzymes detection. Determination of enzymes activity. Verification exercises: amino acids, peptides, proteins and enzymes. Properties and determination of nucleic acids. Properties and determination of saccharine. Quantitative methods of sugars determination. Determination of some chemical components of blood. Verification exercises: nucleic acids, sugars, lipids, and steroids; organ liquids (blood, urine). Ultrasounds phenomenon of Doppler. Physical fundamental basics of ultrasounds in medicine. Electrical operations of heart. Electrocardiography.

Self-education: Disturbances of carbohydrates economy, diabetes types, biochemical diagnostics of diabetes. Disturbances of carbohydrate-fat economy, non correct energetic balance - obesity and malnutrition. Disturbances of lipid economy. Disturbances of organism energetic. Composition and metabolism of red blood cells. Disturbances of hormones removal in thyroid disease - hyperthyroidism and hypothyroidism. Blood pressure - varies between systolic and diastolic pressures. Influence of electromagnetic field on organism of men. Interaction of chosen physical factors (temperature, pressure, humidity, radiation) on men organism.

3. Prerequisites

Basic knowledge in the range of biology, physics and chemistry on the level of post gymnasium.

4. Learning outcomes

Students are misunderstood with construction and functions of chemical compounds of men organ, as well as with biochemical processes in men organ. Students know how to explain and understand of cells, tissues and organs acting on the ground of biochemistry principles. Listeners can take advantage of recognized phenomenon connected with diagnostic and therapeutic methods in practical way. Students will be presenting posture of conscious person of her knowledge and willing into her practical application in clinical exercises.

5. Recommended reading

1. Murray R., Gardner D., Mayes P., Rodwell, *Harper's Biochemistry*. Publishing House of PZWL, Warszawa, 2008.
2. Stryer L., *Biochemistry*, Publishing House of PWN, Warszawa, 2003.
3. Davidson V., Sittman D. (red.), *Biochemistry*, Publishing House of Urban & Partner, Wroclaw, 2002.
4. Józwiak Z., Bartosz G., *Biofizyka - Wybrane zagadnienia wraz z ćwiczeniami*, Publishing House of PWN, Warszawa, 2005.
5. Miekisz S., Hendrich A. (Editors), *Chosen topics of Biochemistry*, Publishing House of Volumed, Wroclaw, 1998.

6. Type of course

Obligatory

7. Teaching team

Division of Environmental Protection, Faculty of Administration

8. Course structure

Form	Number of hours	Semester	year
Lecture	20	I	1
Classes	16	I	1
Laboratory			
Project			
Seminar			
Other/ Self education	9	I	1
Total student's workload	60	I	1

9. Assessment methods

Credit with mark; self-education – written elaboration of chosen topic.

10. Language of instruction

Polish.

ECTS credits

2

1. Course title

Genetics

2. Course contentsLecture and classes:

Basic knowledge in genetics, embryology, cytophysiology and immunology. Phenotype and genotype. Human genetic diseases- types, history of discoveries, epidemiology. Types of nucleic acids and their structures. Gene structure. Human genome organization. Cell structure and function. Mitosis and meiosis. Somatic and germ cells. Cell cycle. DNA recombinations. DNA replications. Genetic code. Transcription, translation. Regulation of gene expression. Methods of molecular diagnostics. Human monogenic diseases: autosomal recessive, dominating, and these associated with sex-linked recessive chromosomes. Cell aging and death. Cell apoptosis and necrosis. Human karyotype. Nondysjunction. Monosomy and trisomy. Polyploids. Chromosome aberrations: numerical and structural. Human chromosome diseases. Molecular basis of mutagenesis and DNA repair. Mutagenic factors, types of mutation and their importance. Teratogenesis and teratogenic factors. Types of human development malformations. Dysmorphology. Molecular mechanisms of human sex determination. Methods of prenatal diagnosis. Inheritance of human blood groups. Serologic conflict. Use of genetics in transplantology. Basic principles of genetic counselling. Indications for genetic testing. Biologic materials for genetic testing. Establishment of progeny in patients with genetic diseases.

3. Prerequisites:

None.

4. Learning outcomes:

The students are familiar with basics of human genetics, genetically conditioned diseases, and principles of genetic advice to patients. They know principles of human characteristic features inheritance (e.g. blood groups, sex-associated determinants) and mechanisms of anomalies development (such as for example chromosomal aberrations and gene mutations), diagnostic methods of genetic testing and targets of genetic counselling. The students know about effects of genes on human and animal development, regulation of genes function responsible for development, immune response types, genetic basics of immunology, and principles of genetic engineering. They received informations on prenatal and postnatal genetic diagnostic methods, use of genetics in plants and animals growing, population genetics, effects of basic evolution factors and genetic processes.

5. Recommended reading:

1. Drewa G., Ferenc T. (red.). *Podstawy genetyki dla studentów i lekarzy*. Wydawnictwo Medyczne Urban & Partner, Wrocław 2003.
2. Jorde L.B., Carey J.C., Bamshad M.J., White R.L., *Genetyka medyczna*. Wydawnictwo Czelej, Lublin 2003.
3. Bradley J. T., Johnson D. R., Pober B. R., *Genetyka medyczna*, wyd. 1, Wydawnictwo Lekarskie PZWL, Warszawa 2008.
4. Wojciorowski J. (red.). *Genetyka medyczna*, Wydawnictwo Czelej, Lublin 2002.

6. Type of course:

Obligatory

7. Teaching team:

Medical faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	II	1
Classes	10	II	1
Laboratory			
Project			
Seminar			
Selfeducation	15	II	1
Total student's workload	60		

9. Assessment methods

Written tests are the conditions of ranking the lecture and classes

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Microbiology and parasitology

2. Course contentsLecture and classes

Physiology and morphology of bacteria, viruses, parasites and fungi. Infectiousness of viruses (HIV, WZW, HPV), bacteria (Salmonella, Escherichia coli, Pseudomonas aeruginosa, Mycobacterium tuberculosis), parasites (Toxoplasma gondii, Trichomonas vaginalis, Entamoeba histolytica), fungi (Candida albicans). Sepsa, antibioticotherapy. Basic diagnostic methods (staining, serological tests). Acquirement of samples.

3. Prerequisites

None

4. Learning outcomes

The student is familiar with the basic ideas from the range of medical microbiology and diagnostic methods.

5. Recommended reading

1. Zaremba M., Borowski J. : Mikrobiologia lekarska.; Warszawa PZWL, 2003.
2. Buczek A. : Choroby pasożytnicze. ; Liber, Lublin 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	II	1
Classes	16	II	1
Laboratory			
Project			
Seminar			
Other/Self education	14	II	1
Total student's workload	90	II	1

9. Assessment methods

Credit with note

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Pathology

2. Course contentsLecture and classes:

The role of pathology in medical sciences. Pathomorphology and pathophysiology. Basic pathologic terms: health, disease, death. Clinical death and biological death. The symptoms of death. Etiology and pathogenesis. The course of a disease. Classifications of diseases. The stages of ontogenesis. Biological aspects of senility. Effects of environmental (physical, chemical and biological) factors on pathogenesis. Iatrogenic pathogenic factors. Pathologic processes: circulatory disturbances, retrogressive changes, progressive changes, inflammations. Non-neoplasal proliferations and neoplasms. Inflammation – etiopathogenesis, classification, corrective processes. Acute phase reaction. Thermoregulation disorders. Fever and hypothermia. The defensive mechanisms of the organism. Immunity, allergic reactions, autoimmune diseases. Endocrine system pathology. Diabetes mellitus. Blood and hemopoietic system diseases. Circulatory system pathology. Shock. Respiratory system pathology. Alimentary tract, liver and the exocrine part of pancreas pathology. Jaundices. Excretory system pathology. The diseases of bones, joints and muscles. Central and peripheral nervous system pathology. Reproductive system disorders in females and males. Breast diseases. Skin pathology.

3. Prerequisites

The knowledge of human anatomy and physiology.

4. Learning outcomes

The students are familiar with morphologic and functional changes leading to diseases, during diseases and following diseases. The students are used to correct medical thinking.

5. Recommended reading

1. Kruś S.: Patologia. Podręcznik dla licencjackich studiów medycznych. Wyd. Lek. PZWL, Warszawa 2003.
2. Domagała W. (red.): Podstawy patologii. Podręcznik dla studiów medycznych. Wyd. Lek. PZWL, Warszawa 2008.
3. Maśliński S., Ryżewski J. (red.): Patofizjologia. Wyd. Lek. PZWL, Warszawa 2007.
4. Guzek J.W.: Patofizjologia człowieka w zarysie. Wyd. Lek. PZWL, Warszawa 2005.
5. O'Connor D.: Patologia. Wydawnictwo Urban & Partner, Wrocław 2007.
6. Stevens A., Lowe J.: Patologia. Czelej, Lublin 2005.
7. Kruś S., Skrzypek E.: Patomorfologia kliniczna. Wyd. Lek. PZWL, Warszawa 2006.

6. Type of course

Obligatory

7. Teaching team

Medical Faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	50	II	1
Classes	20	II	1
Laboratory			
Project			
Seminar			
Other / Self education	10	II	1
Total student's workload	150	II	1

9. Assessment methods

Lecture – examination, classes – written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Pedagogy

2. Course contents**Lecture and Classes**

Pedagogy as a science.: concept and classification of science, subject and task of pedagogy, basic and derivative terminology in pedagogy, medical pedagogy, social pedagogy, science collaborating with pedagogy. Education as a social phenomenon: educational environment, the concept of education and its aims, the ways of educational understanding, educational thinking, education in the light of personality, moral and profamily education biological based, working on oneself in the process of education and the necessity of working on oneself. Major problems of education: concept of education, the relation between the education and the protection, aims and tasks of education, aspects of education. Value as a source of education: defining of the values and their existence, the role of values in education. Preferred values in education. Education in the light of pedagogical and psychological concepts: education as a concept of behaviour, education as a humanistic concept, method of persuasion, awarding method, punishment method. Shape of education environment: Children, youth, adults health education. Research methods, techniques and implement: compile and apply chosen methods and techniques (observation, experiment, matter of individual chance, diagnostic survey, action research, survey, document research). Organization and methods of educational care work in chosen health care centre (hospital, children's home, children's social services, day care centre, health care centre, sanatorium). Nonauthoritarian pedagogy concept by Thomas Gordon.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the basic concepts of pedagogy – education. They familiarise themselves with the wider concept of chosen theories and systems of education; student acquaints aims, features, methods, tasks and forms of education, aspect of education as per humanistic, behaviour and psychosocial concepts. Students are familiar with the methods of education – educational problem solving at chosen representatives of pedagogy and build relationship in the classroom – in a family

5. Recommended reading

1. Wrońska I., Nowak M. (red.): Wprowadzenie do pedagogiki. Czelej, Lublin 2002
2. Ciechaniewicz W. (red.): Pedagogika. Podręcznik dla szkół medycznych. Wyd. Lek. PZWL, Warszawa 2000..
3. Kwieciński Z. Śliwerski B. Pedagogika. Podręcznik akademicki t. 1, t. 2. PWN, 2004, 2007
4. Nowak M.: Podstawy pedagogiki otwartej. 1999.
5. Wasyluk J.: Podręcznik dydaktyki medycznej, Warszawa 1999
6. Gordon T., Wychowanie bez porażek. PAX, Warszawa 1991

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	I	1
Classes	16	I	1
Laboratory			
Project			
Seminar			
Other/ Self education	14	I	1
Total student's workload	90	I	1

9. Assessment methods

Exam.

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Pharmacology

2. Course contentsLecture and classes:

Lecture: general pharmacology, drug information sources; drug dosage, calculation of drug doses for children; routes of drug administration and elimination; mechanisms of drug action; drug distribution and metabolism, unwanted effects of drugs, drug toxicity; antimicrobials; penicillins, cephalosporins; sulfonamides; aminoglycosides; tetracyclines; makrolides; linkozamides, glycopeptides, quinolones; antiprotozoal drugs, antifungals; antituberculous drugs, treatment regimens in tuberculosis; autonomic nervous system; parasympatykotonik drugs, parasympatykolytics, adrenergics, adrenolytics, sympatolytics, ganglioplegics; antiseptics and disinfectants, acids and bases, atomic oxygen, protein denaturation preparations; cardiovascular drugs, cardiac glycosides, dopaminergic drugs, phosphodiesterase inhibitors, calcium channel agonists and antagonists; antiarrhythmic drugs, pathomechanisms of acute and chronic heart attack and failure, nitrites and nitrates, nitroglycerin; nonsteroid antiinflammatory drugs; podział; mechanisms of action; COX1, COX2, glucocorticosteroids; analgesic narcotics.

Classes:

- a) the students prepare written short summary and oral presentation of three various clinical pharmacology cases concerning some drugs;
- b) the groups consisting of 3-4 students prepare an electronic media presentation on the following pharmacologic topics: drugs used in respiratory system diseases; psychotropic drugs; drugs used in the treatment of parkinsonism; drugs used in treatment of gastrointestinal tract diseases, drug therapy in various liver diseases; proton pump inhibitors, antacids, gastric ulcer pharmacotherapy; anxiolytic drugs, analeptics; antidepressive drugs, hypnotics.

3. Prerequisites:

None.

4. Learning outcomes:

The students are familiar with international drug terminology, pharmacokinetics and pharmacodynamics, use of drugs in adults, patients in advanced age, and in children, indications and contraindications in using drugs, potential drug interactions, drug side effects and toxicity, and also with rules of specific treatment obligatory in some drug intoxications. The students understand pathophysiological basis of drug use in clinical practice and in various diseases, help patients in use of prescribed drugs, inform about mechanism of specific drug actions and eventual unwanted drug effects or its toxicity, and introduce proper treatment, if necessary.

5. Recommended reading:

1. Rajtar-Cynke G.(red.). *Farmakologia – podręcznik dla studentów i absolwentów Wydziałów Pielęgniarstwa*. Czelej, Lublin 2007.
2. Danysz A. *Kompendium farmakologii i farmakoterapii*. Urban & Partner, Wrocław 2002.
3. Prandota J. *Podstawy farmakogenetyki i farmakogenomiki w praktyce klinicznej*. Urban & Partner, Wrocław 2003.
4. Prandota J. *Postępy pediatrii i farmakologii klinicznej*. Wydawnictwo AM we Wrocławiu, 2009.

6. Type of course:

Obligatory

7. Teaching team:

Medical faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	II	1
Classes	12	II	1
Laboratory			
Project			
Seminar			
Other/ Self education	8	II	1
Total student's workload	90	II	1

9. Assessment methods

Lecture – examination, classes – written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Physiology

2. Course contents**Lecture and classes**

Vital functions of human. Homeostasis. Neurohormonal regulation of physiological processes – the role of autonomous nervous system and endocrine glandules. Tissue hormones and growth factors. Thermoregulation. The composition and functions of blood. Hematopoiesis. The microscopic images of blood and bone marrow. The functions of erythrocytes, leucocytes and thrombocytes. Blood transport of respiratory gases. The defensive mechanisms of the organism. Blood groups and histocompatibility antigens. Blood clotting and fibrinolysis. The examination of blood clotting. The electrical and mechanical activities of the heart. The elements of electrocardiography. Cardiac cycle. Heart sounds. The cardiovascular system activity: systemic and pulmonary circulation. The coronary circulation. The cardiovascular parameters (pulse, blood pressure, stroke volume, ejection fraction, cardiac output). The regulation of blood circulation. The respiratory system activity. The external and internal respiration. The elements of spirometry and gasometry. The alimentary tract activity. The digestion and intestinal absorption of alimentary components. Liver and pancreas functions. Kidney functions and urine excretion. The examination of kidney function. Fluid balance. Body fluids. The regulation of water and electrolyte balance. The regulation of acid and alkaline balance. The physiology of central and peripheric nervous system. The elements of electroencephalography. Reflexes. Sensation and perception. The sense of smell. The eye as an optical system. The examination of visual acuity and coloured vision. Binocular and stereoscopic vision. Hearing and equilibrium. Sound conduction, conversion and perception. The sense of taste. The distribution of taste receptors. Cutaneous and deep sensibilities. The physiology of skeletal and smooth muscles. The regulation of posture, balance and movement. Higher nervous functions. The sleep. The physiology of reproduction – sex determination, spermatogenesis and oogenesis, ovarian and menstrual cycle. The physiology of pregnancy and delivery. Puerperium and lactation.

3. Prerequisites

Basic knowledge of biology, physics, chemistry and anatomy.

4. Learning outcomes

The students are familiar with the activities of nervous, endocrine, muscular, circulatory, respiratory, digestive, excretory, reproductive systems and blood and hematopoietic system functions. The students are able to measure basic physiological parameters.

5. Recommended reading

1. Traczyk W.Z.: Fizjologia człowieka w zarysie. Wyd. Lek. PZWL, Warszawa 2007
2. Borodulin-Nadzieja L.: Fizjologia człowieka. Podręcznik dla licencjatów medycznych. Górnicki Wydawnictwo Medyczne, Wrocław 2005.
3. Traczyk W.Z., Trzebski A.: Fizjologia człowieka z elementami fizjologii stosowanej i klinicznej. Wyd. Lek. PZWL, Warszawa 2007.
4. Ganong W.R., Wiliam R.: Fizjologia. Wyd. Lek. PZWL, Warszawa 2007.
5. Michajlik A., Ramotowski W.: Anatomia i fizjologia człowieka. PZWL, Warszawa 2007.
6. Bullock J., Boyle J., Wang M.B.: Fizjologia. Urban & Partner, Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Medical Faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	50	I	1
Classes	20	I	1
Laboratory			
Project			
Seminar			
Other / Self education	10	I	1
Total student's workload	150	I	1

9. Assessment methods

Lecture – examination, classes – written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Psychology

2. Course contentsLecture

Students get familiar with the run of psychical processes, their structure, basic processes, the functions they play in the regulation of human behavior. Within the framework of classes and lectures of general psychology they learn about cognitive processes (e.g. perception, learning, memory, thinking), decision making processes, emotions, motivation and some selected theories of personality. Also, it is essential to indicate to psychology having in common with many sciences as biology, physiology, medicine, social sciences, education, philosophy linguistics, etc. Moreover, it will be presented what is the contemporary approach to psychology pertaining to modern research explorations.

All processes, which are bound up with the various periods of life are treated developmentally. The result of the development is personality, defined as a self-regulating and self-controlling organization and structure. As a basic theoretical approach, modern development theories from philogenetic and ontogenetic perspective have been assumed, here.

The students will familiarize with some principal methods and tools of social psychologist work. They learn how to gather and interpret information collected from mini experiments they will carry out and describe limits of correct and grounded generalization onto wider social reality.

Selected subjects (curriculum)

The subject of general psychology, perception and experience creating mechanisms, perceptual categorization, attention, conditioning (both classical and instrumental), learning Beyond conditioning, memory, language, Communications, concepts, thinking, understanding, emotional intelligence, emotions, motivation, personality and various theories of, historical approach to the idea of childhood, theories of child development, sensorimotor development, social and emotional development, the problem how to influence other people, attitudes creations, adds and other issues of social sciences.

3. Prerequisites

None

4. Learning outcomes

Students are to acquire basic theoretical (lecture) and practical (classes) knowledge on social and personality psychology.

5. Recommended reading

- 1) Mietzel, Gerd, Wprowadzenie do psychologii, GWD 2003
- 2) Strelau, Jan. PSYCHOLOGIA, Podręcznik akademicki, Psychologia ogólna, GDW, Gdańsk 2000 r. , tom 2,
- 3) Vasta, R., Haith, M. M., Miller S. A. PSYCHOLOGIA DZIECKA.WSIP, Warszawa 1995
- 4) Wosińska, W., PSYCHOLOGIA ŻYCIA SPOŁECZNEGO, GWP, Gdańsk 2004.
- 5) Shapiro, L. W. JAK WYCHOWYWAĆ DZIECKO Z WYSOKIM EQ. Pruszyński i S-ka, Warszawa 1999 r. (wybrane zagadnienia).

6. Type of Course

Obligatory

7. Teaching team

Department of Education

8. Course structure:

Form	Number of hours	Semestr	Year
Lecture	30	I	1
Classes	16	I	1
Laboratory			
Project			
Seminar			
Other/self education	14	I	1
Total student's workload	90	I	1

9. Assessment methods

Exam.

10. Language of instruction

Polish.

ECTS credits

1

1. Course title

Sociology

2. Course contentsLecture and self-education

Sociology as a science. Methods and techniques of the social research. Development of the sociological ideas. Inner diversity of the sociology. Current sociology. Natural, economical and cultural conditions of the social life. Human as a social being. Culture and its impact on the social life; the health culture. Social diversification, social inequality and social mobility in Poland. Family as a group and a social institution. Marriage and family in Poland, Europe and in the world. Pathologies in family life. Impact of disease on the family and social life. Sociology of the medicine. Cultural conditions of health and illness. Behaviours and attitudes in health and illness. Medical institutions. Social relation patient – medical personal. Dying and death as a social and cultural problem.

3. Prerequisites

General knowledge from the high school

4. Learning outcomes

The goal of the lecture is the presentation of different social communities, primarily showing the diversity of processes, which have an affect on their rising, functioning and evolution. The practical goal of the laboratory is the training of abilities useful by the building of ties in a social group, by the creation of workplaces, appeasement of social tensions or solving of problems the modern communities have to deal with.

5. Recommended reading

- 1) Giddens A., *Socjologia*. Warszawa: Wn Pwn 2004.
- 2) Kubów A., *Socjologia. Zarys Problematyki I Podstawowe Pojęcia*. Poznań: Forum Naukowe 2006.
- 3) Kawczyńska-Butrym Z., Taranowicz I., Majchrowska A., *Wybrane Elementy Socjologii Dla Pielęgniarek*. Lublin: Wydawnictwo Czelej 2000.
- 4) Majchrowska A., *Wybrane Elementy Socjologii. Podręcznik Dla Studentów I Absolwentów Wydziałów Pielęgniarstwa I Nauk O Zdrowiu*. Lublin: Wydawnictwo Czelej 2003.
- 5) Sztumski J., *Wstęp Do Metod I Technik Badań Społecznych*. Katowice: Śląsk 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Sociology and Social Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30	I	1
Classes			
Laboratory			
Project			
Seminar			
Other/Self education	15	I	1
Total students' workload	30	I	1

9. Assessment methods

Lecture – credit with mark; self education – thesis written by the student concerning one of the issues included on the list given by lecturer (pass without mark)

10. Language of instruction

Polish

Main subjects:

ECTS credits

4

1. Course title

The Basics of Nursing

2. Course contentsLecture

Conditions for development of nursing in Poland and abroad. Contemporary nursing: practical and scientific activities. Theories of nursing. Individual approach in nursing, nursing process, self-care, professional care, holistic care. Law regulations concerning the nursing profession. The concept of standard and its principles, rules of conduct in nursing. The quality of nursing care.

Classes

Developing competence in carrying out basic nursing procedures, hygiene, transportation and others.

3. Prerequisites

Fundamentals of biology, knowledge of anatomy, physiology, pathology.

4. Learning outcomes

The student knows the concepts associated with nursing, methods of work of a nurse, knows the rules of patient care.

5. Recommended reading

1. Ślusarska B., Zarzycka D., Zahradniczek K. (red): Podstawy pielęgniarstwa. Czelej, Lublin, 2004
2. Zahradniczek K.: Pielęgniarstwo, PZWL, Warszawa 2006
3. Ciechanowicz W., Pielęgniarstwo. Ćwiczenia, PZWL, Warszawa, 2006
4. Kirschnik O., Pielęgniarstwo, Wyd. Med. Urban & Partner, Wrocław, 2006

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	I	1
Classes	90	I	1
Laboratory			
Project			
Seminar			
Other:			
Total student's workload	120	I	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

ECTS credits

11

1. Course title

The Basics of Nursing

2. Course contentsLecture

Tasks of the nurses in the preparation of the unwell to the role of the patient, patient's rights. Evaluation of the patient's health. Sources of information about patients, methods of data collection. Nursing care of patients in certain condition. Nursing diagnosis. Rehabilitation of patients, preventing complications.

Classes

Principles, methods and ways of diagnostic operations, measurement and observation. Carrying out nursing care, nursing procedures. Preparing kits for nursing treatments on individual systems and organs.

Self-improvement

Holism and holistic approach to the patient. Modern and traditional nursing and a professional nurse autonomy. The responsibility of nurses in the process of diagnosis, treatment, rehabilitation. Hazards in the hospital environment, the role of nurses in prevention. Care and prevention actions in the practice of nursing. Problems with adaptation of the hospitalized patients

3. Prerequisites

Fundamentals of biology, knowledge of anatomy, physiology, pathology.

4. Learning outcomes

The student knows the concepts associated with nursing, methods of work of a nurse, knows the rules of patient care. The student understands the essence of professional nursing, holistic, individual. The student knows how to employ techniques and how to perform nursing activities and treatments. The student knows how to make optimal, professional choices in methods of work, means, techniques of nursing, and can justify them.

5. Recommended reading

1. Ślusarska B., Zarzycka D., Zahradniczek K. (red): Podstawy pielęgniarstwa. Czelej, Lublin, 2004
2. Zahradniczek K.: Pielęgniarstwo, PZWL, Warszawa 2006
3. Ciechanowicz W., Pielęgniarstwo. Ćwiczenia, PZWL, Warszawa, 2006
4. Kirschnik O., Pielęgniarstwo, Wyd. Med. Urban & Partner, Wrocław, 2006

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	II	1
Classes	90	II	1
Laboratory			
Project			
Seminar			
Other:			
Self-improvement	25	II	1
Practice	80		
Apprenticeship	120		
Total student's workload	330	II	1

9. Assessment methods

Exam.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Dietetics

2. Course contentsLecture and self-education

Situation of nutrition and related to food in the world and in Poland. Energetic processes and water balance in human organism. Nutritive components: carbohydrates, fat, proteins and their role in feeding. Necessary compounds: vitamins and minerals and their role in human organism. Digestion and assimilation of food. Norms of nutrition and feeding. Rules of planning and evaluation of feeding different groups of population. Energetic processes: metabolism, basal metabolism, hypermetabolism, anabolism, catabolism. Energetic value of food and energy requirement of human organism. Establishing proper amount of energetic nutritive components. Sources of nutritive components and norms of requirement. Segregation of groceries, criteria of segregation. 12 grocery groups and their energy value characteristic. Food safety and hygiene. Feeding education. Functional food. Menu planning and evaluation. Diet classification and characteristics. Diets used in cases of obesity, liver and alimentary track diseases. Diabetes diet. Rules of nutrition in cases of atheromatosis and cardiovascular diseases.

3. Prerequisites

Knowing of anatomy, biochemistry, physiology and nursery basics.

4. Learning outcomes

Student know the nutritive situation in the world and in Poland. Student can describe requirement of nutritive components due to age, sex, profession and health situation. Student can describe sources of nutritive components and their role in feeding. Student knows nutrition norms and energetic value of groceries. Student can analyze feeding needs of healthy and ill people.

5. Recommended reading

1. Ciborowska H., Rudnicka A.: Dietetyka. Żywnie zdrowego i chorego człowieka. Wyd. Lek. PZWL, Warszawa 2009.
2. Hasik J., Hryniewiecki L., Grzymisławski M.: Dietetyka. Wyd. Lek. PZWL, Warszawa 1999.
3. Kunachowicz H., Nadolna I., Tabele wartości odżywczej produktów spożywczych. Wydawnictwo IŻŻ, Warszawa 1999.
4. Łysia-Szydłowska W. (red.): Żywnie kliniczne. Via Medica. Gdańsk 2000.
5. Socha J.: Żywnie dzieci zdrowych i chorych. 2000.

6. Type of course

Obligatory

7. Teaching team

Faculty of medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	I	1
Classes	20		
Laboratory			
Project			
Seminar			
Other /Self education	5	I	1
Total student's workload	30	I	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Epidemiology -hospitals infections

2. Course contentsLecture and classes

Vital functions of human. Homeostasis. Risk factor of hospital . Definition of surgical wound infections. Immunosupresion und bacterial translocation. Transmission of infection by gastrointestinal endoscopy und bronchoscopy. Sepsis. Surgical infection. Hands as principal disease carriers. Unhygienic habits. Disinfections and disinfectants. Immunization und vaccination. Prevention of communicable diseases. Air contamination. Water supply.

3. Prerequisites

Basic knowledge of epidemiology und infectious diseases und infestation disorders.

4. Learning outcomes

The students are familiar with the activities of epidemiology sciences und the role of clothing and drapes in the operating room

5. Recommended readi1.

1. Bulanda M. (red,): Zakażenia szpitalne w Polsce, Polskie Towarzystwo Zakażeń Szpitalnych, Kraków 2003.
2. Dzierżanowska D., Jeljasiewicz J.: Zakażenia szpitalne, Wyd. Medica Press, Bielsko -Biała 1999
3. Juszczak J., Hryniewicz W., Magdzik W., Samet A.: Zakażenia szpitalne, Wyd. Lekarskie PZWL, Warszawa 1996.

6. Type of course

Facultative

7. Teaching team

Medical Faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	II	1
Classes	20	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	II	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Mental health promotion

2. Course contentsLecture and classes:

General idea of health and particularly mental health; biomedical models of health (Antonovsky salutogenetic model), role of immunological assets and deficits in health and disease problems; psychologic mechanisms of various diseases and somatic dysfunctions. Disease in human life, individual reactions to a disease, diseases in a family, psychosomatics, chronic diseases and disability. Status of Polish families and mental health, family objectives and functions, family stressors, pathologic events in family, family as a system. Man and woman. Differences and similarities. Conception of psychological stress, Lazarus and Folkman cognitive-transaction paradigms of stress, stress and coping styles, Didactic and educational system as a source of mental health threat for youngsters. Unemployment as a threat factor for mental health. Mental health promotion during prenatal, perinatal and developmental age. Unfavorable diagnosis, death and impending death. Psychologic problems of patients with neoplastic diseases. Life style and health. Depression, the disease of our civilization. Neuroses, the diseases or mental health symptoms. Suicidology, how to provide help. Antialcoholism prophylaxis. Schizophrenia, a mental disease.

3. Prerequisites:

None.

4. Learning outcomes:

The students become acquainted with efficient shaping of healthy mental style of life. They know how to organize spare time, how to build selfesteem, and appreciate important role of a family. The students know a lot about problems of health and disease, appreciate role of immunological assests and deficits in health and disease processes, are know how to differentiate between a healthy individual and someone with psychiatric problems. They got acquainted with everyday problems and pathology sometimes affecting family life, know several individual approaches and styles of coping with psychologic stress, disease, how to give an advice to a patient in a case of unfavorable diagnosis, such as neoplasia, impending death, and suicidal attempts. The students know value of health promotion during prenatal, perinatal, and developmental age, as well as in adult life. They know how to manage problems of jealousy, how to meet with a loss of a family member, and also how to cultivate prohealthy habits.

5. Recommended reading:Heszen I, Sęk H. *Psychologia zdrowia*. Wydawnictwo Naukowe PWN, Warszawa 2008.Trzecieńska-Green A. (red.). *Psychologia – podręcznik dla studentów kierunków medycznych*. Universitas, Kraków 2006.Łepecka-Klusek C., Turowski K. (red.). *Promocja Zdrowia Psychicznego*. Materiały z Ogólnopolskiej Konferencji Naukowej, Zwierzyniec k/Zamościa, 28-29 maj, 1999 r. Wydawnictwo Neurocentrum, Lublin 1999.Czabała C. *Zdrowie psychiczne – zagrożenia i promocja*. Instytut Psychiatrii i Neurologii, Warszawa 2000.**6. Type of course:**

Facultative

7. Teaching team:

Medical faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	II	1
Classes	20	II	1
Laboratory			
Project			
Seminar			
Other / Self education			
Total student's workload	60	II	1

9. Assessment methods

Credit with note

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Philosophy and ethics of the nursing profession

2. Course contentsLecture

Medicine as a theory, technology and ethics. The basic directions, philosophical systems and their creators. Sources and methods of learning. Threats to human existence, life, contemporary human activities in the philosophical - ethical context. The meaning of life, suffering, dying, the death. Project of the XXI century mentality - the New Age. Ethics as a theory of morality, matter and basic concepts. Values, norms, moral judgments. Analysis of the moral situation and moral decision-making process. Modern conceptions of ethics in the practice of nursing. Ethic - deontological ethic codes of Polish nurses. Ethical dilemmas in medicine and nursing. Patients' rights and bioethics. Ethics in nursing research.

Classes

Nurses and nursing in the border situation in medicine. The history of nursing ethics. The philosophical basis for nursing ethics. Ethics of care, humanistic ethics of a reliable supervisor. Existential ethics of social communication. The role of culture and religion in human life. The man and the common good, the conditions of the relationship between the individual and society, free action, a man as the subject of morality. Problems in the philosophy of human cognition. The structure of the human existence. Attempts to interpret the human fact in the Middle Ages, modern times, and contemporary - chosen philosophical theories.

Self-improvement

Ethical dilemmas in the daily work of health professionals. Philosophy and ethics in relation to the issues of transplantation and organ donation in particular. Philosophical approach to human death. Happiness and suffering in philosophical concepts.

3. Prerequisites

Knowledge in the field of humanities.

4. Learning outcomes

The student knows the directions and trends in ethics and philosophy of medicine, knows and understands the code of professional ethics. Understands the nature of ethical dilemmas in the practice of nursing. The student knows how to determine the influence of ethics on professional roles. The student shows the attitude of responsibility for abiding the professional ethics.

5. Recommended reading

1. Wrońska I., Mariański J. (red) Etyka w pracy pielęgniarstwie. Podręcznik dla studentów pielęgniarstwach studiów licencjackich. Wyd. Czelej, Lublin, 2002
2. Tatoń J.: Filozofia w medycynie. PZWL, Warszawa, 2006
3. Niebrój L.: Podstawy filozofii pielęgniarstwa. Śląska Akademia Medyczna, 2001
4. Kiwka M.: ABC filozofii. Wrocław 2001
5. Singer P. (red): Przewodnik po etyce. Warszawa, 1998

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	II	1
Classes			
Laboratory	20	II	1
Project			
Seminar			
Other/Self education	30	II	1
Total student's workload	90	II	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

The sign language.

2. Course contents

Problems of deaf rehabilitations: the problems of the disability, the reason and consequences of the deafness, resources of the communication deaf: the speech, the script, phonomotions, the fingers-alphabet, the gesticulation, the sign language. The fingerspelling: theories of fingerspelling, the rule of the fingers-transfer, the fingers-alphabet and the speech, signs and rules supplementary the fingerspelling. The ideography: rules of the system of the sign language, the rule of the system lingual-expressed by signs and the simplified remittance in this system, the vocabulary basic and specialist. The discussion panel of sign language.

3. Prerequisites

The basic knowledge from the range of humanistic sciences on the level of the secondary school.

4. Learning outcomes

The student can communicate with the deaf patient

5. Recommended reading

Basic references:

- 1) Szczepankowski B.: Język migowy. Pierwsza pomoc medyczna, CEM, Warszawa 1996

Additional papers:

- 1) Szczepankowski B.: Podstawy języka migowego. Podręcznik dla nauczycieli, WSiP, Warszawa 1994
- 2) Perlin J.: Lingwistyczny opis polskiego języka migowego, Uniwersytet Warszawski, Warszawa 1993
- 3) Hendzel J.K.: Słownik polskiego języka migowego, WSiP, Olsztyn 1995
- 4) Prilwitz S.: Język, komunikacja i zdolności poznawania niesłyszących, WSiP, Warszawa 1996

6. Type of course

Optional

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	40	I	1
Classes	20	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

Political science

Studies at the political science field last three years (six semesters) and students who graduate obtain the title of Bachelor's higher degree. Students of this field learn how to analyze various political processes and as a result they are able to understand the political reality on the local, national and international level. They are able to make their own political decisions and formulate their own opinions on various political matters.

Moreover, our students have opportunity to develop their practical abilities which could then be used by them for instance in public administration, at political parties' structure, economic or social organizations.

There are three different specialties within this field which can be chosen after the third semester: public services, European integration, public communication and public relations.

Political science graduates can continue studying in order to obtain their Master's degree at universities.

The specialty of Public Services

Graduate of this specialty possesses an extensive knowledge of political science enriched by basic information from other academic disciplines for instance law, sociology, psychology, economy or management. Students also gain qualifications connected with customer service. Graduate of this field are to become qualified personnel of the public services system in Poland.

The specialty of European Integration

Graduate of this specialty possesses an extensive knowledge of political science enriched by basic information from other academic disciplines for instance law, sociology, psychology, economy or management. He or she knows how the European institutions operate and is also aware of integration processes in Europe or the European law. Graduate is prepared to work in public administration, public and private companies or the organizations of the third sector where he or she takes position related to the cooperation with the European institutions.

The specialty of Public Communication and Public Relations

Graduate of this specialty possesses an extensive knowledge of political science enriched by basic information from other academic disciplines for instance law, sociology, psychology, economy or management. Moreover, he or she is prepared to use mass-media, marketing, promotion and advertisement in practice thanks to the practical knowledge gained during this course. Each graduate is also able to take positions which require not only theoretical but also practical knowledge of public relations. These positions could be available in various companies, councils or social organizations.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in Polish, foreign language and one of the selected subjects: geography, history or Civics (knowledge of society) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Political science**Specialization: Public communication and public relations****Stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2					ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit		
Subjects of general education																
1	Sociology	30							30	0	0	0	0	3	exam	
2	Philosophy	30	30	0	0	0	0	3							exam	
3	Information Technology	30							0	30	0	0	0	2	grade	
4	Intellectual Property Protection	15							15	0	0	0	0	1	grade	
Basic subjects																
1	Science about State and Law	30	15	15	0	0	0	3							grade	
2	Science about Politics	90	15	15	0	0	0	3	30	30	0	0	0	6	exam	
3	History of Political Thought	45	30	15	0	0	0	4							exam	
4	Political Systems	45							30	15	0	0	0	3	grade	
Main subjects																
1	Regional History	60							30	30	0	0	0	3	grade	
2	Political Geography	30	15	15	0	0	0	3							grade	
3	Statistics and Demography	30	15	15	0	0	0	3							grade	
4	Social and Economic Policy	45							30	15	0	0	0	3	grade	
5	Universal History	60	30	30	0	0	0	5							exam	
6	History of Poland of The 20 th Century	90	15	15	0	0	0	3	30	30	0	0	0	6	grade/exam	
7	Choice of Conversatoriums	30	0	15	0	0	0	2	0	15	0	0	0	2	grade	
8	Choice of Lectures	30	15	0	0	0	0	1	15	0	0	0	0	1	grade	
	Practica semester II-V total number of hours: 200													0	credit	
Total number of hours:			180	135	0	0	0		210	165	0	0	0			
Total number of hours per semester(year)/ECTS:		690	315					30	375					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science**Specialization: Public communication and public relations****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Phisical Education	60	0	30	0	0	0	0	0	30	0	0	0	0	credit		
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam		
Basic subjects																	
1	Political Systems	45	30	15	0	0	0	5							exam		
Main subjects																	
1	Religions of the World	30	15	15	0	0	0	2							grade		
2	Public Administration	45	30	15	0	0	0	5							exam		
3	Social and Economic Policy	45	30	15	0	0	0	4							exam		
4	International Relations	90	15	15	0	0	0	3	30	30	0	0	0	5	grade/ exam		
5	Theory of Organization and Management	30	15	15	0	0	0	4							exam		
6	Local Government and Policy	30	15	15	0	0	0	3							grade		
7	Parties and Party Systems	30							15	15				4	exam		
8	European Integration	30							15	15	0	0	0	3	grade		
9	Choice of Conversatoriums	15	0	15	0	0	0	2							grade		
10	Choice of Lectures	30	30	0	0	0	0	1							grade		
Total number of hours/ECTS:		540	180	180	0	0	0	30	60	120	0	0	0	13			
Subjects for speciality																	
1	Conversatorium	15							0	15	0	0	0	2	grade		
2	Seminar	15							0	15	0	0	0	2	grade		
3	The Basics of Social Communication	45							30	15	0	0	0	4	exam		
4	Intoduction to Public Relations	45							30	15	0	0	0	4	exam		
5	The World`s and Polish Media System	15							15	0	0	0	0	2	grade		
6	Choice of Lectures	30							30	0	0	0	0	2	grade		
7	Choice of Lecturec/ Workschops in Foreign Language	15							15	0	0	0	0	1	grade		
Total number of hours per semester(year)/ECTS:		180	0	0	0	0	0	0	120	60	0	0	0	17			
Total number of hours/ECTS:			180	180	0	0	0	30	180	180	0	0	0	30			
Total number of hours per semester (year):		720	360							360							
Number of examinations:		6	2							4							

Major: Political science

Specialization: Public communication and public relations

Stationary

Recruitment: 2010

Year III

No.	Name of subject	Number	Semester 5					ECTS	Semester 6					ECTS	Form	
		of	lc	c	lb	p	s		lc	c	lb	p	s		of credit	
Subjects of general education																
1	Foreign Language	60	0	60	0	0	0	3								exam
Basic subjects																
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam
	Main subjects															
1	The Republic of Poland Political system	60	30	30	0	0	0	5								exam
2	Political Marketing	45	30	15	0	0	0	3								grade
Total number of hours/ECTS:		195	60	105	0	0	0	11	15	15	0	0	0	5		
Subjects for speciality																
1	Conversatorium	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
3	Public Image Creation	30	15	15	0	0	0	4								exam
4	Political Communication	15	15	0	0	0	0	2								grade
5	Press and Copiright Law	30	15	15	0	0	0	4								exam
6	Public Opinion	15	0	15	0	0	0	2								grade
7	Public Life Ethics	30							15	15	0	0	0	2		grade
8	Spokespersonship	30							0	30	0	0	0	2		grade
9	Promotion and Advertisement	30							15	15	0	0	0	4		exam
10	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2		grade
11	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	1	30	0	0	0	0	1		grade
12	Diploma Thesis													10		grade
Total number of hours per semester(year)/ECTS:		420	105	105	0	0	0	19	90	120	0	0	0	25		
Total number of hours/ECTS:			165	210	0	0	0	30	105	135	0	0	0	30		
Total number of hours per semester (year):		615	375						240							
Number of examinations:		6	3						3							

Major: Political science**Specialization: Public communication and public relations****Non-stationary****Recruitment: 2010**

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form
		of	lc	c	lb	p	s		lc	c	lb	p	s		of credit
Subjects of general education															
1	Sociology	30							0	30	0	0	0	3	grade
2	Philosophy	30	30	0	0	0	0	3							exam
3	Information Technology	30							0	30	0	0	0	2	grade
4	Intellectual Property Protection	10							10	0	0	0	0	1	grade
Basic subjects															
1	Science about State and Law	30	16	14	0	0	0	2							grade
2	Science about Politics	70	14	10	0	0	0	3	30	16	0	0	0	6	grade/exam
3	History of Political Thought	34	20	14	0	0	0	5							exam
4	Political Systems	30							16	14	0	0	0	3	grade
Main subjects															
1	Regional History	36							18	18	0	0	0	3	grade
2	Political Geography	20	10	10	0	0	0	3							grade
3	Statistics and Demography	22	12	10	0	0	0	3							grade
4	Social and Economic Policy	28							16	12	0	0	0	3	grade
5	Universal History of The 20 th Century	40	20	20	0	0	0	5							exam
6	History of Poland of The 20 th Century	60	10	10	0	0	0	3	20	20	0	0	0	6	grade/exam
7	Choice of Conversatoriums	24	0	12	0	0	0	2	0	12	0	0	0	2	grade
8	Choice of Lectures	24	12	0	0	0	0	1	12	0	0	0	0	1	grade
	Practica semester II-V total number of hours: 200													0	credit
Total number of hours:			144	100	0	0	0	30	122	152	0	0	0	30	
Total number of hours per semester(year)/ECTS:		518	244						274						
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: Public communication and public relations

Non-stationary

Recruitment: 2010

Year II

No.	Name of subject	Number	Semester 3					ECTS	Semester 4					ECTS	Form
		of	lc	c	lb	p	s		lc	c	lb	p	s		of credit
Subjects of general education															
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	grade
Basic subjects															
1	Political Systems	30	16	14	0	0	0	5							exam
Main subjects															
1	Religions of the World	20	10	10	0	0	0	2							grade
2	Public Administration	30	18	12	0	0	0	5							exam
3	Social and Economic Policy	28	16	12	0	0	0	4							exam
4	International Relations	60	16	14	0	0	0	3	16	14	0	0	0	5	grade/ exam
5	Theory of Organization and Management	24	12	12	0	0	0	4							exam
6	Local Government and Policy	24	12	12	0	0	0	3							grade
7	The Republic of Poland Political System	24							12	12	0	0	0	5	grade
8	Parties and Party Systems	24							12	12				3	exam
9	Choice of Conversatoriums	12	0	12	0	0	0	2							grade
10	Choice of Lectures	18	18	0	0	0	0	1							grade
Total number of hours/ECTS:		354	118	128	0	0	0	30	40	68	0	0	0	14	
Subjects for speciality															
1	Conversatorium	12							0	12	0	0	0	2	grade
2	Seminar	12							0	12	0	0	0	2	grade
3	The Basics of Social Communication	30							18	12	0	0	0	4	exam
4	Intoduction to Public Relations	30							18	12	0	0	0	4	exam
5	The World`s and Polish Media System	14							14	0	0	0	0	2	grade
6	Choice of Lectures	18							18	0	0	0	0	2	grade
Total number of hours per semester(year)/ECTS:		116	0	0	0	0	0	0	68	48	0	0	0	16	
Total number of hours/ECTS:			118	128	0	0	0	30	108	116	0	0	0	30	
Total number of hours per semester (year):		470	246						224						
Number of examinations:		6	2						4						

Major: Political science**Specialization: Public communication and public relations****Non-stationary****Recruitment: 2010****Year III**

No.	Name of subject	Number of	Semester 5					ECTS	Semester 6					ECTS	Form
			lc	c	lb	p	s		lc	c	lb	p	s		of credit
Subjects of general education															
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	2	grade/exam
Basic subjects															
1	Contemporary Political Thought	30							16	14	0	0	0	5	exam
	Main subjects														
1	The Republic of Poland Political system	40	20	20	0	0	0	6							exam
2	Political Marketing	28	16	12	0	0	0	3							grade
Total number of hours/ECTS:		158	36	62	0	0	0	10	16	44	0	0	0	7	
Subjects for speciality															
1	Conversatorium	36	0	18	0	0	0	2	0	18	0	0	0	2	grade
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2	grade
3	Public Image Creation	26	14	12	0	0	0	5							exam
4	Political Communication	14	14	0	0	0	0	2							grade
5	Press and Copiright Law	12	12	12	0	0	0	5							grade
6	Public Opinion	12	12	0	0	0	0	2							grade
7	Public Life Ethics	22							12	10	0	0	0	2	grade
8	Spokespersonship	18							0	18	0	0	0	2	grade
9	Promotion and Advertisement	24							12	10	0	0	0	3	grade
10	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2	grade
11	Diploma Thesis													10	grade
Total number of hours per semester(year)/ECTS:		236	70	60	0	0	0	20	42	74	0	0	0	23	
Total number of hours/ECTS:			106	122	0	0	0	30	58	118	0	0	0	30	
Total number of hours per semester (year):		394	228						176						
Number of examinations:		6	3						3						

Major: Political science**Specialization: Public services****Recruitment: 2010****Stationary****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form
		of	lc	c	lb	p	s		lc	c	lb	p	s		of credit
Subjects of general education															
1	Sociology	30							0	30	0	0	0	3	grade
2	Philosophy	30	30	0	0	0	0	3							exam
3	Information Technology	30							0	30	0	0	0	2	grade
4	Intellectual Property Protection	10							10	0	0	0	0	1	grade
Basic subjects															
1	Science about State and Law	30	16	14	0	0	0	2							grade
2	Science about Politics	70	14	10	0	0	0	3	30	16	0	0	0	6	grade/exam
3	History of Political Thought	34	20	14	0	0	0	5							exam
4	Political Systems	30							16	14	0	0	0	3	grade
Main subjects															
1	Regional History	36							18	18	0	0	0	3	grade
2	Political Geography	20	10	10	0	0	0	3							grade
3	Statistics and Demography	22	12	10	0	0	0	3							grade
4	Social and Economic Policy	28							16	12	0	0	0	3	grade
5	Universal History of The 20 th Century	40	20	20	0	0	0	5							exam
6	History of Poland of The 20 th Century	60	10	10	0	0	0	3	20	20	0	0	0	6	grade/exam
7	Choice of Conversatoriums	24	0	12	0	0	0	2	0	12	0	0	0	2	grade
8	Choice of Lectures	24	12	0	0	0	0	1	12	0	0	0	0	1	grade
	Practica semester II-V total number of hours: 200													0	credit
Total number of hours:			144	100	0	0	0	30	122	152	0	0	0	30	
Total number of hours per semester(year)/ECTS:		518	244						274						
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science
 Specialization: Public services
 Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Phisical Education	60	0	30	0	0	0	0	0	0	30	0	0	0	0	credit	
2	Foreign Language	60	0	30	0	0	0	1	0	0	30	0	0	0	1	grade	
Basic subjects																	
1	Political Systems	30	16	14	0	0	0	5								exam	
Main subjects																	
1	Religions of the World	20	10	10	0	0	0	2								grade	
2	Public Administration	30	18	12	0	0	0	5								exam	
3	Social and Economic Policy	28	16	12	0	0	0	4								exam	
4	International Relations	60	16	14	0	0	0	3	16	14	0	0	0	5		grade/ exam	
5	Theory of Organization and Management	24	12	12	0	0	0	4								exam	
6	Local Govemment and Policy	24	12	12	0	0	0	3								grade	
7	The Republic of Poland Political System	24							12	12	0	0	0	5		grade	
8	Parties and Party Systems	24							12	12				3		exam	
9	Choice of Conversatoriums	12	0	12	0	0	0	2								grade	
10	Choice of Lectures	18	18	0	0	0	0	1								grade	
Total number of hours/ECTS:		414	118	158	0	0	0	30	40	98	0	0	0	14			
Subjects for speciality																	
1	Conversatorium	12							0	12	0	0	0	2		grade	
2	Seminar	12							0	12	0	0	0	2		grade	
3	Retoric and Eristic of Public Services	12							0	12	0	0	0	2		grade	
4	Theory and Practice of Negotation	24							12	12	0	0	0	4		exam	
5	Social Communication	36							18	18	0	0	0	4		exam	
6	Choice of Lectures	18							18	0	0	0	0	2		grade	
7	Choice of Lecturec/ Workschops in Foreign Language	15							15	0	0	0	0	1		grade	
Total number of hours per semester(year)/ECTS:		129	0	0	0	0	0	0	63	66	0	0	0	16			
Total number of hours/ECTS:			118	158	0	0	0	30	103	164	0	0	0	30			
Total number of hours per semester (year):		543	276									267					
Number of examinations:		6	2									4					

Major: Political science

Specialization: Public services

Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number	Semester 5						ECTS	Semester 6						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Foreign Language	60	0	60	0	0	0	1								exam	
Basic subjects																	
1	Contemporary Political Thought	30							16	14	0	0	0	5		exam	
	Main subjects																
1	The Republic of Poland Political system	40	20	20	0	0	0	6								exam	
2	Political Marketing	28	16	12	0	0	0	3								grade	
Total number of hours/ECTS:		158	36	92	0	0	0	10	16	14	0	0	0	5			
Subjects for speciality																	
1	Conversatorium	36	0	18	0	0	0	2	0	18	0	0	0	2		grade	
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2		grade	
3	Public Finance	22	12	10	0	0	0	4								exam	
4	Civil Society	12	12	0	0	0	0	2								grade	
5	Sociotechnics in Public Services	12	0	12	0	0	0	2								grade	
6	Public Services System	26	14	12	0	0	0	4								exam	
7	PR in Public Services	18	18	0	0	0	0	1								grade	
8	Ethics in Public Administration	24							12	12	0	0	0	3		grade	
9	Human Resources Management	24							12	12	0	0	0	5		exam	
10	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2		grade	
11	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	1	30	0	0	0	0	1		grade	
12	Diploma Thesis													10		grade	
Total number of hours per semester(year)/ECTS:		306	104	70	0	0	0	20	72	60	0	0	0	25			
Total number of hours/ECTS:			140	162	0	0	0	30	88	74	0	0	0	30			
Total number of hours per semester (year):		464	302							162							
Number of examinations:		6	3							3							

Major: Political science**Specialization: Public services****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Sociology	30							0	30	0	0	0	3	grade		
2	Philosophy	30	30	0	0	0	0	3							exam		
3	Information Technology	30							0	30	0	0	0	2	grade		
4	Intellectual Property Protection	10							10	0	0	0	0	1	grade		
Basic subjects																	
1	Science about State and Law	30	16	14	0	0	0	2							grade		
2	Science about Politics	70	14	10	0	0	0	3	30	16	0	0	0	6	grade/exam		
3	History of Political Thought	36	20	14	0	0	0	5							exam		
4	Political Systems	30							16	14	0	0	0	3	grade		
Main subjects																	
1	Regional History	36							18	18	0	0	0	3	grade		
2	Political Geography	20	10	10	0	0	0	3							grade		
3	Statistics and Demography	22	12	10	0	0	0	3							grade		
4	Social and Economic Policy	28							16	12	0	0	0	3	grade		
5	Universal History of The 20 th Century	40	20	20	0	0	0	5							exam		
6	History of Poland of The 20 th Century	60	10	10	0	0	0	3	20	20	0	0	0	6	grade/exam		
7	Choice of Conversatoriums	24	0	12	0	0	0	2	0	12	0	0	0	2	grade		
8	Choice of Lectures	24	12	0	0	0	0	1	12	0	0	0	0	1	grade		
	Practice semester II-V total number of hours: 200													0	credit		
Total number of hours:			144	100	0	0	0	30	122	152	0	0	0	30			
Total number of hours per semester(year)/ECTS:		520	244							274							
Number of examinations:		6	3							3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: Public services

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	grade		
Basic subjects																	
1	Political Systems	30	16	14	0	0	0	5							exam		
Main subjects																	
1	Religions of the World	20	10	10	0	0	0	2							grade		
2	Public Administration	30	18	12	0	0	0	5							exam		
3	Social and Economic Policy	28	16	12	0	0	0	4							exam		
4	International Relations	60	16	14	0	0	0	3	16	14	0	0	0	5	grade/ exam		
5	Theory of Organization and Management	24	12	12	0	0	0	4							exam		
6	Local Government and Policy	24	12	12	0	0	0	3							grade		
7	The Republic of Poland Political System	24							12	12	0	0	0	5	grade		
8	Parties and Party Systems	24							12	12				3	exam		
9	Choice of Conversatoriums	12	0	12	0	0	0	2							grade		
10	Choice of Lectures	18	18	0	0	0	0	1							grade		
Total number of hours/ECTS:		354	118	128	0	0	0	30	40	68	0	0	0	14			
Subjects for speciality																	
1	Conversatorium	12							0	12	0	0	0	2	grade		
2	Seminar	12							0	12	0	0	0	2	grade		
3	Retoric and Eristic of Public Services	12							0	12	0	0	0	2	grade		
4	Theory and Practice of Negotation	24							12	12	0	0	0	4	exam		
5	Social Communication	36							18	18	0	0	0	4	exam		
6	Choice of Lectures	18							18	0	0	0	0	2	grade		
Total number of hours:		114	0	0	0	0	0	0	48	66	0	0	0	16			
Total number of hours/ECTS:			118	128	0	0	0	30	88	134	0	0	0	30			
Total number of hours per semester (year):		468	246							222							
Number of examinations:		6	2							4							

Major: Political science

Specialization: Public services

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Number of	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	2	exam	
Basic subjects																
1	Contemporary Political Thought	30							16	14	0	0	0	5	exam	
	Main subjects															
1	The Republic of Poland Political system	40	20	20	0	0	0	6							exam	
2	Political Marketing	28	16	12	0	0	0	3							grade	
Total number of hours/ECTS:			158	36	62	0	0	0	10	16	44	0	0	0	7	
Subjects for speciality																
1	Conversatorium	36	0	18	0	0	0	2	0	18	0	0	0	2	grade	
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2	grade	
3	Public Finance	22	12	10	0	0	0	5							exam	
4	Civil Society	12	12	0	0	0	0	2							grade	
5	Sociotechnics in Public Services	12	0	12	0	0	0	2							grade	
6	Public Services System	26	14	12	0	0	0	4							exam	
7	PR in Public Services	18	18	0	0	0	0	1							grade	
8	Ethics in Public Administration	24							12	12	0	0	0	3	grade	
9	Human Resources Management	24							12	12	0	0	0	4	exam	
10	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2	grade	
11	Diploma Thesis													10	grade	
Total number of hours:			246	74	70	0	0	0	20	42	60	0	0	0	23	
Total number of hours/ECTS:				110	132	0	0	0	30	58	104	0	0	0	30	
Total number of hours per semester (year):			404	242						162						
Number of examinations:			6	3						3						

Major: Political science**Specialization: European Integration****Recruitment: 2010****Stationary****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Sociology	30							30	0	0	0	0	3	exam		
2	Philosophy	30	30	0	0	0	0	3							exam		
3	Information Technology	30							0	30	0	0	0	2	grade		
4	Intellectual Property Protection	15							15	0	0	0	0	1	grade		
Basic subjects																	
1	Science about State and Law	30	15	15	0	0	0	3							grade		
2	Science about Politics	90	15	15	0	0	0	3	30	30	0	0	0	6	exam		
3	History of Political Thought	45	30	15	0	0	0	4							exam		
4	Political Systems	45							30	15	0	0	0	3	grade		
Main subjects																	
1	Regional History	60							30	30	0	0	0	3	grade		
2	Political Geography	30	15	15	0	0	0	3							grade		
3	Statistics and Demography	30	15	15	0	0	0	3							grade		
4	Social and Economic Policy	45							30	15	0	0	0	3	grade		
5	Universal History	60	30	30	0	0	0	5							exam		
6	History of Poland of The 20 th Century	90	15	15	0	0	0	3	30	30	0	0	0	6	grade/exam		
7	Choice of Conversatoriums	30	0	15	0	0	0	2	0	15	0	0	0	2	grade		
8	Choice of Lectures	30	15	0	0	0	0	1	15	0	0	0	0	1	grade		
	Practica semester II-V total number of hours: 200													0	credit		
Total number of hours:			180	135	0	0	0		210	165	0	0	0				
Total number of hours per semester(year)/ECTS:		690	315						30	375						30	
Number of examinations:		6	3							3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science
 Specialization: European Integration
 Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Phisical Education	60	0	30	0	0	0	0	0	30	0	0	0	0	credit		
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam		
Basic subjects																	
1	Political Systems	45	30	15	0	0	0	5						exam			
Main subjects																	
1	Religions of the World	30	15	15	0	0	0	2						grade			
2	Public Administration	45	30	15	0	0	0	5						exam			
3	Social and Economic Policy	45	30	15	0	0	0	4						exam			
4	International Relations	90	15	15	0	0	0	3	30	30	0	0	0	5	grade/ exam		
5	Theory of Organization and Management	30	15	15	0	0	0	4						exam			
6	Local Govemment and Policy	30	15	15	0	0	0	3						grade			
7	Parties and Party Systems	30							15	15				4	exam		
8	European Integration	30							15	15	0	0	0	3	grade		
9	Choice of Conversatoriums	15	0	15	0	0	0	2						grade			
10	Choice of Lectures	30	30	0	0	0	0	1						grade			
Total number of hours/ECTS:		540	180	180	0	0	0	30	60	120	0	0	0	13			
Subjects for speciality																	
1	Conversatorium	15							0	15	0	0	0	2	grade		
2	Seminar	15							0	15	0	0	0	2	grade		
3	Theories of Integration	15							15	0	0	0	0	2	grade		
4	Institutions and Descisions Making Process in the EU	30							15	15	0	0	0	4	exam		
5	Ethnic Relations in Europe	30							15	15	0	0	0	4	exam		
6	Choice of Lectures	30							30	0	0	0	0	2	grade		
7	Choice of Lecturec/ Workshops in Foreign Language	15							15	0	0	0	0	1	grade		
Total number of hours per semester(year)/ECTS:		150							90	60	0	0	0	17			
Total number of hours/ECTS:			180	180	0	0	0	30	150	180	0	0	0	30			
Total number of hours per semester (year):		690	360							330							
Number of examinations:		6	2							4							

Major: Political science
 Specialization: European Integration
 Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number	Semester 5						ECTS	Semester 6						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Foreign Language	60	0	60	0	0	0	3								exam	
Basic subjects																	
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam	
	Main subjects																
1	The Republic of Poland Political system	60	30	30	0	0	0	5								exam	
2	Political Marketing	45	30	15	0	0	0	3								grade	
Total number of hours/ECTS:		195	60	105	0	0	0	11	15	15	0	0	0	5			
Subjects for speciality																	
1	Conversatorium	60	0	30	0	0	0	2	0	30	0	0	0	2		grade	
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade	
3	Economics Policy of The EU	30	15	15	0	0	0	4								exam	
4	European Regional Policy	30	15	15	0	0	0	3								grade	
5	Government and Self Gouvrenment Administration in Europe	45	30	15	0	0	0	4								exam	
6	Foreign and Security Policy of The EU	30	15	15	0	0	0	1								grade	
7	Social Policy of The EU	30							15	15	0	0	0	4		exam	
8	Projects Management in EU standards	15							0	15	0	0	0	1		grade	
9	Small and Medium Enterprise in The EU	30							15	15	0	0	0	3		grade	
10	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2		grade	
11	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	1	30	0	0	0	0	1		grade	
12	Diploma Thesis													10		grade	
Total number of hours per semester(year)/ECTS:		450	135	120	0	0	0	19	90	105	0	0	0	25			
Total number of hours/ECTS:			195	225	0	0	0	30	105	120	0	0	0	30			
Total number of hours per semester (year):		645	420							225							
Number of examinations:		6	3							3							

Major: Political science**Specialization: European Integration****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form
		of	lc	c	lb	p	s		lc	c	lb	p	s		of credit
Subjects of general education															
1	Sociology	30							0	30	0	0	0	3	grade
2	Philosophy	30	30	0	0	0	0	3							exam
3	Information Technology	30							0	30	0	0	0	2	grade
4	Intellectual Property Protection	10							10	0	0	0	0	1	grade
Basic subjects															
1	Science about State and Law	30	16	14	0	0	0	2							grade
2	Science about Politics	70	14	10	0	0	0	3	30	16	0	0	0	6	grade/exam
3	History of Political Thought	34	20	14	0	0	0	5							exam
4	Political Systems	30							16	14	0	0	0	3	grade
Main subjects															
1	Regional History	36							18	18	0	0	0	3	grade
2	Political Geography	20	10	10	0	0	0	3							grade
3	Statistics and Demography	22	12	10	0	0	0	3							grade
4	Social and Economic Policy	28							16	12	0	0	0	3	grade
5	Universal History of The 20 th Century	40	20	20	0	0	0	5							exam
6	History of Poland of The 20 th Century	60	10	10	0	0	0	3	20	20	0	0	0	6	grade/exam
7	Choice of Conversatoriums	24	0	12	0	0	0	2	0	12	0	0	0	2	grade
8	Choice of Lectures	24	12	0	0	0	0	1	12	0	0	0	0	1	grade
	Practica semester II-V total number of hours: 200													0	credit
Total number of hours:			144	100	0	0	0	30	122	152	0	0	0	30	
Total number of hours per semester(year)/ECTS:		518	244						274						
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: European Integration

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number	Semester 3						ECTS	Semester 4					ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit		
Subjects of general education																
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	grade	
Basic subjects																
1	Political Systems	30	16	14	0	0	0	5							exam	
Main subjects																
1	Religions of the World	20	10	10	0	0	0	2							grade	
2	Public Administration	30	18	12	0	0	0	5							exam	
3	Social and Economic Policy	28	16	12	0	0	0	4							exam	
4	International Relations	60	16	14	0	0	0	3	16	14	0	0	0	5	grade/ exam	
5	Theory of Organization and Management	24	12	12	0	0	0	4							exam	
6	Local Government and Policy	24	12	12	0	0	0	3							grade	
7	The Republic of Poland Political System	24							12	12	0	0	0	5	grade	
8	Parties and Party Systems	24							12	12	0	0	0	3	exam	
9	Choice of Conversatoriums	12	0	12	0	0	0	2							grade	
10	Choice of Lectures	18	18	0	0	0	0	1							grade	
Total number of hours/ECTS:		354	118	128	0	0	0	30	40	68	0	0	0	14		
Subjects for speciality																
1	Conversatorium	12							0	12	0	0	0	2	grade	
2	Seminar	12							0	12	0	0	0	2	grade	
3	Theories of Integration	16							16	0	0	0	0	2	grade	
4	Institutions and Descisions Making Process in the EU	22							12	10	0	0	0	4	exam	
5	Ethnic Relations in Europe	22							12	10	0	0	0	4	exam	
6	Choice of Lectures	18							18	0	0	0	0	2	grade	
Total number of hours:		102	0	0	0	0	0	0	58	44	0	0	0	16		
Total number of hours/ECTS:			118	128	0	0	0	30	98	112	0	0	0	30		
Total number of hours per semester (year):		456	246							210						
Number of examinations:		6	2							4						

Major: Political science

Specialization: European Integration

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Number	Semester 5						ECTS	Semester 6						ECTS	Form
		of	lc	c	lb	p	s	lc		c	lb	p	s	of credit			
Subjects of general education																	
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	2	exam		
Basic subjects																	
1	Contemporary Political Thought	30							16	14	0	0	0	5	exam		
	Main subjects																
1	The Republic of Poland Political system	40	20	20	0	0	0	6							exam		
2	Political Marketing	28	16	12	0	0	0	3							grade		
Total number of hours/ECTS:		158	36	62	0	0	0	10	16	44	0	0	0	7			
Subjects for speciality																	
1	Conversatorium	36	0	18	0	0	0	2	0	18	0	0	0	2	grade		
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2	grade		
3	Economics Policy of The EU	22	12	10	0	0	0	5							exam		
4	European Regional Policy	22	12	10	0	0	0	3							grade		
5	Government and Self- Government Administration in Europe	28	18	10	0	0	0	5							exam		
6	Foreign and Security Policy of The EU	22	12	10	0	0	0	1							grade		
7	Social Policy of The EU	22							12	10	0	0	0	4	exam		
8	Projects Management in EU standards	12							0	12	0	0	0	1	grade		
9	Small and Medium Enterprise in The EU	22							12	10	0	0	0	2	grade		
10	Choice of Lectures	36	18					2	18					2	grade		
11	Diploma Thesis													10	grade		
Total number of hours:		258	72	76	0	0	0	20	42	68	0	0	0	23			
Total number of hours/ECTS:			108	138	0	0	0	30	58	112	0	0	0	30			
Total number of hours per semester (year):		416	246							170							
Number of examinations:		6	3							3							

Major: Political science**Specialization: Public communication and public relations****Stationary****Recruitment: 2009****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit
Subjects of general education															
1	Sociology	30							30	0	0	0	0	3	exam
2	Philosophy	30	30	0	0	0	0	3							exam
3	Information Technology	30							0	30	0	0	0	2	grade
4	Intellectual Property Protection	15							15	0	0	0	0	1	grade
Basic subjects															
1	Science about State and Law	30	15	15	0	0	0	3							grade
2	Science about Politics	90	15	15	0	0	0	3	30	30	0	0	0	6	exam
3	History of Political Thought	45	30	15	0	0	0	4							exam
4	Political Systems	45							30	15	0	0	0	3	grade
Main subjects															
1	Regional History	60	0	0	0	0	0	0	30	30	0	0	0	3	grade
2	Political Geography	30	15	15	0	0	0	3							grade
3	Statistics and Demography	30	15	15	0	0	0	3							grade
4	Social and Economic Policy	45							30	15	0	0	0	3	grade
5	Universal History	60	30	30	0	0	0	5							exam
6	History of Poland of The 20 th Century	90	15	15	0	0	0	3	30	30	0	0	0	6	grade/ xam
7	Choice of Conversatoriums	30	0	15	0	0	0	2	0	15	0	0	0	2	grade
8	Choice of Lectures	30	15	0	0	0	0	1	15	0	0	0	0	1	grade
Practice semester II-V, total number of hours: 200															credit
Total number of hours:			90	45	0	0	0		105	75	0	0	0		
Total number of hours per semester(year)/ECTS:		315	135					30	180					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science**Specialization: Public communication and public relations****Stationary****Recruitment: 2009****Year II**

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit			
Subjects of general education																	
1	Phisical Education	60	0	30	0	0	0	1	0	30	0	0	0	0	credit		
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam		
Basic subjects																	
3	Political Systems	45	30	15	0	0	0	5							exam		
Main subjects																	
1	Religions of the World	30	15	15	0	0	0	2							grade		
2	Public Administration	45	30	15	0	0	0	5							exam		
3	Social and Economic Policy	46	30	15	0	0	0	4							exam		
4	International Relations	90	15	15	0	0	0	3	30	30	0	0	0	5	grade / exam		
5	Theory of Organization and Management	30	15	15	0	0	0	4							exam		
6	Local Govemment and Policy	30	15	15	0	0	0	2							grade		
7	Parties and Party Systems	30							15	15				4	exam		
8	European Integration	30							15	15	0	0	0	3	grade		
9	Choice of Conversatoriums	15	0	15	0	0	0	2							grade		
10	Choice of Lectures	30	30	0	0	0	0	1							grade		
Total number of hours/ECTS:		541	180	180	0	0	0	30	60	120	0	0	0	13			
Subjects for speciality																	
1	Conversatorium	15							0	15	0	0	0	2	credit		
2	Seminar	15							0	15	0	0	0	2	credit		
3	The Basics of Social Communication	45							30	15	0	0	0	4	exam		
4	Intoduction to Public Relations	45							30	15	0	0	0	4	exam		
5	The World`s and Polish Media System	15							15	0	0	0	0	2	credit		
6	Choice of Lectures	30							30	0	0	0	0	2	credit		
7	Choice of Lecture/ Workshops in Foreign Language	15							15	0	0	0	0	1	credit		
Total number of hours per semester(year)/ECTS:		180	0	0	0	0	0	0	120	60	0	0	0	17			
Total number of hours/ECTS:			180	180	0	0	0	30	180	180	0	0	0	30			
Total number of hours per semester (year):		721	360							360							
Number of examinations:		6	2							4							

Major: Political science

Specialization: Public communication and public relations

Stationary

Recruitment: 2009

Year III

No.	Name of subject	Number	Semester 5					ECTS	Semester 6					ECTS	Form	
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
1	Foreign Language	60	0	60	0	0	0	3								exam
Basic subjects																
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam
	Main subjects															
1	The Republic of Poland Political system	60	30	30	0	0	0	5								exam
2	Political Marketing	45	30	15	0	0	0	3								grade
Total number of hours/ECTS:		195	60	105	0	0	0	11	15	15	0	0	0	5		
Subjects for speciality																
1	Conversatorium	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
3	Public Image Creation	30	15	15	0	0	0	4								exam
4	Political Communication	15	15	0	0	0	0	2								grade
6	Press and Copiright Law	30	15	15	0	0	0	4								exam
7	Public Opinion	15	0	15	0	0	0	2								grade
8	Public Life Ethics	30							15	15	0	0	0	2		grade
9	Spokespersonship	30							0	30	0	0	0	2		grade
10	Promotion and Advertisement	30							15	15	0	0	0	4		exam
11	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2		grade
12	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	1	30	0	0	0	0	1		grade
13	Diploma Thesis													10		grade
Total number of hours per semester(year)/ECTS:		420	105	105	0	0	0	19	90	120	0	0	0	25		
Total number of hours/ECTS:			165	210	0	0	0	30	105	135	0	0	0	30		
Total number of hours per semester (year):		615	375						240							
Number of examinations:		6	3						3							

Major: Political science**Specialization: Public services****Recruitment: 2009****Stationary****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit
Subjects of general education															
1	Sociology	30							30	0	0	0	0	3	exam
2	Philosophy	30	30	0	0	0	0	3							exam
3	Information Technology	30							0	30	0	0	0	2	grade
4	Intellectual Property Protection	15							15	0	0	0	0	1	grade
Basic subjects															
1	Science about State and Law	30	15	15	0	0	0	3							grade
2	Science about Politics	90	15	15	0	0	0	3	30	30	0	0	0	6	exam
3	History of Political Thought	45	30	15	0	0	0	4							exam
4	Political Systems	45							30	15	0	0	0	3	grade
Main subjects															
1	Regional History	60	0	0	0	0	0	0	30	30	0	0	0	3	grade
2	Political Geography	30	15	15	0	0	0	3							grade
3	Statistics and Demography	30	15	15	0	0	0	3							grade
4	Social and Economic Policy	45							30	15	0	0	0	3	grade
5	Universal History	60	30	30	0	0	0	5							exam
6	History of Poland of The 20 th Century	90	15	15	0	0	0	3	30	30	0	0	0	6	grade/exam
7	Choice of Conversatoriums	30	0	15	0	0	0	2	0	15	0	0	0	2	grade
8	Choice of Lectures	30	15	0	0	0	0	1	15	0	0	0	0	1	grade
Practice semester II-V, total number of hours: 200															credit
Total number of hours:			90	45	0	0	0		105	75	0	0	0		
Total number of hours per semester(year)/ECTS:		315	135					30	180					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: Public services

Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number	Semester 3						ECTS	Semester 4						ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit			
Subjects of general education																	
1	Phisical Education	60	0	30	0	0	0	1	0	30	0	0	0	0	credit		
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam		
Basic subjects																	
3	Political Systems	45	30	15	0	0	0	5							exam		
Main subjects																	
1	Religions of the World	30	15	15	0	0	0	2							grade		
2	Public Administration	45	30	15	0	0	0	5							exam		
3	Social and Economic Policy	46	30	15	0	0	0	4							exam		
4	International Relations	90	15	15	0	0	0	3	30	30	0	0	0	5	grade / exam		
5	Theory of Organization and Management	30	15	15	0	0	0	4							exam		
6	Local Government and Policy	30	15	15	0	0	0	2							grade		
7	Parties and Party Systems	30							15	15				4	exam		
8	European Integration	30							15	15	0	0	0	3	grade		
9	Choice of Conversatoriums	15	0	15	0	0	0	2							grade		
10	Choice of Lectures	30	30	0	0	0	0	1							grade		
Total number of hours/ECTS:		421	180	120	0	0	0	30	60	60	0	0	0	13			
Subjects for speciality																	
1	Conversatorium	15							0	15	0	0	0	2	grade		
2	Seminar	15							0	15	0	0	0	2	grade		
3	Retoric and Eristic of Public Services	15							0	15	0	0	0	2	grade		
4	Theory and Practice of Negotation	30							15	15	0	0	0	4	exam		
5	Social Communication	60							30	30	0	0	0	4	exam		
6	Choice of Lectures	30							30	0	0	0	0	2	grade		
7	Choice of Lecture/ Workschops in Foreign Language	15							15	0	0	0	0	1	grade		
Total number of hours per semester(year)/ECTS:		180	0	0	0	0	0	0	90	90	0	0	0	17			
Total number of hours/ECTS:			180	120	0	0	0	30	150	150	0	0	0	30			
Total number of hours per semester (year):		601	300						300								
Number of examinations:		6	2						4								

Major: Political science

Specialization: Public services

Recruitment: 2009

Stationary

Year III

No.	Name of subject	Number	Semester 5					ECTS	Semester 6					ECTS	Form	
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
1	Foreign Language	60	0	60	0	0	0	3								exam
Basic subjects																
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam
	Main subjects															
1	The Republic of Poland Political system	60	30	30	0	0	0	5								exam
2	Political Marketing	45	30	15	0	0	0	3								grade
Total number of hours/ECTS:		195	60	105	0	0	0	11	15	15	0	0	0	5		
Subjects for speciality																
1	Conversatorium	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
3	Public Finance	30	15	15	0	0	0	4								exam
4	Civil Society	15	15	0	0	0	0	1								grade
5	Sociotechnics in Public Services	15	0	15	0	0	0	2								grade
6	Public Services System	30	15	15	0	0	0	4								exam
7	PR in Public Services	30	30	0	0	0	0	1								grade
8	Ethics in Public Administration	30							15	15	0	0	0	3		grade
10	Human Resources Management	30							15	15	0	0	0	5		exam
11	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2		grade
12	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	1	30	0	0	0	0	1		grade
13	Diploma Thesis													10		grade
Total number of hours per semester(year)/ECTS:		420	135	105	0	0	0	19	90	90	0	0	0	25		
Total number of hours/ECTS:			195	210	0	0	0	30	105	105	0	0	0	30		
Total number of hours per semester (year):		615	405						210							
Number of examinations:		6	3						3							

Major: Political science**Specialization: Public communication and public relations****Stationary****Recruitment: 2008****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2					ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit		
Subjects of general education																
1	Logic	45	15	30	0	0	0	2						2	grade	
2	Economy	30	15	15	0	0	0	4							exam	
3	Information Technology	30							0	30	0	0	0	2	grade	
4	Sociology	45							30	15	0	0	0	4	exam	
5	Social Psychology	45							30	15	0	0	0	4	exam	
6	Philosophy	45							30	15	0	0	0	4	exam	
7	Intellectual Property Protection	15							15	0	0	0	0	1	grade	
Basic subjects																
1	Science about State and Law	30	15	15	0	0	0	3							grade	
2	Science about Politics	60	30	30	0	0	0	5							exam	
3	History of Political Thought	30	15	15	0	0	0	4							exam	
4	Political Systems	45							30	15	0	0	0	3	grade	
5	Work Experience	200							0	0	0	200	0		grade	
Main subjects																
1	Regional History	30	30	0	0	0	0	2							grade	
2	Political Geography	30	15	15	0	0	0	2							grade	
3	Statistics and Demography	30							15	15	0	0	0	2	grade	
4	World History of The 20th Century	60	30	30	0	0	0	5							exam	
5	History of Poland of The 20 th Century	60							30	30	0	0	0	5	exam	
6	Choice of Conversatoriums	30	0	15	0	0	0	1	0	15	0	0	0	1	grade	
7	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2	grade	
Total number of hours:			90	105	0	0	0		135	90	0	200	0			
Total number of hours per semester(year)/ECTS:		620	195					30	425					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: Public communication and public relations

Stationary

Recruitment: 2008

Year II

No.	Name of subject	Number Of hours	Semester 3					ECTS	Semester 4					ECTS	Form
			lc	c	lb	p	s		lc	c	lb	p	s		Of credit
Subjects of general education															
1	Phisical Education	60	0	30	0	0	0	1	0	30	0	0	0	1	grade
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam
Basic subjects															
3	Political Systems	45	15	30	0	0	0	6							exam
4	Work Experience	200							0	0	0	200	0	2	grade
Main subjects															
1	Religions of the World	30	15	15	0	0	0	2							grade
2	Public Administration	45	30	15	0	0	0	5							exam
3	Social and Economic Policy	30	15	15	0	0	0	4							exam
4	International Relations	90	30	15	0	0	0	3	15	30	0	0	0	4	grade / exam
5	Theory of Organization and Management	30	15	15	0	0	0	3							exam
6	Local Govemment and Policy	30	15	15	0	0	0	2							grade
7	The Republic of Poland Political System	30							15	15	0	0	0	3	grade
8	Parties and Party Systems	30							15	15				4	exam
9	European Integration	30							15	15	0	0	0	2	grade
10	Choice of Conversatoriums	15	0	15	0	0	0	1							grade
11	Choice of Lectures	30	30	0	0	0	0	2							grade
Total number of hours/ECTS:		680	135	180	0	0	0	30	45	120	0	200	0	17	
Subjects for speciality															
1	Conversatorium	15							0	15	0	0	0	1	grade
2	Seminar	15							0	15	0	0	0	2	grade
3	The Basics of Social Communication	30							15	15	0	0	0	3	exam
4	Intoduction to Public Relations	30							15	15	0	0	0	3	exam
5	The World's and Polish Media System	15							15	0	0	0	0	1	grade
6	Choice of Lectures	30							30	0	0	0	0	2	grade
7	Choice of Lecturec/ Workschops in Foreign Language	15							15	0	0	0	0	1	grade
8	Work Experience	200										200			grade
Total number of hours per semester(year)/ECTS:		350	0	0	0	0	0	0	90	60	0	200	0	13	
Total number of hours/ECTS:			135	180	0	0	0	30	135	180	0	400	0	30	
Total number of hours per semester (year):		1030	315						715						
Number of examinations:		6	2						4						

Major: Political science

Specialization: Public communication and public relations

Stationary

Recruitment: 2008

Year III

No.	Name of subject	Number	Semester 5						ECTS	Semester 6						ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit			
Subjects of general education																	
1	Foreign Language	60	0	60	0	0	0	3								exam	
Basic subjects																	
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam	
	Main subjects																
1	The Republic of Poland Political system	30	15	15	0	0	0	4								exam	
2	Political Marketing	30	15	15	0	0	0	2								grade	
Total number of hours/ECTS:		150	30	90	0	0	0	9									
Subjects for speciality																	
1	Conversatorium	30	0	15	0	0	0	2	0	15	0	0	0	2		grade	
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade	
3	Public Image Creation	30	15	15	0	0	0	3								grade	
4	Political Communication	15	15	0	0	0	0	1								grade	
5	Methods and Technics of PR	45	30	15	0	0	0	4								exam	
6	Press and Copiright Law	30	15	15	0	0	0	4								exam	
7	Public Opinion	15	15	0	0	0	0	1								grade	
8	Public Life Ethics	30							15	15	0	0	0	2		grade	
9	Spokespersonship	30							0	30	0	0	0	2		grade	
10	Promotion and Advertisement	30							15	15	0	0	0	3		exam	
11	Choice of Lectures	60	30					2	30					2		grade	
12	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	2	30	0	0	0	0	2		grade	
13	Diploma Thesis													10		grade	
Total number of hours per semester(year)/ECTS:		435	150	90	0	0	0	21	90	105	0	0	0	25			
Total number of hours/ECTS:			180	180	0	0	0	30	105	120	0	0	0	30			
Total number of hours per semester (year):		585	360							225							
Number of examinations:		6	3							3							

Major: Political science**Specialization: Public communication and public relations****Non-stationary****Recruitment: 2008****Year I**

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form	
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
1	Logic	20	10	10	0	0	0	2								grade
2	Economy	20	10	10	0	0	0	4								exam
3	Information Technology	30							0	30	0	0	0	2		grade
4	Sociology	20							10	10	0	0	0	4		exam
5	Social Psychology	20							10	10	0	0	0	4		exam
6	Philosophy	20							10	10	0	0	0	4		exam
7	Intellectual Property Protection	10							10	0	0	0	0	1		grade
Basic subjects																
1	Science about State and Law	30	14	16	0	0	0	3								grade
2	Science about Politics	60	30	30	0	0	0	5								exam
3	History of Political Thought	30	14	16	0	0	0	4								exam
4	Political Systems	32							16	16	0	0	0	3		grade
5	Work Experience	120							0	0	0	120	0	2		grade
Main subjects																
1	Regional History	10	10	0	0	0	0	2								grade
2	Political Geography	20	10	10	0	0	0	2								grade
3	Statistics and Demography	24							12	12	0	0	0	2		grade
4	World History of The 20th Century	40	20	20	0	0	0	5								exam
5	History of Poland of The 20 th Century	40							20	20	0	0	0	5		exam
6	Choice of Conversatoriums	24	0	12	0	0	0	1	0	12	0	0	0	1		grade
7	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2		grade
Total number of hours:			78	82	0	0	0		56	76	0	120	0			
Total number of hours per semester(year)/ECTS:		412	160					30	252					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science**Specialization: Public communication and public relations****Non-stationary****Recruitment: 2008****Year II**

No.	Name of subject	Number Of hours	Semester 3					ECTS	Semester 4					ECTS	Form	
			lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	grade	
Basic subjects																
3	Political Systems	32	16	16	0	0	0	6							exam	
4	Work Experience	120							0	0	0	120	0	2	grade	
Main subjects																
1	Religions of the World	20	10	10	0	0	0	2							grade	
2	Public Administration	32	20	15	0	0	0	5							exam	
3	Social and Economic Policy	24	12	12	0	0	0	4							exam	
4	International Relations	64	20	12	0	0	0	3	12	20	0	0	0	4	grade/ exam	
5	Theory of Organization and Management	24	12	12	0	0	0	4							exam	
6	Local Government and Policy	24	12	12	0	0	0	2							grade	
7	The Republic of Poland Political System	24							12	12	0	0	0	3	grade	
8	Parties and Party Systems	24							12	12				4	exam	
9	European Integration	24							12	12	0	0	0	3	grade	
10	Choice of Conversatoriums	12	0	12	0	0	0	1							grade	
11	Choice of Lectures	18	18	0	0	0	0	2							grade	
Total number of hours/ECTS:		448	102	119	0	0	0	30	36	74	0	120	0	17		
Subjects for speciality																
1	Conversatorium	12							0	12	0	0	0	2	grade	
2	Seminar	12							0	12	0	0	0	2	grade	
3	The Basics of Social Communication	24							12	12	0	0	0	3	exam	
4	Intoduction to Public Relations	24							12	12	0	0	0	3	exam	
5	The World's and Polish Media System	12							12	0	0	0	0	1	grade	
6	Choice of Lectures	18							18	0	0	0	0	2	grade	
Total number of hours per semester(year)/ECTS:		102	0	0	0	0	0	0	54	48	0	0	0	13		
Total number of hours/ECTS:			102	119	0	0	0	30	90	122	0	120	0	30		
Total number of hours per semester (year):		550	221						332							
Number of examinations:		6	2						4							

Major: Political science**Specialization: Public communication and public relations****Non-stationary****Recruitment: 2008****Year III**

No.	Name of subject	Number	Semester 5						ECTS	Semester 6					ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit		
Subjects of general education																
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	2	exam	
Basic subjects																
1	Contemporary Political Thought	30							14	16	0	0	0	5	exam	
	Main subjects															
1	The Republic of Poland Political system	24	12	12	0	0	0	5							exam	
2	Political Marketing	24	12	12	0	0	0	3							grade	
Total number of hours/ECTS:		138	24	54	0	0	0	9	14	46	0	0	0	7		
Subjects for speciality																
1	Conversatorium	24	12	0	0	0	0	2	0	12	0	0	0	2	grade	
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2	grade	
3	Public Image Creation	24	12	12	0	0	0	3							grade	
4	Political Communication	12	12	0	0	0	0	1							grade	
5	Methods and Technics of PR	30	18	12	0	0	0	5							exam	
6	Press and Copiright Law	24	12	12	0	0	0	5							exam	
7	Public Opinion	12	12	0	0	0	0	1							grade	
8	Public Life Ethics	24							12	12	0	0	0	2	grade	
9	Spokespersonship	18							0	18	0	0	0	2	grade	
10	Promotion and Advertisement	24							12	12	0	0	0	3	grade	
11	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2	grade	
12	Diploma Thesis													10	grade	
Total number of hours per semester(year)/ECTS:		264	96	54	0	0	0	21	42	72	0	0	0	23		
Total number of hours/ECTS:			120	108	0	0	0	30	56	118	0	0	0	30		
Total number of hours per semester (year):		402	228						174							
Number of examinations:		6	3						3							

Major: Political science**Specialization: Public services****Recruitment: 2008****Stationary****Year I**

No.	Name of subject	Number	Semester 1						ECTS	Semester 2					ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit		
Subjects of general education																
1	Logic	45	15	30	0	0	0	2						2	grade	
2	Economy	30	15	15	0	0	0	4							exam	
3	Information Technology	30							0	30	0	0	0	2	grade	
4	Sociology	45							30	15	0	0	0	4	exam	
5	Social Psychology	45							30	15	0	0	0	4	exam	
6	Philosophy	45							30	15	0	0	0	4	exam	
7	Intellectual Property Protection	15							15	0	0	0	0	1	grade	
Basic subjects																
1	Science about State and Law	30	15	15	0	0	0	3							grade	
2	Science about Politics	60	30	30	0	0	0	5							exam	
3	History of Political Thought	30	15	15	0	0	0	4							exam	
4	Political Systems	45							30	15	0	0	0	3	grade	
5	Work Experience	200							0	0	0	200	0		grade	
Main subjects																
1	Regional History	30	30	0	0	0	0	2							grade	
2	Political Geography	30	15	15	0	0	0	2							grade	
3	Statistics and Demography	30							15	15	0	0	0	2	grade	
4	World History of The 20th Century	60	30	30	0	0	0	5							exam	
5	History of Poland of The 20 th Century	60							30	30	0	0	0	5	exam	
6	Choice of Conversatoriums	30	0	15	0	0	0	1	0	15	0	0	0	1	grade	
7	Choice of Lectures	60	30	0	0	0	0	2	30	0	0	0	0	2	grade	
Total number of hours:			90	105	0	0	0		135	90	0	200	0			
Total number of hours per semester(year)/ECTS:		620	195					30	425					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Political science

Specialization: Public services

Recruitment: 2008

Stationary

Year II

No.	Name of subject	Number Of hours	Semester 3					ECTS	Semester 4					ECTS	Form
			lc	c	lb	p	s		lc	c	lb	p	s		Of credit
Subjects of general education															
1	Phisical Education	60	0	30	0	0	0	1	0	30	0	0	0	1	grade
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	exam
Basic subjects															
3	Political Systems	45	15	30	0	0	0	6							exam
4	Work Experience	200							0	0	0	200	0	2	grade
Main subjects															
1	Religions of the World	30	15	15	0	0	0	2							grade
2	Public Administration	45	30	15	0	0	0	5							exam
3	Social and Economic Policy	30	15	15	0	0	0	4							exam
4	International Relations	90	30	15	0	0	0	3	15	30	0	0	0	4	grade / exam
5	Theory of Organization and Management	30	15	15	0	0	0	3							exam
6	Local Govemment and Policy	30	15	15	0	0	0	2							grade
7	The Republic of Poland Political System	30							15	15	0	0	0	3	grade
8	Parties and Party Systems	30							15	15				4	exam
9	European Integration	30							15	15	0	0	0	2	grade
10	Choice of Conversatoriums	15	0	15	0	0	0	1							grade
11	Choice of Lectures	30	30	0	0	0	0	2							grade
Total number of hours/ECTS:		680	135	180	0	0	0	30	45	120	0	200	0	17	
Subjects for speciality															
1	Conversatorium	15							0	15	0	0	0	1	grade
2	Seminar	15							0	15	0	0	0	2	grade
3	Retoric and Eristic of Public Services	15							0	15	0	0	0	1	grade
4	Theory and Practice of Negotation	30							15	15	0	0	0	3	exam
5	Social Communication	45							30	15	0	0	0	3	exam
6	Choice of Lectures	30							30	0	0	0	0	2	grade
7	Choice of Lecturec/ Workschops in Foreign Language	15							15	0	0	0	0	1	grade
8	Work Experience	200										200			grade
Total number of hours per semester(year)/ECTS:		365	0	0	0	0	0	0	90	75	0	200	0	13	
Total number of hours/ECTS:			135	180	0	0	0	30	135	195	0	400	0	30	
Total number of hours per semester (year):		1045	315						730						
Number of examinations:		6	2						4						

Major: Political science

Specialization: Public services

Recruitment: 2008

Stationary

Year III

Year III																
No.	Name of subject	Number	Semester 5					ECTS	Semester 6					ECTS	Form	
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
1	Foreign Language	60	0	60	0	0	0	3								exam
Basic subjects																
1	Contemporary Political Thought	30							15	15	0	0	0	5		exam
Main subjects																
1	The Republic of Poland Political system	30	15	15	0	0	0	4								exam
2	Political Marketing	30	15	15	0	0	0	2								grade
Total number of hours/ECTS:		150	30	90	0	0	0	9	15	15	0	0	0	5		
Subjects for speciality																
1	Conversatorium	30	0	15	0	0	0	2	0	15	0	0	0	2		grade
2	Seminar	60	0	30	0	0	0	2	0	30	0	0	0	2		grade
3	Public Finance	30	15	15	0	0	0	4								exam
4	Civil Society	30	30	0	0	0	0	2								grade
5	Sociotechnics in Public Services	15	0	15	0	0	0	1								grade
6	Public Services System	30	15	15	0	0	0	4								exam
7	PR in Public Services	30	30	0	0	0	0	2								grade
8	Ethics in Public Administration	30							15	15	0	0	0	2		grade
9	Clerical Etiquette	15							0	15	0	0	0	1		grade
10	Human Resources Management	30							15	15	0	0	0	4		exam
11	Choice of Lectures	60	30					2	30					2		grade
12	Choice of Lectures/ Workshps in Foregin Language	60	30	0	0	0	0	2	30	0	0	0	0	2		grade
13	Diploma Thesis													10		grade
Total number of hours per semester(year)/ECTS:		420	150	90	0	0	0	21	90	90	0	0	0	25		
Total number of hours/ECTS:			180	180	0	0	0	30	105	105	0	0	0	30		
Total number of hours per semester (year):		570	360						210							
Number of examinations:		6	3						3							

Major: Political science

Specialization: Public services

Recruitment: 2008

Non-stationary

Year I

No.	Name of subject	Number	Semester 1					ECTS	Semester 2					ECTS	Form	
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		Of credit	
Subjects of general education																
1	Logic	20	10	10	0	0	0	2								grade
2	Economy	20	10	10	0	0	0	4								exam
3	Information Technology	30							0	30	0	0	0	2		grade
4	Sociology	20							10	10	0	0	0	4		exam
5	Social Psychology	20							10	10	0	0	0	4		exam
6	Philosophy	20							10	10	0	0	0	4		exam
7	Intellectual Property Protection	10							10	0	0	0	0	1		grade
Basic subjects																
1	Science about State and Law	30	14	16	0	0	0	3								grade
2	Science about Politics	60	30	30	0	0	0	5								exam
3	History of Political Thought	30	14	16	0	0	0	4								exam
4	Political Systems	32							16	16	0	0	0	3		grade
5	Work Experience	120							0	0	0	120	0	2		grade
Main subjects																
1	Regional History	10	10	0	0	0	0	2								grade
2	Political Geography	20	10	10	0	0	0	2								grade
3	Statistics and Demography	24							12	12	0	0	0	2		grade
4	World History of The 20th Century	40	20	20	0	0	0	5								exam
5	History of Poland of The 20 th Century	40							20	20	0	0	0	5		exam
6	Choice of Conversatoriums	24	0	12	0	0	0	1	0	12	0	0	0	1		grade
7	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2		grade
Total number of hours:			78	82	0	0	0		56	76	0	120	0			
Total number of hours per semester(year)/ECTS:		412	160					30	252					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Political science

Specialization: Public services

Recruitment: 2008

Non-stationary

Year II

No.	Name of subject	Number	Semester 3					ECTS	Semester 4					ECTS	Form
		Of hours	lc	c	lb	p	s		lc	c	lb	p	s		credit
Subjects of general education															
2	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	1	grade
Basic subjects															
3	Political Systems	32	16	16	0	0	0	6							exam
4	Work Experience	120							0	0	0	120	0	2	grade
Main subjects															
1	Religions of the World	20	10	10	0	0	0	2							grade
2	Public Administration	32	20	12	0	0	0	5							exam
3	Social and Economic Policy	24	12	12	0	0	0	4							exam
4	International Relations	64	20	12	0	0	0	3	12	20	0	0	0	4	grade / exam
5	Theory of Organization and Management	24	12	12	0	0	0	4							exam
6	Local Government and Policy	24	12	12	0	0	0	2							grade
7	The Republic of Poland Political System	24							12	12	0	0	0	3	grade
8	Parties and Party Systems	24							12	12				4	exam
9	European Integration	24							12	12	0	0	0	3	grade
10	Choice of Conversatoriums	12	0	12	0	0	0	1							grade
11	Choice of Lectures	18	18	0	0	0	0	2							grade
Total number of hours/ECTS:		448	102	116	0	0	0	30	36	74	0	120	0	17	
Subjects for speciality															
1	Conversatorium	12							0	12	0	0	0	2	grade
2	Seminar	12							0	12	0	0	0	2	grade
3	Retoric and Eristic of Public Services	12							0	12	0	0	0	1	grade
4	Theory and Practice of Negotation	24							12	12	0	0	0	3	exam
5	Social Communication	30							18	12	0	0	0	3	exam
6	Choice of Lectures	18							18	0	0	0	0	2	grade
Total number of hours per semester(year)/ECTS:		108	0	0	0	0	0	0	48	60	0	0	0	13	
Total number of hours/ECTS:			102	116	0	0	0	30	84	134	0	120	0	30	
Total number of hours per semester (year):		556	218						338						
Number of examinations:		6	2						4						

Major: Political science

Specialization: Public services

Recruitment: 2008

Non-stationary

Year III

No.	Name of subject	Number	Semester 5						ECTS	Semester 6					ECTS	Form
		Of hours	lc	c	lb	p	s	lc		c	lb	p	s	Of credit		
Subjects of general education																
1	Foreign Language	60	0	30	0	0	0	1	0	30	0	0	0	2	exam	
Basic subjects																
1	Contemporary Political Thought	30							14	16	0	0	0	5	exam	
	Main subjects															
1	The Republic of Poland Political system	24	12	12	0	0	0	5							exam	
2	Political Marketing	24	12	12	0	0	0	3							grade	
Total number of hours/ECTS:		138	24	54	0	0	0	9	14	46	0	0	0	7		
Subjects for speciality																
1	Conversatorium	24	0	12	0	0	0	2	0	12	0	0	0	2	grade	
2	Seminar	36	0	18	0	0	0	2	0	18	0	0	0	2	grade	
3	Public Finance	24	12	12	0	0	0	5							exam	
4	Civil Society	18	18	0	0	0	0	2							grade	
5	Sociotechnics in Public Services	12	0	12	0	0	0	1							grade	
6	Public Services System	24	12	12	0	0	0	5							exam	
7	PR in Public Services	18	18	0	0	0	0	2							grade	
8	Ethics in Public Administration	24							12	12	0	0	0	2	grade	
9	Clerical Etiquette	12							0	12	0	0	0	1	grade	
10	Human Resources Management	30							15	15	0	0	0	4	exam	
11	Choice of Lectures	36	18	0	0	0	0	2	18	0	0	0	0	2	grade	
12	Diploma Thesis													10	grade	
Total number of hours per semester(year)/ECTS:		258	78	66	0	0	0	21	45	69	0	0	0	23		
Total number of hours/ECTS:			102	120	0	0	0	30	59	115	0	0	0	30		
Total number of hours per semester (year):		396	222						174							
Number of examinations:		6	3						3							

Subjects of general education:

ECTS credits
0

1. Course title

Physical Education - stationary studies

2. Course contents

Volleyball. Basketball. Handball. Football. Swimming. Aerobics. Weight training. Supplementary sports.

3. Prerequisites

None

4. Learning outcomes

-

5. Recommended reading

-

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogics, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar			
Other	30	III	II
Total student's workload			

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Sociology

2. Course contents**Lecture**

The beginnings of the sociology and the view of the contemporary sociology. Natural, economic and cultural determinants of the social life. Social personality theories. Human's behaviors determinants. Individual's role in society. Human's behaviour in difficult situations. Process of social bonds formation in communities. Society and its structure. The most important communities in human's life. Social processes in organizations. Social engineering – practical use of sociology. Techniques and methods of social surveys.

3. Prerequisites

None

4. Learning outcomes

Graduate possesses knowledge of various social communities, above all can identify various processes affecting community's formation, functioning and development; Graduate possesses also abilities which are helpful in the process of formation social bonds in group, in the process of creating workplaces, mitigating social tensions or in solving many other problems, which are encountered by contemporary communities.

5. Recommended reading

Giddens A.: *Socjologia*. Warszawa: WN PWN 2004.

Kubów A.: *Socjologia. Zarys problematyki i podstawowe pojęcia*. Poznań: Forum Naukowe 2006.

Szacka B., *Wprowadzenie do socjologii*. Warszawa: Oficyna Naukowa 2003.

Sztompka P., *Socjologia. Analiza społeczeństwa*. Kraków: Znak 2002.

Sztumski J.: *Wstęp do metod i technik badań społecznych*. Katowice: Śląsk 1999.

Wnuk- Lipiński E.: *Socjologia życia publicznego*. Warszawa: Wydawnictwo Naukowe „Scholar” 2005.

Znaniecki F.: *Socjologia wychowania*. Warszawa: PWN 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	II	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Foreign Language (English, German, French, Russian) – A2 - stationary studies

2. Course contents

Clothes. Parts of body. Health: healthy lifestyle, visiting a doctor – diseases and treatment, phobias. Writing faxes and e-mails. Comparing life in a city and in a village. Education. Applying for a job: job advertisement, curriculum vitae, letter of application, job interview, structure of a company or an institution.

3. Prerequisites

None

4. Learning outcomes

The aim of the classes is to prepare students to pass a general examination on the A2 level. Activities made during the classes are to train skills which students have to acquire to pass all parts of the oral and written examination.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory

7. Teaching team

Lectors. Department of: Political Science, Humanities, Pedagogics, Tourism and Recreation, Administration, Management and Information Technology.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Foreign Language (English, German, French, Russian) – B1 - stationary studies

2. Course contents

Politics: politicians, parties, elections. Justice: courts, judges, defendants, lawyers, trials, penalties.

3. Prerequisites

None

4. Learning outcomes

A student can make some political speeches and mottos, play different parts in a trial; a student can understand longer oral and written texts.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory

7. Teaching team

Lectors. Department of: Political Science, Humanities, Pedagogics, Tourism and Recreation, Administration, Management and Information Technology.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
1

1. Course title

Foreign Language (English, German, French, Russian) – A2 – non-stationary studies

2. Course contents

Clothes. Parts of body. Health: healthy style of life, visiting a doctor – diseases and treatment, phobias. Writing faxes and e-mails. Comparing life in a city and in a village. Education. Applying for a job: job advertisement, curriculum vitae, letter of application, job interview, structure of a company or an institution.

3. Prerequisites

None

4. Learning outcomes

The aim of the classes is to prepare students to pass a general examination on the A2 level. Activities made during the classes are to train skills which students have to acquire to pass all parts of the oral and written examination.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory

7. Teaching team

Lectors. Department of: Political Science, Humanities, Pedagogics, Tourism and Recreation, Administration, Management and Information Technology.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Foreign Language (English, German, French, Russian) – B1 – non-stationary studies

2. Course contents

Politics: politicians, parties, elections. Justice: courts, judges, defendants, lawyers, trials, penalties.

3. Prerequisites

None

4. Learning outcomes

A student can make some political speeches and mottos, play different parts in a trial; a student can understand longer oral and written texts.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory

7. Teaching team

Lectors. Department of: Political Science, Humanities, Pedagogics, Tourism and Recreation, Administration, Management and Information Technology.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Foreign Language (English, German, French, Russian)

2. Course contents

Personal data. Introducing oneself and others – introductory talk. Members of a family. Appearance and character traits. Talking about past events. Food products and doing shopping in grocery. Menu and dialogues in a restaurant. Cardinal and ordinal numbers – days of a week, date and time.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge that will help him/her in preparing to the language exam of general character on A2 level.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory

7. Teaching team

Lectors. Department of: Political Science, Humanities, Pedagogics, Tourism and Recreation, Administration, Management and Information Technology.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	III	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Philosophy

2. Course contentsLecture

Introduction to the world of philosophical idea. Socrates and Sophists. The world of Plato's idea. Aristotle and his philosophical ideas. Late ancient philosophical schools. Ancient Christianity and Greek philosophy. Philosophy of Middle Ages. Modern philosophy – (Renaissance). Modern philosophy, XVII century. Modern philosophy (the Enlightenment). Kant and the Big Three's idealism. Positivism. Latest epoch. Contemporary philosophical movements. Personalism (of America, France, Germany, Poland).

3. Prerequisites

None

4. Learning outcomes

Graduate can distinguish the views of the main philosophical schools in the philosophical history. He or she is familiar with the views of the classicists of the world's and Polish philosophy.

5. Recommended reading

GRATELOUP L., *Wędrowki po filozofii*, Wrocław 1999.

PALACZ R., *Klasyki filozofii*, Warszawa 1987.

PETTIT P., *Przewodnik po współczesnej filozofii politycznej*, Warszawa 1998.

REALE G., *Historia Filozofii Starożytnej*, I-III, Lublin, 1999.

ŚNIEŻAWSKI S., *Dzieje europejskiej filozofii klasycznej*, Warszawa-Wrocław 2000.

TATARKIEWICZ W., *Historia filozofii*, I-III, (wyd. 15), Warszawa 1998.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	I	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Information Technology

2. Course contentsClasses

Basic terms and definitions used in Information Technology. Elements of architecture and functioning of the computer. Introduction to computer operating. Basic features of Windows XP operating system: functions of the operating system. Utility software (antivirus, archive, diagnostic and optimization programs). The Internet (characteristics, functions and applying of the Internet, services available in the Internet. Word processors basing on WORD 2003 example. Computer data analysis. Work with the program used to create presentations: POWER POINT or FLASH. Creating presentations on chosen topic. The basis of data bases design.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires basic computer knowledge in the scope of using contemporary software. Graduate knows basic terms used in information technology and he or she can use a computer.

5. Recommended reading

Bąk A. (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000.

Dec Z., *ABC... WORD-A 2000*, EDITION 2000, Kraków 2000.

Dec Z., Konieczny R., *ABC...komputera 2000*, EDITION 2000, Kraków 2000.

Kluczna K., *ABC...Windows 2000*, EDITION 2000, Kraków 2000.

Kopertowska M., *Zaawansowane możliwości edytora WORD 2000*, MIKOM, Warszawa 2000.

Michałowscy A. S., *Ćwiczenia z Internetu*, MIKOM, Warszawa 2000.

Supranowicz R., Łozowski L., *Systemy operacyjne Windows oraz Microsoft Office 2000 w praktyce*, PWSZ Legnica, Legnica 2005.

Supranowicz R., Łozowski L., *Podstawy pracy z bazami danych MS ACCESS 2003*, PWSZ Legnica, Legnica 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Informatics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/30	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
1

1. Course title

Intellectual Property Protection

2. Course contentsLecture

Intellectual properties as special type of legal properties. The place of intellectual property law regulation in Polish system of law. Catalogue subjects of copyright and industrial property law – common issues. The Genesis and meaning of regulating international intellectual property law.

Copyright law. Industrial property law.

3. Prerequisites

None

4. Learning outcomes

Graduate identifies basic sources of regulation and intellectual property law institutions (department of civil law). Besides, graduate masters basic terminology and terms from that scope – in the degree that enables him or her to independent searching and interpreting of industrial property law provisions with reference to possible actual state of affairs.

5. Recommended reading

Jezioro J., *Prawo własności intelektualnej* (w:) *Podstawy prawa cywilnego* pod red.: E. Gniewka, Warszawa 2005.

Barta J., Czajkowska-Dąbrowska M., Ćwiąkański Z., Markiewicz R., Traple E., *Prawo autorskie i prawa pokrewne. Komentarz*, Kraków 2005.

Barta J., Markiewicz R., *Prawo autorskie i prawa pokrewne. Wprowadzenie*, Warszawa 2007.

Barta J., Markiewicz R., *Ustawa o ochronie baz danych. Komentarz*, Warszawa 2002.

Golat R., *Dobra niematerialne. Kompendium prawne*, Warszawa 2005.

Poźniak-Niedzielska M. (red.), *Prawo autorskie i prawa pokrewne. Zarys wykładu*, Bydgoszcz-Warszawa-Lublin 2007.

Promińska U. (red.), *Prawo własności przemysłowej*, Warszawa 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Administration

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	II	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

Basic subjects:

ECTS credits
5

1. Course title

Contemporary Political Thought

2. Course contentsLecture and classes

Basic values of contemporary liberalism. Libertarian conception of social and political order. Basic values of contemporary conservatism. Critic of mass society in neo-conservatism. Ordoliberalism – on the crossing of liberalism and conservatism. Modern social democracy. Frankfurt school. Post modernistic conceptions in social sciences. Contemporary Christian democracy. Diagnosis of contemporary times by D. Bell. Institutional school, convergence theories. Feminism. Communitarianism.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the newest political and social conceptions of XX/XXI centuries. He or she can present new streams such as: ecologism and feminism and indicate on ideological continuity and changes within such directions as: liberalism, conservatism, socialism or Christian democracy.

5. Recommended readingGidens A., *Poza lewicą i prawicą. Przyszłość polityki radykalnej*, Poznań 2001.Kymlicka W., *Współczesna filozofia polityczna*, Kraków 1998.Legutko R., *Spory o kapitalizm*, Kraków 1994.Mac Intyre A., *Dziedzictwo cnoty. Studium z teorii moralności*, Warszawa 1996.Skarżyński R., *Od liberalizmu do totalitaryzmu. Z dziejów myśli politycznej XX w.*, T. 1-2, Warszawa 1989.*Współczesna myśl polityczna. Wybór tekstów źródłowych*, Warszawa 1994.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	VI	III
Classes	15/16	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Political System of the Republic of Poland – stationary studies

2. Course contentsLecture and classes

Competences and political position of the president of the Republic of Poland. Transformation of local authority in political system of the Republic of Poland. Judicial power in political system of the Republic of Poland. Interests groups in political system of the Republic of Poland. Legal and political position of the unit in the system. Denominations unions and the role of Catholic church in political system of the Republic of Poland. Legitimization of political system of the Republic of Poland. Transformation tendencies of political system of the Republic of Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge from the scope of course, effects and perspectives of social and political transformation as well as democratic consolidation in Polish conditions. He or she is familiar with the state of contemporary knowledge from the scope of essence, structure and mechanisms of political system functioning in the Republic of Poland.

5. Recommended readingAntoszewski A. /red/, *Demokratyzacja w III Rzeczypospolitej*, Wrocław 2002.Banaszak B., *Prawo konstytucyjne*, Warszawa 2004.Garlicki L., *Polskie prawo konstytucyjne*, Warszawa 2000, rozdz. „Konstytucyjny status jednostki”.Jednaka W., *Gabinety koalicyjne w III RP*, Wrocław 2004.Lisicka H./red/, *System polityczny Rzeczypospolitej Polskiej*, Wrocław 2005.Wiatr J.J., Raciborski J., Bartkowski J., Frątczak-Rudnicka B., Kiliński J., *Demokracja polska 1989 – 2003*, Warszawa 2003.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Political System of the Republic of Poland – non-stationary studies

2. Course contentsLecture and classes

Competences and political position of the president of the Republic of Poland. Transformation of local authority in political system of the Republic of Poland. Judicial power in political system of the Republic of Poland. Interests groups in political system of the Republic of Poland. Legal and political position of the unit in the system. Denominations unions and the role of Catholic church in political system of the Republic of Poland. Legitimization of political system of the Republic of Poland. Transformation tendencies of political system of the Republic of Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge from the scope of course, effects and perspectives of social and political transformation as well as democratic consolidation in Polish conditions. He or she is familiar with the state of contemporary knowledge from the scope of essence, structure and mechanisms of political system functioning in the Republic of Poland.

5. Recommended reading

Antoszewski A. /red/, *Demokratyzacja w III Rzeczypospolitej*, Wrocław 2002.

Banaszak B., *Prawo konstytucyjne*, Warszawa 2004.

Garlicki L., *Polskie prawo konstytucyjne*, Warszawa 2000, rozdz. „Konstytucyjny status jednostki”.

Jednaka W., *Gabinety koalicyjne w III RP*, Wrocław 2004.

Lisicka H./red/, *System polityczny Rzeczypospolitej Polskiej*, Wrocław 2005.

Wiatr J.J., Raciborski J., Bartkowski J., Frątczak-Rudnicka B., Kiliński J., *Demokracja polska 1989 – 2003*, Warszawa 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Science about State and Law

2. Course contentsLecture and classes

I. Etymology of the term „state”, meanings and types of definitions of this term, theories of state genesis, types and forms of the state, state's functions.

II. The term of law, law's history and essence, legal norm, its structure and properties, legal relationship and its elements, the sources of law of the Republic of Poland, system of normative acts, democratic law states.

3. Prerequisites

None

4. Learning outcomes

Graduate gains knowledge of elementary character from the scope of state and law theory, by acquiring definitions and by classifying the phenomena from that scope. He or she also understands the complexity of particular political and legal institutions' acting in society.

5. Recommended reading

B. Szmulik, M. Żmigrodzki (red.), *Wprowadzenie do nauki o państwie i polityce*, Lublin 2003.

G. Seidler, H. Groszyk, A. Pieniążek, *Wprowadzenie do nauki o państwie i prawie*, Lublin 2003.

S. Kaźmierczyk, Z. Pulka, *Wstęp do prawoznawstwa*, Wrocław 2002.

T. Stawecki, P. Winczorek, *Wstęp do prawoznawstwa*, Warszawa 2002

S. Wronkowska, M. Zmierczak, *Kompendium wiedzy o społeczeństwie państwie i prawie*, Warszawa 2007.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	I	I
Classes	15	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Science about State and Law

2. Course contentsLecture and classes

I. Etymology of the term „state”, meanings and types of definitions of this term, theories of state genesis, types and forms of the state, state's functions.

II. The term of law, law's history and essence, legal norm, its structure and properties, legal relationship and its elements, the sources of law of the Republic of Poland, system of normative acts, democratic law states.

3. Prerequisites

None

4. Learning outcomes

Graduate gains knowledge of elementary character from the scope of state and law theory, by acquiring definitions and by classifying the phenomena from that scope. He or she also understands the complexity of particular political and legal institutions' acting in society.

5. Recommended reading

B. Szmulik, M. Żmigrodzki (red.), *Wprowadzenie do nauki o państwie i polityce*, Lublin 2003.

G. Seidler, H. Groszyk, A. Pieniążek, *Wprowadzenie do nauki o państwie i prawie*, Lublin 2003.

S. Kaźmierczyk, Z. Pulka, *Wstęp do prawoznawstwa*, Wrocław 2002.

T. Stawecki, P. Winczorek, *Wstęp do prawoznawstwa*, Warszawa 2002

S. Wronkowska, M. Zmierczak, *Kompendium wiedzy o społeczeństwie państwie i prawie*, Warszawa 2007.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	16	I	I
Classes	14	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Science about Politics

2. Course contentsLecture and classes

Politics – etymology, ambiguity, axiology. Authority as a social phenomenon; political power; authority's legitimization. The term of political system. The term of political needs and interests and their types; the processes of interests' articulation. The term and types of political behaviors. The term of social processes; political process; process and political change. The term of political decision; classification of political decisions; decision situations; the term of decision process and its stages. Contradiction and conflict; the term of political conflict and its causes; conflicts' functions; methods of settling the conflicts. The term of political subjectivity. Political involvement. Political socialization. Civil society; the reasons of passivity and political apathy. The term of political party, its genesis, classification and functions; the term and types of party system. The Nation. Globalization's problems. Political elites and bureaucracy. Revolution and social reform. Democracy – term, criteria, types. Non-democracy – autocracy, authoritarianism, dictatorship, totalitarianism. Political culture conceptions and its typologies; myth, stereotype, Utopia. Pathologies of political life.

3. Prerequisites

None

4. Learning outcomes

Graduate masters the terms which are essential in order to further studying of social studies issues. He or she is familiar with various classifications of political phenomena as well as with theoretical problems concerning political phenomena.

5. Recommended reading

A. Jabłoński, L. Sobkowiak, *Studia z teorii polityki*, T.1 i 2, Wrocław 1998.

M. Chmaj, M. Żmigrodzki, *Wprowadzenie do teorii polityki*, Lublin 1996.

B. Szmulik, M. Żmigrodzki (red.), *Wprowadzenie do nauki o państwie i polityce*, Lublin 2003.

T. Żyro, *Wstęp do politologii*, Warszawa 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	I	I
Classes	15/10	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

6

1. Course title

Science about Politics

2. Course contentsLecture and classes

Politics – etymology, ambiguity, axiology. Authority as a social phenomenon; political power; authority's legitimization. The term of political system. The term of political needs and interests and their types; the processes of interests' articulation. The term and types of political behaviors. The term of social processes; political process; process and political change. The term of political decision; classification of political decisions; decision situations; the term of decision process and its stages. Contradiction and conflict; the term of political conflict and its causes; conflicts' functions; methods of settling the conflicts. The term of political subjectivity. Political involvement. Political socialization. Civil society; the reasons of passivity and political apathy. The term of political party, its genesis, classification and functions; the term and types of party system. The Nation. Globalization's problems. Political elites and bureaucracy. Revolution and social reform. Democracy – term, criteria, types. Non-democracy – autocracy, authoritarianism, dictatorship, totalitarianism. Political culture conceptions and its typologies; myth, stereotype, Utopia. Pathologies of political life.

3. Prerequisites

None

4. Learning outcomes

Graduate masters the terms which are essential in order to further studying of social studies issues. He or she is familiar with various classifications of political phenomena as well as with theoretical problems concerning political phenomena.

5. Recommended reading

A. Jabłoński, L. Sobkowiak, *Studia z teorii polityki*, T.1 i 2, Wrocław 1998.

M. Chmaj, M. Żmigrodzki, *Wprowadzenie do teorii polityki*, Lublin 1996.

B. Szmulik, M. Żmigrodzki (red.), *Wprowadzenie do nauki o państwie i polityce*, Lublin 2003.

T. Żyro, *Wstęp do politologii*, Warszawa 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	II	I
Classes	30/16	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

4

1. Course title

History of Political Thought

2. Course contentsLecture and classes

Political organization of ancient India. Old Hebrew doctrine. Political thought of ancient Greece. Plato and Aristotle. Hellenistic culture. Political thought of ancient Rome. Notion of Byzantium. Formation of Christian doctrine until IVth century. Saint Augustine's doctrine. Thought of Saint Thomas. The notion of autocracy: relations with Byzantium. Polish political thought of XVth century : Stanisław from Skarbimierz and Paweł Włodkowic. Political thought of N. Machiavelli. Reformation: reasons –political, economical, cultural, doctrinal. England since Wilhelm the Conqueror up to XIVth century. Political thought of England, XVI – XVII centuries. J. J. Rousseau. Precursors of liberalism: J. Locke, Montesquieu , A. Smith. The second generation of liberals: J. Bentham, B. Constant, J. S. Mill. Conservative thought. Political thought of E. Burk, J. de Maistre. Marxism. Positivism: A. Comte, H. Spencer.

3. Prerequisites

None

4. Learning outcomes

Graduate is familiar with various political and legal conceptions, since the second millennium B.C. up to the end of the XIXth century. He or she knows the main political thought streams and can confront them with the contemporary value system in different cultural circles.

5. Recommended reading

J. Baszkiewicz, F. Ryszka, *Historia doktryn politycznych i prawnych*, Warszawa 1972.

H. Olszewski, M. Zmierzak, *Historia doktryn politycznych i prawnych*, Poznań 1994.

G. L. Seidler, *Przedmarksowska myśl polityczna*, Kraków 1974.

R. Tokarczyk, *Klasycy praw natury*, Lublin 1988.

Władza, wolność, prawo. Zbiór tekstów źródłowych, Kraków 1994.

Historia doktryn politycznych i prawnych. Materiały źródłowe, Lublin 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	I	I
Classes	15	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

History of Political Thought

2. Course contentsLecture and classes

Political organization of ancient India. Old Hebrew doctrine. Political thought of ancient Greece. Plato and Aristotle. Hellenistic culture. Political thought of ancient Rome. Notion of Byzantium. Formation of Christian doctrine until IVth century. Saint Augustine's doctrine. Thought of Saint Thomas. The notion of autocracy: relations with Byzantium. Polish political thought of XVth century : Stanisław from Skarbimierz and Paweł Włodkowic. Political thought of N. Machiavelli. Reformation: reasons –political, economical, cultural, doctrinal. England since Wilhelm the Conqueror up to XIVth century. Political thought of England, XVI – XVII centuries. J. J. Rousseau. Precursors of liberalism: J. Locke, Montesquieu , A. Smith. The second generation of liberals: J. Bentham, B. Constant, J. S. Mill. Conservative thought. Political thought of E. Burk, J. de Maistre. Marxism. Positivism: A. Comte, H. Spencer.

3. Prerequisites

None

4. Learning outcomes

Graduate is familiar with various political and legal conceptions, since the second millennium B.C. up to the end of the XIXth century. He or she knows the main political thought streams and can confront them with the contemporary value system in different cultural circles.

5. Recommended reading

J. Baszkiewicz, F. Ryszka, *Historia doktryn politycznych i prawnych*, Warszawa 1972.
 H. Olszewski, M. Zmierzak, *Historia doktryn politycznych i prawnych*, Poznań 1994.
 G. L. Seidler, *Przedmarksowska myśl polityczna*, Kraków 1974.
 R. Tokarczyk, *Klasycy praw natury*, Lublin 1988.
Władza, wolność, prawo. Zbiór tekstów źródłowych, Kraków 1994.
Historia doktryn politycznych i prawnych. Materiały źródłowe, Lublin 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	I	I
Classes	14	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Political Systems

2. Course contentsLecture and classes

Democracy models. Structure and character of socio-political divisions. Political parties – politics' phenomenon. Conception of „party reigns”. Party system. Analysis of electoral behaviors. Forms of citizens' participation in political process. Typology and characteristics of political regimes of the European countries. The ways of creation and stability of cabinet coalitions. Industrial bids' politics. European Union. European Union Institutions taking part in decision process. Integrative politics – effects and troubles. Political parties in European Parliament.

3. Prerequisites

None

4. Learning outcomes

Graduate is getting familiar with the main political science categories within the functioning of state's political systems. He or she can compare diverse elements of political system structure as well as identify singular political institutions of the democratic states with taking into account mechanisms of mutual relations, i.e. political regime.

5. Recommended reading

A. Antoszewski (red.), *Systemy polityczne Europy Środkowej i Wschodniej. Perspektywa porównawcza*, Wyd. UWr., Wrocław 2006.

A. Antoszewski, R. Herbut (red), *Demokracje zachodnioeuropejskie. Analiza porównawcza*, Wyd. U Wr., Wrocław 1997.

A. Antoszewski, R. Herbut, *Systemy polityczne współczesnego świata*, ARCHE, Gdańsk 2001.

W. Sokoł, M. Żmigrodzki (red.), *Systemy polityczne państw Europy Środkowej i Wschodniej*, Wyd. UMCS, Lublin 2005.

R. Wiszniowski (red.), *Administracja i polityka. Europejska administracja publiczna*, Wyd. U Wr., Wrocław 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/16	II	I
Classes	15/14	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

Main subjects:

ECTS credits
5

1. Course title

International Relations

2. Course contentsLecture and classes

Genesis and history of international relations. The term and forms of international relations. Factors affecting international relations. State as a participant in international relations. State's foreign policy. State's organs in international relations. Legal and international forms of international relations. Non-state participants of international relations and their role. Globalization and global problems of contemporary world. International political order. Peace and security in theory and practice of international relations. International disputes. Armed conflicts in the contemporary world. The issue of arming and disarming. Challenges and dangers in world's policy. Formations of the states in international relations. Regions, functions and signs of regionalism. Europe, Asia, Africa and Latin America in international relations. Poland as a participant of international relations. Foreign policy of III Republic of Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate knows genesis and can indicate on the right development of international relations, as a field of interpersonal relations. Graduate can also present the most important participants of these relations. He or she also indicates on legal forms of international relations. Student got to know the influence of globalization processes on international relations.

5. Recommended readingCesarz Z., Stadtmüller E., *Problemy polityczne współczesnego świata*, Wrocław 2002.Cziomer E., Zyblikiewicz L., *Zarys współczesnych stosunków międzynarodowych*, Warszawa 2006.Halizak E., Kuźniar R. (red.), *Stosunki międzynarodowe. Geneza, struktura, dynamika*, Warszawa 2006.Łoś-Nowak T. (red.), *Współczesne stosunki międzynarodowe, Podręcznik akademicki*, Wrocław 2008.Malendowski W., Mojsiewicz Cz. (red.), *Stosunki międzynarodowe*, Wrocław 2004.Mingst K., *Podstawy stosunków międzynarodowych*, Warszawa 2006.Pietraś M. (red.), *Międzynarodowe stosunki polityczne*, Lublin 2007.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/16	IV	II
Classes	30/14	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Political System of the Republic of Poland – stationary studies

2. Course contentsLecture and classes

Competences and political position of the president of the Republic of Poland. Transformation of local authority in political system of the Republic of Poland. Judicial power in political system of the Republic of Poland. Interests groups in political system of the Republic of Poland. Legal and political position of the unit in the system. Denominations unions and the role of Catholic church in political system of the Republic of Poland. Legitimization of political system of the Republic of Poland. Transformation tendencies of political system of the Republic of Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge from the scope of course, effects and perspectives of social and political transformation as well as democratic consolidation in Polish conditions. He or she is familiar with the state of contemporary knowledge from the scope of essence, structure and mechanisms of political system functioning in the Republic of Poland.

5. Recommended readingAntoszewski A. /red/, *Demokratyzacja w III Rzeczypospolitej*, Wrocław 2002.Banaszak B., *Prawo konstytucyjne*, Warszawa 2004.Garlicki L., *Polskie prawo konstytucyjne*, Warszawa 2000, rozdz. „Konstytucyjny status jednostki”.Jednaka W., *Gabinety koalicyjne w III RP*, Wrocław 2004.Lisicka H./red/, *System polityczny Rzeczypospolitej Polskiej*, Wrocław 2005.Wiatr J.J., Raciborski J., Bartkowski J., Frątczak-Rudnicka B., Kiliński J., *Demokracja polska 1989 – 2003*, Warszawa 2003.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
5

1. Course title

Political System of the Republic of Poland – non-stationary studies

2. Course contentsLecture and classes

Competences and political position of the president of the Republic of Poland. Transformation of local authority in political system of the Republic of Poland. Judicial power in political system of the Republic of Poland. Interests groups in political system of the Republic of Poland. Legal and political position of the unit in the system. Denominations unions and the role of Catholic church in political system of the Republic of Poland. Legitimization of political system of the Republic of Poland. Transformation tendencies of political system of the Republic of Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge from the scope of course, effects and perspectives of social and political transformation as well as democratic consolidation in Polish conditions. He or she is familiar with the state of contemporary knowledge from the scope of essence, structure and mechanisms of political system functioning in the Republic of Poland.

5. Recommended readingAntoszewski A. /red/, *Demokratyzacja w III Rzeczypospolitej*, Wrocław 2002.Banaszak B., *Prawo konstytucyjne*, Warszawa 2004.Garlicki L., *Polskie prawo konstytucyjne*, Warszawa 2000, rozdz. „Konstytucyjny status jednostki”.Jednaka W., *Gabinety koalicyjne w III RP*, Wrocław 2004.Lisicka H./red/, *System polityczny Rzeczypospolitej Polskiej*, Wrocław 2005.Wiatr J.J., Raciborski J., Bartkowski J., Frątczak-Rudnicka B., Kiliński J., *Demokracja polska 1989 – 2003*, Warszawa 2003.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Religions of the World

2. Course contentsLecture and classes

Evolutionist and cultural conceptions of the religions. Psychoanalytical conceptions of the religions. Diffusion conceptions of the religions. Existence and phenomenological conceptions of the religions. Theological conceptions of the religions. Judaism. Christianity. The Roman Catholic Church The Orthodox Church. Protestantism. Islam. Formation and characteristic of Hinduism. Ecumenism and dialogue between world's religions. Process of religion's institutionalization and privatization. Role and functions of the Roman Catholic Church in Poland until 1989 and after 1989.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic terms, categories and theories of the great world's religions. He or she understands relations resulting from each religion and denomination.

5. Recommended reading

Konig Waldenfels, *Leksykon religii, zjawiska – dzieje - idee*, Verbinum, Warszawa 1997.

Benoit Marchon, Jean Francois Kieffer, *Odkrywajmy wielkie religie świata*, WAM, Kraków 2000.

Gunter Lanczkowski, *Wprowadzenie do religioznastwa*, Verbinum, Warszawa 1986.

Stanisław Kowalczyk, *Bóg w myśli współczesnej*, Wrocław 2009.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	III	II
Classes	15/10	III	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Political Marketing – stationary studies

2. Course contentsLecture and classes

Political marketing – genesis and definitions. Typologies of political parties' strategies: functional and sector strategies. Research over the role of party leaders in the process of formulating elective strategies. Types of citizens' behaviors on the elective market. Models of relations between media, their owners and authority: pluralistic, mass and hegemonic model. Role and function of media in political campaign. Role of the television in the process of personalization or "presidentialization" of elective campaign. Evolution of political campaigns: from campaigns oriented on party to campaign oriented on the voter. SWOT analysis as a tool of strategic analysis. Principles and aims. Process of planning and organizing elective campaign by G.A. Mauser and M. Herreros Arconada. Elective advertisement. Genesis and definitions.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic categories and terms from the scope of political marketing. Student can distinguish the main techniques and methods of political marketing on the basis of sample elective campaigns i.e. European and American.

5. Recommended reading

Cwalina, W., Falkowski, A., *Marketing polityczny. Perspektywa psychologiczna*, Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2005.

Dobek-Ostrowska, B., Wiszniowski, R., *Teoria komunikowania publicznego i politycznego. Wprowadzenie*, Wrocław 2001.

Dobek-Ostrowska, B. (red.), *Kampania wyborcza: marketingowe aspekty komunikowania politycznego*, Wyd. U.Wr., Wrocław 2005.

Jabłoński, A.W., Sobkowiak, L. (red.), *Marketing polityczny w teorii i praktyce*, Wrocław 2002.

Mazur, M., *Marketing polityczny. Studium porównawcze*, Wyd. Naukowe PWN, Warszawa 2004.

Wiszniowski, R., *Marketing wyborczy. Studium kampanii wyborczych w systemach prezydenckich i semiprezydenckich (Finlandia, Francja, Polska, Stany Zjednoczone)*, Wyd. Naukowe PWN, Warszawa-Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Parties and Party Systems – stationary studies

2. Course contentsLecture and classes

Criteria and definitions of political party. Functioning of political party. Evolution of political party model – from notables to mass party. The families of political parties (communist, conservative, ultra right-wing). Conception of organization's institutionalization by Ph. Selznick. State's political party model in the countries of West and Middle-East Europe. Political party model in European Union. The principles of political party funding. Typologies of party systems. Classifications of political parties by G. Smith, J. Blondel, R. Herbut and H. Herzog. Interparty competition. Multivariate competition area (economical and axiological extent). Institutional determinants and their influence on interparty competition mechanism, on party system.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the main political science categories within political parties' functioning. He or she can compare complex elements of party system structure and has an ability to identify mechanisms of mutual relations in interparty competition (e.g. elective, coalition). He or she acquires the abilities of comparable, analytical perceiving of state's (national) party systems evolutions of European countries as well as of European Union party system.

5. Recommended reading

A. Antoszewski, R. Herbut, *Demokracje zachodnioeuropejskie. Analiza porównawcza*, Wyd. UW, Wrocław 1998.

R. Herbut, *Teoria i praktyka funkcjonowania partii politycznych*, Wyd. UW, Wrocław 2002.

W. Jednaka (red.), *Wstęp do teorii partii i systemów partyjnych*, Wyd. TERRA Wyższej Szkoły Zarządzania i Marketingu we Wrocławiu, Poznań-Wrocław 2000.

M. Moshe, *Partie, ich instytucjonalizacja i modele organizacyjne*, [w:] *Władza i społeczeństwo 2*, J. Szczupaczyński (wyb. i opr.), Wyd. Naukowe SCHOLAR, Warszawa 1998.

M. Walecki (red.), *Finansowanie polityki. Wybory, pieniądze, partie polityczne*, Wydawnictwo Sejmowe, Warszawa 2000.

R. Wiszniowski, *Marketing wyborczy*, Wydawnictwo Naukowe PWN, Warszawa – Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	II
Classes	15	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Parties and Party Systems – non-stationary studies

2. Course contentsLecture and classes

Criteria and definitions of political party. Functioning of political party. Evolution of political party model – from notables to mass party. The families of political parties (communist, conservative, ultra right-wing). Conception of organization's institutionalization by Ph. Selznick. State's political party model in the countries of West and Middle-East Europe. Political party model in European Union. The principles of political party funding. Typologies of party systems. Classifications of political parties by G. Smith, J. Blondel, R. Herbut and H. Herzog. Interparty competition. Multivariate competition area (economical and axiological extent). Institutional determinants and their influence on interparty competition mechanism, on party system.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the main political science categories within political parties' functioning. He or she can compare complex elements of party system structure and has an ability to identify mechanisms of mutual relations in interparty competition (e.g. elective, coalition). He or she acquires the abilities of comparable, analytical perceiving of state's (national) party systems evolutions of European countries as well as of European Union party system.

5. Recommended reading

A. Antoszewski, R. Herbut, *Demokracje zachodnioeuropejskie. Analiza porównawcza*, Wyd. UWr., Wrocław 1998.

R. Herbut, *Teoria i praktyka funkcjonowania partii politycznych*, Wyd. UWr., Wrocław 2002.

W. Jednaka (red.), *Wstęp do teorii partii i systemów partyjnych*, Wyd. TERRA Wyższej Szkoły Zarządzania i Marketingu we Wrocławiu, Poznań-Wrocław 2000.

M. Moshe, *Partie, ich instytucjonalizacja i modele organizacyjne*, [w:] *Władza i społeczeństwo 2*, J. Szczupaczyński (wyb. i opr.), Wyd. Naukowe SCHOLAR, Warszawa 1998.

M. Walecki (red.), *Finansowanie polityki. Wybory, pieniądze, partie polityczne*, Wydawnictwo Sejmowe, Warszawa 2000.

R. Wiszniowski, *Marketing wyborczy*, Wydawnictwo Naukowe PWN, Warszawa – Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	IV	II
Classes	12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Political Marketing – non-stationary studies

2. Course contentsLecture and classes

Political marketing – genesis and definitions. Typologies of political parties' strategies: functional and sector strategies. Research over the role of party leaders in the process of formulating elective strategies. Types of citizens' behaviors on the elective market. Models of relations between media, their owners and authority: pluralistic, mass and hegemonic model. Role and function of media in political campaign. Role of the television in the process of personalization or "presidentialization" of elective campaign. Evolution of political campaigns: from campaigns oriented on party to campaign oriented on the voter. SWOT analysis as a tool of strategic analysis. Principles and aims. Process of planning and organizing elective campaign by G.A. Mauser and M. Herreros Arconada. Elective advertisement. Genesis and definitions.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic categories and terms from the scope of political marketing. Student can distinguish the main techniques and methods of political marketing on the basis of sample elective campaigns i.e. European and American.

5. Recommended reading

Cwalina, W., Falkowski, A., *Marketing polityczny. Perspektywa psychologiczna*, Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2005.

Dobek-Ostrowska, B., Wiszniowski, R., *Teoria komunikowania publicznego i politycznego. Wprowadzenie*, Wrocław 2001.

Dobek-Ostrowska, B. (red.), *Kampania wyborcza: marketingowe aspekty komunikowania politycznego*, Wyd. U.Wr., Wrocław 2005.

Jabłoński, A.W., Sobkowiak, L. (red.), *Marketing polityczny w teorii i praktyce*, Wrocław 2002.

Mazur, M., *Marketing polityczny. Studium porównawcze*, Wyd. Naukowe PWN, Warszawa 2004.

Wiszniowski, R., *Marketing wyborczy. Studium kampanii wyborczych w systemach prezydenckich i semiprezydenckich (Finlandia, Francja, Polska, Stany Zjednoczone)*, Wyd. Naukowe PWN, Warszawa-Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
3

1. Course title

European Integration

2. Course contentsLecture and classes

Conceptions of European integration – genesis and development. Marshall's plan, European Coal and Steel Community, Treaties of Rome. EEC – institutional frames, aims, principles and activity. Foundations of the European Union (European Communities, Single European Act, Treaty of Maastricht). Common economic policy. Common foreign and security policy. Regional policy of the European Union. Currency policy and budget of the European Union. European Union's institutions and their competences. Decision processes, membership in European Union. Law types and sources in EU. Plans of EU expanding. Developmental opportunities, conflicts, financial costs.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the sources, causes, course and effects of European integration as well as Union's institutions and mechanisms of their decision making. He or she understands the principles and aims of community policies.

5. Recommended reading

Barcz J., Kawecka-Wyszykowska E., *Integracja Europejska*, Wyd. Wolters Kluwer Polska, Warszawa 2007.

Dynia E., *Integracja Europejska*, Wyd. Prawnicze LexisNexis, Warszawa 2006.

Wojtaszczyk K., *Integracja Europejska. Wstęp*, Wyd. Akademickie i Profesjonalne, Warszawa 2006.

Cini M., *Unia Europejska: organizacja i funkcjonowanie*, PWE, Warszawa 2007.

Latoszek E., *Integracja Europejska: mechanizmy i wyzwania*, Wyd. Książka i Wiedza, Warszawa 2007.

Marszałek A., *Integracja Europejska. Podręcznik akademicki*, PWE, Warszawa 2004.

Milczarek D., *Europeistyka w zarysie*, PWE, Warszawa 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	IV	II
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Public Administration

2. Course contentsLecture and classes

Basic views of public administration essence, its genesis and basic functions. Social, cultural and political determinants of administration systems. Political processes taking place in public administration structures. Public administration models in contemporary world. Administration transformation processes in Poland and Middle East Europe. Structures and mechanisms of Polish public administration acting. Instruments (measures) and methods of public administration acting. Decision making processes in public administration and their effectiveness. Tendencies of changes of public administration in contemporary world.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the essence, determinants, structures and mechanisms of public administration functioning in Poland and in the world. He or she is aware of the place of public administration in political system and multiaspect relations between policy and administration.

5. Recommended reading

Błaś, A., Boć, J., Jeżewski, J., *Administracja publiczna*, Wrocław 2003.

Czaputowicz J. /red. naukowa/, *Administracja publiczna. Wyzwania w dobie integracji europejskiej*, Warszawa 2008.

Ferens, A., Macek, I. /red./, *Administracja i polityka. Administracja w procesie przemian*, Wrocław 2002.

Ferens, A., Macek, I. /red./, *Administracja i polityka. Wprowadzenie*, Wrocław 1999.

Habuda, L. /red./, *Administracja i polityka. Proces decyzyjny w administracji publicznej*, Wrocław 2000.

Hausner J. /red./, *Administracja publiczna*, Warszawa 2003.

Izdebski, H., Kulesza, M., *Administracja publiczna*, Warszawa 2000.

Peters G. B., *Administracja publiczna w systemie politycznym*, Warszawa 1999.

Chrabąszcz R., Hauser J., Mazur S., *Administracja publiczna w wybranych krajach Europy Środkowo-Wschodniej*, Kraków 2003.

Pawłowska, A. /red./, *Administracja publiczna. Zagadnienia wstępne*, Lublin 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	III	II
Classes	15/12	III	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Regional History

2. Course contentsLecture and classes

Silesia in the period of the great migration of nations IV-Vth century. A.D. Silesia in IX-Xth century. Silesia in the period of the first Piasts reign. Polish territories in the period of district split. Social, economical and national transformations in Silesia in XIIth and XIVth century. Culture in Silesia in early medieval times. Silesia annexation to the Czech Republic in XIVth century. Silesia in XVth and at the beginning of XVIth centuries. Renaissance and reformation in Silesia. Silesia in the first half of XVIIIth century. Silesia annexation to Prussia in 1742. Silesia in the first half of XIX century. Silesia on the turn of XIX-XXth centuries. Interwar years, World War II. Silesia after World War II.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the facts from the history of Silesia with taking into account region's specification. He or she acquires also consolidated knowledge of the history of Silesia at the angle of forming positive emotional references to this region as „small motherland”.

5. Recommended readingBahnicke J., *Śląsk i Ślązacy*, Warszawa 2001.Balbus T., *Konspiracja dolnośląska AK - WiN 1945 - 1948*, Wrocław 2000.Czapliński M. (red), *Historia Śląska*, Wrocław 2002.Ociepka B., *Niemcy na Dolnym Śląsku w l. 1945 - 70*, Wrocław 1994.Ordyłowski M., *Walka z opozycją polityczną na Dolnym Śląsku w l. 1945 - 1948*, Wrocław 1997.Suleja W., *„Solidarność” na Dolnym Śląsku*, Wrocław 1986.Szczepankiewicz – Battek J., *Protestantyzm na Śląsku*, Wrocław 1996.Tyszkiewicz J., *Od upadku Fetung Breslau do stalinowskiego Wrocławia. Kalendarium*, Warszawa 2000.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	I
Classes	30/18	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Political Geography

2. Course contentsLecture and classes

The subject and methods of political geography. Scope, reasons and effects of the changes on the political map of the world and Europe and its current shape. Classical and modern geopolitical conceptions. Geopolitical space – the term of the state, sovereignty and nation, state's constitutional forms. A state in the term of political geography. Geography of political orientation: chosen ideologies, tasks of elective geography, examples of political parties in the world. Introduction to global geopolitics. Relations on international scale – political, economical and social openness of the states; formation of new economical regions and leaders on world's economical market (e.g. China and India's promotion). Ethnic, religious and economical world's diversification as a potential conflict source.

3. Prerequisites

None

4. Learning outcomes

Graduate recognizes geopolitical view of the contemporary world and he or she can explain processes and phenomena, which have determined its formation. Graduate has basic knowledge on the subject of forming political and economical area with taking into account the matters concerning human- environment relation and globalization processes.

5. Recommended reading

Baczwarow Marin, Suliborski Andrzej, *Kompendium wiedzy o geografii politycznej i geopolityce*, Warszawa 2003.

Barbag Józef: *Geografia polityczna ogólna*, Warszawa 1987.

Bohdanowicz Jadwiga, Dzieścielski Marek, *Zarys geografii historycznej i politycznej cywilizacji. Podstawy metodologiczne*, Gdańsk 1994.

Brzeziński Zbigniew, *Wielka szachownica*, Warszawa 1998.

Huntington Samuel, *Zderzenie cywilizacji*, Warszawa 1996.

Otok Stanisław, *Geografia polityczna – Geopolityka – Państwo – Ekopolityka*, PWN Warszawa 2003.

Rościszewski M. (red.), *Współczesna geografia polityczna*, Szczecin 1998.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogics, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	I	I
Classes	15/10	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Conversatorium – Political culture

2. Course contents

Historical meaning of the term of political culture. Polish experience – expanding of the term. Models and conceptions of political culture of: G. Almond, J.J. Wiatr i M. Sobolewski. The term of culture versus political culture. Popular understanding of political culture. Political culture's functions. Benchmarking of political culture. Models of political culture (Types: political culture of G. Almond, culture of social democracy, totalitarian culture, hermitage culture, American individualism culture, state's capitalism culture, military culture, egalitarian culture, market culture, fatalistic culture). Informative systems affecting political culture. Mass media in the process of shaping political culture. Role of political culture in shaping public opinion.

3. Prerequisites

None

4. Learning outcomes

Graduate can identify problems from the scope of political culture term as well as problems connected with determining the essence of the phenomenon and ambiguities related to popular understanding of political culture and based on scientific criteria. Student understands political culture influence on policy field functioning.

5. Recommended reading

Almond G. A., *Problem kultury politycznej* [w:] *Władza i społeczeństwo*, red. J. Szczupaczyński, Warszawa 2005.

Filipiak T., *Polityka jako kultura polityczna – aspekty komparatystyczne* [w:] *Metafory polityki*, pod red. Bohdana Kaczmarka. T. 2 Warszawa 2003.

Jabłoński A., *Kultura polityczna i jej przemiany* [w:] *Studia z teorii polityki* T. I, red. A. Jabłoński, L. Sobkowiak Wrocław 2004.

Młyniec E., *Kultura polityczna i jej uwarunkowania* [w:] *Elementy metodologii nauki o polityce*, red. M. Surmaczyński, Nauki Polityczne UW. XLV Wrocław 1989, ss. 93-127.

Młyniec E., *Kultura polityczna i opinia publiczna* [w:] *Kategorie analizy politologicznej*, red. A. Antoszewski i A. Jabłoński, Wrocław 1991, ss. 144-159.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	III	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Statistics and Demography

2. Course contentsLecture and classes

Statistics subject, basic terms. Statistical surveys' stages. Statistical surveys' methods. The basis of the description and analysis of social and economical phenomena. Preparation and presentation of the statistical material. Characteristics of community structure. Relations analysis between the features. Evaluation methods of phenomena dynamics. Issue of social statistics. The subject of demography, basic terms, demography as supplementary science in political science. Demographical analysis. Demographical models and forecasts.

3. Prerequisites

None

4. Learning outcomes

Graduate can adequately apply methods of statistics in social and economical phenomena analysis. He or she has the abilities of analyzing and interpreting statistical survey's results.

5. Recommended readingHolzer J., „*Demografia*”. PWE, 2003.

Ostasiewicz S., Rusnak Z., Siedlecka U., „*Statystyka. Elementy teorii i zadania*”, Wydawnictwo AE we Wrocławiu, Wrocław 2006.

Panek T., Szulc A. (red.), „*Statystyka społeczna. Wybrane zagadnienia*”, SGH, Warszawa 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Information Technology

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	I	I
Classes	15/10	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures – Political systems of post-Soviet states

2. Course contents

USSR system in outline. Inner and outer factors of perestroika. The effects of political life liberalization. The effects of USSR collapse. Political systems of post-Soviet states: location, area and population. Shaping of political system. Constitutional principles and values. The system of the major state's authority organs. Territorial system. Local self-government. Party system. Elective system, elections and their effects. Independent States Community and other forms of integration in post-Soviet territory: formation of CIS. Organizational structure. The scope of activity. Effects of current cooperation. The Union of Belarus and Russia. Other forms of integration.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge of political systems of states, which came into being by the collapse of USSR after 1991.

5. Recommended reading

Ustroje polityczne krajów Wspólnoty Niepodległych Państw, red. W. Baluk, A. Czajowski, Wrocław 2007.

Zieliński, *Systemy konstytucyjne Łotwy, Estonii i Litwy*, Warszawa 2000.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	III	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures – Polish political emigration 1939-89

2. Course contents

Polish authorities in exile during World War II. Polish-Soviet relations in 1939-1945. Polish emigration in the face of decisions of the „Big Three”. Polish emigration authorities after the World War II. The main emigration centers in the world. Polish emigration towards state's stylization. Emigration in the face of decisive events in the state: 1956, 1968, 1970, 1980, 1989. Emigration's attitude to anticommunist opposition in 1976-1989.

3. Prerequisites

None

4. Learning outcomes

Graduate can indicate transformations state, that happened within political life of Polish emigration after September defeat and he or she knows history of the emigration environment and its views within inner and international policy.

5. Recommended reading

Warszawa nad Tamizą. Z dziejów polskiej emigracji politycznej po drugiej wojnie światowej, A. Friszke (red.), Warszawa 1994.

Urban A., *Emigracyjny dramat*, Warszawa 1998. *Wybór dokumentów do dziejów polskiego uchodźstwa niepodległościowego*, A. Suchcitz, L. Maika, W. Rojek (red.), Londyn 1997.

Mobilizacja uchodźstwa do walki politycznej 1945-1990, L. Kliszewicz (red.), Londyn 1995.

Hrabyk K., *Polska emigracja polityczna. Historia Rady Jedności Narodowej*, t.1,2, Warszawa 1973.

Hrabyk K., *Kraj i emigracja*, Nowy Jork 1957.

Habielski R., *Emigracja*, Warszawa 1995.

Alberska, *Październik 1956 w świetle polskiej prasy emigracyjnej*, Wrocław 1994.

Friszke A., *Życie polityczne emigracji*, Warszawa 1999.

Wyrwa T., *Bezdroża dziejów Polski. Emigracja i kraj po 1 września 1939r.*, Lublin 1998.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	III	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Social and Economic Policy

2. Course contentsLecture and classes

Doctrinal determinants of social policy. Political theory of social security state. Social policy towards chosen social issues. Social policy towards social conflicts. The future of European economical and social policy. EU competences in the scope of social policy and labour market policy. Labour market in EU and economical development. Education in Poland and EU. Migration policy in EU. Demographic problems in Poland and EU. Chosen social issues in Poland and EU. Changes made by expansion.

3. Prerequisites

None

4. Learning outcomes

Graduate understands economical and social processes occurring in Poland and EU. He or she is familiar with the categories of economical growth and the issue of social benefits as well as the rise of the salaries. Graduate can use theory from the scope of social and economical policy to solve problems, e.g. social security and contemporary crisis of a social state.

5. Recommended reading

Auleytnier J., Głębicka K., *Polityka społeczna pomiędzy opiekuńczością a pomocniczością*. WSP TWP w Warszawie, Warszawa 2000.

Ciechański J., *Otwarta metoda koordynacji w UE: wpływ na politykę społeczną i zatrudnienia nowych państw członkowskich*, Wyd. Scholar, Warszawa 2003.

Firlit-Fesnak G., Szyłko-Skoczny M. (red.), *Polityka społeczna. Podręcznik akademicki*, PWN, Warszawa 2007.

Głębicka K., *Polityka społeczna UE*. WSP TWP w Warszawie, Warszawa 2002.

Grędziński M., Malinowski K., *Europejski Fundusz Socjalny w UE*, WSP TWP, Dom Wyd. Elipsa, Warszawa 1999.

Orczyk J., *Polityka społeczna. Uwarunkowania i cele*, Wyd. AE w Poznaniu, Poznań 2005.

Ponikowski B., Zarzeczny J., *Uwarunkowania współczesnej polityki społecznej*, Wyd. UW, Wrocław 2002.

Popławska E. (red.), *Konstytucja dla rozszerzającej się Europy*, Instytut Spraw Publicznych, Warszawa 2001.

Wiśniowski J., *Ewolucja szwedzkiego i brytyjskiego modelu polityki społecznej w latach 1993-2003*, Wyd. Aspra, Warszawa 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/16	II	I
Classes	15/12	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

World History of The 20th Century

2. Course contentsLecture and classes

Revolution of 1917 in Russia. Revolution of 1918/1919 in Germany and Austria. Germany 1919-1933. Russia, Soviet Union 1918-1929. Economical crisis of 1929-35. Germany 1932-1938. Soviet Union in 1929-1938. International situation since 26 IX 1938 until 1 IX 1939. The outbreak and the first stage of World War I, 1 IX 1939– 22 VI 1941. Practical and military publishing of 1941-1943. Mutual actions, formation of postwar international relationship system 1943-1945. Practical transformations, system of international forces 1945-1955. Main areas and centers of conflicts between the Middle East and West, initiatives and actions in order to normalize international relations 1956-1972. Helsinki Security and Cooperation Conference of 1975. Liberation movements in communist states 1976-1981. Fall of the communism in European states.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge of facts concerning international situation, history of the leading world's states, systems, structures, international organizations. He or she understands contemporary processes and developing tendencies in the world.

5. Recommended reading

Bartoszewicz, H., *Polityka Związku Radzieckiego wobec państw Europy Środkowo Wschodniej w latach 1944 - 1948*, Warszawa 1999.

Bartnicki A. (red.), *Zarys dziejów Afryki i Azji 1869 - 1996. Historia konfliktów*, Warszawa 1996.

Czubiński A. (red.), *Druga wojna światowa i jej następstwa*, Poznań 1996.

Czubiński, A., Olszewski W., *Historia Powszechna 1939 - 1997. Podręcznik dla studentów historii i nauk politycznych*, Wyd. III, Poznań 2002.

Eberhard P., *Między Rosją a Niemcami. Przemiany narodowościowe w Europie środkowowschodniej w XX w.*, Warszawa 1996.

Halzer J., *Europejskie tragedie XX w. II wojna światowa*, Warszawa 2005.

Kennedy, R., *Mocarstwa świata. Narodziny - rozkwit - upadek*, Warszawa, 1994

Mączek, A (red.), *Historia Europy*, Wrocław, 1997.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	I	I
Classes	30/20	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

History of Poland of The 20 th Century

2. Course contentsLecture and classes

Polish issue in the period of the World War I (1914-1918). Formation of the conditions of Poland gaining back independence. Creation of parliamentary democracy (1921- 1926). May coup and reorganization rule. Poland in the period of World War II. Fight for Poland's political form in 1944-1947. Poland in the period of Stalinism (1948-1955). Poland's political situation in 1956-1970. Poland in Gierek's period. Ending of real socialism (1980-1989). Process of constitutional transformation.

3. Prerequisites

None

4. Learning outcomes

Graduate knows isomorphic view of the Poland's history of the XXth century and understands the process of historical development with special regard to political and social aspect. He or she can indicate the most important stages of Poland's history of the XXth century.

5. Recommended reading

Andrusiewicz A., *Polska 1991 - 1995*, Rzeszów 1995.

Bonusiak W., *Polska podczas II wojny światowej*, Rzeszów 2007.

Brzoza C., Sowa A.L., *Historia Polski 1918-1945*, Kraków 2007.

Czubiński A., *Polska Ludowa 1944-1989*, Poznań 1992.

Dudek A., *Historia polityczna Polski 1989-2005*, Kraków 2007.

Duraczyński E., *Polska 1939 – 1945. Dzieje polityczne*, Warszawa 1999.

Paczkowski A., *Pół wieku dziejów Polski 1939-1989*, Warszawa 1995.

Podhorodecki L., *Historia najnowsza. Świat i Polska 1939- 1997/98*, Warszawa 1999.

Roszkowski W., *Historia Polski 1914-1998*, Warszawa 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	I	I
Classes	15/10	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

6

1. Course title

History of Poland of The 20 th Century

2. Course contentsLecture and classes

Polish issue in the period of the World War I (1914-1918). Formation of the conditions of Poland gaining back independence. Creation of parliamentary democracy (1921- 1926). May coup and reorganization rule. Poland in the period of World War II. Fight for Poland's political form in 1944-1947. Poland in the period of Stalinism (1948-1955). Poland's political situation in 1956-1970. Poland in Gierek's period. Ending of real socialism (1980-1989). Process of constitutional transformation.

3. Prerequisites

None

4. Learning outcomes

Graduate knows isomorphic view of the Poland's history of the XXth century and understands the process of historical development with special regard to political and social aspect. He or she can indicate the most important stages of Poland's history of the XXth century.

5. Recommended reading

Andrusiewicz A., *Polska 1991 - 1995*, Rzeszów 1995.

Bonusiak W., *Polska podczas II wojny światowej*, Rzeszów 2007.

Brzoza C., Sowa A.L., *Historia Polski 1918-1945*, Kraków 2007.

Czubiński A., *Polska Ludowa 1944-1989*, Poznań 1992.

Dudek A., *Historia polityczna Polski 1989-2005*, Kraków 2007.

Duraczyński E., *Polska 1939 – 1945. Dzieje polityczne*, Warszawa 1999.

Paczkowski A., *Pół wieku dziejów Polski 1939-1989*, Warszawa 1995.

Podhorodecki L., *Historia najnowsza. Świat i Polska 1939- 1997/98*, Warszawa 1999.

Roszkowski W., *Historia Polski 1914-1998*, Warszawa 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	II	I
Classes	30/20	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Conversatorium – Profiles of the founders of the united Europe

2. Course contents

The course of European integration process in historical perspective. Personal, spiritual, cultural and political fates of the founders of the united Europe– Richard Coudenhove-Kalerga, Aristid Briand, Altiero Spinelli, Jean Monnet, Robert Schuman, Konrad Adenauer, Alcide De Gasperi, Paul-Henri Spaak and Joseph Retinger.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic representatives – the founders of the united Europe. He or she can allocate particular persons in social and political entourage of the XXth century.

5. Recommended reading

G. Audisio, Alberto Chiara, *Twórcy zjednoczonej Europy*, Warszawa 2007.

A. Borzym, Jeremi Sadowski, *Polscy Ojcowie Europy*, Warszawa 2007.

K. Łastawski, *Od idei do integracji europejskiej*, Warszawa 2003.

J. Łukaszewski, *Cel: Europa. Dziewięć esejów o budowniczych jedności europejskiej*, Warszawa 2002.

A. Marszałek, *Z historii europejskiej idei integracji międzynarodowej*, Łódź 1996.

P. Wandycz, *Zjednoczona Europa*, Londyn 2003.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Conversatorium – Contemporary Polish society

2. Course contents

Terminological introduction. Factors and processes that dynamize the structure of Polish society. Small social groups and local and regional bonds. Polish family in the period of transformation. Transformations of the towns and municipal communities after 1989. Transformations of rural communities. The level of life of Polish society. Social problems. Transformations in education. Polish youth in the period of transformation. Constitutional transformation and remembrance to the past. Civil society. Polish society between world-wideness and localness.

3. Prerequisites

None

4. Learning outcomes

Graduate can describe and analyze the phenomena and processes occurring in Polish society in 1990-2010. He or she also knows the social processes in the sense of arisen or proposed social and economical reforms, and often impulsive changes (social movements). In accurate way graduate presents demographic, cultural, educational, economical and political changes in the context of constitutional transformation.

5. Recommended reading

Współczesne społeczeństwo polskie a wezwania integracji europejskiej. Studia i materiały, Leoński J., Woźniak R.B. (red.), Szczecin 2005.

Wybrane problemy współczesnego społeczeństwa, M. Kowalska- Musiał (red.), Kraków 2008.

Władza, przywileje, korupcja, M. Jarosz (red.), Warszawa 2004.

Wygrani i przegrani polskiej transformacji, M. Jarosz (red.), Warszawa 2005.

Transformacja, elity, społeczeństwo, M. Jarosz (red.), Warszawa 2007.

Tadeusz P., *Pamięć zbiorowa społeczeństwa polskiego w okresie transformacji*, Warszawa 2008.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Conversatorium – Local communities in action

2. Course contents

Local communities, self-governmental communities, local communities – analysis of local society system. Local elites, local leaders. Basic processes taking place in local authority's structure. Social activity. Local citizenship. Social capital. Definitions. Trials of assessment of local activity in Polish communes. Petitions, complaints and protests. Conflicts on the local level.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic mechanisms of local communities functioning. He or she can analyze different types of citizens activities of particular communes.

5. Recommended reading

Habuda L., *Samorządowa wspólnota terytorialna- refleksje sceptyka* [w:] *Samorząd lokalny w Polsce. Społeczno- polityczne aspekty funkcjonowania*, Michałowski St. (red.), Pawłowska A., UMCS, Lublin 2004.

Kantyka Z., Wróbel S., *Władza polityczna w gminie* [w:] *Władza lokalna a problemy rozwoju samorządności i decentralizacji w Polsce*, pod red. P. Dobrowolskiego, Katowice 2000, s. 66-92.

Śmigiełska J., *Teatr władzy lokalnej*, Wyd. Trio, Warszawa 2004, s. 11-40.

Tracz T., *Niektóre aspekty współpracy władz publicznych z sektorem pozarządowym- niewykorzystane możliwości i mankamenty systemowe* [w:] „Trzeci sektor”, nr 3, 2005.

Trutkowski C., Mandes S., *Kapitał społeczny w małych miastach*, Wyd. Scholar, Warszawa 2005, s. 45-80.

Turowski J., *Społeczność lokalna* [w:] „Studia Socjologiczne” nr 3, 1977.

Wartości podstawowe samorządu terytorialnego i demokracji lokalnej, Swianiewicz P. (red.), *Program Wspierania Samorządów Lokalnych Brytyjskiego Funduszu Know-How. Fundusz Współpracy*, Wyd. Muncypium SA, Warszawa 1997, s. 132-165.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Conversatorium - Logical aspects of communication

2. Course contents

Basic terms of communication theory. Logic and conversation. Art of argumentation. Discussion: arguments and contra arguments in discussion, rules of rational discussion, disloyal eristic tricks. Persuasion: formal analysis of the term persuasion (simple persuasive acts, persuasion as a process), experimental research over persuasion, doubling of persuasion, ELM model. Manipulation: pressure, blackmail and lie as naive manipulation techniques. Beliefs: the components of the beliefs, faith and knowledge, the principle of retrospection, logic elements of conscious beliefs.

3. Prerequisites

None

4. Learning outcomes

Graduate gains extended knowledge of information useful to analyze communication phenomenon, and thereby he or she enriches his or her set of terms from logical pragmatics and argumentation theory as well as masters practical abilities in the scope of communication.

5. Recommended reading

Tokarz Marek, *Argumentacja, perswazja, manipulacja. Wykłady z teorii komunikacji*. Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2006.

Szymanek Krzysztof, Wieczorek Krzysztof A., Wójcik Andrzej S., *Sztuka argumentacji. Ćwiczenia w badaniu argumentów*, Wydawnictwo Naukowe PWN, Warszawa 2004.

Szymanek Krzysztof, *Sztuka argumentacji. Słownik terminologiczny*, Wydawnictwo Naukowe PWN, Warszawa 2001.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	II	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
1

1. Course title

Choice of Lectures - Logic

2. Course contents

Traditional terms logic. Various types of quantifier collocations occurring in natural language as well as quantifying mechanisms, logical form of the colloquial language sentences. Definitions and defining. Interrogative sentences from the logic point of view. Modalities from the logic point of view. Beliefs from the logic point of view. Predispositions from the logic point of view. Logic and conversation. Basic terms of general sciences methodology.

3. Prerequisites

None

4. Learning outcomes

Graduate becomes familiar with conceptual and terminological schema of elementary logical theories. He or she masters elements of language's logic which is logical semiotics and practical use of this knowledge in formulating thoughts in speech and writing.

5. Recommended reading

T. Hołówka, *Kultura logiczna w przykładach*, Wydawnictwo Naukowe PWN, 2003.

B. Stanosz *Wprowadzenie do logiki. Podręcznik dla humanistów*, wyd. ósme rozszerzone, Wydawnictwo Naukowe PWN 2005.

B. Stanosz *Ćwiczenia z logiki*, wyd. szesnaste rozszerzone, Wydawnictwo Naukowe, PWN 2005.

M. Tokarz *Elementy pragmatyki logicznej*, PWN 1993.

K. Szymanek, *Sztuka argumentacji. Słownik terminologiczny*, Wydawnictwo Naukowe PWN, 2004

Z. Ziemiński *Logika praktyczna*, wyd. dwudzieste, PWN 1997.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	I	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures – Polish political emigration 1939-89

2. Course contents

Polish authorities in exile during World War II. Polish-Soviet relations in 1939-1945. Polish emigration in the face of decisions of the „Big Three”. Polish emigration authorities after the World War II. The main emigration centers in the world. Polish emigration towards state's stylization. Emigration in the face of decisive events in the state: 1956, 1968, 1970, 1980, 1989. Emigration's attitude to anticommunist opposition in 1976-1989.

3. Prerequisites

None

4. Learning outcomes

Graduate can indicate transformations state, that happened within political life of Polish emigration after September defeat and he or she knows history of the emigration environment and its views within inner and international policy.

5. Recommended reading

Warszawa nad Tamizą. Z dziejów polskiej emigracji politycznej po drugiej wojnie światowej, A. Friszke (red.), Warszawa 1994.

Urban A., *Emigracyjny dramat*, Warszawa 1998.

Wybór dokumentów do dziejów polskiego uchodźstwa niepodległościowego, A. Suchcitz, L. Maika, W. Rojek (red.), Londyn 1997.

Mobilizacja uchodźstwa do walki politycznej 1945-1990, L. Kliszewicz (red.), Londyn 1995.

Hrabyk K., *Polska emigracja polityczna. Historia Rady Jedności Narodowej, t.1.2*, Warszawa 1973.

Hrabyk K., *Kraj i emigracja*, Nowy Jork 1957.

Habielski R., *Emigracja*, Warszawa 1995.

Alberska M., *Październik 1956 w świetle polskiej prasy emigracyjnej*, Wrocław 1994.

Friszke A., *Życie polityczne emigracji*, Warszawa 1999.

Wyrwa T., *Bezdroża dziejów Polski. Emigracja i kraj po 1 września 1939r.*, Lublin 1998.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	I	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures – Elements of political axiology

2. Course contents

Catalogue of values existing in the policy. Values diplomacy. Aspirations and value systems existing in stratificational structures. The role of religion in shaping values – civilization circles. Evolution of social values by Rondel Inglehart. Individualistic and collectivist value conception of Salomon Schwarz. Can being a politician be treated as an occupation? Politician's responsibility (for what? and in front of whom?). Moral assessment criteria and creation of the job of politician. Politician roles during his/her job performance. Life „for policy” and life „from policy”. Policy oligarchization and processes legalizing politician's job. Intellectual genesis of justice and social equality idea. Political divisions as consequences of attitude to justice and equality. Equality: objective, subjective, proportional and of possibilities. What are the motivations of supporters of leftism and rightism.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the values helping in personality and social behaviors (including political) shaping. He or she acquired abilities of using categories that account for political surrounding assessment.

5. Recommended reading

Weber Max, *Polityka jako zawód i powołanie*. Wyd. Społeczny Instytut Wydawniczy Znak, Warszawa 1998.

E. Młyniec, *Teoria stereotypu* [w:] *Studia z teorii polityki*, red. A.W. Jabłoński i L. Sobkowiak, Wrocław 1998, t. II.

C. N. Macrae, Ch. Stangor, M. Hewstone, *Stereotypy i uprzedzenia*, Gdańsk 1999.

M. Ossowska, *Normy moralne. Próba syntetyzacji*. PWN Warszawa 2000, ss. 131-148.

A. Błaś, J. Boć, J. Jeżewski, *Administracja publiczna*, pod red. J. Bocia. Wyd. Kolonia Limited, Warszawa 2003, ss. 197-214.

James G. March, Johan P. Olsen, *Instytucje. Organizacyjne podstawy polityki*. Wyd. Scholar, Warszawa 2005, ss. 120-147.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	II	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
1

1. Course title

Choice of Lectures – Polish society in the age of social and political changes

2. Course contents

Terminological introduction. Factors and processes that dynamize the structure of Polish society. Small social groups and local and regional bonds. Polish family in the period of transformation. Transformations of the towns and municipal communities after 1989. Transformations of rural communities. The level of life of Polish society. Social problems. Transformations in education. Polish youth in the period of transformation. Constitutional transformation and remembrance to the past. Civil society. Polish society between world-wideness and localness.

3. Prerequisites

None

4. Learning outcomes

Graduate can describe and analyze the phenomena and processes occurring in Polish society in 1990-2010. He or she also knows the social processes in the sense of arisen or proposed social and economical reforms, and often impulsive changes (social movements). In accurate way graduate presents demographic, cultural, educational, economical and political changes in the context of constitutional transformation.

5. Recommended reading

Współczesne społeczeństwo polskie a wezwania integracji europejskiej. Studia i materiały, Leoński J., Woźniak R.B. (red.), Szczecin 2005.

Wybrane problemy współczesnego społeczeństwa, M. Kowalska- Musiał (red.), Kraków 2008.

Władza, przywileje, korupcja, M. Jarosz (red.), Warszawa 2004.

Wygrani i przegrani polskiej transformacji, M. Jarosz (red.), Warszawa 2005.

Transformacja, elity, społeczeństwo, M. Jarosz (red.), Warszawa 2007.

Tadeusz P., *Pamięć zbiorowa społeczeństwa polskiego w okresie transformacji*, Warszawa 2008.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	II	I
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

Public communication and public relations: subjects for speciality:

ECTS credits
2

1. Course title

Seminar - Statement's forms in public communication

2. Course contents

Basic terms and problems concerning journalistic types and genres. Features of informative genres. Creating simple informative texts. Reportage and its varieties. Classical and contemporary definitions of the genre. Typological indicators of journalistic genres. Workshop analysis of prominent examples of journalistic statements. Exercises preparing to independent editing chosen journalistic forms. Presentation and a trial of valuation independently created journalistic texts. Television and its genres. Rules of text analysis in media discourse. Journalist rhetoric.

3. Prerequisites

None

4. Learning outcomes

Graduate knows journalistic forms of statement in the process of mass communication. Student acquires knowledge of informative and journalistic genres as well as of functional these conventions' usage. He or she is prepared to conscious, critical reception of media broadcasting.

5. Recommended readingJ. Adamowski (red.), *O warsztacie dziennikarskim*, Warszawa 2002.Z. Bauer, *Gatunki dziennikarskie*, [w:] *Dziennikarstwo i świat mediów*, Z. Bauer, E. Chudziński (red.), Kraków 1996.S. Bortnowski, *Warsztaty dziennikarskie*, Warszawa 1999.J. Fras, *Dziennikarski warsztat językowy*, Wrocław 1999.W. Godzic, *Telewizja i jej gatunki po „Wielkim Bracie”*, Kraków 2004.M. Lisowska-Magdziarz, *Analiza tekstów w dyskursie medialnym*, Kraków 2006.A. Magdoń, *Reporter i jego warsztat*, Kraków 1993.W. .Pisarek, *Nowa retoryka dziennikarska*, Kraków 2002.K. Wolny-Zmorzyński, A. Kaliszewski, W. Furman, *Gatunki dziennikarskie*, Warszawa 2006.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Seminar - Local Communities in Action

2. Course contents

Local communities, self-governmental communities, local communities – analysis of local society system. Commune as a basic local life element and as a basic element of Poland's territorial division. Local elites, local leaders. Formal aspects of local authority. Basic processes taking place in local authority's structure. Social activity. Local citizenship. Social capital. Definitions. Trials of assessment of local activity in Polish communes. Self-government versus other entities on local life area. Private and non-governmental sector versus self-governmental administration. Petitions, complaints and protests. Conflicts on local level.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic mechanisms of local communities functioning. He or she can analyze different types of citizens activities of particular communes.

5. Recommended reading

Habuda L., *Samorządowa wspólnota terytorialna - refleksje sceptyka* [w:] *Samorząd lokalny w Polsce. Społeczno-polityczne aspekty funkcjonowania*, Michałowski S. (red.), Pawłowska A., UMCS, Lublin 2004.

Kantyka Z., Wróbel S., *Władza polityczna w gminie* [w:] *Władza lokalna a problemy rozwoju samorządności i decentralizacji w Polsce*, pod red. P. Dobrowolskiego, Katowice 2000, s. 66-92.

Śmigielska J., *Teatr władzy lokalnej*, Wyd. Trio, Warszawa 2004, s. 11-40.

Tracz T., *Niektóre aspekty współpracy władz publicznych z sektorem pozarządowym - niewykorzystane możliwości i mankamenty systemowe* [w:] „Trzeci sektor” nr 3, 2005.

Trutkowski C., Mandes S., *Kapitał społeczny w małych miastach*, Wyd. Scholar, Warszawa 2005, s. 45-80.

Turowski J., *Społeczność lokalna* [w:] „Studia Socjologiczne” nr 3, 1977.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Seminar - The Language of Contemporary Policy

2. Course contents

A trial of describing the essence of policy language, its bond with political culture. Political propaganda's language in historical view – analysis of so called „newspeak” phenomenon. Political propaganda's language in theoretical view – analysis of techniques and measures of persuasive influence. Rhetoric in politicians' language. Forms and ways of rhetorical arguing in chosen public discussions. Communication strategies in political discourse. Workshop classes – gathering and analyzing the material showing characteristic topics and tendencies that occur in political texts.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities of recognizing and analyzing policy language as functional variety of general language. He or she recognizes broadcasts of political character, notices relations between policy language and political culture of the society.

5. Recommended reading

I. Borkowski, *Świt wolnego słowa. Język propagandy politycznej 1981-1995*, Wrocław 2003.

J. Bralczyk, *O języku polskiej propagandy politycznej lat osiemdziesiątych i dziewięćdziesiątych*, Warszawa 2003.

D. Dabert, *Mowa kontrolowana. Szkice o języku publicznym w Polsce po 1989 roku*. Poznań 2003.

B. Dobek-Ostrowska, J. Frasz, B. Ociepa, *Teoria i praktyka propagandy*, Wrocław 1999.

I. Kamińska-Szmaj, *Słowa na wolności. Język polityki po 1989 roku. Wypowiedzi, dowcip polityczny, słownik inwektyw*, Wrocław 2003.

P. Krzyżanowski, P. Nowak (red.), *Manipulacja w języku*, Lublin 2004.

K. Mosiołek-Kłosińska, T. Zgółka, *Język perswazji publicznej*, Poznań 2004.

K. Ozóg, *Język w służbie polityki*, Rzeszów 2004.

A. Siewierska-Chmaj, *Język polskiej polityki*, Rzeszów 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma Seminar

2. Course contents

Methodological workshops and choosing the topics of Diploma papers. Aims and tasks of Bachelor thesis. Topic and construction of the thesis. Review of research methods. Source materials and subject literature. Technique of writing the thesis. Formulating the seminarists' topics of Bachelor thesis.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge in the scope of writing Diploma thesis. He or she is prepared to independent formulating of the problem, research designing and interpreting its results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisania prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/18	V	III
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma Seminar

2. Course contents

Methodological workshops and choosing the topics of Diploma papers. Aims and tasks of Bachelor thesis. Topic and construction of the thesis. Review of research methods. Source materials and subject literature. Technique of writing the thesis. Formulating the seminarists' topics of Bachelor thesis.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge in the scope of writing Diploma thesis. He or she is prepared to independent formulating of the problem, research designing and interpreting its results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisania prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/18	VI	III
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma Paper Seminar

2. Course contents

Methodological workshops and choosing the topics of Diploma papers. Aims and tasks of Bachelor thesis. Topic and construction of the thesis. Review of research methods. Source materials and subject literature. Technique of writing the thesis. Formulating the seminarists' topics of Bachelor thesis.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge in the scope of writing Diploma thesis. He or she is prepared to independent formulating of the problem, research designing and interpreting its results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisanie prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	IV	II
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Public Image Creation

2. Course contentsLecture and classes

Public image. Basic terms and categories. Psychological and sociological theories of perceiving people. Research methods and analyses of public persons' image. Conceptions of creating an image and candidates selection („superman” and „typical man” model). Training of presentation and public performance. Creation of the image of a commune and other public institutions – public and non-governmental organizations as entities of Public Relations' actions. Image advertisement: the role of Internet in creating public institutions' image. Media image creation. Media Relations. The role of media in image creating on the basis of chosen stars of Polish show business examples. Public image of politicians; analysis of chosen politicians' image (study of cases).

3. Prerequisites

None

4. Learning outcomes

Graduate knows chosen techniques of creating public image in traditional media and online. Student can recognize theoretical models ,stated in subject literature list, and combine them with the practice of social and public life. In the course of classes student can observe image actions (verbal and non-verbal communication) as well as indicate constructive ways of realization.

5. Recommended reading

Dobek-Ostrowska, B., Wiszniowski, R., *Teoria komunikowania publicznego i politycznego: wprowadzenie*, Wydawnictwo ASTRUM, Wrocław 2007.

Cwalina, W., Falkowski, A., *Marketing polityczny. Perspektywa psychologiczna*, Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2005.

Flis, J., *Samorządowe public relations*, Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków 2007.

Hope, E. (red.), *Public relations instytucji użyteczności publicznej*, Wydawnictwo Scientific Publishing Group, Gdańsk 2005.

Jabłoński, W., *Kreowanie informacji: media relations*, Wydawnictwo Naukowe PWN, Warszawa 2006.

Ociepka, B. (red.), *Kształtowanie wizerunku*, Wydawnictwo Uniwersytetu Wrocławskiego, Wrocław 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	III
Classes	15/12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Political Communication

2. Course contentsLecture

The subject of political communications. Basic stratifications within political communication. Political communication in mass extent. The main participants (actors) of political communication. The main relations between participants (actors) of political communication. Communicative competence in politics and its basic determinants. Mass media as a measure of political socialization. Citizens' participation in elective campaigns. Politicians and political parties in political communication. Political promotion, elective, public relations and advertisement campaign. Types of political campaign Americanization, personalization, presidentialization of contemporary political campaigns and their aspects. Specification of political advertisement. The importance of mass media in political communication. Mediatization of social reality and politics. Using Internet in political communication. Public debate as a main act of political communication in democracy. Specification of the public debate in Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate understands specification of political communication and knows the processes of mass communication in democracy. He or she understands proprieties and principles of the participation in political communication of politicians, media and citizens.

5. Recommended reading

Fras J., *Komunikacja polityczna. Wybrane zagadnienia gatunków i języka wypowiedzi*, Wrocław Wyd. Uniwersytetu Wrocławskiego 2006.

Dobek-Ostrowska B., *Komunikowanie polityczne i publiczne*, Warszawa PWN 2006.

Dobek-Ostrowska B., *Media masowe i aktorzy polityczni w świetle studiów nad komunikowaniem politycznym*, Wrocław Wyd. Uniwersytetu Wrocławskiego 2006.

Schultz W., *Komunikacja polityczna. Koncepcje teoretyczne i wyniki badań empirycznych na temat mediów masowych w polityce*, Kraków Wyd. Uniwersytetu Jagiellońskiego Kraków 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

The Basics of Social Communication

2. Course contentsLecture and classes

Communication as a basic social process. Main typologies of social communication. Psychological, social and cultural determinants of communicative competence. Interpersonal, organizational, mass and global communication. Strategies and techniques of exerting influence on people. Media and its social role. Mass media. Mass media influence on contemporary society. Political communication and civil activity. Realization of the informative society idea in Poland.

3. Prerequisites

None

4. Learning outcomes

Graduate recognizes basic terms and categories from the scope of social communication. He or she knows the rules and conditions affecting communication in determined social interactions and by mass media.

5. Recommended reading

Dobek-Ostrowska B., *Podstawy komunikowania społecznego*, Wrocław 2004.

Fras J., *Komunikacja polityczna. Wybrane zagadnienia gatunków i języka wypowiedzi*, Wrocław 2005.

Goban-Klas T., *Media i komunikowanie masowe. Teorie i analizy prasy, radia, telewizji i Internetu*, Warszawa-Kraków 2004.

Griffin E., *Podstawy komunikacji społecznej*, Gdańsk 2003.

McQuail D., *Teoria komunikowania masowego*, Warszawa 2007.

Mrozowski M., *Media masowe. Władza, rozrywka i biznes*, Warszawa 2001.

Pisarek W. (red.), *Słownik terminologii medialnej*, Kraków 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Introduction to Public Relations

2. Course contentsLecture and classes

Public relations as a form of communication. Public relations versus other forms of promotion. Aims and principles of conducting public relations actions. PR as a tool of image creation. The structure of public relations strategies. Contacts with media. Media analysis. The rules of cooperation with journalists. Information management in critical situation. Social campaigns organization. Public relations of non-profit institutions. Inner PR – the essence of communication inside the company/institution. Legal and ethical rules of public relations actions.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the essence of public relations, can distinguish public relations actions from other promotion actions. Student can use communication tools adequately to the situation and can cooperate with media representatives.

5. Recommended reading

Hope, E. (red.), *Public relations instytucji użyteczności publicznej*, Gdańsk 2005.

Knecht Z., *Racjonalne public relations. Budowa działu, instrumenty, studia przypadków*, Warszawa 2005.

Olędzki J., Tworzydło D. (red.), *Public relations. Znaczenie społeczne i kierunki rozwoju*, Warszawa 2006.

Rozwadowska B., *Public relations. Teoria, praktyka, perspektywy*, Warszawa 2002.

Wojcik K., *Public relations od A do Z*, Warszawa 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Methods and Techniques of PR – stationary studies

2. Course contentsLecture and classes

Public relations' essence. The rules of organization of public relations' activities. Formation of public relations program. Techniques of creation of organization's image. System of visual identification. Inner public relations – influence on the workers. Media relations. Principles and forms of cooperation with journalists. Modern PR techniques. Using Internet in communication campaigns. Sponsorship as a toll of public relations. Public relations versus critical situation. Methods and techniques of conduct in crisis. System of evaluation of PR actions effectiveness.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the essence of public relations actions, knows methods of creating positive company's image as well as the most important public relations techniques and he or she can use them in practice.

5. Recommended reading

Budzyński W., *Public relations, Strategia i nowe techniki kreowania wizerunku*, Warszawa 2008.

Gregory A. (red.), *Skuteczne techniki PR*, Gdańsk 2005.

Knecht Z., *Racjonalne public relations. Budowa działu, instrumenty, studia przypadków*, Warszawa 2005.

Olędzki J., Tworzydło D. (red.), *Public relations. Znaczenie społeczne i kierunki rozwoju*, Warszawa 2006.

Rozwadowska B., *Public relations. Teoria, praktyka, perspektywy*, Warszawa 2001.

Tworzydło D., Soliński T. (red.), *Public relations – wyzwania współczesności*, Rzeszów 2004.

Wojcik K., *Public relations od A do Z*, Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
5

1. Course title

Methods and Technics of PR – non-stationary studies

2. Course contentsLecture and classes

Public relations' essence. The rules of organization of public relations' activities. Formation of public relations program. Techniques of creation of organization's image. System of visual identification. Inner public relations – influence on the workers. Media relations. Principles and forms of cooperation with journalists. Modern PR techniques. Using Internet in communication campaigns. Sponsorship as a toll of public relations. Public relations versus critical situation. Methods and techniques of conduct in crisis. System of evaluation of PR actions effectiveness.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the essence of public relations actions, knows methods of creating positive company's image as well as the most important public relations techniques and he or she can use them in practice.

5. Recommended reading

Budzyński W., *Public relations, Strategia i nowe techniki kreowania wizerunku*, Warszawa 2008.

Gregory A. (red.), *Skuteczne techniki PR*, Gdańsk 2005.

Knecht Z., *Racjonalne public relations. Budowa działu, instrumenty, studia przypadków*, Warszawa 2005.

Olędzki J., Tworzydło D. (red.), *Public relations. Znaczenie społeczne i kierunki rozwoju*, Warszawa 2006.

Rozwadowska B., *Public relations. Teoria, praktyka, perspektywy*, Warszawa 2001.

Tworzydło D., Soliński T. (red.), *Public relations – wyzwania współczesności*, Rzeszów 2004.

Wojcik K., *Public relations od A do Z*, Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	18	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

The World's and Polish Media System

2. Course contentsLecture

Media system - the term and structure. Media system in economic sphere of influence. Media system versus political system. Media doctrines. Media systems' models by Hallin and Mancini. Polish media system. Press system in social structure. Press forms of ownership in Poland. Readership and reception. Radio and television market in Poland. Tasks of State's Radio and Television Council. Public and private media. Foreign capital on Polish media market. Legal basis of media activity in Poland. Systems of mass communication in chosen countries.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge that enables him/her to understand mechanisms and determinants deciding about media functioning. Student can compare and classify chosen media systems, analyze media market from legal, politic science and economic point of view.

5. Recommended reading

Dobek-Ostrowska B. (red.), *Media masowe na świecie. Modele systemów medialnych i ich dynamika rozwojowa*, Wydawnictwo Uniwersytetu Wrocławskiego, Wrocław 2007.

Hallin Daniel C., Mancini Paolo, *Systemy medialne. Trzy modele mediów i polityki w ujęciu porównawczym*, Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków 2007.

Jaskiernia A., *Publiczne media elektroniczne w Europie*, Wydawnictwo Aspra, Warszawa 2006.

Mielczarek T., *Monopol, pluralizm, koncentracja. Środki komunikowania masowego w Polsce w latach 1989-2006*, Wydawnictwa Akademickie i Profesjonalne, Warszawa 2007.

Mikułowski-Pomorski J., *Zmieniający się świat mediów*, Wydawnictwo Universitas, Kraków 2008.

Williams Kevin, *Media w Europie*, Wydawnictwa Akademickie i Profesjonalne, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Press and Copyright Law – stationary studies

2. Course contentsLecture and classes

Constitutional regulation of mass media. Genesis and chosen sources of international press and copyright law. Printing press – the sources of regulating and basic terms of press law. Organization of press activity. Journals and newspapers' register – mode of the press register. Radio broadcasting and television – legal regulation and basic terms. National Broadcasting Council. Radio and television senders. Radio and television programs. Press versus Internet. Journalists' rights and duties. Advertisement in press activity. Rectifications, messages and press announcement. Intellectual property law versus press activity – copyright law. Legal liability within press activity.

3. Prerequisites

None

4. Learning outcomes

Graduate can indicate on press and copyright law regulation as complex regulation of media activity.

5. Recommended reading*Prawo mediów*, pod red. J. Barty, R. Markiewicza, A. Matlaka, Warszawa 2008.J. Barta, R. Markiewicz, *Prawo autorskie*, Warszawa 2008.J. Jezioro, *Prawo własności intelektualnej [w:] Podstawy prawa autorskiego*, pod red. E. Gniewka, Warszawa 2005.**6. Type of course**

Obligatory

7. Teaching team

Department of Administration

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Press and Copyright Law – non-stationary studies

2. Course contentsLecture and classes

Constitutional regulation of mass media. Genesis and chosen sources of international press and copyright law. Printing press – the sources of regulating and basic terms of press law. Organization of press activity. Journals and newspapers' register – mode of the press register. Radio broadcasting and television – legal regulation and basic terms. National Broadcasting Council. Radio and television senders. Radio and television programs. Press versus Internet. Journalists' rights and duties. Advertisement in press activity. Rectifications, messages and press announcement. Intellectual property law versus press activity – copyright law. Legal liability within press activity.

3. Prerequisites

None

4. Learning outcomes

Graduate can indicate on press and copyright law regulation as complex regulation of media activity.

5. Recommended reading*Prawo mediów*, pod red. J. Barty, R. Markiewicza, A. Matlaka, Warszawa 2008.J. Barta, R. Markiewicz, *Prawo autorskie*, Warszawa 2008.J. Jezioro, *Prawo własności intelektualnej [w:] Podstawy prawa autorskiego*, pod red. E. Gniewka, Warszawa 2005.**6. Type of course**

Obligatory

7. Teaching team

Department of Administration

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Public Opinion

2. Course contents**Lecture**

The essence of phenomenon known as public opinion. The quality of dispute concerning the term of public opinion versus social opinion. History of public opinion research until XX century. Polish *polling* companies. Off survey forms of public opinion research. Periodization of public opinion development. Conservative and democratic intake of public opinion. The term of public opinion. Auditorium, audience, receptive community – criteria of audience division. Social opinion versus public opinion. “Common” and “public” opinion. Public opinion versus public opinions. The effectiveness of *polling* companies. Principles and canons of public opinion research appropriateness. The influence of macro and micro environments on public opinion. Occurrence of international public opinion. The role of using survey research in elective campaigns. Ways and methods of research results’ presentation. Survey and its types. Aims and tasks of pilot survey.

3. Prerequisites

None

4. Learning outcomes

Graduate knows theoretical and practical public opinion area. He or she can indicate on the existence of the phenomenon, which is public opinion.

5. Recommended reading

Młyniec E., *Opinia publiczna (wstęp do teorii)*, Wyd. Forum Naukowe, Poznań-Wrocław 2002.

Mojsiewicz Cz., *Rola opinii publicznej w polityce*, Wyd. Forum Naukowe, Poznań-Wrocław 2003.

Babbie E., *Badania społeczne w praktyce*, ss.295 PWN, Warszawa 2003.

Noelle-Neumann E., *Spirala milczenia*. Wyd. Zysk i S-ka, Poznań 2004.

Skawiński Z., Sztabiński P., Sztabiński F., *Podręcznik ankietera*, IFiS PAN, Warszawa 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Lectures – Pathologies of political life

2. Course contents

The boundaries of pathology. Violence in totalitarian, authoritarian and democratic systems. Genocide. History conspiracy theory and the idea of conspiracy in shaping political power. The problem of participation in power by people with mental problems. Manipulation mechanism. Manipulation examples in authoritarian and democratic systems. Politicians' faith in manipulation processes. Irrational factors used in relations of authority and political community. Functioning deviation of institutions upholding : courts, police, prosecution, lawyers, bailiffs. Objective and subjective factors of bureaucratization. Corruption as a central phenomenon that contributes to state and society destroy. The ways of fighting with corruption in the past and today. Phenomenon of mafia.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the existence of political practice area that has deviant character. Student can indicate on existing in this scope problems, determine their scale in global as well as local extent. He or she can make an estimate of pathological phenomena sources, their objective and subjective character.

5. Recommended reading

Calvi Fabricio, *Życie codzienne mafii od roku 1950 do następnych dni*, Warszawa 1993.

Dobrowolski Zbysław, *Korupcja w życiu publicznym*, Zielona Góra 2001.

Doktryny i ruchy współczesnego ekstremizmu politycznego, pod red. Edwarda Olszewskiego, Lublin 2004.

Kwaśniewski Jerzy, *Patologia społeczna [w:] Encyklopedia socjologii*, T 3, Warszawa 2000.

Podgórecki Adam, *Patologia życia społecznego*, Warszawa 1969.

Robins S. Robert Post Jerrold M., *Paranoja polityczna (psychologia nienawiści)*, Warszawa 1999.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Lectures – Chosen methods of social research

2. Course contents

Introduction to methodology. Selection of research topics. The rules of conducting inquiry. The structure of research process. Research plan. Logic of trial selection. Types of observation; experiment, exploratory research, Qualitative terrain research, nonreactive research, evaluation research. Data analysis. Theory structure. Methods of historical research. Method of ideal types of Max Weber.

3. Prerequisites

None

4. Learning outcomes

Graduate was prepared to write seminar, credit and Bachelor thesis. He or she knows the rules of inquiry preparation, how to write essays as well as methods of chosen political science research.

5. Recommended reading

E. Babbie, *Badania społeczne w praktyce*, Warszawa 2007.
S. Nowak, *Metodologia badań społecznych*, Warszawa 2007.
J. Szymański, *Nauki pomocnicze historii*, Warszawa 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Public Life Ethics

2. Course contentsLecture and classes

Describing ethics. The essence of morality. Ethics division. Ethics in sciences catalogue. Basic ethical terms. Division and hierarchy of values. Truth versus freedom. Dignity of human being. Basic human rights. Peace as the greatest social value. Basic ethical and social principles. Definition of natural law. The types of natural law principles. Natural law's features. Different definitions of politics. Politics and morality. Politics and religion. Media ethic and morality. Citizen's virtues. Offences with the fault of the law. Offences in the light of the law and morality. Offences in the majesty of law.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the rules of public life ethic. Student knows basic ethical terms resulting from natural law and morality.

5. Recommended reading

Godność człowieka a prawa ekonomiczne i socjalne. Warszawa 2003.

Krąpiec M., *O ludzką politykę*, Lublin 1998.

Majka J., *Etyka społeczna i polityczna*, Warszawa 1993.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VI	III
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures in Foreign Language (stationary studies) – The History of European Integration

2. Course contents

EU institutions. The political cooperation of EU member countries. The theory of free trade and customs union. Common foreign policy. Common regional policy. The economic and monetary system of the EU. Polish integration with the EU. The European Union in the face of global issues.

3. Prerequisites

None

4. Learning outcomes

Graduate enriches the vocabulary from the field of European integration issue. He or she can analyze political and economic system of European Union.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

English

ECTS credits

1

1. Course title

Choice of Lectures in Foreign Language (stationary studies) – The History of European Integration

2. Course contents

EU institutions. The political cooperation of EU member countries. The theory of free trade and customs union. Common foreign policy. Common regional policy. The economic and monetary system of the EU. Polish integration with the EU. The European Union in the face of global issues.

3. Prerequisites

None

4. Learning outcomes

Graduate enriches the vocabulary from the field of European integration issue. He or she can analyze political and economic system of European Union.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

German

ECTS credits

2

1. Course title

Press secretary

2. Course contents**Classes**

Press secretary in institution's structure. Status and tasks of the press secretary. Cooperation with media. Characteristics of media. The rules and forms of cooperation with journalists of press, radio and television. Texts editing for media. Techniques of public performance. Practical classes in radio studio. Practices with the television camera – auto presentation. Press conference – schedule of conference organization. Preparation and conduct of press conference. The role and strategies of the press secretary's acting in critical situation. Use of Internet to PR aims in press secretary job. Chosen elements of press law: authorization, rectification.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the specification of press secretary job, mechanisms of media functioning as well as rules and forms of cooperation with journalists. Student can organize press conference, effectively use modern communication tools. He or she has an ability of information management and positive image creation in media.

5. Recommended reading

Bauer Z., Chudziński E. (red.), *Dziennikarstwo i świat mediów*, Kraków 2004.

Drzycimski A., *Komunikatorzy. Wpływ. Wrażenie. Wizerunek*, Warszawa - Bydgoszcz 2000.

Drzycimski A., *Sztuka kształtowania wizerunku*, Warszawa 2000.

Jabłoński W., *Kreowanie informacji. Media relations*, Warszawa 2006.

Murdoch A., *Komunikowanie w kryzysie. Jak ratować wizerunek firmy*, Warszawa 2003.

Pietrzak H., Hałaj J.B., *Rzecznik prasowy. Teoria i praktyka*, Rzeszów 2003.

Pisarek W. (red.), *Słownik terminologii medialnej*, Kraków 2006.

Sobczak J., *Prawo prasowe. Podręcznik akademicki*, Warszawa 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Promotion and Advertisement

2. Course contentsLecture and classes

Public relations versus advertisement. The essence of the advertisement – definitions, types and aims. Principles of the advertisement. Research over advertisement. The assessment of the local advertisement effects. Hierarchy of advertisement's measures. The rules of selection of advertisement measures. The role of the social advertisement in public area. Social advertisement versus commercial advertisement. Promotion, advertisement and public relations in guides from the scope of political marketing. Candidate's image in guides of political marketing. Research over television political advertisement – research areas. Color, logo, typography, motto as measures of visual identity. Elective mottos – structure and their influence on purchasers.

3. Prerequisites

None

4. Learning outcomes

Graduate is familiar with theoretical basis and practical rules of promotion and advertisement. He or she knows the main techniques and methods of promotion and advertisement both trade as well as political on the basis of chosen campaigns.

5. Recommended reading

Barczak, A.S., Pitrus, A. (red.), *Ze świata reklamy*, Wydawnictwo UJ, Kraków 1999 (rozdz. Z. Nęcki, I. Sowa, J. Rosiński oraz A. Pitrus i A. Wontorczyk). Cwalina, W., *Telewizyjna reklama polityczna*, Towarzystwo Naukowe KUL, Lublin 2000 (rozdz. III).

Cwalina, W., Falkowski, A., *Marketing polityczny. Perspektywa psychologiczna*, Gdańskie Wydawnictwo Psychologiczne, Gdańsk 2005.

Doliński, D., *Psychologiczne mechanizmy reklamy*, Gdańskie Wydawnictwo Psychologiczne, Gdańsk, 2003.

Golka, M., *Świat reklamy*, Warszawa 1994.

Jabłoński, A.W., Sobkowiak, L. (red.), *Marketing polityczny w teorii i praktyce*, Wydawnictwo UW, Wrocław 2002 (rozdz. A.W. Jabłońskiego i M. Janik-Wiszniewskiej).

Wiszniewski, R., *Marketing wyborczy*, Wyd. PWN, Warszawa – Wrocław 2000 (rozdz. 4).

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VI	III
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

Public services: subjects for speciality:

ECTS credits
2

1. Course title

Seminar - Statement's forms in public communication

2. Course contents

Basic terms and problems concerning journalistic types and genres. Features of informative genres. Creating simple informative texts. Reportage and its varieties. Classical and contemporary definitions of the genre. Typological indicators of journalistic genres. Workshop analysis of prominent examples of journalistic statements. Exercises preparing to independent editing chosen journalistic forms. Presentation and a trial of valuation independently created journalistic texts. Television and its genres. Rules of text analysis in media discourse. Journalist rhetoric.

3. Prerequisites

None

4. Learning outcomes

Graduate knows journalistic forms of statement in the process of mass communication. Student acquires knowledge of informative and journalistic genres as well as of functional these conventions' usage. He or she is prepared to conscious, critical reception of media broadcasting.

5. Recommended readingJ. Adamowski (red.), *O warsztacie dziennikarskim*, Warszawa 2002.Z. Bauer, *Gatunki dziennikarskie*, [w:] *Dziennikarstwo i świat mediów*, Z. Bauer, E. Chudziński (red.), Kraków 1996.S. Bortnowski, *Warsztaty dziennikarskie*, Warszawa 1999.J. Fras, *Dziennikarski warsztat językowy*, Wrocław 1999.W. Godzic, *Telewizja i jej gatunki po „Wielkim Bracie”*, Kraków 2004.M. Lisowska-Magdziarz, *Analiza tekstów w dyskursie medialnym*, Kraków 2006.A. Magdoń, *Reporter i jego warsztat*, Kraków 1993.W. .Pisarek, *Nowa retoryka dziennikarska*, Kraków 2002.K. Wolny-Zmorzyński, A. Kaliszewski, W. Furman, *Gatunki dziennikarskie*, Warszawa 2006.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Seminar - Local Communities in Action

2. Course contents

Local communities, self-governmental communities, local communities – analysis of local society system. Commune as a basic local life element and as a basic element of Poland's territorial division. Local elites, local leaders. Formal aspects of local authority. Basic processes taking place in local authority's structure. Social activity. Local citizenship. Social capital. Definitions. Trials of assessment of local activity in Polish communes. Self-government versus other entities on local life area. Private and non-governmental sector versus self-governmental administration. Petitions, complaints and protests. Conflicts on local level.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic mechanisms of local communities functioning. He or she can analyze different types of citizens activities of particular communes.

5. Recommended reading

Habuda L., *Samorządowa wspólnota terytorialna - refleksje sceptyka* [w:] *Samorząd lokalny w Polsce. Społeczno-polityczne aspekty funkcjonowania*, Michałowski S. (red.), Pawłowska A., UMCS, Lublin 2004.

Kantyka Z., Wróbel S., *Władza polityczna w gminie* [w:] *Władza lokalna a problemy rozwoju samorządności i decentralizacji w Polsce*, pod red. P. Dobrowolskiego, Katowice 2000, s. 66-92.

Śmigielska J., *Teatr władzy lokalnej*, Wyd. Trio, Warszawa 2004, s. 11-40.

Tracz T., *Niektóre aspekty współpracy władz publicznych z sektorem pozarządowym - niewykorzystane możliwości i mankamenty systemowe* [w:] „Trzeci sektor” nr 3, 2005.

Trutkowski C., Mandes S., *Kapitał społeczny w małych miastach*, Wyd. Scholar, Warszawa 2005, s. 45-80.

Turowski J., *Społeczność lokalna* [w:] „Studia Socjologiczne” nr 3, 1977.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Seminar - Chosen problems of political philosophy

2. Course contents

Political power. Strength and violence in politics. Concept of human nature. Social justice. Political authority. Citizenship.

3. Prerequisites

None

4. Learning outcomes

Student is able to analyze problems of political philosophy. Student can give arguments and justify their opinions concerning philosophical problems.

5. Recommended readingM. Król, *Filozofia polityczna*, Kraków 2008.J. Tischner, *Myślenie według wartości*, Kraków 1994.L. Kołakowski, *Mini wykłady o maxi sprawach*, Kraków 1997, r. I.J. Rawls, *Teoria sprawiedliwości*, Warszawa, 1994.L. Kołakowski, *Moje słuszne poglądy na wszystko*, Znak, Kraków 2000.B. Skarga, *Człowiek to nie jest piękne zwierzę*, Kraków 2007.W. Osiatyński, *Rzeczpospolita obywateli*, Warszawa 2004, s. 54-74.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma Seminar

2. Course contents

Methodological workshops and choosing the topics of Diploma papers. Aims and tasks of Bachelor thesis. Topic and construction of the thesis. Review of research methods. Source materials and subject literature. Technique of writing the thesis. Formulating the seminarists' topics of Bachelor thesis.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge in the scope of writing Diploma thesis. He or she is prepared to independent formulating of the problem, research designing and interpreting its results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisania prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/18	V	III
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma Seminar

2. Course contents

Methodological workshops and choosing the topics of Diploma papers. Aims and tasks of Bachelor thesis. Topic and construction of the thesis. Review of research methods. Source materials and subject literature. Technique of writing the thesis. Formulating the seminarists' topics of Bachelor thesis.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires abilities and knowledge in the scope of writing Diploma thesis. He or she is prepared to independent formulating of the problem, research designing and interpreting its results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisania prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/18	VI	III
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma Seminar

2. Course contents

Methodological workshops and choice of topics of Diploma thesis. Goals and assignments of Bachelor thesis. Topic and construction of thesis. Research techniques. Source materials and primary literature. Thesis writing technique. Framing of Bachelor thesis' topics.

3. Prerequisites

None

4. Learning outcomes

Student acquires knowledge and workshop skills in the field of thesis writing. Student is prepared for framing their Bachelor thesis' topic, designing research and interpreting results in written form.

5. Recommended reading

Kuc B.R., Paszkowski J., *Metody i techniki pisanie prac dyplomowych*, WSZiF, Białystok 2008.

Pułło A., *Prace magisterskie i licencjackie. Wskazówki dla studentów*, PWN Warszawa 2006.

Salomon A., *Metodyka przygotowania prac dyplomowych: licencjackich i magisterskich*, Uniwersytet Gdański, Gdańsk 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	IV	II
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Public Finance – stationary studies

2. Course contentsLecture and classes

The aims of gathering and spending public funds. Entities that belong to public finance sector, their organizational and legal form. Central budget, budget's rules, income and costs of the budget, mode of budget legislation. The reasons of creating aim funds. Review of the biggest ones. Funds of self-governments, the sources of self-governments' funding, mode of budget legislation. Budget's deficit and public debt, the reasons of formation, effects, debt limits.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic terms from the scope of the public funds. He or she can indicate on institutions, which belong to public finance sector but also the reasons of gathering and spending public funds.

5. Recommended reading

Kosikowski C., *Finanse publiczne i prawo finansowe*, Wydawnictwo Wyższej Szkoły Przedsiębiorczości im. Leona Koźmińskiego, Warszawa 2001.

Majchrzycka-Guzowska A., *Finanse publiczne i prawo finansowe*, Wydawnictwo Prawnicze LexisNexis, Warszawa 2002.

Owsiak S., *Finanse publiczne. Teoria i praktyka*, PWN, Warszawa 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Information Technology

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Public Finance – non-stationary studies

2. Course contentsLecture and classes

The aims of gathering and spending public funds. Entities that belong to public finance sector, their organizational and legal form. Central budget, budget's rules, income and costs of the budget, mode of budget legislation. The reasons of creating aim funds. Review of the biggest ones. Funds of self-governments, the sources of self-governments' funding, mode of budget legislation. Budget's deficit and public debt, the reasons of formation, effects, debt limits.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic terms from the scope of the public funds. He or she can indicate on institutions, which belong to public finance sector but also the reasons of gathering and spending public funds.

5. Recommended reading

Kosikowski C., *Finanse publiczne i prawo finansowe*, Wydawnictwo Wyższej Szkoły Przedsiębiorczości im. Leona Koźmińskiego, Warszawa 2001.

Majchrzycka-Guzowska A., *Finanse publiczne i prawo finansowe*, Wydawnictwo Prawnicze LexisNexis, Warszawa 2002.

Owsiak S., *Finanse publiczne. Teoria i praktyka*, PWN, Warszawa 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Information Technology

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Civil Society

2. Course contents**Lecture**

Terminological introduction. Evolution of the term: civil society. Civil society functioning in Poland. The ups and downs of civil society in Poland – historical context. The influence of human kindness on creating civil society in Poland. Political community as a civil society foundation. The influence of political elites on forming civil society. The development of local communities as a civil society foundation. The role of non-governmental organizations in civil society formation. Shaping of the active citizen. Threats to contemporary civil society.

3. Prerequisites

None

4. Learning outcomes

Graduate can recognize the most important problems and processes occurring in contemporary Polish society in the context of civil activity development. He or she understands the terms: „civil society” and transformations that occur within democratic society structure.

5. Recommended reading

Dahrendorf R., *Zagrożenie społeczeństwa obywatelskiego* [w:] *Europa i społeczeństwo obywatelskie. Rozmowy w Castel Gandolfo*, pod red. J. Michalskiego, Kraków 1994.

Lamentowicz J., *Perspektywy społeczeństwa obywatelskiego w Europie Środkowej. U źródeł pesymizmu politycznego* [w:] *Kontynuacja czy przełom? Dylematy transformacji ustrojowej*, pod red. W. Jakóbika, Warszawa 1994.

E. Shils, *Co to jest społeczeństwo obywatelskie* [w:] *Europa i społeczeństwo obywatelskie. Rozmowy w Castel Gandolfo*, pod red. J. Michalskiego, Kraków 1994.

Górski E., *Rozważania o społeczeństwie obywatelskim*, Warszawa 2003.

Pietrzyk- Reeves D., *Idea społeczeństwa obywatelskiego. Współczesna debata i jej źródła*, Wrocław 2004.

Koperek J., *Nowe demokracje i spór o naturę społeczeństwa obywatelskiego*, Warszawa 2001.

Novak M., *Przyszłość społeczeństwa obywatelskiego* [w:] *Oblicza demokracji*, pod red. R. Legutki i J. Kłockowskiego, Kraków 2002.

Spółeczeństwo obywatelskie, pod red. W. Bokajły i K. Dziubki, Wrocław 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Rhetoric and Eristic of Public Services

2. Course contentsClasses

Definition of rhetoric and eristic. Basic terms. Art of argumentation. Analysis of argumentative techniques in particular public debates in the media. Rhetoric composition of a text. "Editorial Workshop" – editorial principles of functional, journalistic, scientific and artistic writing. Rhetoric in political language. Schopenhauer's concept of eristic. Ways of persuasion. Eristic techniques. Forms of eristic speeches. Taking the floor in a discussion. Listening technique. Eristic dialectics, dishonest polemic tricks.

3. Prerequisites

None

4. Learning outcomes

Student is able to use fluently argumentative techniques. Student knows rules of text construction in the context of comprehensibility, persuasive effectiveness and aesthetic aspects.

5. Recommended readingJ. Bralczyk, *Język na sprzedaż*, Warszawa 1996.M. Kochan, *Pojedynek na słowa.. Techniki erystyczne w publicznych sporach*, Kraków 2000.M. Korolko, *Retoryka i erystyka dla prawników*, Warszawa 2001.J. Z. Lichański (red.), *Uwieść słowem, czyli retoryka stosowana*, Warszawa 2003.M. Nagajowa, *Sztuka dobrego pisania i mówienia*, Warszawa 2003.K. Obremski, *Retoryka dla studentów historii, politologii i dziennikarstwa*, Toruń 2004.A. Schopenhauer, *Erystyka, czyli sztuka prowadzenia sporów*, Kraków 2000.A. Zwoliński, *Słowo w relacjach społecznych*, Kraków 2003.**6. Type of course**

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Social Engineering in Public Services

2. Course contentsClasses

Basic terms and problems of social engineering. Social engineering versus sociology. Psychological conditions of exerting influence. Basic elements of persuasive situation: sender, message, receiver. Psychological, social and cultural determinants of transfer's effectiveness. Exerting influence by the groups. The examples of using social engineering knowledge (mass media and advertisement). The methods of defense from the influence (resistance, nonconformism). Social engineering and problem of value.

3. Prerequisites

None

4. Learning outcomes

Graduate knows basic terms and social engineering problems (of persuasion, advertisement, manipulation). He or she can determine the scope of research and social engineering methods' usage in public services.

5. Recommended reading

Barański J., 2001, *Socjotechnika, między magią a analogią*, Kraków.

Cialdini R., 1996, *Wywieranie wpływu na ludzi. Teoria i praktyka*, Gdańsk

Dobek-Ostrowska, Frasz J., Ociepa B., 1997, *Teoria i praktyka propagandy*, Wrocław.

Doliński D., 2005, *Techniki wpływu społecznego*, Warszawa.

Karwat M., 1999, *Sztuka manipulacji politycznej*, Toruń.

Pawelczyk P., 2000, *Socjotechniczne aspekty gry politycznej*, Poznań.

Podgórecki A. (red.), 1972, *Socjotechnika, Style działania*, Warszawa.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Theory and Practice of Negotiation

2. Course contentsLecture and classes

Rules of interpersonal communication in the context of negotiation. Nature and types of social conflicts. Meaning of negotiation as a conflict-solving device in social life and ways of conflict-solving. Basic terms of negotiation. Strategies, rules and stages of negotiation process based on agreement. Procedural agreement, three types of satisfaction and final pledge – permanence of agreement conditions. Specificity of negotiation combined with mediation; mediator's desirable and necessary features. Social and legal conditioning of mediation. Types of mediation. Stages of mediation process. Ethical dilemmas, negotiator and mediator's ethical code.

3. Prerequisites

None

4. Learning outcomes

Student knows nature, principles and procedures of how to reach an agreement by the means of negotiation and mediation. Student is able to apply their knowledge in the field of negotiation and mediation to many everyday situation in work or private life.

5. Recommended reading

Bargiel-Matusiewicz K. (2007), *Negocjacje i mediacje*. Warszawa, Polskie Wydawnictwo Ekonomiczne

Chęłpa S., Witkowski T. (1999), *Psychologia konfliktów*. Oficyna Wydawnicza UNUS.

Fisher R., Ury W. (1991), *Dochodząc do tak*. Warszawa, PWE.

Nierenberg G.I. (1994), *Sztuka negocjacji jako metoda osiągnięcia celu*. Warszawa, Studio EMKA.

Ury W. (1998), *Odchodząc od nie*. Warszawa, PWE.

Ury W. (2006), *Dochodząc do zgody*. Taszów, Biblioteka Moderatora.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogics, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	IV	II
Classes	12/12	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Social Communication

2. Course contentsLecture and classes

The subject of communications. Basic categories and terminology. The model of act and communication process. Postulates of interhumane communication. Verbal and non-verbal communication. Intrapersonal/interpersonal/group/intergroup/organizational/mass/global communication.

Political, intercultural communication. Informative and persuasive communication. Basic measures and codes of communication. The development of mass media and the meaning of particular media in communication. Mass communication and its main distinctive features. Mass media and mediatization of social reality. Specificity of mass media development in Poland. New media and specificity of "many to many" communication. Informative society idea and problems in its realization in Poland. The development of teleinformatic network and the meaning of the access to multimedia.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the specification of social communication as a basic human symbolic and interactional activity. He or she understands proprieties, principles and conditions of various communication systems' functioning..

5. Recommended reading

Dobek-Ostrowska B., *Podstawy komunikowania społecznego*, Wrocław: Astrum 2004.

Goban-Klas T., *Media i komunikowanie masowe. Teorie i analizy prasy, radia, telewizji i Internetu*, Warszawa: PWN 2001.

Griffin E., *Podstawy komunikacji społecznej*, Gdańsk: GWP 2003.

Golka M., *Bariery w komunikowaniu i społeczeństwo (dez)informacyjne* Warszawa: PWN 2008.

Mrozowski M., *Media masowe. Władza, rozrywka i biznes*, Warszawa: Aspra JR 2001.

Pisarek W. (red.), *Słownik terminologii medialnej*, Kraków: Universitas 2006.

Tokarz M., *Argumentacja, perswazja, manipulacja*, Gdańsk: GWP 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes	30/18	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Public Services System – stationary studies

2. Course contentsLecture and classes

The essence and social basis of public services contemporary systems, premises and forms of their changeability. Political determinants of public services sector. The way of organization, structures and models as well as characteristics of public services' mechanisms in conditions of different political systems. Perspectives of public services systems' transformations in conditions of contemporary political regimes. Public services in Poland. Public services in European Union system.

3. Prerequisites

None

4. Learning outcomes

Graduate understands mechanisms of public services' activity in conditions of contemporary political systems, with special compliance of their fundamental models. He or she knows the complexity of the processes of public services managing as well as the newest perspectives of this sector reforming.

5. Recommended reading

Administracja i polityka. Wprowadzenie, pod red. A. Ferensa, I. Macek, Wrocław 1999.

Administracja i polityka. Administracja w procesie przemian, pod red. A. Ferensa, I. Macek, Wrocław 2002.

Bossaert D., Demmke Ch., *Służba cywilna w państwach akcesyjnych. Tendencje i wpływy procesów integracyjnych*, Wydawnictwo Instytutu Europejskiego 14 monografia, Łódź 2003.

Czaputowicz J., /red. naukowa/, *Administracja publiczna. Wyzwania w dobie integracji europejskiej*, Warszawa 2008.

Kudrycka B., *Neutralność polityczna urzędników*, Warszawa 1998.

Kopertyńska M. W., *Zarządzanie kadrami*, Legnica 2002.

Rydlewski G., *Polityka i administracja w rządach państw członkowskich Unii Europejskiej*, Wydawnictwo Elipsa, Warszawa 2006.

Rydlewski G., *Służba cywilna w Polsce*, Wydawnictwo Scholar, Warszawa 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	V	III
Classes	15	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Public Services System – non-stationary studies

2. Course contentsLecture and classes

The essence and social basis of public services contemporary systems, premises and forms of their changeability. Political determinants of public services sector. The way of organization, structures and models as well as characteristics of public services' mechanisms in conditions of different political systems. Perspectives of public services systems' transformations in conditions of contemporary political regimes. Public services in Poland. Public services in European Union system.

3. Prerequisites

None

4. Learning outcomes

Graduate understands mechanisms of public services' activity in conditions of contemporary political systems, with special compliance of their fundamental models. He or she knows the complexity of the processes of public services managing as well as the newest perspectives of this sector reforming.

5. Recommended reading

Administracja i polityka. Wprowadzenie, pod red. A. Ferensa, I. Macek, Wrocław 1999.

Administracja i polityka. Administracja w procesie przemian, pod red. A. Ferensa, I. Macek, Wrocław 2002.

Bossaert D., Demmke Ch., *Służba cywilna w państwach akcesyjnych. Tendencje i wpływy procesów integracyjnych*, Wydawnictwo Instytutu Europejskiego 14 monografia, Łódź 2003.

Czaputowicz J., /red. naukowa/, *Administracja publiczna. Wyzwania w dobie integracji europejskiej*, Warszawa 2008.

Kudrycka B., *Neutralność polityczna urzędników*, Warszawa 1998.

Kopertyńska M. W., *Zarządzanie kadrami*, Legnica 2002.

Rydlewski G., *Polityka i administracja w rządach państw członkowskich Unii Europejskiej*, Wydawnictwo Elipsa, Warszawa 2006.

Rydlewski G., *Służba cywilna w Polsce*, Wydawnictwo Scholar, Warszawa 2000.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	12	V	III
Classes	12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

2

1. Course title

PR in Public Services

2. Course contentsLecture

Public Relations as a communication process with environment. Nature of Public Relations. Stages of Public Relations – basic techniques. Public Relations in critical situations. Management of information in public sphere. Activity of state information service (government spokesman), local authorities and private institutions in the context of image creation of an institution. Communication with media. Specificity of media. Internet as means of communication in public institutions.

3. Prerequisites

None

4. Learning outcomes

Student understands nature of Public Relations in image creation process. Student can apply communication tools appropriate to a situation and communicate effectively with social environment.

5. Recommended reading

Budzyński W., *Public relations. Strategia i nowe techniki kreowania wizerunku*, Warszawa 2008.

Cenker E. M., *Public relations*, Poznań 2007.

Flis J., *Samorządowe public relations*, Kraków 2007.

Hope E. (red.), *Public relations instytucji użyteczności publicznej*, Gdańsk 2005.

Tworzydło D., Soliński T. (red.), *Public relations w jednostkach samorządu terytorialnego*, Rzeszów 2005.

Wojcik K., *Public relations: wiarygodny dialog z otoczeniem*, Warszawa 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Lectures - Political life pathologies.

2. Course contents

The boundaries of pathology. Violence in totalitarian, authoritarian and democratic systems. Genocide. History conspiracy theory and the idea of conspiracy in shaping political power. The problem of participation in power by people with mental problems. Manipulation mechanism. Manipulation examples in authoritarian and democratic systems. Politicians' faith in manipulation processes. Irrational factors used in relations of authority and political community. Functioning deviation of institutions upholding : courts, police, prosecution, lawyers, bailiffs. Objective and subjective factors of bureaucratization. Corruption as a central phenomenon that contributes to state and society destroy. The ways of fighting with corruption in the past and today. Phenomenon of mafia.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the existence of political practice area that has deviant character. Student can indicate on existing in this scope problems, determine their scale in global as well as local extent. He or she can make an estimate of pathological phenomena sources, their objective and subjective character.

5. Recommended reading

Calvi Fabricio, *Życie codzienne mafii od roku 1950 do następnych dni*, Warszawa 1993.

Dobrowolski Zbysław, *Korupcja w życiu publicznym*, Zielona Góra 2001.

Doktryny i ruchy współczesnego ekstremizmu politycznego, pod red. Edwarda Olszewskiego, Lublin 2004.

Kwaśniewski Jerzy, *Patologia społeczna [w:] Encyklopedia socjologii*, T 3, Warszawa 2000.

Podgórecki Adam, *Patologia życia społecznego*, Warszawa 1969.

Robins S. Robert Post Jerrold M., *Paranoja polityczna (psychologia nienawiści)*, Warszawa 1999.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Lectures – Chosen methods of social research

2. Course contents

Introduction to methodology. Selection of research topics. The rules of conducting inquiry. The structure of research process. Research plan. Logic of trial selection. Types of observation; experiment, exploratory research, Qualitative terrain research, nonreactive research, evaluation research. Data analysis. Theory structure. Methods of historical research. Method of ideal types of Max Weber.

3. Prerequisites

None

4. Learning outcomes

Graduate was prepared to write seminar, credit and Bachelor thesis. He or she knows the rules of inquiry preparation, how to write essays as well as methods of chosen political science research.

5. Recommended reading

E. Babbie, *Badania społeczne w praktyce*, Warszawa 2007.

S. Nowak, *Metodologia badań społecznych*, Warszawa 2007.

J. Szymański, *Nauki pomocnicze historii*, Warszawa 2005.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Ethics in Public Administration

2. Course contentsLecture and classes

Ethics as a science. The dignity of human being. Human's basic rights. Moral character of social life. Law versus ethics. Freedom versus participation in social life. The problem of social justice. Ethical rule of subsidiarity. Social rule of common good. The rule of interhuman solidarity. The nature of public administration. The entities of public administration. Authority figure in administration. Pathology of administrative actions. Ethics of criminal organizations.

3. Prerequisites

None

4. Learning outcomes

Graduate understands the term of ethics and morality. He or she knows the rules of work in administration. Student can distinguish pathological behaviors.

5. Recommended reading

Majka J., *Etyka społeczna i polityczna*, Warszawa 1993.

Ossowska M., *Podstawy nauki o moralności*, Warszawa 1994.

Prawo do dobrej administracji. Materiały ze Zjazdu Katedr Prawa i Postępowania Administracyjnego. Red. Z. Niewiadomski, Z. Cieślak. Warszawa – Dębe 23-25 września 2002 r. Warszawa 2003.

Świątkiewicz J., *Europejski Kodeks Dobrej Administracji (tekst i komentarz)*, Warszawa 2003.

Vardy P., Grosch P., *Etyka. Poglądy i problemy*. Poznań 1995.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VI	III
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Choice of Lectures in Foreign Language (stationary studies) – The History of European Integration

2. Course contents

EU institutions. The political cooperation of EU member countries. The theory of free trade and customs union. Common foreign policy. Common regional policy. The economic and monetary system of the EU. Polish integration with the EU. The European Union in the face of global issues.

3. Prerequisites

None

4. Learning outcomes

Graduate enriches the vocabulary from the field of European integration issue. He or she can analyze political and economic system of European Union.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

English

ECTS credits

1

1. Course title

Choice of Lectures in Foreign Language (stationary studies) – The History of European Integration

2. Course contents

EU institutions. The political cooperation of EU member countries. The theory of free trade and customs union. Common foreign policy. Common regional policy. The economic and monetary system of the EU. Polish integration with the EU. The European Union in the face of global issues.

3. Prerequisites

None

4. Learning outcomes

Graduate enriches the vocabulary from the field of European integration issue. He or she can analyze political and economic system of European Union.

5. Recommended reading

Applicable to each language

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	IV	II
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

German

ECTS credits
1

1. Course title

Clerical Etiquette

2. Course contentsClasses

Introduction to general rules of savoir vivre. Greeting and introducing in official contacts. External appearance of an office worker. Self-promotion (curriculum vitae and interview). Adaptive process at work. Non-verbal communication (body language). Interpersonal contacts at work. Modern communication forms (telephones, faxes, e-mail). Guests in company. Meals, parties, receptions.

3. Prerequisites

None

4. Learning outcomes

Student has got knowledge about general rules of savoir vivre at work. Student is able to create positive interpersonal contacts at work and deal with difficult situations.

5. Recommended reading

Castro A.G., *Poradnik dobrych manier*, Warszawa 2003.

Kamińska-Radomska I., *Etykieta biznesu*, Warszawa 2003.

Perfect L., *Sztuka życia, czyli encyklopedia dobrych manier*, Warszawa 1996.

Pietkiewicz E., *Savoir – vivre dla każdego*, Warszawa 1997.

Pietkiewicz E., *Przyjęcia biznesowe i nie tylko*, Warszawa 1995.

Protard O., Szigeti P., *Savoir – vivre na usługach twojej firmy*, Warszawa 1993.

Schwinghammer H., *Wielka księga savoir -vivre 'u*, Warszawa 2007.

Tautz –Wiessner G., *Savoir – vivre w życiu zawodowym*, Wrocław 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/12	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
4

1. Course title

Human Resources Management

2. Course contentsLecture and classes

Origin and development of Human Resources Management. Models and strategies of HR Management. Organizational culture and its influences on HR Management. Structure of personal function. Planning a demand for employees. Selection of employees. Improvement and development of employees. Motivating to work. Employee assessment and its interpretation. New forms of employment as a result of development of a new economy.

3. Prerequisites

None

4. Learning outcomes

Student is able to indicate principles of HR Management of institutions working in a new economy environment. Student knows methods and tools used in HR Management.

5. Recommended reading

M. W. Kopertyńska, *Zarządzanie kadrami*, Stowarzyszenie na Rzecz Rozwoju Wyższej Szkoły Zawodowej w Legnicy, Legnica 2002.

M. Wanda Kopertyńska, *Motywowanie pracowników – teoria i praktyka*, Placet, Warszawa 2008.

M. Armstrong, *Zarządzanie zasobami ludzkimi*, Oficyna Ekonomiczna, Kraków 2005.

A. Pocztoński, *Zarządzanie zasobami ludzkimi*, PWE, Warszawa 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Management and Information Technology

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VI	III
Classes	15/12	VI	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Exam

10. Language of instruction

Polish

Common subjects for speciality:

ECTS credits
2

1. Course title

Choice of Lectures – Normative models of leadership

2. Course contents

Determinants of model intakes of political leadership. Leader- philosopher. Teleological model of leadership. Christian type of leadership. Between Byzantium with autocracy and contemporary model of leadership in Russia. West European conceptions of absolutism. Polish conception of political leadership in XVI century. Polish conceptions of political leadership in XVII and XVIII centuries. Leader rebel – anarchic conception of leadership. Leader in Marxism. Lenin – Bolshevik type of leadership. Charismatic model of authority by M. Weber. German conceptions of “prominent individual”. Leadership in fascism. The place of leadership in post modernistic political philosophy.

3. Prerequisites

None

4. Learning outcomes

Graduate knows historical models of leadership. He or she can indicate degree of how much does the normative type cover with real way of exercising the authority.

5. Recommended reading

Bodio T. (red.), *Przywództwo polityczne*, Warszawa 2001.

Rubisz L., Zuba K. (red), *Przywództwo polityczne. Teorie i rzeczywistość*, Toruń 2004.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Lectures – Old and New Social Threats

2. Course contents

Globalization and integration with the EU versus challenges of Polish social policy. Decentralization versus social policy and solving social problems. Evolution of education policy in Poland, opportunities and threats. Decentralization of social help and changes in health policy of state. Problems of difficult market and dilemmas of labor market in Poland and EU. The future of pension system in Poland, pensions from social insurance, threats of pension system stability and preserve current reform directions. Polish pension system in EU context. Education policy dilemmas, formation of elites or taking care of social coherence? Education versus children and youth poverty. Projects of higher education reform in Poland, outlook from the side of labor market requirements. Partnership of the country and non-governmental organizations.

3. Prerequisites

None

4. Learning outcomes

Graduate acquires knowledge and abilities in the scope of use data necessary to diagnose old and new social threats.

5. Recommended reading

Polityka społeczna w kryzysie. Redakcja naukowa: M. Książkowski, B. Rysz-Kowalczyk, C. Żołędowski, Instytut Polityki Społecznej Uniwersytetu Warszawskiego, Warszawa 2009.

Nowe dylematy polityki społecznej. Red: S. Golimowska, M. Boni. Raport CASE, 2006, Nr 65. Warszawa 2006.

Polityka społeczna. Podręcznik akademicki. Pod red. G. Firlit-Fesnak i M. Szyłko-Skoczny, PWN 2007.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Lectures – Preparation to labor market entering

2. Course contents

Elements of the issue of unemployment and labor market. Theoretical basis of unemployment issue. Chosen programs of phenomenon counteracting. Labor market models. Functioning of the labor market in the period of transformation , specification of particular phases and stages requiring solution. Employment and unemployment: long-lasting, youth and old workers unemployment. Regional diversification of the labor market and rural labor market. Women situation on labor market. Public employment offices, employment agencies, training institutions and social dialogue institutions. Labor market services: job centers, career counseling, trainings' organization. Legal regulations, strategic documents and projects concerning employment, financial means of labor market support.

3. Prerequisites

None

4. Learning outcomes

Graduate knows the issue connected with unemployment and labor market from the point of view of the people who search for job. He or she can indicate institutional, informative , psychological barriers as well as specification of regional and local labor market.

5. Recommended reading

J. Ciechański, *Otwarta metoda koordynacji w UE: wpływ na politykę społeczną i zatrudnienie nowych państw członkowskich*, Wyd. Scholar, Warszawa 2003.

K. Głębicka, *Rynek pracy w jednoczącej się Europie. Wybrane zagadnienia do studiowania*, WSP TWP, Warszawa 2005.

Polityka społeczna w kryzysie. Redakcja naukowa: M. Księżpolski, B. Rysz-Kowalczyk, C. Żołędowski, Instytut Polityki Społecznej Uniwersytet Warszawskiego, Warszawa 2009.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	VI	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Choice of Lectures – Theory of argumentation

2. Course contents

Argumentation vs. reasoning. Specificity of an argument and argumentative statement; standardization of an argument and its diagram; sub-argument. Material correctness of an argument; notion of truth vs. truthfulness criterion. Deductive arguments; logical resulting and deductive concluding; formal correctness of an argument. Analysis of particular non-deductive arguments, e.g. argument from similarity, from authority, ad personam, ad hominem etc. Concept of persuasion. Persuasion in argumentation; eristic tricks and their types. Semiotic-logical aspects of a lie. Beliefs and their logic-methodological analysis; conscious and non-contradictory beliefs. Logic vs. conversation: questions, presupposition, conversational principles by Grice, conversational concluding. Scientific debate, its different forms and goals (method of cognition, method of dispute-solving, etc.)

3. Prerequisites

None

4. Learning outcomes

Student is able to apply persuasion techniques and knows argumentation methods. Student can use particular logical examples of concluding.

5. Recommended reading

W. Marciszewski, *Podstawy logicznej teorii przekonań*, Warszawa 1972.

T. Hołówka, *Błędy, spory, argumenty*. Warszawa 1998.

T. Pszczołowski, *Umiejętność przekonywania i dyskusji*, Warszawa 1974.

K. Szymanek, *Sztuka argumentacji: słownik terminologiczny*, Warszawa 2001.

K. Szymanek, K. A. Wieczorek i A. Wójcik, *Sztuka argumentacji. Ćwiczenia w badaniu argumentów*. Warszawa 2003.

M. Tokarz, *Argumentacja, perswazja, manipulacja. Wykłady z teorii komunikacji*. Gdańskie Wydawnictwo Psychologiczne 2006.

A. Schopenhauer, *Erystyka, czyli sztuka prowadzenia sporów*. (Wiele wydań i różni wydawcy).

R. Smullyan, *Na zawsze nierozstrzygnięte*. Warszawa 2008.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	VI	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Choice of Lectures in Foreign Language (stationary studies) - Mutual European Policies

2. Course contents

Mutual foreign and safety policy. Mutual energy policy. Mutual agricultural policy. Mutual regional and structural policy. Mutual trade policy. Mutual industrial policy. Mutual competition policy. Mutual transport policy. Mutual currency policy. Mutual society policy.. Mutual environment protection policy. Mutual consumer policy. Mutual policy in field of research and development.

3. Prerequisites

None

4. Learning outcomes

Student knows issues as regards functioning of European Union. He or she broadens specialist vocabulary concerning EU. Student gains the competence of speaking about topics of mutual EU politics in English language. Student improves skill of understanding specialist texts concerning EU.

5. Recommended reading

Z. M. Doliwa-Klepacki, *Integracja Europejska*, Białystok 2001.

P. Fontaine, *Europe in 12 lessons*, European Communities, 2006.

I. Kienzler, *Leksykon Unii Europejskiej*, Warszawa 2003.

W. Weidenfeld, W. Wessels, *Europa od A do Z*, Gliwice 2002.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

English

ECTS credits
2

1. Course title

Choice of Lectures in Foreign Language (stationary studies) - Mutual European Policies

2. Course contents

Mutual foreign and safety policy. Mutual energy policy. Mutual agricultural policy. Mutual regional and structural policy. Mutual trade policy. Mutual industrial policy. Mutual competition policy. Mutual transport policy. Mutual currency policy. Mutual society policy. Mutual environment protection policy. Mutual consumer policy. Mutual policy in field of research and development.

3. Prerequisites

None

4. Learning outcomes

Student knows issues as regards functioning of European Union. He or she broadens specialist vocabulary concerning EU. Student gains the competence of speaking about topics of mutual EU politics in German language. Student improves skill of understanding specialist texts concerning EU.

5. Recommended reading

Z. M. Doliwa-Klepacki, *Integracja Europejska*, Białystok 2001.
P. Fontaine, *Europe in 12 lessons*, European Communities, 2006.
I. Kienzler, *Leksykon Unii Europejskiej*, Warszawa 2003.
W. Weidenfeld, W. Wessels, *Europa od A do Z*, Gliwice 2002.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	V	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

German

ECTS credits
2

1. Course title

Choice of Lectures in Foreign Language (stationary studies) - Mutual European Policies

2. Course contents

Mutual foreign and safety policies. Mutual energy policies. Mutual agricultural policies. Mutual regional and structural policy. Mutual trade policy. Mutual industrial policy. Mutual competition policy. Mutual transport policy. Mutual currency policy. Mutual society policy. Mutual environment protection policy. Mutual consumer policy. Mutual policy in field of research and development.

3. Prerequisites

None

4. Learning outcomes

Student knows issues as regards functioning of European Union. Broadens specialist vocabulary concerning EU. Gains the competence of speaking about topics of mutual EU politics in English language. Improves skill of understanding specialist texts concerning EU.

5. Recommended reading

Z. M. Doliwa-Klepacki, *Integracja Europejska*, Białystok 2001.
P. Fontaine, *Europe in 12 lessons*, European Communities, 2006.
I. Kienzler, *Leksykon Unii Europejskiej*, Warszawa 2003.
W. Weidenfeld, W. Wessels, *Europa od A do Z*, Gliwice 2002.

6. Type of course

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	VI	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

English

ECTS credits

2

1. Course title

Choice of Lectures in Foreign Language (stationary studies) - Mutual European Policies

2. Course contents

Mutual foreign and safety policy. Mutual energy policy. Mutual agricultural policy. Mutual regional and structural policy. Mutual trade policy. Mutual industrial policy. Mutual competition policy. Mutual transport policies. Mutual currency policies. Mutual society policies. Mutual environment protection policies. Mutual consumer policies. Mutual policies in field of research and development.

3. Prerequisites

None

4. Learning outcomes

Student knows issues as regards functioning of European Union. Enbroadens specialist vocabulary concerning EU. Gains the competence of speaking about topics of mutual EU politics in German language. Improves skill of understanding specialist texts concerning EU.

5. Recommended readingZ. M. Doliwa-Klepacki, *Integracja Europejska*, Białystok 2001.P. Fontaine, *Europe in 12 lessons*, European Communities, 2006.I. Kienzler, *Leksykon Unii Europejskiej*, Warszawa 2003.W. Weidenfeld, W. Wessels, *Europa od A do Z*, Gliwice 2002.**6. Type of course**

Obligatory/elective

7. Teaching team

Department of Political Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	VI	III
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit

10. Language of instruction

German

Field: Medical emergency rescue

The graduate of three-year first-level course of the Emergency medicine for full-time students receives the professional title of *licencjat* (the equivalent of Bachelor's degree). The graduate possesses the general knowledge from the range of social sciences and the specialist knowledge and skills from the range of medical sciences, in this particularly within the range of medical rescue-acts in states of the sudden threat of the health and the life at adult and children. The graduate knows the foreign language on level of the proficiency B2 of the Common European Framework of Reference for Languages of the Council of Europe, can use specialist language from the range of social and medical sciences. The graduate is prepared to undertake the second-level studies, and also to continuing education in the system of the improvement of medical rescuers (paramedics) in compliance with regulations obligatory in Poland.

As the result of the education the graduate can:

- use the knowledge from the range of medical and social sciences during the performing of professional acts
- make an estimation of the state of health persons in case of the sudden hazard to health and undertake the medical rescue procedures
- protect persons being found in site of the event, and to take action preventing enlargement of the death toll and the degradation of the environment
- communicate with the person in the state of the sudden hazard to health and to give her psychical support , and also to communicate with the family of the patient and with other participants of the event
- predict behaviors of persons embraced with the emergency situation in order to prevent the occurrence of the panic,
- arrange the order of performing rescue procedures to victims
- participate in the evacuation of people from threatened region,
- perform medical rescue-acts in case of disasters, damages and accidents,
- diagnose states of the black-out, estimate its degrees, protect vital functions of unconscious persons using direct methods and with the use of the specialist equipment,
- perform cardiopulmonary resuscitation using direct methods and with the use of the specialist equipment and medicines in the medical life-saving in compliance with authorized in the medical rescue procedures, and also to give other health services to persons in sudden states,
- fulfill the life-saving medical supervision over victims and ill in site of the event and during the transport
- keep and archive records of performed medical services
- co-work with members of the medical rescue team and with other workers of the health protection, and also to cooperate and to coordinate medical activities with other emergency services,
- organize and to lead training courses of the first-aid, the qualified first-aid and medical rescue-acts
- characterize by the resistance on the stress, to be in good shape, to be able to make prompt and proper decisions on the site of the event,
- understand basic problems of the public health systems functioning and concerning the health care policy in Poland and other countries of the European Union , and also the sort and the degree of biological, environmental, demographic, social and psychological threats of the health of the community of people,

- proceed according rules of the ethics,
- use the law regulations referring the carrying out occupation
- organize the worksite in compliance with epidemiological requirements, safeties and hygiene of the work, the ergonomics, fire prevention and the environmental protection,
- understand the need of the continuous improvement possessed professional skills.

Achieved qualifications will make possible to employ the graduate in public and not public integrated health care management units including Emergency Departments, teams of the paramedics, specialist emergency services and centers of teaching, district and regional Emergency Communication Centers, district- and provincial teams referring to matters of the elaboration of regional security plan for crisis, National Fire Fighting and Rescue System, in services seeing about with the safety and the hygiene of the work in industrial plants, as the medical coordinator at the protecting of mass-entertainments, in civic organizations and such associations as: The Voluntary Ambulance Service of the Tatra Mountains, the Water Voluntary Ambulance Service, the Polish Red Cross, the Polish Motor Union, voluntary and the other fire brigades, as the instructor of the first-aid in schools, industrial plants with the large risk of the accident rate, units of the fire brigade etc.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in biology, foreign language and one of the selected subjects: Polish, chemistry or physics (physics and astronomy) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Field: Medical emergency rescue

Recruitment: 2010

Stationary

Year I (1)

Year I (1)																
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
SUBJECTS OF GENERAL EDUCATION																
1	Physical education	60		30				0		30				0	credit	
2	Information technologies	30								30				2	grade	
3	Protection of intellectual property	20	20					1							grade	
4	Health and safety at work and ergonomics	20	20					1							grade	
5	Demography	20	20					1							grade	
6	Biostatistic	20							20					1	grade	
7	Basics of economics	20	20					1							grade	
8	Basics of the organization and the management in the health protection	40							20	10			10	1	grade	
9	Health promotion	40							30				10	1	grade	
10	Basics of the social and health care policy	20	20					1							grade	
11	International aspects of the public health	20							20					1	grade	
MAIN SUBJECTS																
1	Qualified first aid	50	10	10				1	10	30				2	exam	
2	Emergency medical operations	110							30	50		20	10	5	grade	
APPRENTICESHIPS																
1	Practice in the hospital rescue department	40			40			1							grade	
2	Practice in the unit of the local State-Fire Brigade	80									80			1	grade	
3	Fitness camp	40									40			1	grade	

Field: Medical emergency rescue

Recruitment: 2010

Stationary

Year I (2)

Year I (2)																
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
BASIC SUBJECTS																
1	Propaedeutics of the law	16							16						1	grade
2	Sociology	21	16				5	1								grade
3	Psychology	20							20						1	grade
4	Biophysics	20	10	10				1								grade
5	Biochemistry	20	10	10				1								grade
6	Public health	46	30			16		2								grade
7	Hygiene and epidemiology	30							20	10					1	grade
8	Anatomy	90	60	30				6								exam
9	Physiology	70	50	20				5								exam
10	Pathophysiology	75							50	25					5	exam
11	Biology with elements of Immunology and genetics	30	20	10				2								grade
12	Microbiology and parasitology	30	20	10				2								exam
13	First aid	40	20	20				2								grade
14	Didactic	20							10	10					1	grade
OPTIONAL SUBJECTS																
1	Philosophy*/ History of medicine*	30	30					1								grade
2	Ethics* / Logic *	30							30						1	grade
3	Marketing of health care*/ Palliative care*	40										40			2	grade
4	History of the medical life-saving in Poland and in the world*/ Economics and the financing in the health protection*	20										20			1	grade
5	The swimming pool*/ The self-defence*	30								30					1	grade
6	Basics of the environmental protection*/ Basics of the environmental health*	20							20						1	grade
Total number of hours:		1328	196	150	40	16	5		296	225	120	80	30			
Total number of hours per semester(year)/ECTS:			407					30	751					30		
Number of exams:		5	3						2							

Industrial Safety – I semester 4h

Library training - I semester 4h

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2010

Stationary

Year II

No	The subject	Number of hours	semester III					ECTS	semester IV					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
SUBJECTS OF GENERAL EDUCATION															
1	English	60		30			10	1		30			10	1	grade
BASIC SUBJECTS															
1	Pharmacology	60	40	20				4							exam
2	Toxicology	50							30	20				3	exam
MAIN SUBJECTS															
1	Emergency medicine	260	30	80			20	6	30	80			20	6	grade
2	Emergency medical operations	230	30	70		10	10	6	20	70		10	10	4	grade
3	Internal diseases	140	30	10		20	10	3	30	10		20	10	3	exam
4	Surgery	160	30	30		20	10	4	30	30		20	15	5	exam
5	Pediatrics	60							20	20		10	10	2	grade
6	Intensive care	60							20	30			10	2	grade
7	Obstetrics and the gynecology	50	30	20				2							grade
8	Diagnostic imaging in emergency medicine	30	16				14	1							grade
OPTIONAL SUBJECTS															
1	Basics of social communication*/ Basics of social insurance*	40							20	10		10		1	grade
2	Problems of social pathology * / Environmental microbiology*	40	20	20				1							grade
3	The swimming pool*/ The self-defence*	60		30				1		30				1	grade
APPRENTICESHIPS															
1	Practice in the hospital rescue department	160									80			1	grade
2	Practice at the disposer of the Medical Rescue Teams.	80									80			1	grade
3	Fitness camp	40		40				1							grade
Total number of hours:		1545	226	350	0	50	74		200	330	160	70	85		
Total number of hours per semester(year)/ECTS:			700					30	845					30	
Number of exams:		4	1						3						

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2010

Stationary

Year III

No	The subject	Number of hours	semester V					ECTS	semester VI					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
SUBJECTS OF GENERAL EDUCATION															
1	English	80		30			10	1		30			10	2	exam
BASIC SUBJECTS															
1	Methodology of research	16	16					1							grade
MAIN SUBJECTS															
1	Emergency medicine	250	30	80			15	5	30	80			15	7	exam
2	Emergency medical operations	220	20	70		10	10	4	20	70		10	10	6	exam
3	Methodics of the instruction of the first-aid and the qualified first-aid	55							30	10			15	2	grade
4	Medicine of disasters	60							40			20		3	grade
5	Paediatrics	70	20	20		10	20	3							exam
6	Neurology	50	20	20			10	3							exam
7	Orthopaedics and the traumatology.	110	30	20			10	3	30			20		2	grade
8	Intensive care	70	20	30		10	10	3							exam
9	Forensic medicine	30							20			10		1	grade
10	Psychiatry	40	20	10			10	1							grade
11	Bachleors seminar	65				20	10	1				20	15	2	grade
OPTIONAL SUBJECTS															
1	Communication in the health protection*/ Old and new social threats *	40	20	20				1							grade
2	Health policy in UE */ Preparation for entry into the labour market*	40							20	20				2	grade
3	Swimming pool*/ Self-defence*	30		30				1							grade
4	Latin*/ Sign language*	80		30			10	2		30			10	2	grade
5	Basics of the nourishment of the man*/ Basics of the health and epidemiological supervision *	30							20	10				1	grade
APPRENTICESHIPS															
1	Practice in the hospital rescue department	40			40			1							grade
Total number of hours:		1376	196	360	40	50	115		210	250	0	80	75		
Total number of hours per semester(year)/ECTS:			761					30	615					30	
Number of exams:		6	3						3						

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2010

Non-stationary

Year I (1)

No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
SUBJECTS OF GENERAL EDUCATION															
1	Physical education	36		18				0		18				0	credit
2	Information technologies	18								10			8	2	grade
3	Protection of intellectual property	12	12					1							grade
4	Health and safety at work and ergonomics	12	12					1							grade
5	Demography	12	12					1							grade
6	Biostatistic	12							12					1	grade
7	Basics of economics	12	12					1							grade
8	Basics of the organization and the management in the health protection	24							10	8			6	1	grade
9	Health promotion	24							14				10	1	grade
10	Basics of the social and health care policy	12	12					1							grade
11	International aspects of the public health	12							12					1	grade
MAIN SUBJECTS															
1	Qualified first aid	50	10	10				1	10	30				2	exam
2	Emergency medical operations	110							30	50		20	10	5	grade
APPRENTICESHIPS															
1	Practice in the hospital rescue department	40			40			1							grade
2	Practice in the unit of the local State-Fire Brigade	80									80			1	grade
3	Fitness camp	40									40			1	grade

Field: Medical emergency rescue

Recruitment: 2010

Non-stationary

Year I (2)

Year I (2)																
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
BASIC SUBJECTS																
1	Propaedeutics of the law	16							16						1	grade
2	Sociology	21	16				5	1								grade
3	Psychology	20							20						1	grade
4	Biophysics	20	10	10				1								grade
5	Biochemistry	20	10	10				1								grade
6	Public health	46	30				16	2								grade
7	Hygiene and epidemiology	30							20	10					1	grade
8	Anatomy	90	60	30				6								exam
9	Physiology	70	50	20				5								exam
10	Pathophysiology	75							50	25					5	exam
11	Biology with elements of immunology and genetics	30	20	10				2								grade
12	Microbiology and parasitology	30	20	10				2								exam
13	First aid	40	20	20				2								grade
14	Didactic	20							10	10					1	grade
OPTIONAL SUBJECTS																
1	Philosophy*/History of medicine*	18	10				8	1								grade
2	Ethics* / Logic *	18							10					8	1	grade
3	Marketing of health care*/ Palliative care*	24											24		2	grade
4	History of the medical life-saving in Poland and in the world*/ Economics and the financing in the health protection*	12											12		1	grade
5	The swimming pool*/ The self-defence*	18								18					1	grade
6	Basics of the environmental protection*/ Basics of the environmental health*	12							12						1	grade
Total number of hours:		1136	316	138	40	16	13		226	179	120	56	42			
Total number of hours per semester(year)/ECTS:			523					30	623					30		
Number of exams:		5	3						2							

Industrial Safety – I semester 4h

Library training - I semester 4h

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2010

Non-stationary

Year II

Year II																
No	The subject	Number of hours	semester III					ECTS	semester IV					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
SUBJECTS OF GENERAL EDUCATION																
1	English	48		16			8	1		16			8	1	grade	
BASIC SUBJECTS																
1	Pharmacology	60	40	20				4							exam	
2	Toxicology	50							30	20				3	exam	
MAIN SUBJECTS																
1	Emergency medicine	260	30	80			20	6	30	80			20	6	grade	
2	Emergency medical operations	230	30	70		10	10	6	20	70		10	10	4	grade	
3	Internal diseases	140	30	10		20	10	3	30	10		20	10	3	exam	
4	Surgery	160	30	30		20	10	4	30	30		20	15	5	exam	
5	Pediatrics	60							20	20		10	10	2	grade	
6	Intensive care	60							20	30			10	2	grade	
7	Obstetrics and the gynecology	50	30	20				2							grade	
8	Diagnostic imaging in emergency medicine	30	16				14	1							grade	
OPTIONAL SUBJECTS																
1	Basics of social communication*/ Basics of social insurance*	24							10	10			4	1	grade	
2	Problems of social pathology * / Environmental microbiology*	24	14	10				1							grade	
3	The swimming pool*/ The self-defence*	36		18				1		18				1	grade	
APPRENTICESHIPS																
1	Practice in the hospital rescue department	80									80			1	grade	
2	Practice at the disposer of the Medical Rescue Teams.	80									80			1	grade	
3	Fitness camp	40			40			1							grade	
Total number of hours:		1457	220	274	40	50	72		190	304	160	60	87			
Total number of hours per semester(year)/ECTS:			656					30	801					30		
Number of exams:		4	1						3							

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2010

Non-stationary

Year III

No	The subject	Number of hours	semester V					ECTS	semester VI					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
SUBJECTS OF GENERAL EDUCATION																
1	English	48		16			8	1		16			8	2	exam	
BASIC SUBJECTS																
1	Methodology of research	16	16					1							grade	
MAIN SUBJECTS																
1	Emergency medicine	250	30	80			15	5	30	80			15	7	exam	
2	Emergency medical operations	220	20	70		10	10	4	20	70		10	10	6	exam	
3	Methodics of the instruction of the first-aid and the qualified first-aid	55							30	10			15	2	grade	
4	Medicine of disasters	60							40			20		3	grade	
5	Paediatrics	70	20	20		10	20	3							exam	
6	Neurology	50	20	20			10	3							exam	
7	Orthopaedics and the traumatology.	100	30	20				3	30			20		2	grade	
8	Intensive care	70	20	30		10	10	3							exam	
9	Forensic medicine	30							20			10		1	grade	
10	Psychiatry	40	20	10			10	1							grade	
11	Bachleors seminar	65				20	10	1				20	15	2	grade	
OPTIONAL SUBJECTS																
1	Communication in the health protection*/ Old and new social threats *	24	14	10				1							grade	
2	Health policy in UE */ Preparation for entry into the labour market*	40							14	10				2	grade	
3	Swimming pool*/ Self-defence*	18		18				1							grade	
4	Latin*/ Sign language*	48		18			6	2		18			6	2	grade	
5	Basics of the nourishment of the man*/ Basics of the health and epidemiological supervision *	24							18	6				1	grade	
APPRENTICESHIPS																
1	Practice in the hospital rescue department	40			40			1							grade	
Total number of hours:		1268	190	312	40	50	99		202	210	0	80	69			
Total number of hours per semester(year)/ECTS:			691					30	561					30		
Number of exams:		6	3						3							

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2009

Stationary

Year I (1)

Year 1 (2)																
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
BASIC SUBJECTS																
1	Propaedeutics of the law	15							15						1	grade
2	Sociology	15	15					1								grade
3	Psychology	30							15	15					1	grade
4	Biophysics	20	10	10				1								grade
5	Biochemistry	20	10	10				1								grade
6	Public health	45	30	15				1								grade
7	Hygiene and epidemiology	30							20	10					1	grade
8	Anatomy	90	60	30				5								exam
9	Physiology	75	50	25				5								exam
10	Pathophysiology	75							50	25					4	exam
11	Biology with elements of Immunology and genetics	30	20	10				2								exam
12	Microbiology and parasitology	45	30	15				2								exam
13	First aid	30	10	20				1								grade
14	Didactic	15							10	5					1	grade
15	Basics of economics	15	15					1								grade
16	Basics of the organization and the management in the health protection	30							20	10					1	grade
17	Demography	15	15					1								grade
18	Biostatistic	15	15					1								grade
19	Health promotion and education.	30							20	10					1	grade
20	Basics of the social and health policy and social insurance	20	20					1								grade
21	International aspects of public health	15							15						1	grade
22	Basics of the environmental protection*/ Basics of the environmental health*	20							20						1	grade

Field: Medical emergency rescue

Recruitment: 2009

Stationary

Year I (2)

Year I (2)															
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
SUBJECTS OF GENERAL EDUCATION															
1	Physical education	60		30				1		30				1	grade
2	English*/ German*	60		30				1		30				1	grade
3	Information technologies	30								30				2	grade
4	Philosophy	30	30					1							grade
5	History of medicine	30							30					1	grade
6	Ethics* / Logic *	30							30					1	grade
7	Protection of intellectual property	15	15					1							grade
8	Health and safety at work and ergonomics	15	15					1							grade
MAIN SUBJECTS															
1	Qualified first aid	60	10	10				1	10	30				4	exam
2	Emergency medical operations	100							30	70				5	grade
APPRENTICESHIPS															
1	Practice in the unit of the local State-Fire Brigade	80									80			2	grade
2	Fitness camp	40									40			1	grade
3	Practice in the hospital rescue department*/ Practice at the disposer of the Medical Rescue Teams*/ Board of admissions*	40			40			1							grade
Total number of hours:		1285	370	205	40	0	0		285	265	120	0	0		
Total number of hours per semester(year)/ECTS:			615					30	670					30	
Number of exams:		6	4						2						

Industrial Safety – I semester 4h

Library training - I semester 4h

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2009

Stationary

Year II

No	The subject	Number of hours	semester III					ECTS	semester IV					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
SUBJECTS OF GENERAL EDUCATION																
1	English*/ German*	90		30			15	1		30			15	2	exam	
BASIC SUBJECTS																
1	Pharmacology	60	40	20				4							exam	
2	Toxicology	50							30	20				2	exam	
3	Basics of social communication*/ Basics of social insurance*	40							20	10		10		1	grade	
4	Problems of social pathology * / Environmental microbiology*	40	20	20				1							grade	
5	The swimming pool*/ The self-defence*	60		30				1		30				1	grade	
MAIN SUBJECTS																
1	Emergency medicine	260	30	80			20	6	30	80			20	6	grade	
2	Emergency medical operations	230	30	70		10	10	6	20	70		10	10	4	grade	
3	Internal diseases	140	30	10		20	10	3	30	10		20	10	3	exam	
4	Surgery	185	30	30		20	10	4	30	30		20	15	5	exam	
5	Pediatrics	60							20	20		10	10	2	grade	
6	Intensive care	60							20	30		10		2	grade	
7	Obstetrics and the gynecology	50	30	20				2							exam	
8	Diagnostic imaging in emergency medicine	30	16				14	1							grade	
APPRENTICESHIPS																
1	Practice in the hospital rescue department	80									80			1	grade	
2	Practice at the disposer of the Medical Rescue Teams.	80									80			1	grade	
3	Fitness camp	40			40			1							grade	
Total number of hours:		1555	226	310	40	50	79		200	330	160	80	80			
Total number of hours per semester(year)/ECTS:			705					30	850					30		
Number of exams:		6	2						4							

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2009

Stationary

Year III

No	The subject	Number of hours	semester V					ECTS	semester VI					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
BASIC SUBJECTS																
1	Methodology of research	16	16					1								grade
2	Communication in the health protection*/ Old and new social threats *	40	20	20				1								grade
3	Health policy in UE */ Preparation for entry into the labour market*	59							24	20			15	2		grade
4	Marketing of healthcare services*/ Paliative care*	55										40	15	2		grade
5	History of the medical life-saving in Poland and in the world*/ Economics and the financing in the health protection*	30				20	10	1								grade
6	Swimming pool*/ Self-defence*	30		30				1								grade
7	Latin*/ Sign language*	90		30			15	2		30			15	2		grade
8	Basics of the nourishment of the man*/ Basics of the health and epidemiological supervision *	30							20	10				1		grade
MAIN SUBJECTS																
1	Emergency medicine	250	30	80			15	5	30	80			15	7		grade
2	Emergency medical operations	220	20	70		10	10	4	20	70		10	10	6		grade
3	Methodology of the instruction of the first-aid and the qualified first-aid	55							30	10			15	2		grade
4	Medicine of disasters	60							40			20		3		grade
5	Paediatrics	70	20	20		10	20	3								exam
6	Neurology	55	20	20			15	3								exam
7	Orthopaedics and the traumatology.	110	30	20			10	3	30			20		2		grade
8	Intensive care	70	20	30		10	10	3								exam
9	Forensic medicine	30							20			10		1		grade
10	Psychiatry	40	20	10			10	1								grade
11	Bachelor's Seminar	65				20	10	1				20	15	2		grade
APPRENTICESHIPS																
1	Practice in the hospital rescue department	40			40			1								grade
Total number of hours:		1415	196	330	40	70	125		214	220	0	120	100			
Total number of hours per semester(year)/ECTS:			761					30	654					30		
Number of exams:		3	3						0							

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2009

Non-stationary

Year I (1)

No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
BASIC SUBJECTS															
1	Propaedeutics of the law	16							16					1	grade
2	Sociology	16	16					1							grade
3	Psychology	16							10				6	1	grade
4	Biophysics	16		16				1							grade
5	Biochemistry	16	8	8				1							grade
6	Public health	35	20				15	1							grade
7	Hygiene and epidemiology	30							20	10				1	grade
8	Anatomy	90	60	30				6							exam
9	Physiology	75	30	25			20	5							exam
10	Pathophysiology	75							25	25			25	4	exam
11	Biology with elements of immunology and genetics	20	20					2							exam
12	Microbiology and parasitology	25	25					2							exam
13	First aid	30	10	20				1							grade
14	Didactic	16							10				6	1	grade
15	Basics of economics	16	10				6	1							grade
16	Basics of the organization and the management in the health protection	16							10				6	1	grade
17	Demography	10							10					1	grade
18	Biostatistic	10	10					1							grade
19	Health promotion and education.	28							10	10			8	1	grade
20	Basics of the social and health policy and social insurance	12	12					1							grade
21	International aspects of public health	10							10					1	grade
22	Basics of the environmental protection*/ Basics of the environmental health*	20							10				10	1	grade

Field: Medical emergency rescue**Recruitment: 2009****Non-stationary****Year I (2)**

Year I (2)																
No	The subject	Number of hours	semester I					ECTS	semester II					ECTS	Form of credit	
			L	C	A	S	SE		L	C	A	S	SE			
SUBJECTS OF GENERAL EDUCATION																
1	Physical education	40		20				1		20				1	grade	
2	English*/ German*	56		20			8	1		20			8	1	grade	
3	Information technologies	18								10			8	2	grade	
4	Philosophy* / History of medicine*	18	10				8	1							grade	
5	Ethics* / Logic *	18							10				8	1	grade	
6	Protection of intellectual property	8	8					1							grade	
7	Health and safety at work and ergonomics	8	8					1							grade	
MAIN SUBJECTS																
1	Qualified first aid	60	10	10				1	10	30				4	exam	
2	Emergency medical operations	100							30	70				5	grade	
APPRENTICESHIPS																
1	Practice in the unit of the local State-Fire Brigade	80									80			2	grade	
2	Fitness camp	40									40			1	grade	
3	Practice in the hospital rescue department*/ Practice at the disposer of the Medical Rescue Teams*/ Board of admissions*	40			40			1							grade	
Total number of hours:		1084	257	149	40	0	57		181	195	120	0	85			
Total number of hours per semester(year)/ECTS:			503					30	581					30		
Number of exams:		6	4						2							

Industrial Safety – I semester 4h**Library training - I semester 4h**

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue

Recruitment: 2009

Non-stationary

Year II

No	The subject	Number of hours	semester III					ECTS	semester IV					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
SUBJECTS OF GENERAL EDUCATION															
1	English*/ German*	56		20			8	1		20			8	2	exam
BASIC SUBJECTS															
1	Pharmacology	60	40	20				4							exam
2	Toxicology	50							30	20				2	exam
3	Basics of social communication*/ Basics of social insurance*	24							10	10		4		1	grade
4	Problems of social pathology * / Environmental microbiology*	40	14	10				1							grade
5	The swimming pool*/ The self-defence*	60		18				1		18				1	grade
MAIN SUBJECTS															
1	Emergency medicine	240	30	80			10	6	30	80			10	6	grade
2	Emergency medical operations	230	30	70		10	10	6	20	70		10	10	4	grade
3	Internal diseases	130	30	10		20	5	3	30	10		20	5	3	exam
4	Surgery	185	30	30		20	5	4	30	30		20	10	5	exam
5	Pediatrics	55							20	20		10	5	2	grade
6	Intensive care	60							20	30		10		2	grade
7	Obstetrics and the gynecology	50	30	20				2							exam
8	Diagnostic imaging in emergency medicine	30	16				14	1							grade
APPRENTICESHIPS															
1	Practice in the hospital rescue department	80									80			1	grade
2	Practice at the disposer of the Medical Rescue Teams.	80									80			1	grade
3	Fitness camp	40			40			1							grade
Total number of hours:		1420	220	278	40	50	52		190	308	160	74	48		
Total number of hours per semester(year)/ECTS:			640					30	780					30	
Number of exams:		6	2						4						

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Field: Medical emergency rescue**Recruitment: 2009****Non-stationary****Year III**

No	The subject	Number of hours	semester V					ECTS	semester VI					ECTS	Form of credit
			L	C	A	S	SE		L	C	A	S	SE		
BASIC SUBJECTS															
1	Methodology of research	16	16					1							grade
2	Communication in the health protection*/ Old and new social threats *	24	14	10				1							grade
3	Health policy in UE */ Preparation for entry into the labour market*	36							20	12			4	2	grade
4	Marketing of healthcare services*/ Paliative care*	34										34		2	grade
5	History of the medical life-saving in Poland and in the world*/ Economics and the financing in the health protection*	22				12	10	1							grade
6	Swimming pool*/ Self-defence*	18		18				1							grade
7	Latin*/ Sign language*	56		28				2		28				2	grade
8	Basics of the nourishment of the man*/ Basics of the health and epidemiological supervision *	24							18	6				1	grade
MAIN SUBJECTS															
1	Emergency medicine	230	30	80			5	5	30	80			5	7	grade
2	Emergency medical operations	220	20	70		10	10	4	20	70		10	10	6	grade
3	Methodology of the instruction of the first-aid and the qualified first-aid	50							30	10			10	2	grade
4	Medicine of disasters	60							40			20		3	grade
5	Paediatrics	60	20	20		10	10	3							exam
6	Neurology	50	20	20			10	3							exam
7	Orthopaedics and the traumatology.	110	30	20			10	3	30			20		2	grade
8	Intensive care	70	20	30		10	10	3							exam
9	Forensic medicine	30							20			10		1	grade
10	Psychiatry	40	20	10			10	1							grade
11	Bachelor's Seminar	65				20	10	1				20	15	2	grade
APPRENTICESHIPS															
1	Practice in the hospital rescue department	40			40			1							grade
Total number of hours:		1255	190	306	40	62	85		208	206	0	114	44		
Total number of hours per semester(year)/ECTS:			683					30	572					30	
Number of exams:		3	3						0						

L: lectures
 C: classes
 A: apprenticeships
 S: seminars
 SE: self education

Subjects of general education:

ECTS credits

1

1. Course title

The basics of economics

2. Course contentsLecture

1. Introduction, structures of the economics. Microeconomics and macroeconomics.
2. Market economy, market and its structure. Demand and supply. The factors of demand and supply. Market price.
3. The fundamental theory of enterprise. Revenue and costs production and factors of productions.
4. Economic role of government. The rule of interventions in economy.
5. Creation and distribution of national income and his measurments.
6. Budget policy. Fiscal policy.
7. The role of money in the economy. The nature of central bank. Monetary policy.

3. Prerequisites

None

4. Learning outcomes

Students will be able to explain the mechanism of market economy and interpret the basics measures of economic welfare. This subject allows to understand the influence of economic problems on social and political life.

5. Recommended reading

1. Czarny B., Rapacki R., *Podstawy ekonomii*, Polskie Wydawnictwo Ekonomiczne, Warszawa 2002.
2. Milewski R. (red.), *Podstawy ekonomii*, Wydawnictwo Naukowe PWN, Warszawa 2008.
3. Samuelson P. A., Nordhaus W. D., *Ekonomia*, tom I, II, PWN, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20/12	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

Punkty ECTS

1

1. Course title

Biostatistic

2. Course contents**Lecture**

Elementary concepts in statistics. Measurement Scales. Statistical visualization techniques. Descriptive statistic: measures of central tendency, measures of dispersion. Basic concepts in probability theory: definitions of probability, random variable, discrete and continuous random variable, probability distributions, cumulative distributions function, expected value and variance of random variable. Normal distribution. Sampling distributions of the mean. Confidence interval for the mean. Significance testing, student's t-testing (unpaired and paired two-sample t-tests). Excel in data analysis. Chosen models and methods in biology and medicine.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with the basic concepts, categories of descriptive and mathematical statistic and basic methods of data analysis. The students can understand the statistical analysis of data in medical research. They know how to describe data and how to use basic methods of mathematical statistics to solve chosen medical problems.

5. Recommended reading

1. Biostatystyka, Stanisław A. (red.) Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków 2005
2. Petrie A., Sabin C., Statystyka medyczna w zarysie, Wydawnictwo lekarskie PZWL, Warszawa 2006
3. Bryła M.: Epidemiologia z elementami biostatystyki. Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków 2005

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	year
Lecture	20/12	II	1
Classes	-		
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	II	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

Punkty ECTS

1

1. Course title

Demography

2. Course contents**Lecture**

Elementary concepts in demography. Methods of demographic data collection. Demography in medicine research. Demographic situation and health status of population. Theories of Population Growth. Fertility and mortality transitions. Age and sex structure. Fertility and its determinants. Mortality and its determinants. *Mortality and Fertility* trends and *natural increase*. Demographic projections. Natural increase and health.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with the basic concepts of demography, the main demographic events and structures. The students can search data about health of population. They can explain relations between demographic situation and health status of population.

5. Recommended reading

1. Holzer J., Demografia, Polskie Wydawnictwo Ekonomiczne, Warszawa 2003
2. Kędelski M.: Demografia, Akademia Ekonomiczna w Poznaniu, Poznań 2006
3. Okólski M.: Demografia: podstawowe pojęcia, procesy i teorie w encyklopedycznym zarysie., Wydawnictwo Naukowe Scholar, Warszawa 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20/12	I	1
Classes	-		
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

The health and safety at work and ergonomics.

2. Course contents**Lecture**

Legal and organizational issues: nature and system of the health and safety at work, basic regulations of the HSW and the protection against fire. Obligations of the employer and employees within the scope of the HSW - the labour code and other legal documents; departmental regulations. Preventive care of employees – training in the HSW. Hazard assessment and occupational hazard with harmful factors and troublesome for the health, appearing in the process of practicing the profession of the medical lifeguard. Health and safety at work at using devices of the computing. Industrial diseases and their judgements. Causes of accident at work and the principles of procedure involving an accident. Individuals of the supervision and the control of working conditions. Chosen issues from the physiology of the work and the ergonomics: the role of the ergonomics in shaping working conditions and teachings, corrective, conceptual and system ergonomics. Methods of setting the energy expense. Classifications of the heaviness of the work. Ergonomic checklist.

3. Prerequisites

None.

4. Learning outcomes

The student knows:

- essential issues concerning nature of the health and safety at work, of system of the health and safety at work, of essential regulations of the HSW and the protection against fire,
- chosen issues from the physiology of the work and the ergonomics.

The Student understands:

- duties and laws of the employee and employers within the scope of the HSW.

The Student can:

- to identify the harmful factors to health, appearing in the operating environment,
- to use legal documents concerning the health and safety at work in practice,
- to take due intervention in case of threatening on a workstation,
- to organize a workstation according to requirements of regulations HSW,
- to judge the occupational hazard with harmful factors and troublesome for the health, appearing in the process of practicing the profession of the medical lifeguard.

5. Recommended reading

1. Górka E.: Ergonomia. Projektowanie, diagnoza, eksperymenty, OW PW, Warszawa 2007.
2. Wieczorek Z.: Bezpieczeństwo, higiena pracy i ergonomia w pracy biurowej, Wrocław 2007.
3. Raczkowski B.: BHP w praktyce. Ośrodek Doradztwa i Doskonalenia Kadr, Gdańsk 2005.
4. Wojciechowska-Piskorska H., Skuza L.: Bezpieczeństwo i higiena pracy w zakładach opieki zdrowotnej, Ośrodek Doradztwa i Doskonalenia Kadr, Gdańsk 2002.
5. Stec D.: Zasady BHP w praktyce, Wszechnica Podatkowa, Warszawa 2008.
6. Kodeks pracy, Wydawnictwo: Prawnicze LexisNexis, wrzesień 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Medicine.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20/12	I	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with mark (written test).

10. Language of instruction

Polish.

ECTS credits

1

1. Course title

The Health Promotion

2. Course contentsLecture

Development of health promotion in Poland and abroad. Strategies, directions, priorities and targets for health promotion in the international arena. The basic documents related to the health promotion. International documents and health promotion organizations. Assumptions of the National Health Programme. Levels of health promotion and health prevention. Health promotion and health education in the healthcare system. Health determinants, health behaviour and factors affecting health. Objectives and tasks of health education, methodology and models of health education. Strategic planning for health education, chosen models of health promotion and health education. Sources of financing preventive education programs. The importance of communication in health education. Functions and qualifications of the medical rescuer in health promotion and health education.

Classes

Health problems of people of different age and conditions of health. Shaping the lifestyles determining health. The principles of health promotion and health education at all levels of the health care system. Constructing educational projects. Promoting healthy living patterns.

Self-improvement

Forming of lifestyles and health behaviours. Needs and barriers of educating the health education staff. Analysis of health education programs. Oncological education.

3. Prerequisites

Knowledge of biology, physiology, pathophysiology, psychology, public health.

4. Learning outcomes

The student knows the concept of health promotion and health education, programs and institutions promoting health, and development trends in Poland and worldwide. The student understands the relationship of health promotion and prevention. The student is able to use the methods of health education according to the needs of individuals, families, the environment.

5. Recommended reading

1. Andruszkiewicz A.: Promocja zdrowia i edukacja zdrowotna. Wyd. Czelej, Lublin 2008
2. Lwow F., Milewicz A.: Promocja zdrowia. Urban & Partner, Wrocław, 2004
3. Karski J.: Promocja zdrowia. PZWL, Warszawa, 2001
4. Karski J.: Praktyka i teoria promocji zdrowia. Wybrane zagadnienia. CeDeWu, Warszawa 2003
5. Borzucka – Sitkiewicz K.: Promocja zdrowia i edukacja zdrowotna: przewodnik dla edukatorów zdrowia. Kraków, Oficyna Wydawnicza Impuls, 2006

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	II	1
Classes			
Laboratory			
Project			
Seminar			
Other (Self-education)	10		
Total student's workload	30	II	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Information technologies

2. Course contentsLecture

The history and the future of the information technology. The information technology around us. Elements of algorithms. Bases of computer techniques. The acquaintance of basic functions arranging the environment of the computer user, for purpose of the effective using of the computer. Rules of the classification of the software.

Application programs (Word, Excel, PowerPoint, Access). Telemedicine and the health. The electronic health care report. The internet in the medicine. Bibliographic bases: Medline, Core Biomedical Collection, Cancer.

Classes

The basic service of the operating system of the computer (Windows, Linux). The word processing, the use of the computer to the creation, editions, storages and the printing of documents. Spreadsheets, using of the computer to the leadership of repeatable calculations: preparations of budgets, workings out of prognoses, preparing of graphs and financial reports. Databases, the creation and the using of databases to the organization of large sources of data, making possible the quick and easy access to them. The graphics and presentations manager and Using of graphic techniques as the effective communication, widely used in the business and for the instructive purposes. The use of the computer at working out statistical data in medical sciences. The use of the equipment and the computer software in the medicine. Software in the medical service. The internet: basic services.

The creation of the own web page.

3. Prerequisites

None

4. Learning outcomes

Student can use chosen electronic processes for collecting, storing and making available information.

5. Recommended reading

- 1) Kowalczyk G., Word 2007 PL. Ćwiczenia praktyczne, Helion, 2007
- 2) Negrino T., Prezentacje w PowerPoint 2007 PL, Helion, 2008
- 3) Masłowski K., Excel 2007 PL. Ćwiczenia praktyczne, Helion, 2007
- 4) "Windows 2000/XP/Vista - dokumentacja systemu operacyjnego"
- 5) Mendrala D., Szelaąg M., Access 2007 PL. Ćwiczenia praktyczne, Helion, 2007
- 6) Jachimek S.: Komputer dla każdego. Wydawnictwo Helion, 2000.

6. Type of course

Obligatory.

7. Teaching team

Department of Informatics.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/10	II	1
Laboratory			
Project			
Seminar			
Other / Self education	0/8	II	1
Total student's workload	60	II	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Protection of intellectual property

2. Course contents

Lecture: I. Subject area: I. Introduction: Intellectual goods as a special kind of goods. Position of intellectual rights regulation in a system of Polish law. Genesis and meaning of international regulation of intellectual property law (Bern, Paris and common Conventions and other covenants with Poland as a party thereof) II. Copyright: Definition of original creative works and their kinds. Subjects of intellectual property rights. Content of intellectual property rights – personal and commercial intellectual property rights; exploitation fields. General rules of assignment of rights – succession of rights. Agreements assigning rights and licence agreements. Collective administration and protection of rights. Protection of rights. Related rights – subjects, content, usage and protection. Protection of databases. III. Industrial property rights: Objects of industrial property rights; Polish Patent Office. Subjects entitled to projects of patents. Content of right to patent Project regarding to personal and economic rights. General rules on protection of rights to industrial property objects.

3. Prerequisites

None

4. Learning outcomes

The goal of this seminar is to have each student understand the basic construction of intellectual property taking into account the differences between the intellectual property and copyright.

5. Recommended reading

- 1) J. Jezioro, Prawo własności intelektualnej (w:) Podstawy Prawa cywilnego pod red.: E. Gniewka, Warszawa 2010.
- 2) J. Barta, M. Czajkowska-Dąbrowska, Z. Ćwiakalski, R. Markiewicz, E. Traple, Prawo autorskie i prawa pokrewne. Komentarz, Kraków 2005,
- 3) J. Barta R. Markiewicz, Ustawa o ochronie baz danych. Komentarz, Warszawa 2002,
- 4) Prawo autorskie i prawa pokrewne. Zarys wykładu (red. M. Poźniak-Niedzielska), Bydgoszcz-Warszawa-Lublin 2007.
- 5) R. Gola, Dobra niematerialne. Kompendium prawne, Warszawa 2005,
- 6) R. Gola, Prawo autorskie i prawa pokrewne, Warszawa 2005,
- 7) J. Barta, Markiewicz, Prawo autorskie, Warszawa 2008,
- 8) E. Nowińska,
- 9) U. Promińska, M. du Vall, Prawo własności przemysłowej, Warszawa 2003,
- 10) Prawo własności przemysłowej (red. U. Promińska), Warszawa 2005,
- 11) System Prawa Prywatnego. Tom 13. Prawo autorskie (red. J. Barta), Warszawa 2007,
- 12) M. du Vall, Prawo patentowe, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Sciences on Economics and European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20/12	1	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	1	1

9. Assessment methods

Credit with mark (written test).

10. Language of instruction

Polish

ECTS credits

0

1. Course title

The physical education

2. Course contents

Rules of the safety during performing of exercises. The general gymnastics. Team games. The gymnastics corrective, rehabilitative, equalized, compensatory, exercises formatting the correct attitude (exercises of muscles of the back, the trunk, the abdomen), exercises forced strengthening muscular responsible groups for the maintenance of the correct attitude, the exercise of lower limbs preventing myodynia due to the long standing position and the prevention to the flatfoot. Exercises improving the activity of the circulatory system and the respiratory system - the learning of the abdominal respiration, the learning of the relaxation, exercises preventing to sacrodynias, exercises enlarging the range mobility of joints, exercises from the range of the rehabilitative gymnastics in basic orthopaedic, neurological, cardiological illnesses. The specialist gymnastics- professional exercises correcting dysfunctions of the motor system, the exercise of the physical and psychical relaxation. The recognition of rules of the biological renovation by exercise and physiotherapeutic procedures. the massage and sauna. Judo and the self-defence. Efficiency tests and the physical efficiency. Sports-regulations and rules of the organization of athletic events. The swimming with generalities. The improvement of skills connected with saving of the victim of getting drowned

3. Prerequisites

The general motor efficiency, the lack of wholesome contraindications.

4. Learning outcomes

The student knows different methods of the formation of the physical fitness and how to use the knowledge in the programming of the motor activity. Students can swim.

5. Recommended reading

1). Kaczyński A.: Zabawowe formy ćwiczeń zwinnościowo - akrobatycznych, AWF Wrocław 2000

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30/18	I/II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload			

9. Assessment methods

Credit

10. Language of instruction

Polish

Basic subjects:

ECTS credits

6

1. Course title

Anatomy

2. Course contentsLecture

The anatomical terminology; the structure of the axial and appendicular skeleton; the structure and mechanic of the bones; the skull; the structure and mechanic of the muscles (the typical places for intramuscularly injections), the basis of biomechanics; the structure of the pelvis wall (the mechanic of the parturition); the circulatory system – basal structure; the structure and topography of the hearth (localization of the electrodes in ECG); the vascular system (the typical places for intravenous injections); the respiratory system (the nursing and surgical methods of the facilitation of the respiration); the mediastinum; the pleura (the phenomenon of pneumothorax); the digestive system; the uro-genital system; the essential structure of the central and peripheral nervous system; the autonomic system; the sense organs – the general structure; the basal structure of the lymphatic system and endocrine glands.

Classes

The recognizing of the particular kinds of the bones and joints with using the sectional material; the structure of the cranial base and fossae on the models and x-ray images; the muscles of the limbs and trunk – demonstration of the functional groups (the places of occurring the hernias); the structure of the hearth (the valves and pericardial sac); the pleural cavity and mediastinum (the topographical relations on the models and X-rays photos); the peritoneal cavity; the intestinal and glandular part of the digestive system (on the models and using modern techniques of imaging -USG, CT, MRI); the demonstration of the external structure of the central nervous system; the meninges and meningeal spaces.

3. Prerequisites

Basic knowledge in the range of biology, physics and chemistry on the level of post gymnasium.

4. Learning outcomes

After completing the course of anatomy the student can describe particular anatomical structures and the locations and relationship of the organ in a living individual.

5. Recommended reading

1. „Anatomia człowieka – podręcznik dla studentów” red. Witold Woźniak, Wydawnictwo Urban & Partner, Wrocław 2001
2. „Podstawy anatomii człowieka” : podręcznik dla studentów, Bogusław K. Gołąb, Wydaw. Lekarskie PZWL, Warszawa 2000.
3. „Atlas anatomii człowieka” Johannes Sobotta, Wydawnictwo Urban & Partner, Wrocław 2001

6. Type of course

Obligatory.

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	60	I	1
Classes	30	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180	I	1

9. Assessment methods

Exam.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Biochemistry

2. Course contents

Lecture: Biochemical basics of organism integration – division, structure and functions for macromolecules. Nucleic acids (structure, chemical reactions, role). Construction role of amino acids, fats, saccharides, vitamins and proteins. Transformation of proteins: digestion, absorption, formation and role of biogenic amines, phenylalanine transformation, synthesis of proteins. Transformation of carbohydrates: digestion, absorption, glycolysis, glycogenase, synthesis of lactose. Fats transformations: digestion, absorption, animal fats, composition and role of the bile in digestion, lipoproteins of plasma, synthesis of real fat and fatty acids. Energy supplying processes: Krebs' cycle, high energetic compounds, deflection chain. Biochemistry of tissues and organs. Alimentary canal – enzymes, stomach juice, bile, pancreas, liver, kidney. Basic-acidic equilibrium. Biochemical construction of bones. Enzymes and coenzymes. Influence of physical factors on the speed of enzymatic reactions. Hormones - construction, properties, acting mechanism and division. Control of hormonal metabolic changes. Vitamins and mineral compounds - their meaning in feeding.

Laboratory: Introduction: Biochemistry, molecular biology vs. organic chemistry. Regulations of laboratory and safety code. Blotting paper chromatography of amino acids. Quantitative methods of proteins determination. Enzymes detection. Determination of enzymes activity. Verification exercises: amino acids, peptides, proteins and enzymes. Properties and determination of nucleic acids. Properties and determination of saccharides. Quantitative methods of sugars determination. Determination of some chemical components of blood. Verification exercises: nucleic acids, sugars, lipids, and sterides; organ liquids (blood, urine).

3. Prerequisites

Basic knowledge in the range of biology, physics and chemistry on the level of post gymnasium.

4. Learning outcomes

Students are misunderstood with construction and functions of chemical compounds of men organ, as well as with biochemical processes in men organ. Students know how to explain and understand of cells, tissues and organs acting on the ground of biochemistry principles. Listeners can take advantage of recognized phenomenon connected with diagnostic and therapeutic methods in practical way. Students will be presenting posture of conscious person of her knowledge and willing into her practical application in clinical excercises.

5. Recommended reading

Murray R., Gardner D., Mayes P., Rodwell V., Harper's Biochemistry, Publishing House of PZWL, Warszawa 2008.

Bankowski E., Biochemistry, Textbook for the Medical University Students, Publishing House of Urban & Partner, Wroclaw, 2004.

Koolman J., Rohm K. H., Biochemistry, Warszawa, Publishing House of PZWL, 2005.

Stryer L., Biochemistry, Scientific Publishing House of PWN, Warszawa, 2003.

Davidson V., Sittman D. (Editors), Biochemistry, Publishing House of Urban & Partner, Wroclaw, 2002.

6. Type of course

Obligatory

7. Teaching team

Division of Environmental Protection, Faculty of Administration, PWSZ Legnica

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10	I	1
Classes			
Laboratory	10	I	1
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with note (lecture –written test, laboratory – passing).

10. Language of instruction

Polish.

ECTS credits

2

1. Course title

Biology with elements of immunology and genetics

2. Course contentsLecture

Basic genetics knowledge (Mendelism, genes and inheritance; inheritance of blood groups, sex; genetics of population, phenotype, genotype, karyotype). Molecular genetics (DNA, RNA types, replications, transcription, translation). Human genetic disorders (chromosome aberrations: structural and number abnormalities, epidemiology, diseases, etiology). Elements of immunology (structure of immunological system: cells, immunoglobulin's, cytokines, tissues and organs, physiology, diseases). Elements of cytology and histology (types of cells, organization of cells, tissues, organs; connective tissues, blood; muscles, bones, skin, digestive system, nervous system, respiratory system, cardiovascular system, urinary system)

Classes

Mitosis and meiosis. Somatic and germ cells. Congenital disorders. Methods of prenatal diagnosis. Genetic counselling. Indications to genetic testing. Methods of genetic testing. Rehabilitation of children with genetic disorders. Methods of molecular diagnosis. Ethical, legal and social aspects of genetics in medicine. Perspectives of development of clinical genetics. Biotechnology (DNA cloning, PCR, hybridization, enzymes). Basics of genetic engineering. Genetics in breeding of plants and animals. GMO's. Genetic and evolution factors in human populations. Impact of genes on human development.

3. Prerequisites

Biological knowledge from secondary school.

4. Learning outcomes

Knowledge of basics of histology (cell and tissue structure); knowledge of genetics (rules, disorders, genetic counseling); knowledge of immunology (structure, physiology)

5. Recommended reading

- 1) Jarygin W.: Biologia. Podręcznik dla studentów kierunków medycznych. Warszawa, Wydawnictwo Lekarskie PZWL, 2003.
- 2) Bradley J. T., Johnson D. R., Pober B. R., Genetyka medyczna, wyd. 1, Warszawa, Wydawnictwo Lekarskie PZWL, 2008.
- 3) Drewa G., Ferenc T. (red.), Podstawy genetyki dla studentów i lekarzy. Wydawnictwo Medyczne Urban & Partner. Wrocław 2003.
- 4) Roitt I., Brostoff J., Male D.: Immunologia, Warszawa, Wydawnictwo Lekarskie PZWL, 2001.
- 5) Kawiak J., Zabel M.: Seminarium z cytofizjologii, Wrocław 2002.
- 6) Stevens A., Lowe J.: Histologia, Warszawa, PWN 2000.
- 7) Ptak W., Ptak M., Szczepanie M.: Immunologia, Warszawa, Wydawnictwo Lekarskie PZWL, 2009.
- 8) Jorde L.B., Carey J.C., Bamshad M.J., White R.L., Genetyka medyczna. Czelej. Lublin 2003.

6. Type of course

Obligatory

7. Teaching team

Department of medicine.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	I	1
Classes	10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60	I	1

9. Assessment methods

Exam.

10. Language of instruction

Polish

ECTS credits

1

1.Course title

Biophysics

2.Course contentsLecture and classes:

The role of biophysics in medical sciences. Basic biophysics terms: . Thermoregulation disorders. Fever and hypothermia. Endocrine system . Blood and hemopoetic system diseases. Circulatory system . Excretory system The biophysics of bones, joints and muscles. Central and peripheral nervous system .The special senses organs.

The new viewpoint was possible because of a series of new discoveries including the isolation of the electron X-rays, radioactivity .The concept of the electrical structure of matter. The introductions of the quantum theory by Planck und the theory of relativity by Einstein. EKG, CT, PET, MR, NMR, USG

3.Prerequisites

The knowledge of biophysical terms

4.Learning outcomes

The students are familiar with biophysical thinking of functional of human body . The students are used to correct medical thinking.

Recommended reading

- 1) Jaroszyk F. (red.): Biofizyka. Podręcznik dla studentów. Wyd. Lek. PZWL, Warszawa 2008r
- 2) Józwiak Z., Bartosz G., Biofizyka - wybrane zagadnienia wraz z ć2. ćwiczeniami, wyd. 1, Warszawa, Wydawnictwo Naukowe PWN, 2005.
- 3) Miękisz S., Hendrich A. (red.): Wybrane zagadnienia z biofizyki. Volumed, Wrocław 1998.
- 4) Jarząbek W.: Biofizyka. Wydawnictwo SGGW, Warszawa 2005
- 5) Terlecki J.: Ćwiczenia laboratoryjne z biofizyki i fizyki. PZWL, Warszawa 1995.

6. Type of course

Obligatory

7. Teaching team

Department of Medicine.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10	I	1
Classes	10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Didactic

2. Course contentsLecture

Formation of pedagogy scientifically knowledge about education- general didactic in the synthetic historical perspective. Research object and general didactic tasks as a pedagogy subdiscipline. Main didactical systems – classical didactic, humanistic, alternative, technological. Contemporary school system. Aims of education – factual, dispositional, axiological and formal aspect. Content of education. Roles of selecting and organization of education contents. Process and rules of teaching and learning at school. Methods of teaching and learning – search and administration. Didactical means. Organizational forms of teaching and learning – school. Didactical measurement theory.

Classes

Aims of education – operational aspect. Programs of education. Didactical planning – directing, score, methodical. Process and rules of teaching and learning at school. Methods of teaching and learning . Didactical means. Control and evaluation in educational process.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with base of knowledge about education, in general didactic area and it differences in a scientific, social, cultural contexts.

They are able to understand of facts, phenomenon's, process, regularity, functioning ruled of reality factors of education, didactical solution, teacher and school instrumentation.

They are able to self-reliant describing and analysis used in practice teacher and school instrumentation.

5. Recommended reading

1. Bereźnicki F.: Dydaktyka kształcenia ogólnego, Wyd. „Impuls”, Kraków 2001.
2. Cohen L., Manion L., Morrison K.: Wprowadzenie do nauczania, Wyd. Zysk i S-ka, Kraków 1999, (R 14. Kierowanie klasą i kontrola nad nią, s. 325 – 390).
3. Niemierko B.: Kształcenie szkolne. Podręcznik skutecznej dydaktyki, Wydawnictwo Akademickie i Profesjonalne, Warszawa 2007.
4. Sztuka nauczania. Szkoła, pod red., K. Konarzewskiego, PWN, Warszawa 1991.

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10	II	1
Classes	10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	II	1

9. Assessment methods

Lecture – exam - the written test; Classes – the written test

10. Language of instruction

Polish

Punkty ECTS:

2

1. Course title

First-aid

2. Course contents**Lecture and Classes**

Basic concepts: first aid, aid qualified, medical rescue operations. Social groups to which it is addressed first aid. Safety - rescuer, victim, scene of the incident. First aid. The rules call for help. The diagnosis of a life threatening health condition – principles of assessment. Respiratory and cardiac arrest. Cardiopulmonary resuscitation. Resuscitation adult. Resuscitation child. Resuscitation of the baby. Choking adult, child, baby. The unconscious patient. First aid in selected life-threatening condition associated with the nervous, circulatory, respiratory.

3. Prerequisites

none

4. Learning outcomes

The student knows the basic principles of first aid, legal instruments governing the obligation to provide first aid. Students can ensure the safety of himself and injured during first aid, recognize the state of health of victim, provide adequate assistance to the identified health status base don available on site as possible, carry out the evacuation of injured from the danger zone, medical help. Student presents the attitude of a person conscious of his knowledge and eager to its practical applications for learning objects studied:.

5. Recommended reading

1. ABC resuscytacji red. J. Jakubaszko. Wydawnictwo Górnicki. Wrocław 2006.

2. Adwenced LIFE SUPORT GROUP, Medycyna ratunkowa. Nagłe zagrożenia pochodzenia wewnętrznego. Górnicki Wydawnictwo Medyczne. Wrocław 2003

3. Ball C. M., Philips R.S., Medycyna stanów nagłych. WIG- Press. Warszawa 2002

6. Type of course

Obligatory

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	I	I
Classes	20	I	I
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

9. Assessment methods

Credit with mark. Lecture – written test, classes - written test are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Hygiene and epidemiology.

2. Course contentsLectures and classes:

Definition of epidemiology, basic concepts of epidemiology. Environment pollution, water, soil, air. The state of environment pollution in the Lower Silesia; noise, vibration. Epidemiology of the infectious and neoplastic diseases. The source of the infectious diseases. Epidemiological supervision, epidemiological investigation. Clinical infections. Hygiene in the hospital, in the nursery, primary and secondary school. Personal hygiene.

3. Prerequisites

Knowledge of microbiology, parasitology and public health

4. Learning outcomes

The student knows the basic concepts from the range of epidemiology, hygiene and both infectious and non-infectious diseases.

5. Recommended reading

Higiena (red. J.Karczewski) Wydaw. Czelej, Lublin 2002

Magdzik W., Naruszewicz-Lesiak D., Zieliński A: Choroby zakaźne, pasożytnicze – epidemiologia i profilaktyka.; Medica Press, Bielsko-Biała 2007

Jędrzejewski W. : Epidemiologia, Warszawa, PZWL 1986

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	II	1
Classes	10	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	II	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Microbiology and parasitology

2. Course contentsLecture and classes

Physiology and morphology of bacteria, viruses, parasites and fungi. Infectiousness of viruses (HIV, WZW, HPV), bacteria (Salmonella, Escherichia coli, Pseudomonas aeruginosa, Mycobacterium tuberculosis), parasites (Toxoplasma gondii, trichomonas vaginalis, Entamoeba histolytica), fungi (Candida albicans). Sepsa, antibioticotherapy. Basic diagnostic methods (staining, serological tests). Acquirement of samples.

3. Prerequisites

None

4. Learning outcomes

The student is familiar with the basic ideas from the range of medical microbiology and diagnostic methods.

5. Recommended reading

1. Zaremba M., Borowski J. : Mikrobiologia lekarska.; Warszawa PZWL, 2003.
2. Buczek A. : Choroby pasożytnicze. ; Liber, Lublin 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	20	I	1
Classes	10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60	I	1

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Pathophysiology

2. Course contentsLecture and classes:

The role of pathophysiology and pathomorphology in medical sciences. Basic pathologic terms: health, disease, death. Clinical death and biological death. The symptoms of death. Etiology and pathogenesis. The course of a disease. Classifications of diseases. The stages of ontogenesis. Biological aspects of senility. Effects of environmental (physical, chemical and biological) factors on pathogenesis. Iatrogenic pathogenic factors. Pathologic processes: circulatory disturbances, retrogressive changes, progressive changes, inflammations. Non-neoplasms proliferations and neoplasms. Inflammation – etiopathogenesis, classification, corrective processes. Acute phase reaction. Thermoregulation disorders. Fever and hypothermia. The defensive mechanisms of the organism. Immunity, allergic reactions, autoimmune diseases. Endocrine system pathology. Diabetes mellitus. Blood and hemopoietic system diseases. Circulatory system pathology. Shock. Respiratory system pathology. Alimentary tract, liver and the exocrine part of pancreas pathology. Jaundices. Excretory system pathology. The diseases of bones, joints and muscles. Central and peripheral nervous system pathology. Reproductive system disorders in females and males. Breast diseases. Skin pathology.

3. Prerequisites

The knowledge of human anatomy and physiology.

4. Learning outcomes

The students are familiar with morphologic and functional changes leading to diseases, during diseases and following diseases. The students are used to correct medical thinking.

5. Recommended reading

1. Kruś S.: Patologia. Podręcznik dla licencjackich studiów medycznych. Wyd. Lek. PZWL, Warszawa 2003.
2. Domagała W. (red.): Podstawy patologii. Podręcznik dla studiów medycznych. Wyd. Lek. PZWL, Warszawa 2008.
3. Maśliński S., Ryżewski J. (red.): Patofizjologia. Wyd. Lek. PZWL, Warszawa 2007.
4. Guzek J.W.: Patofizjologia człowieka w zarysie. Wyd. Lek. PZWL, Warszawa 2005.
5. O'Connor D.: Patologia. Wydawnictwo Urban & Partner, Wrocław 2007.
6. Stevens A., Lowe J.: Patologia. Czelej, Lublin 2005.
7. Kruś S., Skrzypek E.: Patomorfologia kliniczna. Wyd. Lek. PZWL, Warszawa 2006.

6. Type of course

Obligatory

7. Teaching team

Medical Faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	50	II	1
Classes	25	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150	II	1

9. Assessment methods

Lecture – exam, classes – written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Physiology

2. Course contentsLecture and classes

Vital functions of human. Homeostasis. Neurohormonal regulation of physiological processes – the role of autonomous nervous system and endocrine glandules. Tissue hormones and growth factors. Thermoregulation. The composition and functions of blood. Hematopoiesis. The microscopic images of blood and bone marrow. The functions of erythrocytes, leucocytes and thrombocytes. Blood transport of respiratory gases. The defensive mechanisms of the organism. Blood groups and histocompatibility antigens. Blood clotting and fibrinolysis. The examination of blood clotting. The electrical and mechanical activities of the heart. The elements of electrocardiography. Cardiac cycle. Heart sounds. The cardiovascular system activity: systemic and pulmonary circulation. The coronary circulation. The cardiovascular parameters (pulse, blood pressure, stroke volume, ejection fraction, cardiac output). The regulation of blood circulation. The respiratory system activity. The external and internal respiration. The elements of spirometry and gasometry. The alimentary tract activity. The digestion and intestinal absorption of alimentary components. Liver and pancreas functions. Kidney functions and urine excretion. The examination of kidney function. Fluid balance. Body fluids. The regulation of water and electrolyte balance. The regulation of acid and alkaline balance. The physiology of central and peripheric nervous system. The elements of electroencephalography. Reflexes. Sensation and perception. The sense of smell. The eye as an optical system. The examination of visual acuity and colored vision. Binocular and stereoscopic vision. Hearing and equilibrium. Sound conduction, conversion and perception. The sense of taste. The distribution of taste receptors. Cutaneous and deep sensibilities. The physiology of skeletal and smooth muscles. The regulation of posture, balance and movement. Higher nervous functions. The sleep. The physiology of reproduction – sex determination, spermatogenesis and oogenesis, ovarian and menstrual cycle. The physiology of pregnancy and delivery. Puerperium and lactation.

3. Prerequisites

Basic knowledge of biology, physics, chemistry and anatomy.

4. Learning outcomes

The students are familiar with the activities of nervous, endocrine, muscular, circulatory, respiratory, digestive, excretory, reproductive systems and blood and hematopoietic system functions. The students are able to measure basic physiological parameters.

5. Recommended reading

1. Traczyk W.Z.: Fizjologia człowieka w zarysie. Wyd. Lek. PZWL, Warszawa 2007
2. Borodulin-Nadzieja L.: Fizjologia człowieka. Podręcznik dla licencjatów medycznych. Górnicki Wydawnictwo Medyczne, Wrocław 2005.
3. Traczyk W.Z., Trzebski A.: Fizjologia człowieka z elementami fizjologii stosowanej i klinicznej. Wyd. Lek. PZWL, Warszawa 2007.
4. Ganong W.R., Wiliam R.: Fizjologia. Wyd. Lek. PZWL, Warszawa 2007.
5. Michajlik A., Ramotowski W.: Anatomia i fizjologia człowieka. PZWL, Warszawa 2007.
6. Bullock J., Boyle J., Wang M.B.: Fizjologia. Urban & Partner, Wrocław 2000.

6. Type of course

Obligatory

7. Teaching team

Medical Faculty

8. Course structure

Form	Number of hours	Semester	Year
Lecture	50	I	1
Classes	20	I	1
Laboratory			
Project			
Seminar			
Other / Self education			
Total student's workload	150	I	1

9. Assessment methods

Lecture – examination, classes – written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Propaedeutics of the law

2. Course contents

Lectures:

The law in the organization of the social life. The notion of the proposition of law and the legal provision. Sources of law. The procedure of the creation and resolving of legal acts. The internal structure of legal acts. The interpretation of the law: qualified organs to making of the interpretation of the law. The administration of justice. The labor law. Basic elements of the civil law. Basic notions and institutions of the civil law: the legal relationship, the natural person, the corporate body, the legal capacity, the capacity to act. General problems of civilian-legal contracts. Basic notions from the range of the public administration. Tasks and competences of organs of the government-administration within the range health protections: The Health Minister, the voivode, and the territorial autonomy: the autonomy communes, the district-autonomy, the autonomy of the province. Legal bases of the medical occupations. Rights and duties the paramedic occupation. The legal responsibility of the medical rescue worker: professional, penal, civilian. Organizational-legal forms of public and not public integrated health care management. The medical records- kinds and the range of the medical records, manners of her transformation. Legal forms of the paramedics occupation. The procedures of the civilian-legal contracts with National Fund of Health. Rights of the patient. International regulations. The legislation The Polish regulations of the patient rights.. The medical experiment and his conditionings.

3. Prerequisites

The basic knowledge from the range of humanities from the level of the secondary school.

4. Learning outcomes

The student knows the basic ideas of the law terminology, legal basis for performing the medical rescue occupation and the legal status of this professional group.

5. Recommended reading

1. Kulik, T.B., Latański M.: The right {law} and the medicine., Czelej, Lublin 2002.
2. Nesterowicz M.: The medical law. Wyd. The house of the Organizer, Toruń 2005
3. Legal acts concerning talked over problems according to the current legal status, in this among other things the law about the State- medical Life-saving (Dz.U. with 2006r. No. 191, poz.1410 with późn. zm), orders Of The Health Minister from the day 29 December 2006 in the matter of the detailed range of medical rescue-acts which can be undertaken by the medical (Dz.U. No. 4, the item 33) rescuer, the order of The Health Minister from the day 21 December 2006 in the matter of kinds and the range of the medical records in works {bets} of the wholesome care and the manner of her transformation (Dz.U. 2006 No. 247 items 1819 with later changes).

6. Type of course

Obligatory

7. Teaching team

Department of Administration

8. Course structure

Form	Number of hours	Semester	Year
Lecture	16	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	II	1

9. Assessment methods

Credit with mark.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Psychology

2. Course contentsLecture

Students get familiar with the run of psychical processes, their structure, basic processes, the functions they play in the regulation of human behavior. Within the framework of classes and lectures of general psychology they learn about cognitive processes (e.g. perception, learning, memory, thinking), decision making processes, emotions, motivation and some selected theories of personality. Also, it is essential to indicate to psychology having in common with many sciences as biology, physiology, medicine, social sciences, education, philosophy linguistics, etc. Moreover, it will be presented what is the contemporary approach to psychology pertaining to modern research explorations.

All processes, which are bound up with the various periods of life are treated developmentally. The result of the development is personality, defined as a self-regulating and self-controlling organization and structure. As a basic theoretical approach, modern development theories from philogenetic and ontogenetic perspective have been assumed, here.

The students will familiarize with some principal methods and tools of social psychologist work. They learn how to gather and interpret information collected from mini experiments they will carry out and describe limits of correct and grounded generalization onto wider social reality.

Selected subjects (curriculum)

The subject of general psychology, perception and experience creating mechanisms, perceptual categorization, attention, conditioning (both classical and instrumental), learning Beyond conditioning, memory, language, Communications, concepts, thinking, understanding, emotional intelligence, emotions, motivation, personality and various theories of, historical approach to the idea of childhood, theories of child development, sensorimotor development, social and emotional development, the problem how to influence other people, attitudes creations, adds and other issues of social sciences.

3. Prerequisites

None

4. Learning outcomes

Students are to acquire basic theoretical (lecture) and practical (classes) knowledge on social and personality psychology.

5. Recommended reading

Mietzel, Gerd, Wprowadzenie Do Psychologii, Gwd 2003

Strelau, Jan. Psychologia, Podręcznik Akademicki, Psychologia Ogólna, Gdw, Gdańsk 2000 R., Tom 2,

Vasta, R., Haith, M. M., Miller S. A. Psychologia Dziecka. Wsip, Warszawa 1995

Wosińska, W., Psychologia Życia Społecznego, Gwp, Gdańsk 2004.

Shapiro, L. W. Jak Wychowywać Dziecko Z Wysokim Eq. Pruszyński I S-Ka, Warszawa 1999 R. (Wybrane Zagadnienia).

6. Type of Course

Obligatory

7. Teaching team

Department of Education

8. Course structure:

Form	Number of hours	Semestr	Year
Lecture	20	II	1
Classes			
Laboratory			
Project			
Seminar			
Other/ Self education			
Total students' workload	30	II	1

9. Assessment methods

The credit with note. The assessment of students work will be done on the basis of semester theoretical and/or experimental written study on the selected problems of general psychology.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Sociology

2. Course contents**Lecture**

Sociology as a science. Methods and techniques of the social research. Development of the sociological ideas. Inner diversity of the sociology. Current sociology. Natural, economical and cultural conditions of the social life. Human as a social being. Culture and its impact on the social life; the health culture. Social diversification, social inequality and social mobility in Poland. Family as a group and a social institution. Marriage and family in Poland, Europe and in the world. Pathologies in family life. Impact of disease on the family and social life. Sociology of the medicine. Cultural conditions of health and illness. Behaviours and attitudes in health and illness. Medical institutions. Social relation patient – medical personal. Dying and death as a social and cultural problem.

3. Prerequisites

General knowledge from the high school

4. Learning outcomes

The goal of the lecture is the presentation of different social communities, primarily showing the diversity of processes, which have an affect on their rising, functioning and evolution. The practical goal of the laboratory is the training of abilities useful by the building of ties in a social group, by the creation of workplaces, appeasement of social tensions or solving of problems the modern communities have to deal with.

5. Recommended reading

- 1) Giddens A., Socjologia. Warszawa: Wn Pwn 2004.
- 2) Kubów A., Socjologia. Zarys Problematyki I Podstawowe Pojęcia. Poznań: Forum Naukowe 2006.
- 3) Kawczyńska-Butrym Z., Taranowicz I., Majchrowska A., Wybrane Elementy Socjologii Dla Pielęgniarek. Lublin: Wydawnictwo Czelej 2000.
- 4) Majchrowska A., Wybrane Elementy Socjologii. Podręcznik Dla Studentów I Absolwentów Wydziałów Pielęgniarstwa I Nauk O Zdrowiu. Lublin: Wydawnictwo Czelej 2003.
- 5) Sztumski J., Wstęp Do Metod I Technik Badań Społecznych. Katowice: Śląsk 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Sociology and Social Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	16	I	1
Classes			
Laboratory			
Project			
Seminar			
Other/ Self education	5	I	1
Total students' workload	30	I	1

9. Assessment methods

Credit with note

10. Language of instruction

Polish

Main subjects:

Punkty ECTS

5

1. Course title.

Emergency medical operations.

2. Course contentsLecture and Classes

The diagnosis of a life threatening health condition - initial assessment and resuscitation - ABCDE elements of the preliminary examination. Monitoring: the minimum level of monitoring. Re-assessment - the rules of conduct. Interview - regimen PHRASED interview. Physical examination of the general and specific. Preliminary assessment state of the respiratory tract. Power breathing. Cardiovascular function. Evaluation of neurological status. Tests of higher mental activity. Additional studies in states of emergency - acid-base balance, recognition of cardiac arrhythmias, chest radiography, hematology, clinical chemistry. Pharmacotherapy in the emergency life. Electro therapy - cardioversion and defibrillation. Terms of transporting people in a life threatening condition - how safe patient positioning, handling techniques used and transport. Medical rescue operations in emergency origin of the external and internal. Medical rescue operations in the environmental hazards. Pulsoxymetry. Papillary reactivity assessment, assessment by the state of consciousness. GCS. Taking up and pursuit of basic and advanced cardiopulmonary resuscitation - Respiratory distress in adults and children, according to its standards. Instrumented to restore and protect airway using, in particular: tubing oropharyngeal, nasopharyngeal tube, facial masks, laryngeal masks, laryngeal tubes. Endotracheal intubation.

3. Prerequisites

None

4. Learning outcomes

Students are familiar with the basic concepts, categories, theories of medical rescue operations. They understand the basic relations and the relations between activities performed and the patient's condition. Students understand and interpret the most important morbidity, familiar elements of performing medical and basic procedures for deciding health and life of the patient. Student can formulate a diagnosis of rescue, perform medical rescue operations in accordance with established procedure, keep medical records in accordance with applicable law and work in a team, use the equipment in the emergency equipment kits, assess the basic vital signs and assessment of such injuries, interview saving, the preliminary examination and detailed perform cardiopulmonary resuscitation of adult, infant, newborn in special situations.

5. Recommended reading

1. ABC resuscytacji red. J. Jakubaszko. Wydawnictwo Górnicki. Wrocław 2006.
2. Advanced LIFE SUPPORT GROUP, Medycyna ratunkowa. Nagłe zagrożenia pochodzenia wewnętrznego. Górnicki Wydawnictwo Medyczne. Wrocław 2003
3. Ball C. M., Philips R.S., Medycyna stanów nagłych. WIG- Press. Warszawa 2002
4. Brongel L. Duda K., Mnogie i wielonarządowe obrażenia ciała. PZWL Warszawa 2001
5. Cline D.M. Medycyna Ratunkowa (red. Jakubaszko). Urban & Partner. Wrocław 2003
6. Davies C., Bashir Y., Nagłe stany w kardiologii. Via Medica. Gdańsk 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	II	I
Classes	50	II	I
Laboratory			
Project			
Seminar	20	II	I
Other / Self education	10	II	I
Total student's workload	150	II	I

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

ECTS credits:

1

1. Course title

Qualified first aid.

2. Course contents**Lecture and Classes**

Safe use of oxygen under various conditions. Techniques of administration of oxygen. Interview emergency. Effect of the accuracy of testing the effectiveness of the provision of qualified first aid. The preliminary survey by the victim, detailed scrutiny. The victim unconscious. Resuscitation of adult, child, baby, baby in special situations. Terms injured by semi-automatic defibrillation and automatic. Shock. Emergency procedures in selected states of emergencies: seizures, diabetes, myocardial infarction, stroke, poisoning, flooding. Traumas and injuries, fractures, dislocations, sprains, bleeding, chest injuries, abdominal, spine, head and limbs

3. Learning outcomes

The Student has the knowledge and skills in first aid at the advanced level in all states of life-threatening internal and environmental origin. Student has a sense of responsibility for the quality of aid, as well as appropriate ethical attitude in the emergency action taken.

4. Recommended reading

1. ABC resuscytacji red. J. Jakubaszko. Wydawnictwo Górnicki. Wrocław 2006.
2. Adwenced LIFE SUPORT GROUP, Medycyna ratunkowa. Nagłe zagrożenia pochodzenia wewnętrznego. Górnicki Wydawnictwo Medyczne. Wrocław 2003
3. Ball C. M., Philips R.S., Medycyna stanów nagłych. WIG- Press. Warszawa 2002
4. Brongel L. Duda K., Mnogie i wielonarządowe obrażenia ciała. PZWL Warszawa 2001
5. Cline D.M. Medycyna Ratunkowa (red. Jakubaszko). Urban & Partner. Wrocław 2003
6. Davies C., Bashir Y., Nagłe stany w kardiologii. Via Medica. Gdańsk 2002.
7. Kiwerski J., Schorzenia i urazy kręgosłupa. PZWL. Warszawa 2001.
8. Klukowski K., Medycyna wypadków w transporcie. PZWL. Warszawa 2005.

5. Type of course

Obligatory

6. Teaching team

Department of Medicine

7. Course structure

Form	Number of hours	Semester	Year
Lecture	10	I	1
Classes	10	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30	I	1

8. Assessment methods

Semester I – credit with mark.

9. Language of instruction

Polish

ECTS credits:

2

1. Course title

Qualified first aid.

2. Course contents**Lecture and Classes**

Safe use of oxygen under various conditions. Techniques of administration of oxygen. Interview emergency. Effect of the accuracy of testing the effectiveness of the provision of qualified first aid. The preliminary survey by the victim, detailed scrutiny. The victim unconscious. Resuscitation of adult, child, baby, baby in special situations. Terms injured by semi-automatic defibrillation and automatic. Shock. Emergency procedures in selected states of emergencies: seizures, diabetes, myocardial infarction, stroke, poisoning, flooding. Traumas and injuries, fractures, dislocations, sprains, bleeding, chest injuries, abdominal, spine, head and limbs

3. Learning outcomes

The Student has the knowledge and skills in first aid at the advanced level in all states of life-threatening internal and environmental origin. Student has a sense of responsibility for the quality of aid, as well as appropriate ethical attitude in the emergency action taken. Learning life-saving operations, according to its standards in line with the guidelines of the European Resuscitation Council. The student can use in practice with the equipment in the emergency equipment kits, properly deal with medical waste and contaminated equipment, rescue, assess the basic vital signs and assessment of such injuries, emergency interview, the preliminary examination and detailed use of basic equipment to carry out artificial ventilation / oro-pharyngeal tube, suction device, reservoir oxygen mask.

4. Recommended reading

1. ABC resuscytacji red. J. Jakubaszko. Wydawnictwo Górnicki. Wrocław 2006.
2. Adwenced LIFE SUPPORT GROUP, Medycyna ratunkowa. Nagłe zagrożenia pochodzenia wewnętrznego. Górnicki Wydawnictwo Medyczne. Wrocław 2003
3. Ball C. M., Philips R.S., Medycyna stanów nagłych. WIG- Press. Warszawa 2002
4. Brongel L. Duda K., Mnogie i wielonarządowe obrażenia ciała. PZWL Warszawa 2001
5. Cline D.M. Medycyna Ratunkowa (red. Jakubaszko). Urban & Partner. Wrocław 2003
6. Davies C., Bashir Y., Nagłe stany w kardiologii. Via Medica. Gdańsk 2002.
7. Kiwerski J., Schorzenia i urazy kręgosłupa. PZWL. Warszawa 2001.
8. Klukowski K., Medycyna wypadków w transporcie. PZWL. Warszawa 2005.

5. Type of course

Obligatory

6. Teaching team

Department of Medicine

7. Course structure

Form	Number of hours	Semester	Year
Lecture	10	II	1
Classes	30	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60	II	1

8. Assessment methods

Semester II – exam.

9. Language of instruction

Polish

Lecture at choice:

ECTS credits

1

1. Course title

Ethics

2. Course contents

Lecture:

Ethics as the field of study (definition, history, kinds). Connotation and denotation of the notions describing the individual and social moral reality. A context of basic ethical issues. Ethics and morality. Goods and values. Standard codes. Cultural patterns. Dignity of the human person. Fundamental laws of the human being. Peace as the highest moral value. Natural moral law. Moral character of the social life. Social principle of the common good. Ethical subsidiary principle. Principle of interpersonal solidarity. Principle of social justice. Principle of social love. Ethical professional codes. Civilization of life and civilization of death. Motives of realization of the interpersonal solidarity. Works carrying out the human solidarity. Selected naturalistic ethics. Selected anti-naturalistic ethics. Ethicality of the culture (science and religion). Virtues and faults.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with the basics in ethics. They understand that high ethicality of persons and professionalism of professional activities serve the best to personal development and building up the common good.

5. Recommended reading

- 1) Donn H. P.: Etyka dla lekarzy, pielęgniarów i pacjentów. BIBLOS. Tarnów 2007
- 2) Fenigsten R.: Eutanazja – śmierć z wyboru? Wydawnictwo W Drodze. Poznań 2002
- 3) Godność człowieka a prawa ekonomiczne i socjalne. Warszawa 2003.
- 4) Krąpiec M.: Ludzka wolność i jej granice. Lublin 2000.
- 5) Ossowska M.: Podstawy nauki o moralności. Warszawa 1994.
- 6) Szewczyk K.: Dobro, zło i medycyna: filozoficzne podstawy bioetyki kulturowej. PWN. Warszawa 2001.
- 7) Ślipko T.: Zarys etyki ogólnej. Kraków 2004.
- 8) Ślipko T.: Zarys etyki szczegółowej. Etyka osobowa. Kraków 2005.
- 9) Wojtyła K.: Elementarz etyczny. Wrocław 1982.
- 10) Wrońska I., Mariański J. (red.): Etyka w pracy pielęgniarstwa. Podręcznik dla studentów pielęgniarstwa studiów licencjackich. Czelej, Lublin 2002

6. Type of course

Obligatory

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/10	II	1
Classes			
Laboratory			
Project			
Seminar			
Other/ Self education	0/8	II	1
Total student's workload	30	II	1

9. Assessment methods

The credit with note (the written test)

10. Language of instruction

Polish

ECTS credits

1

1. Course title

History of medicine

2. Course contents**Lecture**

History of medicine as a science and its tasks. Paradigm. Methods and sources.

Views of health and sickness in ancient history and middle ages. Reasons of disorders in ancient civilizations (Chinese, Greek, Roman, Arabic, Christian, Hebrew)

Development of therapy: herbal, Animals and mineral sources of therapeutics. Hippocrates, Galen, alchemy, medicine chemistry. Development of Pharmacia: Ehrlich, Domagk, Fleming, enzymes, hormones, vitamins.

Theory of pathology Since modern idea of health and sickness until Virchow cell pathology.

Development of internal medicine. Hermann Boerhaave. Vienna schools ("old" and "new"). Josef Skoda, Karl Rokitanski, Józef Dietl. Development of dermatology, pediatrics, neurology, psychiatry, and radiology. etc.

Surgery, its history. Beginning of surgery in ancient civilizations. Anatomical knowledge over ages. Triumph of surgery Since beginning of XIX century. Great polish surgeons. Anesthesia, antiseptic and aseptic methods.

Teaching medicine in ancient civilizations. Arabic doctors. Middle-age medicine. Schools in Salerno and Montpellier. Beginning of Universities. Science societies.

History of polish medicine from Kołłątaj's Jagiellonian University reform. Beginnings of polish medicine, herbal books. Great polish universities in Krakow, Lvov, Vilnius, Warsaw. Polish school of Philosophy of Medicine. Great scientists of polish medicine.

3. Prerequisites

Basic knowledge of history and humanities subjects from secondary school.

4. Learning outcomes

Ability to use historical sources in science. Knowledge of historical methods, opinions, views and ideas of medicine, the way of its development.

5. Recommended reading

- 1) Brzeziński T. (red.): Historia medycyny, wydanie 3. 2000
- 2) Szumowski W.: Historia medycyny filozoficznie ujęta. 1994.
- 3) Noszczyk W., Zarys dziejów chirurgii polskiej, PWN, Warszawa 1989.
- 4) Seyda B.: Dzieje medycyny. 1997
- 5) Rembieliński B.R., Kuźnicka B.: Historia farmacji. 1987.
- 6) Thorwald J.: Dawna medycyna, jej tajemnice i potęga. 1990

6. Type of course

Obligatory

7. Teaching team

Department of medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/10	I	1
Classes			
Laboratory			
Project			
Seminar			
Other/Self education	0/8	I	1
Total student's workload	30	I	1

9. Assessment methods

Credit with mark (written test).

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Philosophy

2. Course contents**Lecture**

Basic problems of worldview: theories, hypotheses, scientific and religious data on the origins of the universe, the life and the man. Homerus, Hesiod and their works. The origin of the philosophy and her methods.

The Ionic philosophy. The sophistry. The Pythagorean School. Socrates, the ethics and the philosophical method of Socrates. The ethical intellectualism. The idealism of Plato, the idea of the man and the state.

Main categories of the philosophy of Aristotle: the matter, the form, the act, the potency, the creature, and the notion of the causality. The Aristotelian ethics „of the golden mean". The man and God according St. of Augustine. The philosophy of history St. of Augustine. Middle Ages. The genesis of the mediaeval university. The pantheism. Scholastics. Evidences of God existence: St. Anselm, and St. Thomas. The Thomistic idea of the existence and the man. Renaissance. Humanists philologists, psychologists and theologians.

Main ideas of Enlightenment. Encyclopedists. Basic categories of the philosophy of Descartes: the method, the methodical skepticism, *cogito*, and the dualism. Minimalist philosophy. The existentialism of J.P Sartre and G. Marcel. The idealism in Germany (Fichte, Schelling, Hegel). Nietzsche. Phenomenology and the philosophy of the value. Postmodernism.

3. Prerequisites

The general knowledge of the humanistic problems on level of the college.

4. Learning outcomes

The student knows the chosen philosophical trends, and basic philosophical and ethical problems

5. Recommended reading

1. Tatarkiewicz W.: Historia filozofii, PWN, Warszawa, 2005.
2. Hempoliński M., *Filozofia współczesna*, Warszawa 1989.
3. Bartnik, C.S., *Historia filozofii*, Lublin, 2000.
4. Placz R., *Klasyki filozofii*, Wrszwa, 1987.
5. Galarowicz J., Jaworski W., Małęcka M., *Zagadnienia i kierunki filozofii, Wybór tekstów*, Kraków, 2000.
6. Russell B., *Dzieje Filozofii Zachodu*, Warszawa 2000.

6. Type of course

Optional

7. Teaching team

Department of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/10	I	1
Classes			
Laboratory			
Project			
Seminar			
Other / Self education	0/8	I	1
Total student's workload	30	I	1

9. Assessment methods

Credit with note.

10. Language of instruction

Polish

Tourism and recreation

The profile of the Tourism and Recreation Organisation speciality graduate

The graduate of The Witelon University of Applied Sciences in Legnica completing the studies at Tourism Organisation and Recreation speciality, according to the Resolution of the Minister of Education and Sport dated on the 18th April 2002 year about defining the standards of teaching at particular directions of studies and the levels of teaching (with later amendments) will have the abilities and the general knowledge in satisfactory degree to work individually at the diverse posts. Then graduate will gain humanistic knowledge for the all-round cognition of people's needs, including man's aspirations reflected in the tourism and recreation, knowledge of nature giving the base for understanding the man's system- nature- motion activity. The graduate will be also equipped with the economic, organisational and legal knowledge which make able the estimation and the conscious use of the mechanism typical for the market economy.

Moreover, the graduate of this speciality will be equipped with the abilities which enable him:

- managing and both individual planning and carrying out the business in the scope of recreation tourism,
- individual preparation and realization of tourism and recreation performances,
- the natural getting in touch with people based on the abilities of using modern means of communication and speaking foreign languages fluently.

The graduate will be ready to take the posts in the units which serve tourist movement and recreation, to work in the hotels, holiday hotels, recreation centres, institutions and to work in the local government on the posts responsible for tourism and recreation development. Completing the Bachelor's studies the student will get the B.A degree in Tourism Organising and Recreation.

The Witelon University of Applied Sciences in Legnica additionally equips the graduate with the ability of practical managing, diagnosing, decision taking and the contact with clients by organising the 15-week trainings and employing the trainees as the didactic workers.

The profile of the Tourism and Hotel Management specialisation graduate.

The graduate of The Witelon University of Applied Sciences in Legnica completing the studies at the speciality Tourism and Hotel Management will acquire the knowledge which enable him to take work in the tourist institutions and the enterprises, the hotels, and the units which serve the tourist movement. The knowledge and the practical preparation obtained during the studies entitles to fulfil the managerial functions at the different levels of the Polish and international tourism and hotel management, as well as to start and manage own travel agencies, hotels and the holidays on the farm.

Agrotourism

The graduate of speciality the agrotourism will possess the basic natural knowledge, social the and organizacyjno - legal the as well as practical skills enabling in field of tourism the activity the and recreation from special regard on country areas the tourism. Peaceably with possessed knowledge and got during three - year - old studies graduates skills will be prepared to leadership of agro - touristic farm as well as to work on connected with tourism positions and recreation: in offices of trip, the hotels, rest centres, organizations of government administration and council, the social organizations, foundations and the associations.

To basic skills , which student will purchase in course of studies it one should was:

- the skill of leadership of own economic activity (the the agro - touristic farm)
- the organization on country areas the active forms of rest (np. the horse recreation, the angling, the hunting),
- the skill of farming and breeding of the unprofessional animals' species and decorative,
- advising in range of leadership of the agro - touristic farm.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in foreign language, geography and one of the selected subjects: history, biology, Polish or mathematics from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2010

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester 4h
Library training - I semester 4h
Practice 160h

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2010

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	120		60				1		60				4	credit, exam
2	Foreign language II	30								30				1	credit
3	Information technology	30		30				2							credit
4	Sociology	30	15	15				3							credit
5	Protection of intellectual property	10								10				1	credit
Basic subjects															
6	Ecology and environment protection	45	15	30				5							exam
Main subjects															
7	Service of tourism movement	60	15	45				6							exam
8	Economics of tourism and recreation	30	15	15				4							credit
9	Leisure time pedagogics	45	30	15				5							exam
10	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
11	Theory and methodology of recreation	60							30	30				4	exam
12	Motion recreation and improvement of movement	30								30				2	credit
13	Marketing of tourism and recreation services	30							15	15				3	credit
14	Tourism and recreation development	30							15	15				2	credit
15	Safety and rescue services in tourism and recreation	30							15	15				4	exam
16	Lecture at choice (the first)	15	15											2	credit
17	Lecture at choice (the second)	15	15											2	credit
18	Social communication in tourism and recreation	30							15	15				4	exam
19	Diploma seminar.	15											15	1	credit
Overall hours/ECTS credits			120	266	0	0	0	30	90	220	0	0	15	30	
Overall hours in semester (year)		711	386						325						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2010

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				3							exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	60	15	15				2	15	15				3	credit, exam
4	Motor recreation and motor improvement	30		30				2							credit
5	Hygiene and promotion of health	45	30	15				6							exam
6	Tourism and recreation in country areas	45	30	15				6							exam
7	Silesia- regional and tourism geography	60	15	15				2	15	15				2	credit, exam
8	Specialization of instructor of motion recreation	90	30	30				4	15	15				3	credit, exam
9	Organizing and servicing tourism events	30								30				2	credit
10	Lecture at choice (the first)	30	15					3	15					2	credit
11	Lecture at choice (the second)	30	15					3	15					2	credit
12	Tourism and recreation for disabled people	30							15	15				2	credit
13	Lecture at choice in foreign language	30							30					3	credit
14	Diploma seminar	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			160	180	0	0	30	30	120	90	0	0	30	30	
Overall hours in semester (year)		610	370						240						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2010

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	24		12				1		12				1	credit
2	Physical Education	24		12				1		12				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			132	141	0	0	0	30	132	182	0	0	0	30	
Overall hours in semester (year)		587	273						314						

Industrial Safety – I semester 4h
 Library training - I semester 4h
 Practice 160h

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2010

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language I	48		24				1		24				1	credit	
2	Information technology	18		18				2							credit	
3	Socjology	30	15	15				3							credit	
4	Protection of intellectual property	10							10					1	credit	
Basic subjects																
5	Ecology and environment protection	45	15	30				5							exam	
Main subjects																
6	Service of tourism movement	60	15	45				6							exam	
7	Economics of tourism and recreation	30	15	15				4							credit	
8	Leisure time pedagogics	45	30	15				5							exam	
9	Tourism and recreation in winter time	56		56				4							credit	
Subjects for speciality																
10	Theory and methodology of recreation	32							16	16				5	exam	
11	Motion recreation and improvement of movement	15								15				2	credit	
12	Marketing of tourism and recreation services	16							8	8				3	credit	
13	Tourism and recreation development	16							8	8				3	credit	
14	Subject at choice	24							12	12				5	exam	
15	Lecture at choice (the first)	8							8					2	credit	
16	Lecture at choice (the second)	8							8					2	credit	
17	Social communication in tourism and recreation	16							8	8				5	exam	
18	Diploma seminar.	10											10	1	credit	
Overall hours/ECTS credits			90	218	0	0	0	30	68	101	0	0	10	30		
Overall hours in semester (year)		487	308						179							

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2010

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				2	exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	32	8	8				3	8	8				3	credit, exam
4	Motor recreation and motor improvement	15		15				2							credit
5	Hygiene and promotion of health	24	14	10				5							exam
6	Tourism and recreation in country areas	24	14	10				5							exam
7	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
8	Specialization of instructor of motion recreation	72	24	24				4	12	12				3	credit, exam
9	Organizing and servicing tourism events	30								30				3	credit
10	Subject at choice	20	10	10				3							credit
11	Lecture at choice (the first)	16	8					2	8					2	credit
12	Lecture at choice (the second)	16	8					2							credit
13	Tourism and recreation for disabled people	16							8	8				3	credit
14	Diploma seminar	40					20	1					20	1	credit
Dimploma thesis														10	
Overall hours/ECTS credits			104	109	0	0	20	30	44	90	0	0	20	30	
Overall hours in semester (year)		387	233						154						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Stationary

Recruitment: 2010

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester 4h
 Library training - I semester 4h
 Practice 160h

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2010

Stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	120		60				1		60				4	credit, exam
2	Foreign language II	30								30				1	credit
3	Information technology	30		30				2							credit
4	Socjology	30	15	15				3							credit
5	Protection of intellectual property	10								10				1	credit
Basic subjects															
6	Ecology and environment protection	45	15	30				5							exam
Main subjects															
7	Service of tourism movement	60	15	45				6							exam
8	Economics of tourism and recreation	30	15	15				4							credit
9	Leisure time pedagogics	45	30	15				5							exam
10	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
11	Organisation and technique of work in hotel managment	45							30	15				4	exam
12	Tourism pilotage and guideship	30							15	15				2	credit
13	IT in tourism and hotel mamagment	30								30				2	credit
14	Tourism and recreation development	30							15	15				2	credit
15	International tourism movement	30							15	15				2	credit
16	Marketing of tourism and recreation services	30							15	15				3	credit
17	Social communication in tourism and hotel management	30							15	15				4	exam
18	Lecture at choice (the first)	15							15					2	credit
19	Lecture at choice (the second)	15							15					2	credit
20	Diploma seminar.	15											15	1	credit
Overall hours/ECTS credits			90	266	0	0	0	30	120	220	0	0	15	30	
Overall hours in semester (year)		711	356						355						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2010

Stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				3							exam
2	Bases of safeties and sanitation of work and ergonomoy	10	10					1							credit
Subjects for speciality															
3	Active tourism	60	15	15				2	15	15				3	credit, exam
4	Silesia- regional and tourism geography	60	15	15				2	15	15				3	credit, exam
5	Accountancy and finance in tourism	30	15	15				2							credit
6	Hygiene in tourism and hotel management	30	15	15				2							credit
7	Tourism and recreation in country areas	45	30	15				5							exam
8	Organizing and servicing tourism events	30								30				3	credit
9	Bases economically -legal hotel activity	45	15	30				5							exam
10	Gastronomy in tourism and hotel management	30		30				2							credit
11	Lecture at choice (the first)	30	15					3	15					2	credit
12	Lecture at choice (the second)	30	15					3	15					2	credit
13	Subject at choice	45							15	30				3	credit
14	Lecture at choice in foreign language	30							30					3	credit
15	Diploma seminar.	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			145	195	0	0	30	30	105	90	0	0	30	30	
Overall hours in semester (year)		595	370						225						

Field: Tourism and recreation**Specialization: Tourism and hotel management****Non-stationary****Recruitment: 2010****Year I**

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	24		12				1		12				1	credit
2	Physical Education	24		12				1		12				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			132	141	0	0	0	30	132	182	0	0	0	30	
Overall hours in semester (year)		587	273						314						

Industrial Safety – I semester **4h**
Library training - I semester **4h**
Practice **160h**

Field: Tourism and recreation

Specialization: Tourism and hotel management

Non-stationary

Recruitment: 2010

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				1	credit
2	Information technology	18		18				2							credit
3	Sociology	30	15	15				3							credit
4	Protection of intellectual property	10								10				1	credit
Basic subjects															
5	Ecology and environment protection	45	15	30				5							exam
Main subjects															
6	Service of tourism movement	60	15	45				6							exam
7	Economics of tourism and recreation	30	15	15				4							credit
8	Leisure time pedagogics	45	30	15				5							exam
9	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
10	Organization and technique of work in hotel management	24							14	10				4	exam
11	Tourism pilotage and guideship	16							8	8				3	credit
12	IT in tourism and hotel management	14								14				3	credit
13	Tourism and recreation development	16							8	8				3	credit
14	International tourism movement	16							8	8				2	credit
15	Marketing of tourism and recreation services	16							8	8				3	credit
16	Social communication in tourism and hotel management	16							8	8				5	exam
17	Lecture at choice (the first)	8							8					2	credit
18	Lecture at choice (the second)	8							8					2	credit
19	Diploma seminar.	10											10	1	credit
Overall hours/ECTS credits			90	218	0	0	0	30	70	98	0	0	10	30	
Overall hours in semester (year)		486	308						178						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				2	credit, exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	32	8	8				2	8	8				3	credit, exam
4	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
5	Accountancy and finance in tourism	16	8	8				3							credit
6	Hygiene in tourism and hotel management	16	8	8				3							credit
7	Tourism and recreation in country areas	24	14	10				5							exam
8	Organizing and servicing tourism events	30								30				3	credit
9	Bases economically -legal hotel activity	24	10	14				3							exam
10	Gastronomy in tourism and hotel management	14		14				2							credit
11	Lecture at choice (the first)	16	8					2	8					2	credit
12	Lecture at choice (the second)	16	8					2	8					2	credit
13	Subject at choice	40	10	10				3	10	10				3	credit, exam
14	Diploma seminar	40					20	1					20	2	credit
Diploma thesis														10	
Overall hours/ECTS credits			92	104	0	0	20	30	42	80	0	0	20	30	
Overall hours in semester (year)		358	216						142						

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Stationary

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester 4h
Library training - I semester 4h
Practice 160h

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language I	120		60				1		60				4	credit, exam	
2	Foreign language II	30								30				1	credit	
3	Information technology	30		30				2							credit	
4	Sociology	30	15	15				3							credit	
5	Protection of intellectual property	10								10				1	credit	
Basic subjects																
6	Ecology and environment protection	45	15	30				5							exam	
Main subjects																
7	Service of tourism movement	60	15	45				6							exam	
8	Economics of tourism and recreation	30	15	15				4							credit	
9	Leisure time pedagogics	45	30	15				5							exam	
10	Tourism and recreation in winter time	56		56				4							credit	
Subjects for speciality																
11	Propedeutics of agrotourisand the ecotourism	30							15	15				3	credit	
12	Organization and technique of work in hotel management	45							30	15				4	exam	
13	IT in tourism and hotel management	30								30				2	credit	
14	Touristic bases in country areas	30							15	15				3	credit	
15	Marketing and promotion in agrotourism	30							15	15				3	credit	
16	Social communication in tourism and hotel management	30							15	15				4	exam	
17	Unprofessional animals' farming and decorative	30							15	15				4	exam	
18	Diploma seminar.	15											15	1	credit	
Overall hours/ECTS credits			90	266	0	0	0	30	105	220	0	0	15	30		
Overall hours in semester (year)		696	356						340							

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language II	60		60				3								exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1								credit
Subjects for speciality																
3	Active tourism	60	15	15				2	15	15					3	credit, exam
4	Silesia- regional and tourism geography	60	15	15				2	15	15					3	credit, exam
5	Accountancy and finance in tourism	30	15	15				2								credit
6	Hygiene in tourism and hotel management	30	15	15				2								credit
7	Tourism and recreation in country areas	45	30	15				5								exam
8	The agro - touristic offer in chosen the countries of UE	30							15	15					2	credit
9	Organizing and servicing tourism events	30								30					3	credit
10	The architecture of scenery and the protection of nature	45	15	30				4								exam
11	Advising agro - touristic	30	15	15				2								credit
12	The agro - touristic offer of regions of Poland	30	15	15				4								exam
13	Lecture at choice (the first)	30	15					3	15						2	credit
14	Subject at choice	45							15	30					4	credit
15	Lecture at choice in foreign language	30							30						2	credit
16	Diploma semniar	60					30	1						30	1	credit
Diploma thesis															10	
Overall hours/ECTS credits			160	195	0	0	30	30	105	105	0	0	30	30		
Overall hours in semester (year)		625	385						240							

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Non-stationary

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	24		12				1		12				1	credit
2	Physical Education	24		12				1		12				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam,
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			132	141	0	0	0	30	132	182	0	0	0	30	
Overall hours in semester (year)		587	273						314						

Industrial Safety – I semester 4h
 Library training - I semester 4h
 Practice 160h

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				1	credit
2	Information technology	18		18				2							credit
3	Sociology	30	15	15				3							credit
4	Protection of intellectual property	10								10				1	credit
Basic subjects															
5	Ecology and environment protection	45	15	30				5							exam
Main subjects															
6	Service of tourism movement	60	15	45				6							exam
7	Economics of tourism and recreation	30	15	15				4							credit
8	Leisure time pedagogics	45	30	15				5							exam
9	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
10	Propedeutics of agrotourism the ecotourism	24							12	12				4	credit
11	Organization and technique of work in hotel management	24							14	10				4	exam
12	IT in tourism and hotel management	14								14				3	credit
13	Touristic bases in country areas	16							8	8				3	credit
14	Marketing and promotion in agrotourism	16							8	8				3	credit
15	Social communication in tourism and hotel management	16							8	8				5	exam
16	Unprofessional animals' farming and decorative	16							8	8				5	exam
17	Diploma seminar.	10											10	1	credit
Overall hours/ECTS credits			90	218	0	0	0	30	58	102	0	0	10	30	
Overall hours in semester (year)		478	308						170						

Field: Tourism and recreation

Specialization: Agrotourism

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	48		24				1		24				2	credit, exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	32	8	8				2	8	8				3	credit, exam
4	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
5	Accountancy and finance in tourism	16	8	8				3							credit
6	Hygiene in tourism and hotel management	16	8	8				3							credit
7	Tourism and recreation in country areas	24	14	10				4							exam
8	The agro - touristic offer in chosen the countries of UE	16							8	8				2	credit
9	Organizing and servicing tourism events	30								30				3	credit
10	The architecture of scenery and the protection of nature	24	14	10				5							exam
11	Advising agro - touristic	16	8	8				2							credit
12	The agro - touristic offer of regions of Poland	16	8	8				4							exam
13	Lecture at choice (the first)	24	12					3	12					2	credit
14	Subject at choice	24							10	14				3	credit
15	Diploma semniar	40					20	1					20	2	credit
Diploma thesis														10	
Overall hours/ECTS credits			98	92	0	0	20	30	46	92	0	0	20	30	
Overall hours in semester (year)		368	210						158						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2009

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester **4h**
Library training - I semester **4h**
Practice **160h**

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2009

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	120		60				1		60				4	credit, exam
2	Foreign language II	30								30				1	credit
3	Information technology	30		30				2							credit
4	Sociology	30	15	15				3							credit
5	Protection of intellectual property	10								10				1	credit
Basic subjects															
6	Ecology and environment protection	45	15	30				5							exam
Main subjects															
7	Service of tourism movement	60	15	45				6							exam
8	Economics of tourism and recreation	30	15	15				4							credit
9	Leisure time pedagogics	45	30	15				5							exam
10	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
11	Theory and methodology of recreation	60							30	30				4	exam
12	Motion recreation and improvement of movement	30								30				2	credit
13	Marketing of tourism and recreation services	30							15	15				3	credit
14	Tourism and recreation development	30							15	15				2	credit
15	Safety and rescue services in tourism and recreation	30							15	15				4	exam
16	Lecture at choice (the first)	15							15					2	credit
17	Lecture at choice (the second)	15							15					2	credit
18	Social communication in tourism and recreation	30							15	15				4	exam
19	Diploma seminar.	15											15	1	credit
Overall hours/ECTS credits			90	266	0	0	0	30	120	220	0	0	15	30	
Overall hours in semester (year)		711	356						355						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2009

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				4							exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	60	15	15				2	15	15				3	credit, exam
4	Motion recreation and improvement of movement	30		30				2							credit
5	Hygiene and promotion of health	45	30	15				5							exam
6	Tourism and recreation in country areas	45	30	15				5							exam
7	Silesia- regional and tourism geography	60	15	15				2	15	15				2	credit, exam
8	Specialization of instructor of motion recreation	90	30	30				4	15	15				3	credit, exam
9	Organizing and servicing tourism events	30								30				3	credit
10	Lecture at choice (the first)	30	15					2	15					2	credit
11	Lecture at choice (the second)	30	15					2	15					2	credit
12	Tourism and recreation for disabled people	30							15	15				2	credit
13	Lecture at choice in foreign language	30							30					3	credit
14	Diploma seminar.	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			160	180	0	0	30	30	120	90	0	0	30	30	
Overall hours in semester (year)		610	370						240						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2009

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	24		12				1		12				1	credit
2	Physical Education	24		12				1		12				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam,
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			132	141	0	0	0	30	132	182	0	0	0	30	
Overall hours in semester (year)		587	273						314						

Industrial Safety – I semester 4h
 Library training - I semester 4h
 Practice 160h

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2009

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language I	48		24				1		24				1	credit	
2	Information technology	18		18				2							credit	
3	Socjology	30	15	15				3							credit	
4	Protection of intellectual property	10							10					1	credit	
Basic subjects																
5	Ecology and environment protection	45	15	30				5							exam	
Main subjects																
6	Service of tourism movement	60	15	45				6							exam	
7	Economics of tourism and recreation	30	15	15				4							credit	
8	Leisure time pedagogics	45	30	15				5							exam	
9	Tourism and recreation in winter time	56		56				4							credit	
Subjects for speciality																
10	Theory and methodology of recreation	32							16	16				5	exam	
11	Motion recreation and improvement of movement	15								15				2	credit	
12	Marketing of tourism and recreation services	16							8	8				3	credit	
13	Tourism and recreation development	16							8	8				3	credit	
14	Subject at choice	24							12	12				5	exam	
15	Lecture at choice (the first)	8							8					2	credit	
16	Lecture at choice (the second)	8							8					2	credit	
17	Social communication in tourism and recreation	16							8	8				5	exam	
18	Diploma seminar.	10											10	1	credit	
Overall hours/ECTS credits			90	218	0	0	0	30	68	101	0	0	10	30		
Overall hours in semester (year)		487	308						179							

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2009

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				2	exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	32	8	8				2	8	8				3	credit, exam
4	Motion recreation and improvement of movement	15		15				2							credit
5	Hygiene and promotion of health	24	14	10				5							exam
6	Tourism and recreation in country areas	24	14	10				5							exam
7	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
8	Specialization of instructor of motion recreation	72	24	24				4	12	12				3	credit, exam
9	Organizing and servicing tourism events	30								30				3	credit
10	Subject at choice	20	10	10				3							credit
11	Lecture at choice (the first)	16	8					2	8					2	credit
12	Lecture at choice (the second)	8	8					2							credit
13	Tourism and recreation for disabled people	16							8	8				3	credit
14	Diploma seminar	40					20	1					20	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			104	109	0	0	20	30	44	90	0	0	20	30	
Overall hours in semester (year)		387	233						154						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Stationary

Recruitment: 2009

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form Of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam,
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester **4h**
Library training - I semester **4h**
Practice **160h**

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2009

Stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	120		60				1		60				4	credit, exam
2	Foreign language II	30								30				1	credit
3	Information technology	30		30				2							credit
4	Sociology	30	15	15				3							credit
5	Protection of intellectual property	10								10				1	credit
Basic subjects															
6	Ecology and environment protection	45	15	30				5							exam
Main subjects															
7	Service of tourism movement	60	15	45				6							exam
8	Economics of tourism and recreation	30	15	15				4							credit
9	Leisure time pedagogics	45	30	15				5							exam
10	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
11	Organisation and technique of work in hotel managment	45							30	15				4	exam
12	Tourism pilotage and guideship	30							15	15				2	credit
13	IT in tourism and hotel management	30								30				2	credit
14	Tourism and recreation development	30							15	15				2	credit
15	International tourism movement	30							15	15				2	credit
16	Marketing of tourism and recreation services	30							15	15				3	credit
17	Social communication in tourism and hotel management	30							15	15				4	exam
18	Lecture at choice (the first)	15							15					2	credit
19	Lecture at choice (the second)	15							15					2	credit
20	Diploma seminar.	15											15	1	credit
Overall hours/ECTS credits			90	266	0	0	0	30	135	220	0	0	15	30	
Overall hours in semester (year)		726	356						370						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2009

Stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				4							exam
2	Bases of safeties and sanitation of work and ergonomoy	10	10					1							credit
Subjects for speciality															
3	Active tourism	60	15	15				2	15	15				3	credit, exam
4	Silesia- regional and tourism geography	60	15	15				2	15	15				3	credit, exam
5	Accountancy and finance in tourism	30	15	15				2							credit
6	Hygiene in tourism and hotel management	30	15	15				2							credit
7	Tourism and recreation in country areas	45	30	15				5							exam
8	Organizing and servicing tourism events	30							6	24				3	credit
9	Bases economically -legal hotel activity	45	15	30				5							exam
10	Gastronomy in tourism and hotel management	30		30				2							credit
11	Lecture at choice (the first)	30	15					3	15					2	credit
12	Lecture at choice (the second)	30	15					3	15					2	credit
13	Subject at choice	45							15	30				3	credit
14	Lecture at choice in foreign language	30							30					3	credit
15	Diploma seminar.	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			145	195	0	0	30	30	105	90	0	0	30	30	
Overall hours in semester (year)		595	370						225						

Field: Tourism and recreation**Specialization: Tourism and hotel management****Non-stationary****Recruitment: 2009****Year I**

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	24		12				1		12				1	credit
2	Physical Education	24		12				1		12				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				3	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam,
6	Economy	45							30	15				5	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	credit
Overall hours/ECTS credits			132	141	0	0	0	30	132	182	0	0	0	30	
Overall hours in semester (year)		587	273						314						

Industrial Safety – I semester **4h**
Library training - I semester **4h**
Practice **160h**

Field: Tourism and recreation

Specialization: Tourism and hotel management

Non-stationary

Recruitment: 2009

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				1	credit
2	Information technology	18		18				2							credit
3	Socjology	30	15	15				3							credit
4	Protection of intellectual property	10								10				1	credit
Basic subjects															
5	Ecology and environment protection	45	15	30				5							exam
Main subjects															
6	Service of tourism movement	60	15	45				6							exam
7	Economics of tourism and recreation	30	15	15				4							credit
8	Leisure time pedagogics	45	30	15				5							exam
9	Tourism and recreation in winter time	56		56				4							credit
Subjects for speciality															
10	Organization and technique of work in hotel management	24							14	10				4	exam
11	Tourism pilotage and guideship	16							8	8				3	credit
12	IT in tourism and hotel management	14								14				3	credit
13	Tourism and recreation development	16							8	10				3	credit
14	International tourism movement	16							8	8				2	credit
15	Marketing of tourism and recreation services	16							8	8				3	credit
16	Social communication in tourism and hotel management	16							8	8				5	exam
17	Lecture at choice (the first)	8							8					2	credit
18	Lecture at choice (the second)	8							8					2	credit
19	Diploma seminar.	10											10	1	credit
Overall hours/ECTS credits			90	218	0	0	0	30	70	98	0	0	10	30	
Overall hours in semester (year)		486	308						178						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2009

Non-stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	48		24				1		24				2	credit, exam
2	Bases of safeties and sanitation of work and ergonomy	10	10					1							credit
Subjects for speciality															
3	Active tourism	32	8	8				2	8	8				3	credit, exam
4	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
5	Accountancy and finance in tourism	16	8	8				3							credit
6	Hygiene in tourism and hotel management	16	8	8				3							credit
7	Tourism and recreation in country areas	24	14	10				5							exam
8	Organizing and servicing tourism events	30								30				3	credit
9	Bases economically -legal hotel activity	24	10	14				3							exam
10	Gastronomy in tourism and hotel management	14		14				2							credit
11	Lecture at choice (the first)	16	8					2	8					2	credit
12	Lecture at choice (the second)	16	8					2	8					2	credit
13	Subject at choice	40	10	10				3	10	10				4	credit, exam
14	Diploma seminar	40					20	1					20	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			92	104	0	0	20	30	42	80	0	0	20	30	
Overall hours in semester (year)		358	216						142						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2008

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Biological development of the human being	30	15	15				2							credit
3	Philosophy with ethics	30							15	15				4	exam
4	Physical Education	30		15				1		15				1	credit
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam,
6	Economy	45							30	15				4	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				3	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				3	credit
Practice		80							80					2	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester 4h

Library training - I semester 4h

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2008

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	120		60				1		60				4	credit, exam
2	Foreign language II	30								30				1	credit
3	Information technology	30		30				2							credit
4	Sociology	30	15	15				3							credit
5	Protection of intellectual property	10								10				1	credit
Basic subjects															
6	Ecology and environment protection	45	15	30				6							exam
Main subjects															
7	Service of tourism movement	60	15	45				6							exam
8	Economics of tourism and recreation	30	15	15				4							credit
9	Leisure time pedagogics	45	30	15				5							exam
10	Tourism and recreation in winter time	56		56				3							credit
Subjects for speciality															
11	Theory and methodology of recreation	60							30	30				4	exam
12	Motion recreation and improvement of movement	30								30				2	credit
13	Marketing of tourism and recreation services	30							15	15				2	credit
14	Tourism and recreation development	30							15	15				2	credit
15	Safety and rescue services in tourism and recreation	45							15	30				4	exam
16	Lecture at choice (the first)	15							15					2	credit
17	Lecture at choice (the second)	30							15					2	exam
18	Social communication in tourism and recreation	15							15	15				3	credit, exam
19	Diploma seminar.	15											15	1	credit
Practice		80							80					2	credit
Overall hours/ECTS credits			90	266	0	0	0	30	120	235	0	0	15	30	
Overall hours in semester (year)		726	356						326						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Stationary

Recruitment: 2008

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				3							exam
Subjects for speciality															
2	Active tourism	60	15	15				2	15	15				3	credit, exam
3	Motion recreation and improvement of movement	30	30					1							credit
4	Hygiene and promotion of health	45	30	15				6							exam
5	Tourism and recreation in country areas	45	30	15				6							exam
6	Silesia- regional and tourism geography	60	15	15				2	15	15				2	credit, exam
7	Specialization of innstructor of motion recreation	90	30	30				4	15	15				3	credit, exam
8	Organizing and servicing tourism events	30							6	24				2	credit
9	Lecture at choice (the first)	30	15					3	15					2	credit
10	Lecture at choice (the second)	30	15					2	15					2	credit
11	Tourism and recreation for disabled people	30							15	15				3	credit
12	Lecture at choice in foreign language	30							30					2	credit
13	Diploma seminar.	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			180	150	0	0	30	30	126	84	0	0	30	30	
Overall hours in semester (year)		600	360						240						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2008

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				2							credit
4	Philosophy with ethics	30							15	15				2	exam
Basic subjects															
5	History of architecture and art	48	12	12				3	12	12				3	credit, exam,
6	Economy	45							30	15				4	exam
7	Psychology	30	15	15				5							exam
8	Management	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Physiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				3	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				4	exam
Practice		80							80					2	credit
Overall hours/ECTS credits			132	147	0	0	0	30	132	188	0	0	0	30	
Overall hours in semester (year)		599	279						320						

Industrial Safety – I semester 4h

Library training - I semester 4h

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2008

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	60		30				1		30				1	credit
2	Information technology	30		30				2							credit
3	Sociology	30	15	15				3							credit
4	Protection of intellectual property	10								10				1	credit
Basic subjects															
5	Ecology and environment protection	45	15	30				6							exam
Main subjects															
6	Service of tourism movement	60	15	45				6							exam
7	Economics of tourism and recreation	30	15	15				4							credit
8	Leisure time pedagogics	45	30	15				5							exam
9	Tourism and recreation in winter time	56		56				3							exam
Subjects for speciality															
10	Theory and methodology of recreation	32							16	16				5	exam
11	Motion recreation and improvement of movement	15								15				2	credit
12	Marketing of tourism and recreation services	16							8	8				3	credit
13	Tourism and recreation development	18							8	10				3	credit
14	Safety and rescue services in tourism and recreation	24							10	14				4	exam
15	Lecture at choice (the first)	8							8					2	credit
16	Lecture at choice (the second)	8							8					2	credit
17	Social communication in tourism and recreation	16							8	8				4	exam
18	Diploma seminar.	10											10	1	credit
Practice		80							80					2	credit
Overall hours/ECTS credits			90	236	0	0	0	30	66	111	0	0	10	30	
Overall hours in semester (year)		513	326						187						

Field: Tourism and recreation

Specialization: Organization of tourism and recreation

Non-stationary

Recruitment: 2008

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language I	60		30				1		30				2	exam	
Subjects for speciality																
2	Active tourism	32	8	8				3	8	8				3	credit, exam	
3	Hygiene and promotion of health	24	14	10				6							exam	
4	Tourism and recreation in country areas	24	14	10				6							exam	
5	Silesia- regional and tourism geography	32	8	8				3	8	8				2	credit, exam	
6	Socialisation of innstructor of motion recreation	72	24	24				4	12	12				3	credit, exam	
7	Lecture at choice (the first)	16	8					3	8					2	credit	
8	Lecture at choice (the second)	16	8					3	8					2	credit	
9	Organising and servicing tourism events	30							6	24				2	credit	
10	Tourism and recreation for disabled people	16							8	8				2	credit	
11	Diploma seminar	40					20	1					20	2	credit	
Dimploma thesis														10		
Overall hours/ECTS credits				84	90	0	0	20	30	58	90	0	0	20	30	
Overall hours in semester (year)		362	194						168							

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2008

Stationary

Year I

No.	Name of subject	Hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Biological development of the human being	30	15	15				2							credit
3	Philosophy with ethics	30							15	15				4	exam
4	Phisical Education	30		15				1		15				1	credit
Basic subjects															
5	History of architecture and art	60	15	15				3	15	15				3	credit, exam,
6	Economy	45							30	15				4	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				2	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				3	exam
Practice		80							80					2	credit
Overall hours/ECTS credits			135	150	0	0	0	30	135	191	0	0	0	30	
Overall hours in semester (year)		611	285						326						

Industrial Safety – I semester 4h

Library training - I semester 4h

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2008

Stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language I	120		60				1		60				4	credit, exam	
2	Foreign language II	30								30				1	credit	
3	Information technology	30		30				2							credit	
4	Socjology	30	15	15				3							credit	
5	Protection of intellectual property	10							10					1	credit	
Basic subjects																
6	Ecology and environment protection	45	15	30				6							exam	
Main subjects																
7	Service of tourism movement	60	15	45				6							exam	
8	Economics of tourism and recreation	30	15	15				4							credit	
9	Leisure time pedagogics	45	30	15				5							exam	
10	Tourism and recreation in winter time	56		56				3							exam	
Subjects for speciality																
11	Organisation and technique of work in hotel mamagment	45							30	15				3	exam	
12	Tourism pilotage and guideship	30							15	15				2	credit	
13	IT in tourism and hotel mamagment	30								30				2	credit	
14	Tourism and recreation development	30							15	15				2	credit	
15	International tourism movement	30							15	15				2	credit	
16	Marketing of tourism and recreation services	30							15	15				2	credit	
17	Social communication in tourism and hotel management	45							15	30				4	exam	
18	Lecture at choice (the first)	15							15					2	credit	
19	Lecture at choice (the second)	15							15					2	credit	
20	Diploma seminar.	15											15	1	credit	
Practice		80							80					2	credit	
Overall hours/ECTS credits				90	266	0	0	0	30	145	225	0	0	15	30	
Overall hours in semester (year)			771	386					385							

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2008

Stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language II	60		60				3							exam
Subjects for speciality															
2	Active tourism	60	15	15				2	15	15				3	credit, exam
3	Silesia- regional and tourism geography	60	15	15				2	15	15				3	credit, exam
4	Accountancy and finance in tourism	30	15	15				2							credit
5	Hygiene in tourism and hotel managment	30	15	15				2							credit
6	Tourism and recreation in country areas	45	30	15				5							exam
7	Organizing and servicing tourism events	30							6	24				3	credit
8	Safety and rescue services in tourism and recreation	45	15	30				5							exam
9	Gastronomy in tourism and hotel managment	30		30				2							credit
10	Lecture at choice (the first)	30	15					3	15					2	credit
11	Lecture at choice (the second)	30	15					3	15					2	credit
12	Subject at choice	45							15	30				3	credit
13	Lecture at choice in foreign language	30							30					3	credit
14	Diploma seminar.	60					30	1					30	1	credit
Diploma thesis														10	
Overall hours/ECTS credits			135	195	0	0	30	30	111	96	0	0	30	30	
Overall hours in semester (year)		585	360						225						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Non-stationary

Recruitment: 2008

Year I

No.	Name of subject	Hours	Semestr 1					ECTS	Semestr 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Swimming	30		15				1		15				1	credit
2	Physical Education	30		15				1		15				1	credit
3	Biological development of the human being	30	15	15				3							credit
4	Philosophy with ethics	30							15	15				4	exam
Basic subjects															
5	History of architecture and art	48	12	12				2	12	12				3	credit, exam
6	Economy	45							30	15				4	exam
7	Psychology	30	15	15				5							exam
8	Managment	45	30	15				5							exam
9	Law	30							15	15				3	credit
10	Phisiology of the human being	30							15	15				4	exam
Main subjects															
11	Tourist geography	45							30	15				2	credit
12	Elements of tourism	45	30	15				5							exam
13	Elements of recreation	45	15	30				5							exam
14	Touring/ sightseeing	30	15	15				3							credit
15	Hotel management	30							15	15				3	credit
16	Tourism and recreation in summer time	56								56				3	exam
Practice		80							80					2	credit
Overall hours/ECTS credits			132	147	0	0	0	30	132	188	0	0	0	30	
Overall hours in semester (year)		599	279						320						

Industrial Safety – I semester 4h

Library training - I semester 4h

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2008

Non-stationary

Year II

No.	Name of subject	Hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	60		30				1		30				1	credit
2	Information technology	30		30				2							credit
3	Sociology	30	15	15				3							credit
4	Protection of intellectual property	10							10					1	credit
Basic subjects															
5	Ecology and environment protection	45	15	30				6							exam
Main subjects															
6	Service of tourism movement	60	15	45				6							exam
7	Economics of tourism and recreation	30	15	15				4							credit
8	Leisure time pedagogics	45	30	15				5							exam
9	Tourism and recreation in winter time	56		56				3							exam
Subjects for speciality															
10	Organisation and technique of work in hotel managment	24							14	10				4	exam
11	Tourism pilotage and guideship	16							8	8				3	credit
12	IT in tourism and hotel managment	14								14				2	credit
13	Tourism and recreation development	16							8	10				3	credit
14	International tourism movement	16							8	8				2	credit
15	Marketing of tourism and recreation services	16							8	8				3	credit
16	Social communication in tourism and hotel managment	24							10	14				4	exam
17	Lecture at choice (the first)	8							8					2	credit
18	Lecture at choice (the second)	8							8					2	credit
19	Diploma seminar.	10											10	1	credit
Practice		80							80					2	credit
Overall hours/ECTS credits			90	236	0	0	0	30	82	112	0	0	10	30	
Overall hours in semester (year)		520	326						194						

Field: Tourism and recreation

Specialization: Tourism and hotel management

Recruitment: 2008

Non-stationary

Year III

No.	Name of subject	Hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language I	60		30				1		30				2	credit, exam
Subjects for speciality															
3	Active tourism	32	8	8				2	8	8				3	credit, exam
4	Silesia- regional and tourism geography	32	8	8				2	8	8				3	credit, exam
5	Accountancy and finance in tourism	16	8	8				3							credit
6	Hygiene in tourism and hotel managment	16	8	8				3							credit
7	Tourism and recreation in country areas	24	14	10				4							exam
8	Organising and servicing tourism events	30							6	24				3	credit
9	Safety and rescue services in tourism and recreation	24	10	14				4							exam
10	Gastronomy in tourism and hotel managment	14		14				3							credit
11	Lecture at choice (the first)	16	8					2	8					2	credit
12	Lecture at choice (the second)	16	8					2	8					2	credit
13	Subject at choice	40	10	10				3	10	10				3	credit, exam
14	Diploma seminar	40					20	1					20	2	credit
Diploma thesis														10	
Overall hours/ECTS credits			82	110	0	0	20	30	48	80	0	0	20	30	
Overall hours in semester (year)		360	212						148						

Subjects of general education:

ECTS credits

2

1. Course title

Biological Development Human

2. Course contentsLecture

Object of the investigations of biology. What is this the life ? The man development - basic notions . Of the development endogenic and exogenous factors. Different factors of the man development. The mode of the life and the course of the development. Building and the basic functions of the cell. Building and the basic functions of chosen tissues . The building and functions the apparatus of the movement. Building and functions nervous was arrangement. Important the organs of sense and their meaning for the man organism. Building and functions the apparatus was arrangement the man organism internal. The stages of the man development and biological rhythm. Metody of control and the opinion of the man development.

Laboratory

Heirdom and his meaning in the man ontogenetical development. Building of the individual elements of the apparatus of the movement. The course of the development was arrangement alimentary and respiratory. Arrangement of the development the circulation and arrangement of excretory. Organization of the man motive actions. Ability development of motive in the man ontogenetical development. Detailed profile of the individual stages of the man development.

3. Prerequisites

None

4. Learning outcomes

Student reaches scholarship within the scope consideration as well working space economy warm-hearted. Knows factor genetically as well environmentally determinant repudiation creature.

5. Recommended reading

Wolański N. (2005) Rozwój biologiczny człowieka. Państwowe Wydawnictwo Naukowe, Warszawa.

Jopkiewicz A., Suliga E. (1998) „Biologiczne podstawy rozwoju człowieka” . Wydawnictwo i Zakład Poligrafii Instytutu Technologii Eksploatacji. Radom.

6. Type of course

Obligatory

Teaching team

Department of Recreation.

7. Course structure

Form	Number of hours	Semester	Year
Lecture	15	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

8. Assessment methods

Written test

9. Language of instruction

Polish

ECTS credits

3

1. Course title

Philosophy and the ethics

2. Course contents

The introduction in world of philosophical thought(the background the socio - political the Ancient Greece, Homer, Hezjod, myths, the language, society , first the relating the man matters)

The basic messages with field of philosophical anthropology (the man's, different conceptions the man's definition, man the intelligent creature)

Present philosophy about man (Existentialism, Personalizm, Postmodernizm)

The man's happiness (the conceptions of happiness, eastern philosophy and western about happiness, Arystoteles, Christianity)

Man and working (artistic works, search scientific, work)

Man in report from different (man social creature, it is friends theories (Platon, Arystoteles), love, social reports)

The theories of feelings (Arystoteles, Thomas from Aquinas, the present theories)

The problem of aggression(the aggression as human pathology the, cause of aggression, counteraction the aggression)

The ethicist (the problem of human values, individual good and the social good, ideals and the reality)

The aesthetics (the theories of art, beauty and the education)

The human freedom (the question of freedom, different conceptions of freedom, freedom and the rape, liberalism and the freedom)

The life the death and the suffering (the sense of life, balance of life, euthanasia?, cloning?, the interference in nature)

Right (natural right, right made up, right unwritten, lawlessness and anarchy)

Language (philosophical language, poetry, symbolic language, colloquial language)

Space of life (the theory, the experience, sensualism, materialism, theism)

3. Prerequisites

None

4. Learning outcomes

Understood connected problems during meeting be becomes undertaken wide with philosophical anthropology. The acquired in track of lectures knowledge should favourably influence on general culture and listeners' development as well as assure creating deeper humanism.

5. Recommended reading

TATARKIEWICZ W., *Historia Filozofii*, I-III, (Wyd. 15), Warszawa 1998.

PETTIT P., *Przewodnik Po Współczesnej Filozofii Politycznej*, Warszawa, 1998.

ŚWIEŻAWSKI S., *Dzieje Europejskiej Filozofii Klasycznej*, Warszawa-Wrocław, 2000.

REALE G., *Historia Filozofii Starożytnej*, I-III, Lublin, 1999.

GRATELOUP L., *Wędrówki Po Filozofii*, Wrocław 1999.

PALACZ R., *Klasycy Filozofii*, Warszawa 1987.

PLATON, *Dialogi*, Warszawa, 1988.

DAROWSKI R., *Filozofia Człowieka*, Kraków 1995.

6. Type of course

Obligatory

7. Teaching team

Institution of Philosophy and the Political Ideas

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

written test, exam

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Swimming (1 sem.)

2. Course contents

Safety regulations (BHP) during the classes, the swimming-pool regulations. The exercises accustoming to water. The technique of swimming crawl backstroke and on the breast, the breaststroke. Coordination of work of hands, legs and breath. Rescue service, the first aid to drowning man, towing.

3. Prerequisites

Participation in the classes, mastering the knowledge relating from the subjects of the classes.

4. Learning outcomes

Acquiring the ability of the basic styles swimming.

Providing the first aid to drowning man.

5. Recommended reading

Czabański B. Nauczanie techniki pływania; AWF Wrocław 1982

Dybińska E., Wójcicki A. Wskazówki metodyczne do nauczania pływania, AWF Kraków, 1986

Kalinowski A. Nauka pływania na obozach i koloniach; Warszawa 1973

Karpiński R. Pływanie – podstawy techniki pływania; AWF Wrocław 2000

Wiesner W. Nauczanie-uczenie się pływania, AWF Wrocław, 1981

Wiesner W. Metodyka ratownictwa wodnego; Wrocław 1981

6. Type of course

Obligatory

Teaching team

Department of Recreation

7. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

8. Assessment methods

credits

9. Language of instruction

Polish

ECTS credits

1

1. Course title

Swimming (2 sem.)

2. Course contents

Safety regulations (BHP) during the classes, the swimming-pool regulations. The exercises accustoming to water. The technique of swimming crawl backstroke and on the breast, the breaststroke. Coordination of work of hands, legs and breath. Rescue service, the first aid to drowning man, towing.

3. Prerequisites

Participation in the classes, mastering the knowledge relating from the subjects of the classes.

4. Learning outcomes

Acquire a knowledge of organizing a safe swimming lessons

Learning games and activities with water

Swimming skills in the back crawl

5. Recommended reading

Czabański B. Nauczanie techniki pływania; AWF Wrocław 1982

Dybińska E., Wójcicki A. Wskazówki metodyczne do nauczania pływania, AWF Kraków, 1986

Kalinowski A. Nauka pływania na obozach i koloniach; Warszawa 1973

Karpiński R. Pływanie – podstawy techniki pływania; AWF Wrocław 2000

Wiesner W. Nauczanie-uczenie się pływania, AWF Wrocław, 1981

Wiesner W. Metodyka ratownictwa wodnego; Wrocław 1981

6. Type of course

Obligatory

Teaching team

Department of Recreation

7. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

8. Assessment methods

credits

9. Language of instruction

ECTS credits

1

1. Course title

Physical education (1 sem.)

2. Course contents

Background exercises, disciplines, fun introductory games, systematics and methodology of teaching the various elements, parts of the game in attack and defense, the rules of the game, refereeing, organizing competitions

3. Prerequisites

Participation in occupance ,contents from themes possessed subsequent

4. Learning outcomes

A student acquires motor skills to play volleyball

- can perform a warm-up according to the rules
- can interpret the provisions of the game, can judge
- can develop rules of the competition, organize and conduct sports

5. Recommended reading

Busz.J. Szkolimy uniwersalnych siatkarzy; Wyd. Sport i Turystyka, Warszawa 1980

Papageogin A. Piłka siatkowa

Skrobański H. Piłka siatkowa

Superlak E. Piłka siatkowa, techniczno-taktyczne przygotowanie do gry; Wyd. BK W-w 2006

Uzarowicz J. Piłka siatkowa, technika; Kraków 1994

6. Type of course

Obligatory

Teaching team

Department of Recreation

7. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

8. Assessment methods

credits

9. Language of instruction

Polish

ECTS credits

1

1. Course title

Physical education (2 sem.)

2. Course contents

Concepts exercises and games, sports, team games, the objectives of the task, recreational games, the basic elements of technique and tactics of some games, rules and regulations, refereeing, organization of competitions (frisbee, badminton, floorball, korfbal).

3. Prerequisites

Participation in occupance, contents from topic of exercise possessed subsequent

4. Learning outcomes

The student learns basic skills techniques

- acquired skills in the organization of the competition
- is aware of the importance of games and physical culture in the man
- knows the rules, he can judge

5. Recommended reading

Bondarowicz M. Zabawy i gry ruchowe, AWF Warszawa 1986

Bondarowicz M., Staniszewski T. Podstawy teorii i metodyki zabaw i gier ruchowych. AWF Warszawa 2000

Mielniczuk M., Staniszewski T. Stare i nowe gry drużynowe. Talbit Warszawa 1999

Nawara H. Nawara U. Gry i zabawy integracyjne. AWF Wrocław 2001

Wołyniec J. (red.) Przepisy gier sportowych w zakresie podstawowym. Wyd. B. K. Wrocław 2006

6. Type of course

Obligatory

7. Teaching team

Department of recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

credits

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Protection of intellectual property

2. Course contents

Introducing I. The intellectual goods as special kind of legal goods. The place of control of right intellectual property in system of Polish right. The catalogue of objects the copyright and the right of industrial property - the common questions. The origin and the meaning of settlement of international right of intellectual property (the Bern conventions, Parisian, general the as well as in. the agreement, which the side is Poland).

II. author's Right: The notion of work as well as his kinds. Subjects copyright. Kinds of works. Content copyright - author's personal rights as well as property; field of exploitation. The general principles of passage the author's say property, - the heirdom the copyright. Contract transferring author's authorizations as well as licence contracts. Collective management and protection copyright; The committee the copyright, schedules of the author's rewards; Fund of Promotion of Works. Protection copyright. Right related - subjects, content, using and giving instructions as well as protection. Protection of bases of data.

III. Right industrial property: The objects of industrial property; part of Patent Office of Polish Republic. Entitled to inventive projects subjects. Say to inventive projects content in range of personal authorizations and property. Say the general principles the protection to objects of industrial property.

3. Prerequisites

none

4. Learning outcomes

The student uses the terminology related to the theme object. The student knows the basic sources of student searches and interpret their own rules of industrial property rights in relation to possible situations. Students prepares basic documents (contracts, simple pleadings).

5. Recommended reading

1. Jezioro J. (2005) Prawo własności intelektualnej (w:) Podstawy prawa cywilnego pod red. Gniewka E., Warszawa
2. Barta J., Czajkowska-Dabrowska M., Ćwiakalski Z., Markiewicz R., Traple E. (2005) Prawo autorskie i prawa pokrewne, Kraków
3. Barta J., Markiewicz R. (2002) Ustawa o ochronie baz danych. Komentarz, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Science of the Economy and the European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	10	4	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Sociology

2. Course contents

The object and the range of investigations of sociology.

The sociology of education as field of sociology. The beginnings and the development of sociology of education in Poland. The sociology of education and the sociology of education. Bringing up society in Florian Znaniecki's conception. Elements of sociological theory of education. Social functions of education. The sociological functions of general education and specialist. Education and socialization. Theories of socialization. The process of socialization - his course and the mechanisms. Social environment as educational environment. Local communities and regional. Measurement of environment. The social structure of environment and the education. Family and her educational functions. The range and the object of investigation of family in sociology of education. Educational meaning of different groups. School as social system. The sociological problems of management at education and different institutions of education. School class as social group. Teacher, tutor and school class. The structure and the mechanisms of socialization. The social makrostruktura and the systems of education. Individual and society. Social differentiation. Educational ideologies. Factors of development of systems education. Globalization's aspects.

3. Prerequisites

none

4. Learning outcomes

Student knows terminology related with theme of object basic; characterizes social examples of pathology, it's reasons and social results

5. Recommended reading

1. Giddens A. (2004) Socjologia, Warszawa
2. Sztompka P. (2002) Socjologia. Analiza społeczeństwa, Kraków
3. Morawski W. (2001) Socjologia ekonomiczna, Warszawa
4. Wnuk-Lipiński E. (2005) Socjologia życia publicznego, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	3	2
Classes	15	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

credits

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Information Technology

2. Course contents

Basis conceptions and definitions used in Computer Science. Elements of architecture and functioning of a computer. The introduction to the computer usage. The Basic characteristics of operational system Windows XP: functions of the operational system TOOL SOFTWARE (ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING)

Internet: characteristics, functions and usage of the Internet, the services available in Internet

Text editors on the example of WORD 2003: the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents (pagnations, headlines, Footer), creation of the contents and index (subscripts, superscripts), tabulator, numbering, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions

Computer data analysis (the area of usage of the data analysis), the rule of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in CALCULATING STEET, management of the sheets and folders, sheet as the data basic (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT MAP, presentations and preparations of large printed papers, advanced operations on lists (pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems.

Work in program used for creating the presentations Power Point or FLASH. Preparing own presentation

3. Prerequisites

none

4. Learning outcomes

Student knows warranties informatique scholarship within the scope use the following recentness software. Student ministrations themselves utensils computerized and describes as well shapes a rough passage occurring on unlike article, whom can be dissolution with computer. Student is able to turn to profit information technology until arrangements own workshop working space intellectual (processing tenor, bases working space plate calculative bases in question)

5. Recommended reading

1. Supranowicz R., Łozowski L. (2005) Systemy operacyjne Windows oraz Microsoft Office 2000 w praktyce, Wyd. PWSZ im. Witelona w Legnicy
2. Bąk A. (2000) Wprowadzenie do informatyki dla ekonomistów, Wyd. AE, Wrocław
3. Dec Z., Konieczny P. (2000) ABC...komputera, EDITION 2000, Kraków....

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credits

10. Language of instruction

Polish

Basic subjects:

ECTS credits
5

1. Course title

Economy

2. Course contents

Introduction to economy and economy. Supplies and them alternative uses. Implications of limitations of supplies rarity. The microeconomics and the macro-economics of Tool of economic analysis.

Market economy, market and his functions. Demand and supply. Determinants of demand and supply. The be shaping on market the prices the Typical connected with change of demand situations and supply. Minimum prices and maximum. The elasticity of demand (price mixed profitable) the Elasticity the price supply. The measurement and graphic the interpretation of elasticity. The punctual elasticity on curve of demand.

Basis of theory of enterprise. The form of enterprises the Aims of activity of enterprise. Receipts and costs. The balance and the bill of results. The size of production on growth of expenditures of given factor. Right of diminishing receipts. Costs in enterprise solid Costs and variables, average costs solid variables and total. Extreme costs. Relationships among average total cost and marginal. Costs in long period. The advantage and the disadvantage of scale of production. Manufacturer's economic decisions in conditions: perfect competition and monopolistic competition. The manufacturer's economic decisions in conditions of monopoly and the decision the correlative oligopolu. Conception of controversial markets.

Inflation, unemployment, kinds, results, fight with unemployment. Economic part of you. The bill and the determinants of national income. Measures of national income. Investments, economy. National product brutto and national income. Components of global demand.

Global demand, politician fiscal and foreign trade. You and global demand. Budget of you. Budget deficit. Politician fiscal. Public debt, foreign debt.

Money and present bank system. Functions of central bank. Commercial banks.

International trade and politician trade. Structure of world trade. Superiority komparatywne. International competitiveness of economy. The customs rates, GATT - the general arrangement in matter of customs fares and the trade.

3. Prerequisites

None

4. Learning outcomes

The student knows the general characteristics of market mechanisms and their determinants and the principles of economic choices of operators and, in particular economic decisions of the manufacturer. Characterized the basic mechanisms and modalities of the modern market economy and regulating the economic processes by the state through macroeconomic policy.

5. Recommended reading

Begg D., Fischer S., Dombush R. (1997) Mikroekonomia, Wyd. II PWE, Warszawa

Samuelson P.A., Nordhaus W.D. (1996) Ekonomia, tom I i II, PWN Warszawa

Czarny B., Czarny E., Bartkowiak R., Rapacki R. (1998) Podstawy ekonomii, PWE, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Economy

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

lecture - written examination,

practice - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Physiology

2. Course contentsLecture

What is this the physiology? The general building of the cell. The chemical composition of the cell. Inside cellular physiological mechanisms: cellular integument and her meaning, intracellular metabolism. The meaning of nervous cells in the control of the man motive action. The transformation of the matter and hormonal control in the man organism. The part of blood in the man organism. The meaning of the processes of breathing in the liberation energy accumulated in the organism: to external the breathing and internal. The meaning of humours in the man organism: to constitutional the humours and electrolytes and the action of kidneys. The equilibrium acidic - basic : the constancy of the environment the system and her exchange internal under the influence effort physical and the buffer system to arrangement. Physiological processes of maintenance of the perpendicular attitude of the body. The physiological classification the effort physical: the effort dynamic and static, the notion of ruthless intensity and he relative effort physical. The energetic balance of the organism in rest and effort physical.

Laboratory

Course and the species of the cramps of muscles of skeletal. The opinion of the recruitment of oxygen in the man organism. Efficiency physical and her meaning. Physiological was principle physical training. The influence of training on the organism - it was change for training in organs internal: arrangement the breathing, arrangement the active and passive movement. The optimization of ways it was rest and the prophylaxis of excessive fatigue.

3. Prerequisites

none

4. Learning outcomes

To familiarize students with the basic issues relating to human physiology. To acquaint students with the basic physiological tests and the functioning of the body during rest and work.

5. Recommended reading

1. Traczyk W.Z. (2000) Fizjologia człowieka w zarysie. Wydawnictwo Lekarskie PZWL, Warszawa.
2. Traczyk W.Z., Trzebski A. (2001) Fizjologia człowieka z elementami fizjologii stosowanej i klinicznej. Wydawnictwo Lekarskie PZWL, Warszawa.
3. Konturek S. (2003) Fizjologia człowieka. Wydawnictwo Uniwersytetu Jagiellońskiego. Kraków, tom 1, tom 2, tom 3, tom 4, tom 5

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Classes – credit

Exam- written test

10. Language of instruction

Polish

ECTS credits

3

1. Course title

The history of architecture and the art (1 sem.)

2. Course contents

Residential architecture in Europe

Sacred architecture

Ceramics and glass

It happens book

Heraldry

3. Prerequisites

none

4. Learning outcomes

The student should possess knowledge of basic issues and concepts of cultural history and art history (period, periods, trends and styles), and to understand the role of culture and art in human life. Presented during the course of the subject should give students a basic understanding of architecture, painting, sculpture, crafts

5. Recommended reading

Białostocki J., *Sztuka cenniejsza niż złoto. Opowieść o sztuce europejskiej naszej ery*, wyd. 2. Warszawa 1966. *Gotyk. Architektura, rzeźba, malarstwo*, pod red. R. Tomana, Kolonia 2007.

Kęmbowski J., *Dzieje sztuki polskiej. Panorama zjawisk od zarania do współczesności*, Warszawa 1987.

Koch W., *Style w architekturze. Arcydzieła budownictwa europejskiego od antyku po czasy współczesne*, Warszawa 1996.

Kozakiewicz T., *Słownik terminologiczny sztuk pięknych*, Warszawa 2005.

Pilch J., *Zabytki architektury Dolnego Śląska*, Wrocław 1978.

Porębski M., Piwocki K., *Dzieje sztuki w zarysie*, t. 1-3, Warszawa 1987.

Sztuka baroku. Architektura, rzeźba, malarstwo, pod red. R. Tomana, Kolonia 2007.

Sztuka świata, t. 1-10, Warszawa 1989-1996 (materiał ilustracyjny).

6. Type of course

Obligatory

Teaching team

Department of Tourism.

7. Course structure

Form	Number of hours	Semester	Year
Lecture	15	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

8. Assessment methods

written test, credit

9. Language of instruction

Polish

ECTS credits

3

1. Course title

The history of architecture and the art (2 sem.)

2. Course contents

Collecting in histories of culture and the art

Painting from the most former times to the present day

People's art

With histories of graphic arts and the bookish illustration

With histories of culture of material Poland

Locks of mediaeval Europe

Everyday life in mediaeval Europe and modern

3. Prerequisites

none

4. Learning outcomes

The student should possess knowledge of basic issues and concepts of cultural history and art history (period, periods, trends and styles), and to understand the role of culture and art in human life. Presented during the course of the subject should give students a basic understanding of architecture, painting, sculpture, crafts

5. Recommended reading

Białostocki J., *Sztuka cenniejsza niż złoto. Opowieść o sztuce europejskiej naszej ery*, wyd. 2. Warszawa 1966. *Gotyk. Architektura, rzeźba, malarstwo*, pod red. R. Tomana, Kolonia 2007.

Kęłowski J., *Dzieje sztuki polskiej. Panorama zjawisk od zarania do współczesności*, Warszawa 1987.

Koch W., *Style w architekturze. Arcydzieła budownictwa europejskiego od antyku po czasy współczesne*, Warszawa 1996.

Kozakiewicz T., *Słownik terminologiczny sztuk pięknych*, Warszawa 2005.

Pilch J., *Zabytki architektury Dolnego Śląska*, Wrocław 1978.

Porębski M., Piwocki K., *Dzieje sztuki w zarysie*, t. 1-3, Warszawa 1987.

Sztuka baroku. Architektura, rzeźba, malarstwo, pod red. R. Tomana, Kolonia 2007.

Sztuka świata, t. 1-10, Warszawa 1989-1996 (materiał ilustracyjny).

6. Type of course

Obligatory

Teaching team

Department of Tourism.

7. Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

8. Assessment methods

written test, exam

9. Language of instruction

Polish

ECTS credits

3

1. Course title

Law

2. Course contents

Notion of sources of right. The source of right universally and internally valid;

The profile of legal acts universally valid { the constitution of, law, the ratified contracts the international, decrees, the acts of local right);

The profile of legal acts internally valid: the resolution of lower house and the ministers', instructions senate, resolution of the ministers' advice and president of the ministers' advice;

Right the legislative initiative, legislative mode, promulgation of law;

The general notion of system - the right as system of norms;

The notion of legal recipe and the legal norm; the kinds of norms;

The kinds of incompatibility between legal norms;

Hatches in almost and their kinds;

The kinds of interpretation of right: with regard on her making subjects (authentic, legal, efficient, declarative, doctrinal), with regard on way her execution (linguistic, system, functional), with regard on her result (literal, expanding, restricting);

The kinds of legal inferences: , resulting instrumental logical resulting; aksiology resulting: argumentum and simili (analog legis, analog iuris); inference and contario, argumentum and fortiori (inference and maiori ad minus, inference and minori ad maius);

The notion of legal relation and his elements;

The general profile of civil right;

The general profile of administrative right;

The general profile of penal right;

3. Prerequisites

none

4. Learning outcomes

To familiarize students with basic concepts, legal (legal provision, the rule of law, legal system, the interpretation of the law, the legal relationship); student can make a sheet of legal acts in force generally, and internally, students can make the basic characteristics of the branch of law (civil, administrative, criminal).

5. Recommended reading

1. Kazimierczyk S., Pulka Z. (2001) Wstęp do prawoznawstwa, Wrocław
2. Rot H. (1992 i nast.) Wstęp do nauk prawnych, Wrocław
3. Zawistowska H. (1999) Podstawy prawa w turystyce. Podręcznik dla szkół i licencjatów, Łódź
4. Stawecki T., Winczorek K. (2002) Wstęp do prawoznawstwa, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of General Theory of Law

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Psychology

2. Course contents

The introduction in object of psychology.

Main directions in psychology.

Cognitive processes.

Emotional processes and justification.

Personality.

Defensive mechanisms.

Cognitive discord.

Psychology of group

3. Prerequisites

none

4. Learning outcomes

Student uses basic terminology and topic of psychology and in area of social science investigative technical colleges (technicians; techniques) applicable .

5. Recommended reading

1. Robbins S.P. (2001) Zasady zachowania w organizacji, Wyd. PWE, Warszawa

2. Hocky R.R. (2001) 40 prac badawczych, które zmieniły oblicze psychologii, Gdańskie Wydawnictwo Psychologiczne, Gdańsk

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and the Social Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lecture - written examination,

practice - credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Management

2. Course contents

Organization and management - directions, currents, conceptions

Direction of scientific management

Direction of administrative

School of interhuman relations

Conceptions of organizational game

Conception of organizational equilibrium

"New wave" and postmodernism in management

Management as art, practician and science

Organization in surroundings and her components

Management as decission process

Strategic management and operating management

Planning as function of management

Organization as process of formation of organizational structures

Personal function and motivating

3. Prerequisites

none

4. Learning outcomes

The student uses knowledge of the functioning of organizations and their management. Student distinguishes between the basic directions and management concepts from the beginning of scientific management on the concept of virtual organizations ending

5. Recommended reading

1. Przybyła M. (red) (2001) Organizacja i zarządzanie. Podstawy wiedzy menadżerskiej, Wyd. AE Wrocław
2. Koźmiński A.K., Piotrowski W. (red) (1996) Zarządzanie. Teoria i praktyka, PWN, Warszawa
3. Griffin R.W. (2001) Podstawy zarządzania organizacjami, PWN, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Theory and the Organization of Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

lecture - written examination,

practice - credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

The ecology and the protection of environment

2. Course contents

The basic notions of ecology: definitions and notion. Range of investigations of ecology. Reports man -nature in historical context. Biosphere and her functions. The circulation of matter and the energy.

Biocenosis and her feature. Trophic chains, trophic levels, alimentary dependences. The propriety of ecosystems: biotic and abiotic ecological factors restrictive occurrence organisms. Tolerance, succession, homeostasis.

The population and her feature, structure of population, interactions between populations.

Global, regional the and local ecological problems the present of world.

The cause and the results of demographic growth, urbanization and the industrialization. The cause and the prognose results of global changes of climate. The deforestation of the ground and her results.

Impulsive defeats and ecological catastrophes, their influence on environment and man's economy.

The nature as object of touristic interest. Perception of natural environment. The natural environment as system of value.

The protection of nature and the scenery on world and in Poland.

The influence on bioclimate the components of environment and his wholesome values.

Forest ecosystems, meadow, their farm implements and utilization in tourism

3. Prerequisites

none

4. Learning outcomes

The student knows the basis of biological, psychological and social problems of the human ecosystem components of the ecosystem and the impact on the ability of human biological development in different periods. The student characterizes the fundamental issues of education to the environment.

5. Recommended reading

1. Jethon Z. (1995) – *Ekologia człowieka w wychowaniu fizycznym i sporcie*. Wydawnictwo AWF we Wrocławiu, Wrocław

2. Kolarzyk E. (2008) – *Wybrane problemy higieny i ekologii człowieka*. Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków

3. Wolański N. (2007) – *Ekologia człowieka*. Wydawnictwo Naukowe PWN, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	3	2
Classes	30	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Written test

10. Language of instruction

Polish

Main subjects:

ECTS credits

3

1. Course title

Touristic geography

2. Course contentsLecture

Polish tourist regions and their effects.

Exercise

Definition of touristic, aim, investigation methods. History of touristic in Poland and world. Touristic as section of economy. Advantages of touristic. Touristic geography of Poland. Touristic geography of Lower Silesia.

Natural and anthropogenic Polish tourist regions.

3. Prerequisites

none

4. Learning outcomes

Ability use of literature of object, stock of memory knowledge from Polish touristic geography.

5. Recommended reading

1. Kanon krajoznawczy Polski, red. Łęcki W., Warszawa 2000.
2. Kruczek Z. Polska: geografia atrakcji turystycznych, Kraków 2002.
3. Lijewski T., Mikułowski B., Wyrzykowski J., Geografia turystyki Polski. Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Hotel industry

2. Course contentsLecture

Essence of hotel industry and feature . Place of hotel industry in tourism. History of development of (evolution of) hotel industry in the world and in Poland. Factors determining development (evolution) hotel industry. Development trends in modern hotel industry. Hotel favor (services) implement notion and specificity. Classification of hotel favor (services) favor (services) basic and it implement). Hotel objects and kind. Essence of timesharing. Essence of chain and hotel systems. Conditionality of functioning of legal hotel industry in Poland. Systems of categorization and in hotel industry recommendation.

Classes

Preparing proposals of categorization. Some specific hotel chains. A visit to the hotel.

3. Prerequisites

none

4. Learning outcomes

The student knows the characteristics, principles and mechanisms of functioning of hospitality establishments, the provisions of law relating to making and business in the hotel industry, knows how to prepare documents related to the categorization of hotel facilities.

5. Recommended reading

Nawrocka E., Oparka S.: *Hotel w XXI wieku. Zarządzanie w warunkach globalizacji*, Wydawnictwo Wyższej Szkoły Zarządzania „Edukacja”, Wrocław, 2007.

Milewska M., Włodarczyk B., *Hotelarstwo: podstawowe wiadomości*, Polskie Wydawnictwo Ekonomiczne, Warszawa 2009.

Hotelarstwo. Usługi-eksploatacja-zarządzanie. red. A. Panasiuk, D. Szostak, Wydawnictwo Naukowe PWN, Warszawa, 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	2	1
Classes	15	2	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

lecture - credit on opinion

practice - credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Regional survey

2. Course contentsLecture

Regional survey and its connections with other science branch. History of regional survey in Poland and Europe, prominent persons of regional survey. Important tourist attractions in regions of Poland. Knowledge about museums and religious worship centre. Protection of nature. Touristic infrastructure, qualifications of persons working in touristic business (guide, pilot of excursion. Base of silesian geography touristic bottom, geography of religion, protection of nature, developing of touristic region).

Classes

Principles of touring stock-taking, reading of touristic map.

3. Prerequisites

none

4. Learning outcomes

The student is able to use tourist maps and read, display and promote the sightseeing attractions in the area where you live

5. Recommended reading

1. Kruczek Z., Kurek A., Nowacki M., Krajoznawstwo. Zarys teorii i metodyki, Kraków 2007
2. Krajoznawstwo na Dolnym Śląsku, red. Wyrzykowski J., Blacha R., Legnica 2004

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

lecture – credit with mark – presentation „Tourist attractions of chosen locality or microregion”

classes – credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Basis (elements) of recreation

2. Course contentsLecture

Basic concepts of physical recreation and leisure issues of importance in the life of modern man. Types and functions of recreation. Discussion of forms of physical recreation and land for their implementation. Factors affecting recreation. Developing appropriate attitudes to recreation and to prepare students for theoretical programming and implementation of recreational activities.

Classes

Basic terms in the field of recreation and leisure elements of the process. Recreation in the human life cycle and as a source to meet their needs. Basic forms, methods and means of recreation. The image of an employee recreation. Barriers and restrictions on access to physical recreation and how to remove them. Determinants, manifestations and structure of the human motor skills;

3. Prerequisites

none

4. Learning outcomes

Student defines warranties notions in the way of leisure. Student knows bases programming as well realization jobs recreational. Student discriminates Role as well businesses promoter , trainer and animators leisure. Knows warranties ways and means , makes as well agent use the following on leisure.

5. Recommended reading

1. Kozdroń E. (1999), Poradnik dla instruktora rekreacji ruchowej z zakresu teorii i metodyki i rekreacji, Warszawa
2. Kwilecka M., Brożek Z. (2007) Bezpośrednie funkcje rekreacji, Wyd. Wyższa Szkoła Ekonomiczna, Warszawa
3. Łobożewicz T., Wolańska T. (1994), Rekreacja ruchowa w rodzinie, T1 Biblioteka PTNKF, Warszawa
4. Toczek-Werner S. (2005) Podstawy rekreacji i turystyki, Wyd. AWF Wrocław
5. Demel M., Humen W.(1970), Wprowadzenie do rekreacji fizycznej, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	1	1
Classes	30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Classes - credits

Exam – written test

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Basis (elements) of tourism

2. Course contents

Basic notions and definitions in theory of tourism applicable. Modern trends of development of (evolution of) tourism and current kind and forms. Behavior touristic in natural environment - recreation. Motivations and tourist typology. Economic and social aspects of development of (evolution of) tourism. Functions and disfunctions of tourism. Development (evolution) of tourism. Determinants of tourism. Value touristic typology and examples of these values. Analysis of notion touristic attractiveness. Strong and weak parts of development of tourism in context of conditionality of internal factor. Chances and threats for development of (evolution of) tourism in context of conditionality of internal factor. Ecological conditionality of development of (evolution of) tourism. Main regions and touristic highlights polish. Tourist organizations in Poland

3. Prerequisites

none

4. Learning outcomes

The student understands the main theorem and the fundamental distinction between the categories and forms of tourism; knows the law relating to the phenomenon of tourism know and understand the determinants of stimulating the development of tourism.

the student is able to perceive, interpret and explain complex situations and the associated phenomenon of tourism development process; mastered the ability to demonstrate the strengths and weaknesses, opportunities and threats and the development of tourism in that area.

5. Recommended reading

Butowski L. *Organizacja turystyki w Polsce*. Warszawa, Lublin. Wydawnictwo Akademickie Wyższej Szkoły Społeczno-Przyrodniczej w Lublinie 2004.

Gaworecki W., *Turystyka*, PWE, Warszawa 2008.

Gołembski G. *Kompendium wiedzy o turystyce*, wyd. Naukowe PWN, Warszawa 2002.

Czerwieński J. *Podstawy turystyki*. PWSZ Legnica 2007

Toczek- Werner S. (red.), *Podstawy rekreacji i turystyki*. AWF Wrocław 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	1	1
Classes	15	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lecture - written examination,

Practice - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

The tourism and recreation in the summertime

2. Course contents

The basics of yachting-the main rules of yachting in the tourism and water recreation

Yachting in the open waters-the introduction to the programming and safe conducting lessons connected with yachting in the open waters in the camp conditions, holiday and the other sports events

The canoeing with the elements of the tourism- preparing students for the safe canoeing in the open waters and preparing for the independent realizing of the sports classes connected with the canoeing

The organizing a spare time-preparing students for realizing of the main cultural and entertaining forms on the classes with the young and adult people during the different sports events

The main forms of the physical activity-independent realizing the main sports classes in the open air

Recreational games-the main games in the open air, preparing to planning, programming and realization of the sports events in the open air

The active tourism and the knowledge connected with the country-the active tourism, cycling, preparing for planning, programming and realizing of the sports events

3. Prerequisites

Participation in occupation, contents from exercises possessed subsequent

4. Learning outcomes

The student acquires the ability to swim on yachts and kayaks, can stay safe on the boat

- can pursue their own tourism and recreation activities in the field

- is able to program and implement the package and a cultural and entertainment

- knows how to safely use the open water bodies

5. Recommended reading

1. Augustyniak P. Opis zagrożeń i podstawy udzielania pomocy w wodzie płynącej. Kraków 2001 r.
2. Błacha R., Bigiel W. Kultura fizyczna w środowisku przyrodniczym w okresie letnim. AWF Wrocław 2003
3. Burgiel R.K. Poradnik organizatora imprez sportowych i rekreacyjnych. ZG TKKF Warszawa 2000 r.
4. Drabik J. Kajakarstwo – teoria i praktyka. Sport i turystyka, rekreacja. AWF Gdańsk 1991 r.
5. Nawara H. Gry i zabawy integracyjne. AWF W-w 2001 r.
6. Czerwiński J. Turystyka. Wybrane zagadnienia. Wyd. PWSZ im. Angelusa Silesiusa w Wałbrzychu.

6. Type of course

Obligatory

7. Teaching team

Department of Recreation, Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	56	2	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

The economics of tourism and the recreation

2. Course contents

The economics of tourism in system of economic sciences. The economics of tourism as investigative discipline of economy. Science about tourism. The basic definitions with range of tourism and the recreation. Reports between notions Tourism and recreation. The outline of history of tourism in Poland and on world. Touristic justifications: creature and typology. Motives of and behaviour and their influence on shape of touristic offer. Trends on Polish and world touristic market. The change of model of rest the Functions of tourism and the recreation, from special regard the economic function. The stages of touristic consumption and the results the economic tourisms. The influence of tourism on place of touristic reception. Touristic factor. The touristic economy as sector of national economy. Touristic market and his feature. The creature of demand on touristic services and recreational and his feature. The determining the size factors and the structure of demand on touristic services and recreational. Measures of touristic demand. The notion of touristic supply and her feature. The creature of touristic product and his components the Notion and the elements of touristic attractiveness of area. Chosen methods of investigation of touristic attractiveness area. The creature of touristic enterprise: his creature of, feature, the functions and the aims as well as the types.

3. Prerequisites

none

4. Learning outcomes

Students understand the issues of tourism and recreation, knows the new phenomena and trends in the modern tourist and recreation, can describe and analyze the supply and demand of tourism and recreation, solves the problems associated with the development of tourism and recreation in selected areas, apply the selected tools for the analysis of the market of tourist services and recreational

5. Recommended reading

1. *Kompendium wiedzy o turystyce*, red. G. Gołembski, Wydawnictwo Naukowe PWN, Warszawa-Poznań, 2002.
2. Gaworecki W.W., *Turystyka*, PWE, Warszawa, 2003.
3. *Turystyka*, red. W. Kurek, Wydawnictwo Naukowe PWN, Warszawa 2007.
4. Niezgoda A., Zmysłony P., *Popyt turystyczny. Uwarunkowania i perspektywy*, AE, Poznań 2006.
5. Alejski W: *Turystyka w obliczu wyzwań XXI wieku*. Kraków, Wydawnictwo Albis 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	3	2
Classes	15	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Classes – credit

Exam- written test

10. Language of instruction

Polish

ECTS credits

6

1. Course title

Tourist Service

2. Course contentsLecture

The organizations of tourist industry in Poland. National Tourist Administration and National Tourist Organization. The law in tourism. The tourist policy in Poland and in EU. The tour operator and travel agent service. The hotel service. The service in gastronomy industry. The service in the tourist information bureau. The role of the transport services in tourism. The role of the guide in the tourist service. The creating the tourist product – the package tour. The ethical codes in the tourism.

Classes

The programming of the tour package.

3. Prerequisites

There are no pre-requisites for this course.

4. Learning outcomes

Student has the knowledge and the practical skills in the subject of the methods and techniques of the tourist service, identifies the specific character of the service in the tour operator, travel agent, hotel, restaurant, information bureau, and during conducting the tours, student knows how to program the tourist service package.

5. Recommended reading

1. Obsługa ruchu turystycznego, red. Z. Kruczek, Krakowska Szkoła Hotelarska, Kraków 2004.
2. Obsługa ruchu turystycznego, red. B. Meyer, Wydawnictwo Naukowe PWN, Warszawa 2006.
3. Turystyka, red. W. Kurek, Wydawnictwo naukowe PWN, Warszawa 2007
4. Kompendium pilota wycieczek, red. Z. Kruczek, Kraków, Proksenia 2005.
5. Kompendium wiedzy o turystyce, red. G. Gołembski, Wydawnictwo Naukowe PWN, Warszawa-Poznań 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	3	2
Classes	45	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

lecture – written test at the end of the course

practical classes – essays, written tests

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Leisure time pedagogy

2. Course contentsLecture

Course Outline terminology. Pedagogy of leisure time as a component of pedagogy as the science of education. Objectives and tasks of pedagogy of free time. Leisure as a social problem. Aspects and functions of leisure time. Theories of free time. Leisure and its educational significance, health and culture. Leisure as part of everyday culture and the transmission of values from generation to generation. Free time over the centuries. Factors influencing leisure behavior.

The role of intentional and natural education in the socialization process of free time. The role of a graduate course in tourism and recreation in time management. Andragogy and continuing education. Adult Learning. University of the Third Age. Andragogy of tourism and recreation. Self-study (self-education) Pedagogy of leisure time and its relationship to recreation. Education for recreation. Determinants of participation in recreation. Media and leisure time.

Classes

The budget of free time in the budget of the day and week. Education for recreation. Determinants of participation in recreation. Media and leisure time. The role of family in education until the 19th century. The role of schools in the education to leisure time. The role of the local environment in the education to leisure time. Manifestations of inadequate leisure time. Youth subcultures. Sects.

3. Prerequisites

none

4. Learning outcomes

Student defines warranties notions ex subject matter article. Student clearing theories downtime steady on. Student is able to work out hand to various habitats pedagogic with respect to ward pending steady on taking into account packing list of age, sex, interest as well want virtual payee.

5. Recommended reading

1. Pięta J. (2004) Pedagogika czasu wolnego, Poznań
2. Tauber R.D., Siwiński W. (2002) Pedagogika czasu wolnego. Zarys wykładu, Wyd. AWF Poznań
3. Siwiński W. (1996) Wprowadzenie do teorii czasu wolnego i rekreacji ruchowej, Wyd. AWF Poznań
4. Wolańska T. (1988) Wychowanie do rekreacji fizycznej, Wyd. AWF Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	3	2
Classes	15	3	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lectures – written exam,

Classes - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Tourism and recreation in winter period

2. Course contents**Theory:**

The safety in skiing and on occupations with organization of events as well as the games and the integrational parties on snow.

The part of equipment, clothes and the preparation of ski routes to skiing.

The part of preparation the conditional - skill to growing the skiing.

Grown in mountain natural environment the influence of skiing on functioning organism of the man's present.

The part of landscape values during growing the ski tourism.

The basic messages with history of skiing.

The winter offer the touristic - recreational in range of motive activity in mountain areas.

Persons' marketing service using with ski tourism.

Practician

The science of basic techniques (angular, parallel) the skiing congressional.

Science of basic ways of movement on gear skis.

The science of basic forms of active rest across integration in natural environment in winter across game, the party and the integrations events.

3. Prerequisites

none

4. Learning outcomes

Student mastered skiing in at least sufficient. Students can arrange for a select group of recipients small form of winter recreation events or to carry out and play in the snow.

5. Recommended reading

1. Fąk T., Kaik A. (2004) Gry i zabawy integracyjne, Wyd. PWSZ im. Witelona w Legnicy
2. Bondarowicz B. (1996) Zabawy i gry ruchowe na cztery pory roku. Zima. Wyd. Bellona, Warszawa
3. Zatoń M. (1996) Podstawy narciarstwa zjazdowego, Wyd. Signum, Wrocław
4. Vysata K. (2002) Narciarstwo zjazdowe, Wyd. AWF Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation, Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	56	3	2
Classes			
Laboratory			
Project			
Seminar			
Other	120		
Total student's workload			

9. Assessment methods

credits

10. Language of instruction

Polish

Lecture at choice:

ECTS credits

2

1. Course title

Bioclimatology in tourism and recreation

2. Course contentsLecture

Main physical environmental factors influencing on the character of weather and on type of climate. Weather according to the climate type. Climate in Poland. Bioclimate and bioclimatic factors. Bioclimate and weather in Poland. Bioclimatic groups of factors and their influence on humans. Protective, overloading and stimulating types of climatic action. The importance of physical exercises for the positive effects of climatotherapy. The characteristics of the influence of biological aerosol on health. Bioclimatic and biometeorologic pathology. The importance of climate and weather for the tourist activity. The significance of the biometeorologic groups of factors for the planning of recreational activity. The characteristics of recreational and tourist activity in the tropical, cold and mountain climates.

3. Prerequisites

none

4. Learning outcomes

Presentation of the basic problems and definitions on meteorological and climatic events. Information on the effects of weather changes and climatic types on human health. Presentation of principles and methods of climatic application in climatotherapy.

5. Recommended reading

1. Jethon Z. (1995) – *Ekologia człowieka w wychowaniu fizycznym i sporcie*. Wydawnictwo AWF we Wrocławiu, Wrocław
2. Kochański J.W. (2002) – *Balneologia I hydroterapia* Wydawnictwo AWF we Wrocławiu. Wrocław.
3. Mroczka A. (2003) – *Zarys biometeorologii człowieka*. Wydawnictwo AWF w Krakowie, Kraków

6. Type of course

Elective

7. Teaching team

Department of Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

The written test

10. Language of instruction

Polish

ECTS credits

2

1. Course title

European cultural heritage UNESCO

2. Course contents

- The need to protect the cultural heritage of the idea and practice
- a world heritage definitions and conventions
- the list of UNESCO World Heritage and its role in the protection and management of historical sites
- World Heritage List, the criteria and procedure for entry on the list, the heritage at risk
- European sites inscribed on UNESCO's World Heritage List
- the concept of world cultural and natural heritage
- cultural diversity of the world
- the importance of cultural and natural heritage in the life of groups and societies
- UNESCO World Heritage List
- a list of endangered heritage
- intangible cultural heritage

3. Prerequisites

Basic knowledge about history of architecture

4. Learning outcomes

Student familiar with the idea of protection of cultural heritage; student can appreciate the importance of cultural traditions; student knows the most important European art and design objects inscribed on the UNESCO list of cultural monuments

5. Recommended reading

- Gawęł Ł. I inni, *Najpiękniejsze zabytki UNESCO*, Warszawa 2009.
- Szewczyk R., *Polska. Poland. Miejsca wpisane na Listę Światowego Dziedzictwa Kultury UNESCO*, Warszawa 2007
- www.unesco.pl/kultura/dziedzictwo-kulturowe/swiatowe-dziedzictwo/
- The World Heritage List (Lista Światowego Dziedzictwa Kultury) whc.unesco.org/list

6. Type of course

optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

A written work and participation in class

10. Language of instruction

Polish

ECTS credits

3

1. Course title

European aristocratic families and their residences

2. Course contents

Royal residences in Poland

European monarch mansions

Castles of the Loire

Castles on the Rhine,

The royal and aristocratic residences in the Czech Republic

Italian Villas and Palaces

3. Prerequisites

General information gained from the school (history, cultural knowledge)

4. Learning outcomes

The student has knowledge of the architecture of European residential construction and operation of manors, aristocratic and monarchic, throughout history.

5. Recommended readingD'Archimbaud N., *Wersal*, Wydawnictwo ARKADY, Warszawa 2004.Bogucka M. i inni, *Dynastie panujące w Polsce*, Wrocław 2007.Bricard I., *Dynastie panujące Europy*, Warszawa 2007.Cloulas I., *Życie codzienne w zamkach nad Loarą w czasach renesansu*, Wydawnictwo Moderski i S-ka, Poznań 1999.Dzięciołowski R., Wąsowski A., *Pałace i dwory Kresów*, wyd. Świat Książki, Warszawa 2005.Guadalupi G. Reina G., *Zamki świata*, Wydawnictwo ARKADY, Warszawa 2007.Guerquin B., *Zamki w Polsce*, Wydawnictwo ARKADY, Warszawa 1984.Kuczman K., *Wzgórze wawelskie. Przewodnik*, Krajowa Agencja Wydawnicza, Kraków 1980.Lileyko J., *Zamek królewski w Warszawie*, Państwowe Wydawnictwo Naukowe, Warszawa 1986.Morelli M., *Królewskie pałace*, Warszawa 2007**6. Type of course**

optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Essay in the form of paper

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Physiological aspects of human nutrition

2. Course contentsLecture

1. Introduction. Basic definitions
2. Chemical composition of human food: basic and specific (biologically active) nutrients
3. Chemical composition of human food: antinutrients
4. Nutritive value of food: nourishing and dietetic properties of some nutrients – biological value of protein
5. Nutritive value of food: nourishing and dietetic properties of some nutrients – polyunsaturated fatty acids. structural carbohydrates (dietary fiber)
6. Food additives – their functions and the safety
7. Regulation of food intake - the role of hypothalamus. Physical and physiological theories: glucostatic by Mayer aminostatic by Melinkoff and lipostatic by Kennedy
8. A broad outline of gastro intestinal tract (GIT); enzymes of GIT and of GIT-linked glands (liver and pancreas)
9. Digestion of nutrients: protein and lipids
10. Digestion of nutrients: structural and non-structural carbohydrates
11. Nutritional requirement in human - ways of its expressing
12. Nutritional requirements as related to the age and the activity of human
13. Nutrition-dependent diseases
14. A diet and its understanding; regular (standard) and alternative diets. Nutritional habits of human
15. Final credit of a course

Classes

None

3. Prerequisites

None

4. Learning outcomes

During the lectures students acquire the basic knowledge on a human nutrition. They become familiar with anatomy and physiology of human alimentary duct and they build up skills dealing with the possibility of matching foods to the potential of nutrients utilization. The students having completed the course are capable to predict the adverse consequences of feeding human nutrients of low nutritive value and/or antinutrients as well. They can explain relations between the human diet and some nutrition-dependent diseases. The knowledge acquired during the course allows students to advise and recommend to whom it may concern a concrete diet and to work out a criticism towards irrational, however frequently advertised diets.

5. Recommended reading

4. Gawęcki J., Hryniewicz L. (red): Żywnienie człowieka. PWN, Warszawa 2000
5. Gertig H.: Żywność a zdrowie. PZWL, Warszawa 1996
6. Gertig H., Przysławski J.. Bromatologia. Zarys nauki o żywności i żywieniu. PZWL, Warszawa 2007
7. Kelller J.S.: Podstawy fizjologii żywienia człowieka. Wyd. SGGW, Warszawa 2000
8. Sikorski Z.E.: Chemiczne i funkcjonalne właściwości składników żywności. WNT, Warszawa 1994...

6. Type of course

Optional

7. Teaching team

Professor Richard K. Pisarski (Ph.D.)

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Total student's workload	60		

9. Assessment methods

Credit with a mark

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Basis of religion geography

2. Course contents**Lecture**

The basis of doctrine, culture and territorial sitting of the cardinal religions in world and Poland.

3. Prerequisites

none

4. Learning outcomes

The ability to comparing of doctrinal and ethical principles of individual religions; introductions to the tollerary of religion and outlook differences.

5. Recommended reading

1. Jackowski A., Święta przestrzeń świata, Kraków 2003.
2. Malherbe M., Religie ludzkości, Kraków 1995.
3. Szczepankiewicz-Battek J., Kościoły protestanckie i ich rola społeczno-kulturowa, Wrocław 2005.

6. Type of course

optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit with mark

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Region and regionalism as an example of Lower Silesia

2. Course contents**Lecture**

- repudiation territorial Silesian over the span of history
- Silesian until year 1138
- Silesian on years 1138-1335
- Silesian on Czech monarchy 1335-1526
- Silesian on Habsburgh 1526-1741
- Silesian Prussian 1741-1918
- Silesian on years 1918-1945
- Silesian after 1945 year

3. Prerequisites

General historic knowledge from the school

4. Learning outcomes

The student defines the concepts related to regionalism, knows the history of cultural, political, economic, social and ethnic Silesia.

5. Recommended reading

Bednarek S., *W kręgu małych ojczyzn. Szkice regionalistyczne*, Wrocław-Ciechanów 1996.

Dolny Śląsk. Monografia historyczna pod red. W. Wrzesińskiego, Wrocław 2006.

Dziedzictwo kulturowe Dolnego Śląska, t. I pod red. Z. Kłodnickiego, Wrocław 1996.

Historia chłopów śląskich. Opracowanie zbiorowe pod redakcją Stefana Inglota, Warszawa 1979.

Kaczmarek M. i inni, *Wrocław. Dziedzictwo wieków*, Wrocław 1997.

Mandziuk J., *Historia Kościoła katolickiego na Śląsku. Czasy reformacji protestanckiej, reformy katolickiej i kontrreformacji 1520-1742*. Tom 2, Warszawa 1995.

Pilch J., *Leksykon zabytków Dolnego Śląska*, Warszawa 2005.

6. Type of course

optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Essay in the form of paper.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Tourism in Germany

2. Course contents**Lecture**

Basic information about tourism in Germany. Systematic view on tourism; measurement and data of tourism; touristic regions of Germany; organization of the promotion of tourism; tourism marketing; history of tourism in Germany

3. Prerequisites

none

4. Learning outcomes

Student is able to characterize: systematic view on tourism; measurement and data of tourism; touristic regions of Germany; organization of the promotion of tourism; tourism marketing; history of tourism in Germany

5. Recommended reading

9. Bieger Th. (2006) Tourismuslehre – Ein Grundriss; Mundt, J.W. 3rd edition

6. Type of course

Obligatory

7. Teaching team

Department of Pedagogics, Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Written test

10. Language of instruction

English

Foreign languages:

ECTS credits

1

1. Course title

Foreign language II: German

2. Course contentsClasses

- Booking the room in the hotel
- The rooms categories
- Description of the hotel
- Booking a hotel room for the seminar
- Ordering meals into the room
- Correspondence and telephone conversations
- Places in the hotel and near the hotel
- Ordering meals in the restaurants and the booking of tables
- Services in the hotel
- Free time in the hotel
- Free time in the city

3. Prerequisites

None

4. Learning outcomes

Acquisition of language abilities at level A2, describing selected professional situations, comparing, discussing survey results, analyzing tables, charts, statistics, providing main information presented in professional texts, presenting individual opinion and argumenting it.

5. Recommended reading

1. Deutsch im Hotel, Lehrbuch und Arbeitsbuch, Langenscheid, 2003
2. Studio d A2, Funk, Kuhn, Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2006

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	II
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Foreign language II: French

2. Course contents**Classes**

1. Travel – means of transport, itinerary, travel agency, the railway station, the airport, accommodation.
2. Free time, leisure, interests, sightseeing the city, going to the cinema, theatre.
3. Nature – climate, seasons of the year, weather forecast.
4. Shopping – (e.g. souvenir) and services, prices and money.
5. Meals – restaurant, holiday and parties.
6. Health – (at the doctor, chemists, healthy lifestyle)

3. Prerequisites

None

4. Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Tourism and Recreation.

5. Recommended reading

1. "Le nouveau taxi 1"-podręcznik i ćwiczenia, R. Menand, G. Capelle, Hachette 2009
2. « Activité pour le cadre européen commun de référence niveau A1 », M. L. Parizé, E. Grandet, M. Corsain, CLE international, 2005.
3. « Tourisme.com » - S. Corbeau, Ch. Dubois, J.-L. Penfornis, CLE international, Paris, 2004
4. « Le français du tourisme », A.M. Calmy, Hachette, Paris, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Foreign language II: German

2. Course contentsClasses

- Private and professional travel
- Means of communications, the time-schedule
- Forms of spending the free time
- Describing the way in the city
- Programme of trips
- In the travel agency
- Holiday at the sea and in the mountains
- Tourist fair
- Professions in the tourism
- Applying for the work. Interview
- Holidays, wishes, presents

3. Prerequisites

None

4. Learning outcomes

Acquisition of language abilities at level A2, describing selected professional situations, comparing, discussing survey results, analyzing tables, charts, statistics, providing main information presented in professional texts, presenting individual opinion and arguing it.

5. Recommended reading

1. Deutsch im Hotel, Lehrbuch und Arbeitsbuch, Langenscheid, 2003
2. Studio d A2, Funk, Kuhn, Demme, Cornelsen Verlag GmbH&Co. OHG, Berlin 2006

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	60	V	III
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Exam

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Foreign language:II: French

2. Course contents**Classes**

1. Greetings, making contact, introducing oneself, giving personal information, about family, friends, nationality and occupation, tabular and descriptive Curriculum Vitae.
2. Personal appearance, body parts, outfit, fashion, character features.
3. Daily schedule (e.g. workshops at university, faculty), free time, daily routine, interests, style of living.
4. Means of communication: telephone call, fax, letter, the internet.
5. The flat: room, dormitory description,
My town, city plan, location of buildings, asking /telling the way.

3. Prerequisites

None

4. Learning outcomes

Acquisition of general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Tourism and Recreation.

5. Recommended reading

1. „Le nouveau taxi 1”-podręcznik i ćwiczenia, R. Menand, G. Capelle, Hachette 2009
2. « Activié pour le cadre européen commun de référence niveau A1 », M. L. Parizé, E. Grandet, M. Corsain, CLE international, 2005.
3. « Tourisme.com » - S.Corbeau, Ch. Dubois, J.-L. Penfornis:, CLE international, Paris, 2004
4. « Le français du tourisme », A.M. Calmy, Hachette, Paris, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

English language A2

2. Course contentsClasses

- jobs in the hospitality industry
- places frequented by tourists
- holiday package tour organized
- travel agencies and tour operators
- travel sales process and role of the Internet
- types of transport and timetables
- numerals, date and time

3. Prerequisites

none

4. Learning outcomes

Students can talk about jobs in the hospitality industry, choose a profession for himself, talk, and to recommend a place attractive to tourists. Students can describe the rules of travel agencies, tour operators and the sales process and the role of the Internet in this process. The student knows how to read and prepare the schedule, know how to give the date and time of departure.

5. Recommended reading

1. Walker, R. *Tourism 1*, OUP 2009
2. Taylor, L. *International Express*, OUP 2003
3. Hopkins, A. *Work in Progress*, Longman 1998

6. Type of course

Obligatory

7. Teaching team

Department of Psychology and Sociology of Education

8. Course structure

Form	Number of hours	Semester	Year
Lecture	60	3	2
Classes			
Laboratory			
Project			
Seminar			
Other	30		
Total student's workload			

9. Assessment methods

Semester test, written work (descriptions, dialogue), presentations

10. Language of instruction

Polish

Common subjects for speciality:

ECTS credits

4

1. Course title

Social communicating in tourism and recreation

2. Course contents

Communication as social process. The creature the, definitions, of feature and the elements of process of communication

The theories and the directions of investigations of communicating the men over process. Communication models. The system of political communication and mass, the centres of mass communication and their part in society, the social functions of medias. The systems of organizational communication and the public communication. Psychological conditioning of effectiveness of communicating, basic features of interpersonal transport. Interpersonal verbal transport and non - verbal . Communicating between cultures. Transport in education, in pedagogy, in tourism and recreation.

The strategies and the technique of exerting on men the influence. The outline of theory of propaganda, technician of advertisement, public the relations.

3. Prerequisites

none

4. Learning outcomes

Student knows and student distinguishes principles and conditions effecting intercommunication in definite social interactions in society student, student characterizes chosen manner devolution information distinguish inefficacious and proper (suitable) manners of intercommunication subjects of educational processes educators and pupils. Student is able to identify communication barriers, manipulations and propaganda

5. Recommended reading

1. Nęcki Z. (1996) Komunikacja międzyludzka, Wyd. Profesjonalnej Szkoły Biznesu, Kraków.
2. Grzesiuk L., Trzebińska E. (1978) Jak ludzie porozumiewają się, Nasza Księgarnia, Warszawa
3. Lemmermann H. (1995) Szkoła retoryki, Wyd. Astrum, Wrocław

6. Type of course

Obligatory

7. Teaching team

Department of the Sociology and the Social Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lecture - written examination

practice - credit

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Marketing of Tourist and Recreation Services

2. Course contentsLecture

Basic categories of marketing. Genesis of the marketing. The nature of marketing in tourism and recreation. The process of marketing in tourism and recreation enterprises. The organization of marketing. Marketing management in tourist and recreation enterprises. The marketing research in tourism and recreation. The tourist and recreational service consumer behaviour. Market segmentation. Marketing mix in tourism and recreation. Product, price, place, promotion and people.

Classes

Marketing research methods, analysis of case studies on marketing mix in tourism.

3. Prerequisites

There are no pre-requisites for this course.

4. Learning outcomes

The student knows the basic categories of marketing, has practical skills in the use of marketing mix instruments in the field of tourism and recreational services, can apply the chosen methods of marketing research (surveys, interviews).

5. Recommended reading

1. Altkorn J., *Marketing w turystyce*, PWE, Warszawa 2005.
2. *Marketing usług turystycznych*, red. A. Panasiuk, Wyd. nauk. PWN, Warszawa 2005.
3. *Marketing usług turystycznych*, red. D. Dudkiewicz, ALMAMER Wyższa Szkoła Ekonomiczna, Warszawa 2009
4. Briggs S., *Marketing w turystyce*, PWE, Warszawa 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

lecture – written test at the end of the course

classes – essays, written tests

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Graduation seminar (1 sem.)

2. Course contents

Clarification of rules for writing theses, the contents of the substantive work; editorial page. The importance of critical thinking. Knowledge of research methods used in pedagogy. Selection and formulation of the subject work. Define the purpose of work. The project work plan. Ethical aspects of writing a thesis risks and consequences of committing plagiarism. Code of ethics investigator. The study of literature, collection and preparation of materials for work.

3. Prerequisites

none

4. Learning outcomes

Student defines thesis of the problem, formulates the purpose and scope of the development, review the literature and selected research methods.

5. Recommended reading

1. Palka S. (1999) Pedagogika w stanie tworzenia, Wyd. UJ, Kraków
2. Palka S. (2003) Pedagogika w stanie tworzenia. Kontynuacje, Wyd. UJ, Kraków
3. Palka S. (2006) Metodologia badania. Praktyka pedagogiczna. GWP, Gdańsk

6. Type of course

Obligatory

7. Teaching team

Department of Recreation, Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15	4	2
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

The touristic and recreation developments.

2. Course contentsLecture

The division of touristic developments: hotels, catering industry, recreation industry, in the different countries. The transport in tourism. The touristic-trails and the principles of this marking out.

Classes

The classification of hotel and catering industry (by the standard and prices).

3. Prerequisites

credit of the subject “hotel industry”

4. Learning outcomes

The ability to use the mass-media information (specially Internet) of the touristic and recreation developments.

5. Recommended reading

1. Czerwiński J., Podstawy turystyki, Legnica 2007.
2. Różycki P., Zarys wiedzy o turystyce, Kraków 2006.
3. Kowalczyk A., Geografia turystyki, Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit with mark

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Organization and management touring events (practical exercises)

2. Course contentsLecture

The planning, preparing and executing of touring events (financial and content-related)

Classes

The preparing and executing of touristic excursion (3 days)

3. Prerequisites

Pass of course “touristic management”

4. Learning outcomes

The ability to preparing agenda, itinerary and calculation of touring events, the basic of work as guide.

5. Recommended reading

1. Obsługa ruchu turystycznego, red. Kruczek Z., Kraków 2000.
2. Obsługa ruchu turystycznego, red. Meyer B., Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	6	6	3
Classes	24	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Credit with mark

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Graduate seminar (2 sem.)

2. Course contents

Editing and editorial of graduate work. Methods, techniques and investigative instruments. Methodological and essential manners of development of results of carried research.

3. Prerequisites

none

4. Learning outcomes

The student develops a research tool selected. The student develops the structure of substantive and methodological work.

5. Recommended reading

1. Palka S. (1999) Pedagogika w stanie tworzenia, Wyd. UJ, Kraków
2. Węglińska M. (1997) Jak pisać pracę magisterską. Oficyna Wydawnicza „Impuls”, Kraków
3. Łobocki M. (1999) Wprowadzenie do metodologii badań pedagogicznych. Oficyna Wydawnicza „Impuls”, Kraków
4. Łobocki M. (1984) Metody badań pedagogicznych. Wyd.5, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation, Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30	5	3
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Graduate seminar (3 sem.)

2. Course contents

Presentation and discussion of final results of the tests. Determination of the final version of all the work broken down by chapters.

3. Prerequisites

none

4. Learning outcomes

Student presents autoreferat occur. The student develops the final version of the thesis.

5. Recommended reading

1. Palka S. (1999) Pedagogika w stanie tworzenia, Wyd. UJ, Kraków
2. Węglińska M. (1997) Jak pisać pracę magisterską. Oficyna Wydawnicza „Impuls”, Kraków
3. Łobocki M. (1999) Wprowadzenie do metodologii badań pedagogicznych. Oficyna Wydawnicza „Impuls”, Kraków
4. Łobocki M. (1984) Metody badań pedagogicznych. Wyd.5, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Recreation, Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30	6	3
Other			
Total student's workload	30		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Silesia - regional geography and touristic (1 sem.)

2. Course contents

- general knowledge of the region
- urban and rural settlements
- geographical regions of Silesia

3. Prerequisites

Knowledge from the average school (geography, history)

4. Learning outcomes

Students know the conditions of tourism development of Silesia, Silesian tourist attractions and land use in tourism

5. Recommended reading

1. Czerwiński J., *Dolny Śląsk*, Wydawnictwo Sport i Turystyka, Warszawa 1999.
2. *Dolny Śląsk. Śląsk Opolski. Atlas*, Wydawnictwo Kartograficzne EKO-GRAF, Wrocław 2005.
3. Kondracki J., *Geografia regionalna Polski*, Wydawnictwo Naukowe PWN, Warszawa 2002.
4. Lijewski T., Mikułowski B., Wyrzykowski J., *Geografia turystyki Polski*, PWE, Warszawa 2002.
5. Łuczyński R.M., *Zamki, dwory i pałace*, Legnica 2008.
6. Mazurski K.R., *Geografia turystyczna Sudetów*, Oficyna Wydawnicza Sudety, Wrocław 2003.
7. *Słownik geografii turystycznej Sudetów* pod redakcją Marka Staffy, t 1-21, Warszawa-Kraków 1989-1993, Wrocław 1993-2008.
8. „Sudety. Przyroda. Kultura. Historia”, miesięcznik Oficyny Wydawniczej ATUT, Wrocław 2001-
9. *Encyklopedia Wrocławia*, red. J. Harasimowicz, Wrocław 2006.
10. *Przyroda Dolnego Śląska*, praca zbiorowa pod red. J. Fabiszewskiego, Wrocław 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes	15	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Silesia - regional geography and touristic (2 sem.)

2. Course contents

- history of silesian tourist management
- effects and tourist resources of the region
- Silesian showplaces
- literature hiking, channels of touristic information

3. Prerequisites

Knowledge from the average school (geography, history)

4. Learning outcomes

Student is able to find out in different sources message items of Silesian showplaces and attraction.

Students know the conditions of tourism development of Silesia, Silesian tourist attractions and land use in tourism

5. Recommended reading

1. Czerwiński J., *Dolny Śląsk*, Wydawnictwo Sport i Turystyka, Warszawa 1999.
2. *Dolny Śląsk. Śląsk Opolski. Atlas*, Wydawnictwo Kartograficzne EKO-GRAF, Wrocław 2005.
3. Kondracki J., *Geografia regionalna Polski*, Wydawnictwo Naukowe PWN, Warszawa 2002.
4. Lijewski T., Mikułowski B., Wyrzykowski J., *Geografia turystyki Polski*, PWE, Warszawa 2002.
5. Łuczyński R.M., *Zamki, dwory i pałace*, Legnica 2008.
6. Mazurski K.R., *Geografia turystyczna Sudetów*, Oficyna Wydawnicza Sudety, Wrocław 2003.
7. *Słownik geografii turystycznej Sudetów* pod redakcją Marka Staffy, t 1-21, Warszawa-Kraków 1989-1993, Wrocław 1993-2008.
8. „Sudety. Przyroda. Kultura. Historia”, miesięcznik Oficyny Wydawniczej ATUT, Wrocław 2001-
9. *Encyklopedia Wrocławia*, red. J. Harasimowicz, Wrocław 2006.
10. *Przyroda Dolnego Śląska*, praca zbiorowa pod red. J. Fabiszewskiego, Wrocław 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	6	3
Classes	15	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Written exam

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Active tourism (1 sem.)

2. Course contents

Basic notions and definitions in range of active tourism applicable . Modern trends of development (evolution) active tourism and current kind and forms. Economic and social aspects of development of (evolution of) active tourism. Elements of touristic developing in range of active tourism. Main regions and touristic highlights in range of active tourism in Poland. Organizations and associations in range of active tourism in Poland.

3. Prerequisites

none

4. Learning outcomes

The student knows the basic forms of active tourism, the principles of organizing and conducting events in the active tourism. The student describes the factors of development of active tourism (social, economic, special effects once the principle of selecting the right equipment). The student knows the basic principles of security and assistance force in the events of active tourism.

5. Recommended reading

1. Barman B., Siller T. (1996), *Trekking*. Wydawnictwo Znak, Kraków.
2. Czerwieński J. (2007) *Podstawy turystyki*. PWSZ Legnica
3. Grobelny J. [red.] (2006) *Obozy wędrowne*. AWF Wrocław
4. Łobożewicz T., (1983), *Turystyka kwalifikowana*. Wydawnictwo PTTK Kraj.
5. McManners Hugh, (1995), *Z plecakiem przez świat: ABC Trekking*. Wydawnictwo Galaktyka”
6. Merski J. (2002). *Turystyka kwalifikowana*. Wyższa szkoła ekonomiczna w Warszawie.
7. Toczek-Werner S. (red.) (2007), *Podstawy rekreacji i turystyki*. Wrocław, Wydawnictwo Akademii Wychowania Fizycznego.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism, Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes	15	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Papers and work for a class, written examination

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Active tourism (2 sem.)

2. Course contents

Detailed discussion of chosen form of active tourism (bicycle, walk, canoe, nautical, ski, horse). Safety and sanitation in tourism. Principles of clothes and selection of touristic equipment. Roving camp as typical form of tourism qualified . System of touristic route in Poland. Help map and in field navigation equipment.

3. Prerequisites

none

4. Learning outcomes

Student will take possession knowledge about specialistic value of Poland; student is able to program events of active tourism polish; is able to select proper center of realization of performance of active tourism.

5. Recommended reading

1. Barman B., Siller T. (1996), *Trekking*. Wydawnictwo Znak, Kraków.
2. Czerwieński J. (2007) *Podstawy turystyki*. PWSZ Legnica
3. Grobelny J. [red.] (2006) *Obozy wędrowne*. AWF Wrocław
4. Łobożewicz T., (1983), *Turystyka kwalifikowana*. Wydawnictwo PTTK Kraj.
5. McManners Hugh, (1995), *Z plecakiem przez świat: ABC Trekking*. Wydawnictwo Galaktyka”
6. Merski J. (2002). *Turystyka kwalifikowana*. Wyższa szkoła ekonomiczna w Warszawie.
7. Toczek-Werner S. (red.) (2007), *Podstawy rekreacji i turystyki*. Wrocław, Wydawnictwo Akademii Wychowania Fizycznego.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism, Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	6	3
Classes	15	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Abstracts and credit's work, written examination

10. Language of instruction

Polish

ECTS credits

6

1. Course title

Tourism and recreation in country areas

2. Course contents
Lecture

Agrotourism in Poland and abroad, the types of farm tourism, sport and recreation in rural areas and small towns.

Classes

Features of agrotouristic farms, foundation and conduct in respect essential and financial.

3. Prerequisites

none

4. Learning outcomes

The student is able to draft its own financial content and farms, is able to assess the standards of rural tourism offer available in the media.

5. Recommended reading

1. Sznajder M., Przezbórska L., Agroturystyka, Warszawa 2006.
2. Zaręba D., Ekoturystyka, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes	15	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Written exam

10. Language of instruction

Polish

Subjects for speciality: Tourism and recreation organisation

ECTS credits

2

1. Course title

Motion recreation and improvement of movement (1 sem.)

2. Course contents

Historic view of games (basketball and soccer), basic elements of techniques, games and fun perfecting technique, regulations of games and ability to judging, other forms of games to basketball and soccer.

3. Prerequisites

none

4. Learning outcomes

- Students acquires basic motor skills - sports games can be used as a form of recreation
- consciously knows how to perform a warm-up
- knows the rules of the game,
- knows how to judge and organize a competition

5. Recommended reading

1. Paluszek K. Nowoczesne nauczanie gry w piłkę nożną. AWF Wrocław 1996
2. Pocięgiel J. Piłka nożna przepisy gry – komentuje sędzia. Warszawa 2003
3. Talaga J. Piłka nożna - program szkolenia dzieci i młodzieży. Sport i Turystyka. Warszawa 1988
4. Huciński T., Jakubiak R. Koszykówka – metodyka nauczania i doskonalenia podstaw. Wrocław 2005
5. Janas R., Poznański R. Technika koszykówki. Częstochowa 2004
6. Przepisy gry w koszykówkę. Podręcznik sędziego. FIBA 2000

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes			
Laboratory			
Project			
Seminar			
Other	60		
Total student's workload			

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

The theory and the methodology of recreation

2. Course contentsLecture

Theory and methodology of recreation. Essence and conditionality of leisure time behavior's of information society. Determinants of leisure time behavior's: philosophical, educational, biological, cognitive, cultural, psychological, economic, ideological. Educational aspects of free times and recreation. Programing and classification of recreation performance. Safety in recreation. Basic legal binding acts in recreation. Sanitary (healthy) training about special requirements recreation of motor person. Methods and techniques of research in sphere of motor recreation applicable

Classes

Employment of basic form, center (means) and in motor recreation methods applicable . Performance of principles of recreation organizations and attendance (service activities). Programing and control of motor recreation individual sanitary (healthy) training planned . Profile of animator of recreation and role socially -professional ; center of (means of) mass intercommunication but motor recreation

3. Prerequisites

none

4. Learning outcomes

Student is able to characterize methods, forms and center (means) use in recreation with their taking into consideration distribution. Student is able to process project of recreation performance for concrete recipient (receiver) (century (age), sex, professional group). Student is able to employ learned principles of sanitary (healthy) training in processed by for chosen recipient (receiver) plan of sanitary (healthy) training.

5. Recommended reading

1. Dąbrowski A (red.) (2006) Zarys teorii rekreacji ruchowej, Zakład Wydawniczy DrukTur, Warszawa
2. Kielbasiewicz- Drozdowska I., Siwiński W. (red) (2001) Teoria i metodyka rekreacji, Wyd. AWF, Poznań
3. Kozdoń E. (1999) Poradnik dla instruktora rekreacji ruchowej z zakresu teorii i metodyki rekreacji, Warszawa
4. Pilawska A., Pilawski A. (1999) Zarys metodyki rekreacji ruchowej, Wyd. Górnośląska Wyższa Szkoła Handlowa, Katowice
5. Toczek – Werner S. , (2004) Podstawy rekreacji i turystyki, Wyd. AWF Wrocław

6. Type of course

Obligatory

7. Teaching team

Department of Recreation.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes	30	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lecture - written exam,

classes - credit

10. Language of instruction

Polish

ECTS credits

6

1. Course title

Hygiene and Health Promotion

2. Course contentsLecture

The development of meaning and definition of health. Description of factors determining health. The determinants creating life style. Eating habits and nutrition status. The significance of physical activity for health. Global effects of natural environment contamination. Greenhouse effects. Contamination of the atmosphere, water and soil. Characteristics of water existing in the environment. The description of physical, chemical, biological and psychological hazards. The establishing possibilities to create of maximal allowed level of hazardous factors influences. The principles of work security and work hygiene. The specificity of hygienic problems of sportive and tourist environments. The establishing of recovery and the doping problem in tourism and recreation. Main problems of travel medicine. Basic problems of hygiene of foreign climatic zones.

Classes

The usage of life style estimation in programming of prophylactic actions. Environmental biomonitoring. Methods of hazard estimation in environment. Aims and tasks of WHO prophylactic programs and the National Health Program. Physical training of elderly people. The estimation of energetic and nutritional values of meals. The estimation of body build and body composition. The estimation of minimum of physical activity.

3. Prerequisites

none

4. Learning outcomes

Receiving information on main hazards in global environment and in Poland. Description of methods for environmental factors assessment and their action on humans. Recognition of methods for creation of activity in health promotion.

5. Recommended reading

1. Indulski J.A., Jethon Z., Dawydzik L.T. (2000) – *Zdrowie publiczne – wybrane zagadnienia*. Oficyna Wydawnicza Instytutu Medycyny Pracy w Łodzi, Łódź
2. Jethon Z. (1995) – *Ekologia człowieka w wychowaniu fizycznym i sporcie*. Wydawnictwo AWF we Wrocławiu, Wrocław
3. Jethon Z., Grzybowski A. (2000) – *Medycyna zapobiegawcza i środowiskowa*. Wydawnictwo Lekarskie PZWL, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes			
Laboratory	15	5	3
Project			
Seminar			
Other			
Total student's workload	45		

9. Assessment methods

examination

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Motion recreation and improvement of movement (2 sem.)

2. Course contents**Classes**

Getting to know the indications and contraindications to aerobic and anaerobic exercise. The use of physical shape: the balls, fitball exercises, exercises on the plains, small choreography, power exercises using your own body resistance, partner, utensils and appliances are on the gym equipment.

3. Prerequisites

none

4. Learning outcomes

The student knows the basic means for development of physical fitness: mastering basic steps in aerobics and basic strength exercises (individual and pairs).

5. Recommended reading

1. Olex-Zarychta D. (2005) *Fitness. Teoretyczne i metodyczne podstawy prowadzenia zajęć*. Katowice
2. Grodzka-Kubiak E. (2002) *Aerobik czy fitness*. DDK Edition, Poznań
3. Stefaniak T. (1997), *Atlas uniwersalnych ćwiczeń siłowych – część I*. BK Wrocław
4. Stefaniak T. (1997), *Atlas uniwersalnych ćwiczeń siłowych – część II*. BK Wrocław
5. Orzech J. (2002), *Podstawy treningu siły mięśniowej – tom I*. Wydawnictwo „Sport i rehabilitacja” Tarnów

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload			

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Specialization of instructor of motion recreation (1 sem.)

2. Course contents

Basic criteria of classifications of physical fetches. Manners of estimates of intensity of fetches. Bases of biomechanics. Phenomenon of compensation and in sports training supercompensation. Cruising of blood during work. Physiological mechanisms of warming up. Bases of methodics of sports and recreation. Principles of sanitary (healthy) training. Methods of organizing and conducts of studies, structure, outline of occupance. Environments of recreation. Center of recreation.

3. Prerequisites

none

4. Learning outcomes

students master the knowledge of the theory of recreational activity,
students learn the methods, forms and means of recreational activity,
students learn the rules for the selected sports and recreational

5. Recommended reading

1. Chrostek L., Łabaj M. – *Gry rekreacyjne „Sport dla wszystkich”*. ZG TKKF Warszawa 1982
2. Fąk T., Szałtynis D. – *Gry rekreacyjne „Sport dla wszystkich”*. Zeszyty nr 1 i 2 ZG TKKF Warszawa 1995
3. Burgiel R. – *Poradnik animatora i organizatora imprez w sporcie dla wszystkich*
4. Jeger A., Kozdroń E. – *Metody oceny sprawności i wydolności fizycznej człowieka*. ZG TKKF Warszawa 1997
5. Kiełbasiewicz_Drozdowska I, Siwiński W. (red.) – *Teoria i metodyka rekreacji. Zagadnienia podstawowe*. AWF Poznań

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Skills tests and technical skills. Written examination

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Specialization of instructor of motion recreation (2 sem.)

2. Course contents

Terms of recreational events. Capabilities (features) and their characteristics of motor tests in sport and recreation. Elements of sports training and their characteristics. Training load parameters. The annual cycle of sport training. Mikrocykl training objectives, tasks and characteristics.

3. Prerequisites

none

4. Learning outcomes

- the student is able to program activities using games and recreational sports
- student knows the methodology, presents the technical and tactical skills necessary to implement curricula of disciplines and recreational games,
- student selects the appropriate measures to address some forms of recreation.

5. Recommended reading

1. Chrostek L., Łabaj M. – *Gry rekreacyjne „Sport dla wszystkich”*. ZG TKKF Warszawa 1982
2. Fąk T., Szałtynis D. – *Gry rekreacyjne „Sport dla wszystkich”*. Zeszyty nr 1 i 2 ZG TKKF Warszawa 1995
3. Burgiel R. – *Poradnik animatora i organizatora imprez w sporcie dla wszystkich*
4. Jeger A., Kozdroń E. – *Metody oceny sprawności i wydolności fizycznej człowieka*. ZG TKKF Warszawa 1997
5. Kielbasiewicz-Drozdowska I. i Siwiński W. (red) – *Teoria i metodyka rekreacji (Zagadnienia podstawowe)*. AWF Poznań

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	6	3
Classes	15	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Skills tests and technical skills. Written examination

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Tourism and recreation of persons with disabilities

2. Course contents

Lecture

Types of disability, its causes, restrictions on tourism and recreation due to disability

Classes

The organization of tourist events and sports and recreation activities for various types of disability.

3. Prerequisites

none

4. Learning outcomes

Shaping empathy and tolerance towards persons with various types of disabilities . Student is able to choose appropriate exercises and excursion's programme correspondent to different type of disabilities .

5. Recommended reading

1. Turystyka i rekreacja osób niepełnosprawnych, red. Łobożewicz T., Warszawa 2000.
2. Skalska T., Turystyka osób niepełnosprawnych. Ograniczenia i możliwości rozwoju, Warszawa 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Tourism, Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	6	3
Classes	15	6	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

credit

10. Language of instruction

Polish

Subjects for speciality: Tourism and hotel management

ECTS credits

2

1. Course title

IT in tourism and recreation

2. Course contents

Electronic systems in tourism and recreation. Discussion of properties, facilities, structures. Information technology systems support tourism. Discussion, examples, functions. IT tools (software) to: service accommodation and service travel agencies, tour operators handling.

Computer reservation systems of regional and supra-regional. Discussion, operating principles, range. Computer programs of information for travel agents. Internet Tools for tourism and recreation. Web resources.

3. Prerequisites

none

4. Learning outcomes

The student uses the tools and systems in practical applications for tourism and recreation.

5. Recommended reading

1. Rajca P., Pancewicz M. (2000) Windows Millenium Editio, Wyd. Helion
2. Graf J. (2000) MS Word dla każdego, Wyd. Helion
3. Kowalczyk G. (2000) Exel 2000 PL. Ćwiczenia praktyczne, Wyd. Helion

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes			
Laboratory			
Project			
Seminar			
Other	60		
Total student's workload			

9. Assessment methods

credits

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Organization and techniques of work in hotel industry

2. Course contentsLecture

Company hotelier as an organization. Definitions of economic activity, business, entrepreneur. Types, objectives and functions of the company. The process of setting up a company. Hospitality business management. Management functions: planning, organizing, motivating and control. The role of the human factor in the hotel industry. Features of employee accommodation hospitality. Model hospitality. Good manners in the hotel. Basic skills in handling guests. Standards of attendance (service activities). Structure of organizational hotel. Characteristic of basic position in hotel industry. Management human resources. Work of manager in touristic sector (trade). Estimate of result of work of hotel staff. Motivating for work. Chosen legal questions related with work in hotel industry. Employment of informatics in hotel industry. Manners of estimates of functioning of dormitory objects (meter utilization object).

Classes

Practical training in the creation of the organizational structure of the object hospitality. Examples and application of standards in the hotel (best practice). The use of hotel facilities measures of utilization in practice.

3. Prerequisites

none

4. Learning outcomes

Student knows principles and in hotel industry specificity of management, especially in range of management staff, scheme of organizational hotel knows (be able) to compose and plan of organization of work towards of chosen hotel, it uses meters of utilization of hotel objects.

5. Recommended reading

1. Mitura E., Koniuszewska E., *Ekonomika i organizacja pracy w hotelarstwie*, Difin, Warszawa 2006
2. Pląder D. (red.): *Organizacja pracy w hotelarstwie*. Krakowska Szkoła Hotelarska, Kraków 2001
3. Duda J., Krzywda S, *Obsługa konsumenta w hotelarstwie : podręcznik do nauki zawodu technik hotelarstwa*, Wydawnictwo REA, Warszawa 2007
4. *Organizacja pracy w hotelarstwie* (red.) G. Wolak, Krakowska Szkoła Hotelarska, Kraków 2006

6. Type of course

Obligatory

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lectures – written exam

Classes - credits

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Guide-working

2. Course contentsLecture

The tasks of guide-working, law-principles in the different countries. The guide-licence and exams.

Classes

The ethic of guide-working. Psychological principles of the working with people-groups, the extremal situations in touristic.

3. Prerequisites

none

4. Learning outcomes

The basic ability to guide-working.

5. Recommended reading

1. Kompendium pilota wycieczek, red. Kruczek Z., Kraków 2005.
2. Kompendium wiedzy o turystyce, red. Gołembski G., Warszawa 2006.

6. Type of course

Obligatory (in specialisation: hotel industry)

7. Teaching team

Department of tourismus.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	4	2
Classes	15	4	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

credit with mark

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Safety and rescue services in tourism and recreation

2. Course contents

The course on safety in the tourism and recreational activity is to know and anticipate the risks that may occur in these areas of physical culture, assimilation of basic legal provisions dealing with safety in the classroom, as well as acquiring skills to implement them into practice.

Transference student capital item to the point anticipation as well recognition trim threat health as well life with persons addicting tourism as well jobs recreational.

Transference student capital item to the point current rate valid protections life as well health when jobs recreational and tilling sport on arranged corporate body.

Transference student capital item in the way of dispensations first unqualified aid backing on status threat health as well life.

Shaping attitudes in terms of exemplary care and care for the charges during sports activities, and practicing any form of recreation and tourism.

3. Prerequisites

none

4. Learning outcomes

Students mastered the basic knowledge which gives states to identify health hazards and life and Response provide assistance to victims of the accident, as well as a secure base for organizing and conducting classes in the wider tourism and recreation

5. Recommended reading

1. Blacha R., Bigiel W. *Kultura fizyczna w środowisku przyrodniczym w okresie letnim*, AWF Wrocław 2005,
2. Janicki K., *Turystyczny poradnik medyczny*, PZWL Warszawa 1997
3. Łobożewicz T. *Bezpieczeństwo, higiena i ochrona zdrowia w sporcie, wychowaniu fizycznym i turystyce*, Sport i Turystyka, Warszawa 1978,
4. Wiesner W. Kowalewski B., *Tablice poglądowe z ratownictwa wodnego* Horyzonty Warszawa 2000
5. Wiesner, W., i in. *Podstawy metodyczne edukacji ratowniczej*. Matrix Olsztyn. 2007.

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Classes – credit

Lectures – written exam

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Gastronomy in tourism and accommodation sector

2. Course contentsClasses

Types of gastronomy locations. Functional room setup in a gastronomy location. Law regulations in mass-feeding gastronomy location. Guests service. Types of diplomatic catering events. Exceptional items of HACCAP. Catering services in accommodation objects.

3. Prerequisites

None

4. Learning outcomes

The student must be able to distinguish between the scope of services provided by all the types of catering. Student must know all service systems in the gastronomy locations. Student must be able to present and discuss all kinds of catering events being organized by hotel's catering department.

5. Recommended reading

1. Arkuszyński C. *Gastronomia hotelowa*
2. Dominik P. *Gastronomia we współczesnym hotelu*
3. Polskie Wydawnictwo Ekonomiczne *Zarządzanie hotelarstwem i gastronomią*
4. Duda J. *Obsługa konsumenta*
5. Szajna R., Ławniczka D. *Obsługa gości.*

6. Type of course

Obligatory

7. Teaching team

Department of Tourism.

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Essey/ written task

Test

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Hygiene in tourist and hotel industries

2. Course contentsLecture

The description of factors determining health. Types of healthy behavior. Life style and quality of life. The condition of natural environment. The dusty and gaseous contamination of the atmosphere. Global effects of the contamination of atmosphere. Classification of the superficial water quality. Methods of water purification. Kinds of chemical hazards. The metabolism of xenobiotics in the organism. Kinds of physical hazards. Kinds of biological hazards. Environmental characteristics in relation to tourist and hotel industries. Basic problems of indoor hygiene. Sanitary problems in hotel buildings. The principles of collective nourishment. Possibilities of evaluation of energetic and nutritional value of daily meals.

Classes

Principles and methods of evaluation of daily collective menu. The specificity of nourishment in tourism. The hygienic needs for tourist events organization. Types of health hazard in foreign climatic regions. Law principles for hygiene of accommodation, Disinfection, disinsection and deratization. Hygienic methods for security estimation of environments.

3. Prerequisites

none

4. Learning outcomes

Receiving of knowledge on the mechanisms of natural environmental influences on human organism. The recognition of environmental health hazards and the possibility of health protection. The recognition of basic hygienic principles for creation of accommodation and nourishment in tourist and hotel industries.

5. Recommended reading

1. Indulski J.A., Jethon Z., Dawydzik L.T. (2000) – *Zdrowie publiczne – wybrane zagadnienia*. Oficyna Wydawnicza Instytutu Medycyny Pracy w Łodzi, Łódź
2. Jethon Z., Grzybowski A. (2000) – *Medycyna zapobiegawcza I środowiskowa*. Wydawnictwo Lekarskie PZWL, Warszawa
3. Szczepanowska E., Sokolowski M. (2008) – *Aktywność fizyczne I odżywianie jako uwarunkowanie promocji zdrowia*. Wydawnictwo WWSTiZ w Poznaniu. Poznań

6. Type of course

Obligatory

7. Teaching team

Department of Tourism and Recreation

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	15		

9. Assessment methods

The written test

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Accounting and finance of tourism

2. Course contents

Creature management finances firms

Taxation firms

Accounts by way of arrangement informative- evidency

Rating, valuation as well entering assets

Clearing business as well funds (Accounts and Cash)

Capitals

Rating price

Revenue as well them entering

Establishment of financial results and its breakdown

3. Prerequisites

none

4. Learning outcomes

Student describes basic rules and principles of sponsorship of activities of economic records. Student classifies, it documents and it records (write down) events in light of theory of account and principles of records book . Student characterizes principles of installation of financial results and balance presentation of asset and liability and choice of (election of) source of sponsorship.

5. Recommended reading

1. Gmytrasiewicz M., Karmańska A.. (2003) Rachunkowość finansowa, Wyd. Difin, Warszawa

2. Matuszewicz J. (2003) Rachunkowość od podstaw, Wyd. Finanse – Serwis, Warszawa

3. Matuszewicz J. (2002) Zbiór zadań do podręcznika Rachunkowość od podstaw, Wyd. Finanse – Serwis, Warszawa

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15	5	3
Classes	15	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Classes – credit

Lectures – written exam

10. Language of instruction

Polish

Field: Management

Studying Management provides graduates solid fundamentals in economics, mathematics, accountancy, statistics, finance, foreign language, law and marketing. However, the main focus is on general education in management - especially project management, finance, production, logistics, knowledge, human resources and quality management. Additionally, the graduate gains the knowledge of economic analysis, marketing research, negotiations in business and computer science in management.

Specialization: Business management

Additional abilities in business management include first of all advanced problems of economic phenomenon analyzing and estimation in range of enterprise and its environment, especially market environment, and also analysis of business internal resources and formulating development strategy of business. A substantial element of teaching are also issues of organizational behavior, international economic intercourse, econometrics, forecasting, controlling, labour law, management accountancy. A substantial element of teaching are also abilities of methods of decisions optimization applying and management and marketing planning.

Specialization: Small business management

The graduate of Small Business Management is entrepreneur being well-informed in basic problems from the range of administering, economy and marketing. Is also equipped into useful professional skill at founding of the own firm and in administering with the small and average firm. Students acquire the row skills and the useful specialist knowledge in dissolving of strategic and running problems of SME. The graduate of the speciality will know individually to pass the founder's way, will recognize all indispensable formal procedures, will conquer the skill of applying for financial resources for its own business. He will be prepared to fulfilling of manager functions on all spokes of administering in small and average firms. His essential preparation gives chances of the high usefulness in small business sector, in this especially in family- firms.

Specialization: Accountancy and internal audit

Abilities in internal audit and accountancy are connected first of all with recognition of ideas and manners of conscious using management tools which protect individual firm aims realization as well as give certainty that economic processes take place according to accepted foundations and all defections from them are on up to date identified. Graduates not only gain knowledge from the range of Polish and international standards of financial accountancy, budget accountancy, management accountancy, financial reporting, risk analyses, essence of internal audit systems, methodology and procedures of internal audit. They become equipped also into practical skills of qualifying and using of mechanisms, techniques, and rules of internal audit, working out of procedures, instructions, executing of supervisory acts, estimations of correctness balance components pricing, using of modern tools of accountancy and organization of internal audit units and running and evidencing of audit tasks.

Specialization: Finance management and controlling

Additional abilities in finance management and controlling besides learning theoretical concerning problems of capital and financial market, banking and insurance, international business finance, refer also skills of decision undertaking of uncertainty, using tools and technicses making possible execution of financial analyses, investment profitability calculation, working out of operating budget. Graduates of the specialization are first of all managers, financial advisers and the classiness specialist of controlling and management accounting possessory skills of using strategy and operating controlling tools in creating of goodwill.

Specialization: The Human Resource Management

The students who choose this specialization will be equipped with general people management skills. The students will be taught about: staff recruitment, career planning, training and development of human resources, implementing a modern motivation systems, employee evaluation. Graduates can work for example as employment and placement managers, training specialists, job analysis specialists and managers.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in mathematics, foreign language and one of the selected subjects: Polish, geography, history or Civics (knowledge on society) from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Management

Specialization: Human resources management

Recruitment: 2010

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Socjology	30	30					2							Grade	
2	Information technology	30								30				2	Grade	
3	Lectures at choice: humanistic objects	30	30					2							Grade	
Basic subjects																
4	Microeconomics	60	30	30				6							Exam (1)	
5	Mathematics	45	15	30				6							Grade	
6	Descriptive statistics	60	30	30				5							Exam (1)	
7	Law	30	30					3							Exam (1)	
8	Basics of management	60							30	30				6	Exam (2)	
9	Science about organization	60							30	30				6	Exam (2)	
10	Macroeconomics	60							30	30				5	Grade	
Main subjects																
11	Organizational behaviour	30							30					4	Grade	
12	Marketing	60							30	30				6	Exam (2)	
13	Basics of accountancy	45	15	30				6							Grade	
14	Lectures / workshops at choice	15							15					1	Grade	
Total number of hours:			180	120	0	0	0		165	150	0	0	0			
Total number of hours per semester(year)/ECTS:		615	300					30	315					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Human resources management

Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finanse	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				7	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				7							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	People managment in organization	30							15	15				2	Exam (2)
2	Communication within organization	15								15				1	Grade
3	Organizational culture	15							15					1	Grade
4	Organization and praxis of Human Resources Managment	30							15	15				2	Grade
5	Managment psychology	30							15	15				1	Grade
7	Career management	15							15					1	Grade
8	Work time management	30							15	15				1	Grade
9	Diploma seminar	15											15	1	Grade
10	Lectures / workshops at choice	15									15			1	Grade
11	Vocational training	160								160				0	credit
Total number of hours:		120	0	0	0	0	0	0	90	90	15	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	210	210	15	0	15	30	
Total number of hours per semester (year):		750	300						450						
Number of examinations:		6	3						3						

Major: Management

Specialization: Human resources management

Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam(2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Professional and personnel advising	15	15					2							Grade
2	Moulding of managerial staff	30	15	15				3							Grade
3	Personel marketing	15	15					2							Grade
4	Building and team management in organization	30	15	15				3							Grade
5	Competence management	15	15					1							Grade
6	Ergonomics and conditions of work environment	15								15				1	Grade
7	Personnel controlling	15								15				1	Grade
8	Moulding of work relationships in poland and European Union	15							15					1	Grade
9	Social policy	15							15					1	Grade
10	Market of work	15							15					1	Grade
11	Work low	15							15					1	
12	Diploma seminar	60					30	1					30	1	Grade
13	Lectures / workshops at choice	60			30			2			30			2	Grade
14	Thesis													10	
Total number of hours:		675	75	30	30	0	30	14	60	30	30	0	30	19	
Total number of hours/ECTS:			195	120	30	0	30	30	165	75	30	0	30	30	
Total number of hours per semester (year):		675	375						300						
Number of examinations:		3	2						1						

Major: Management

Specialization: Human resources management

Recruitment: 2010

Non-Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Socjology	30	30					2							Grade	
2	Information technology	18								18				2	Grade	
3	Lectures at choice: humanistic objects	30	30					2							Grade	
Basic subjects																
4	Microeconomics	45	15	30				6							Exam (1)	
5	Mathematics	45	15	30				6							Grade	
6	Descriptive statistics	45	15	30				5							Exam (1)	
7	Law	30	30					3							Exam (1)	
8	Basics of management	60							30	30				6	Exam (2)	
9	Science about organization	45							15	30				6	Exam (2)	
10	Macroeconomics	30							15	15				5	Grade	
Main subjects																
11	Organizational behaviour	30							30					4	Grade	
12	Marketing	45							15	30				6	Exam (2)	
13	Basics of accountancy	24	12	12				6							Grade	
14	Lectures / workshops at choice	15							15					1	Grade	
Total number of hours:			147	102	0	0	0		120	123	0	0	0			
Total number of hours per semester(year)/ECTS:		492	249					30	243					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Human resources management

Recruitment: 2010

Non-Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		18				1		18				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finance	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (1)
11	Lectures / workshops at choice	30	30					2							Grade
Total number of hours/ECTS:		289	102	45	0	0	0	30	55	63	0	0	0	18	
Subjects for speciality															
1	People managment in organization	20							10	10				2	Exam (2)
2	Communication within organization	10								10				1	Grade
3	Organizational culture	10							10					1	Grade
4	Organization and praxis of Human Resources Managment	20							10	10				2	Grade
5	Managment psychology	10							10					1	Grade
6	Career management	10							10					1	Grade
7	Work time management	10							10					1	Grade
8	Diploma seminar	12											12	1	Grade
9	Lectures / workshops at choice	15							15					2	Grade
10	Vocational training	160								160				0	credit
Total number of hours:		70	0	0	0	0	0	0	75	30		0	12	12	
Total number of hours/ECTS:			102	45	0	0	0	30	130	93	0	0	12	30	
Total number of hours per semester (year):		382	147						235						
Number of examinations:		6	3						3						

Major: Management

Specialization: Human resources management

Recruitment: 2010

Non-Stationary

Year III

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				4	Exam (2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		201	75	48	0	0	0	16	45	33	0	0	0	9	
Subjects for speciality															
1	Professional and personnel advising	10	10					2							Grade
2	Moulding of managerial staff	20	10	10				3							Exam(1)
3	Personel marketing	10	10					2							Grade
4	Building and team management in organization	20	10	10				3							Grade
5	Competence management	10	10					1							Grade
6	Ergonomics and conditions of work environment	10								10				1	Grade
7	Personnel controlling	10								10				1	Grade
8	Moulding of work relationships in Poland and European Union	9							9					1	Grade
9	Social policy	8							8					1	Grade
10	Market of work	10							10					1	Grade
11	Work low	10							10					1	Grade
12	Diploma seminar	48					24	1					24	1	Grade
13	Lectures / workshops at choice	30	15					2	15					2	Grade
14	Vocational training	160								160				2	Grade
15	Thesis													10	
Total number of hours:		675	65	20	0	0	24	14	52	20	0	0	24	21	
Total number of hours/ECTS:			140	68	0	0	24	30	97	53	0	0	24	30	
Total number of hours per semester (year):		406	232						174						
Number of examinations:		5	3						2						

Major: Management**Specialization: Financial management and controlling****Stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	60	30	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	60							30	30				6	Exam (2)
10	Macroeconomics	60							30	30				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	60							30	30				6	Exam (2)
13	Basics of accountancy	45	15	30				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			180	120	0	0	0		165	150	0	0	0		
Total number of hours per semester(year)/ECTS:		615	300					30	315					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management

Specialization: Financial management and controlling

Stationary

Recruitment: 2010

Year II

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Wychowanie fizyczne	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finance	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				7	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				7							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	Business Plan	15							15					1	Grade
2	Methods of financial markets analysis	30							15	15				1	Grade
3	Basics of controlling	15							15					1	Grade
4	Costs calculation	30							15	15				2	Grade
5	Capital and money market	30							15	15				3	Exam (2)
6	Application of mathematics methods in finance	30							15	15				1	Grade
7	Diploma seminar	15											15	1	Grade
8	Lectures / workshops at choice	15									15			1	Grade
9	Vocational training	160								160				0	credit
Total number of hours:		120	0	0	0	0	0	0	90	60	15	0	15	11	
Total number of hours/ECTS:			165	135	0	0	0	30	210	195	15	0	15	30	
Total number of hours per semester (year):		735	300						435						
Number of examinations:		6	3						3						

Major: Management

Specialization: Financial management and controlling

Stationary

Recruitment: 2010

Year III

No.	Name of subject	Number of hours	5th semester					ECTS	6th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (2)
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		360	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Banking and insurance	30	15	15				2							Grade
2	International business finance	30	15	15				2							Grade
3	Credit ability estimation	15	15					1							Grade
4	Management Accountancy	45	15	30				4							Exam (1)
5	Reporting and financial analysis	30	15	15				2							Grade
6	Budgetting and financial planning	15							15					2	Grade
7	Financial controlling	15							15					2	Grade
8	Risk management	30							15	15				2	Grade
9	Diploma seminar	60					30	1					30	1	Grade
10	Lectures / workshops at choice	60			30			2			30			2	Grade
11	Thesis													10	
Total number of hours:		330	75	75	30	0	30	14	45	15	30	0	30	19	
Total number of hours/ECTS:			195	165	30	0	30	30	150	60	30	0	30	30	
Total number of hours per semester (year):		690	420						270						
Number of examinations:		6	3						3						

Major: Management**Specialization: Financial management and controlling****Non-stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								18				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Subjects of general education															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	123	0	0	0		
Total number of hours per semester(year)/ECTS:		492	249					30	243					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management

Specialization: Financial management and controlling

Non-stationary

Recruitment: 2010

Year II

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		18				1		18				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finance	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	45	30					2	15					2	Grade
Total number of hours/ECTS:		304	102	45	0	0	0	30	70	63	0	0	0	20	
Subjects for speciality															
1	Business Plan	10							10					1	Grade
2	Methods of financial markets analysis	20							10	10				1	Grade
3	Basics of controlling	10							10					1	Grade
4	Costs calculation	18							8	10				2	Grade
5	Capital and money market	19							9	10				3	Exam (2)
6	Application of mathematics methods in finance	20							10	10				1	Grade
7	Diploma seminar	12											12	1	Grade
8	Vocational training	160								160				0	credit
Total number of hours:		77	0	0	0	0	0	0	57	40	0	0	12	10	
Total number of hours/ECTS:			102	45	0	0	0	30	127	103	0	0	12	30	
Total number of hours per semester (year):		389	147						242						
Number of examinations:		6	2						4						

Major: Management

Specialization: Financial management and controlling

Non-stationary

Recruitment: 2010

Year III

No.	Name of subject	Number of hours	5 th semester					ECTS	6 th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam (2)
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				5	Exam (2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		201	75	48	0	0	0	16	45	33	0	0	0	10	
Subjects for speciality															
1	Banking and insurance	20	10	10				2							Grade
2	International business finance	18	10	8				2							Grade
3	Credit ability estimation	10	10					1							Grade
4	Management Accountancy	20	10	10				4							Exam (1)
5	Reporting and financial analysis	20	10	10				2							Grade
6	Budgeting and financial planning	10							10					2	Grade
7	Financial controlling	10							10					2	Grade
8	Risk management	12							12					3	Grade
12	Diploma seminar	48					24	1					24	1	Grade
10	Lectures / workshops at choice	30	15					2	15					2	Grade
11	Vocational training	160								160				0	Grade
12	Thesis													10	
Total number of hours:		358	65	38	0	0	24	14	47	0	0	0	24	20	
Total number of hours/ECTS:			140	86	0	0	24	30	92	33	0	0	24	30	
Total number of hours per semester (year):		399	250						149						
Number of examinations:		6	3						3						

Major: Management

Specialization: Small business management

Recruitment: 2010

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester						ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s	lc		c	b	p	s			
Subjects of general education																
1	Socjology	30	30						2							Grade
2	Information technology	30									30				2	Grade
3	Lectures at choice: humanistic objects	30	30						2							Grade
Basic subjects																
4	Microeconomics	60	30	30					6							Exam (1)
5	Mathematics	45	15	30					6							Grade
6	Descriptive statistics	60	30	30					5							Exam (1)
7	Law	30	30						3							Exam (1)
8	Basics of management	60								30	30				6	Exam (2)
9	Science about organization	60								30	30				6	Exam (2)
10	Macroeconomics	60								30	30				5	Grade
Main subjects																
11	Organizational behaviour	30								30					4	Grade
12	Marketing	60								30	30				6	Exam (2)
13	Basics of accountancy	45	15	30					6							Grade
14	Lectures / workshops at choice	15								15					1	Grade
Total number of hours:			180	120	0	0	0			165	150	0	0	0		
Total number of hours per semester(year)/ECTS:		615	300						30	315					30	
Number of examinations:		6	3							3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Small business management

Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finance	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				7	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				7							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	Organization and performance of small buisness	30							15	15				2	Exam (2)
2	Entrepreneur and enterprisingness	15							15					1	Grade
3	SME in European Union	15							15					1	Grade
4	Busines plan	45							15	30				2	Grade
5	Faunding procedures	15								15				1	Grade
7	Analysis economics	30							15	15				2	Grade
9	Diploma seminar	15											15	1	Grade
10	Lectures / workshops in foreign language	15									15			1	Grade
11	Vocational training	160								160				0	credit
Total number of hours:		120	0	0	0	0	0	0	75	90	15	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	195	210	15	0	15	30	
Total number of hours per semester (year):		735	300						435						
Number of examinations:		6	3						3						

Major: Management

Specialization: Small business management

Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number of hours	5th semester					ECTS	6 th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam(1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops in foreign language	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	SME's law and institutional enviroment	15	15					1							Grade
2	Small business price strategies	15	15					2							Exam (1)
3	Competitors analisis and competition strategy of small business	15	15					1							Grade
4	Game - "Entrepreneur"	30	30					2							Grade
5	Family business	15	15					1							Grade
6	Labour law for enrepreneur	30	30					2							Grade
7	Computer workshops - small business accountancy	15			15			1							Grade
	Balance and tax policy in small business	15	15					1							Grade
8	Sells technics	15								15				1	Grade
9	Sources for development financing MSP	15							15					2	Grade
10	Controlling and budgetting in SME	30							15	15				3	Exam (2)
11	Diploma seminar	60					30	1					30	1	Grade
12	Lectures / workshops/ konw. in foreign language	60			30			2			30			2	Grade
13	Thesis													10	
Total number of hours:		675	135	0	45	0	30	14	30	30	30	0	30	19	
Total number of hours/ECTS:			255	90	45	0	30	30	135	75	30	0	30	30	
Total number of hours per semester (year):		690	420						270						
Number of examinations:		5	3						2						

Major: Management**Specialization: Small business management****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	18								18				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam(1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	123	0	0	0		
Total number of hours per semester(year)/ECTS:		492	249					30	243					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management

Specialization: Small business management

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Foreign language	60		18				1		18				1	Grade	
2	Protection of intellectual property	10							10					1	Grade	
Basic subjects																
3	Finanse	30	15	15				7							Exam (1)	
Main subjects																
4	Business finance	45							15	30				7	Exam (2)	
5	Financial accountancy	30							15	15				6	Grade	
6	Strategy of development of organization	24	12	12				8							Exam (1)	
7	Economic law	15	15					5							Exam (1)	
8	Negotiation in business	15	15					3							Grade	
9	Production management	15	15					4							Grade	
10	Methods of organization and management	15							15					3	Exam (2)	
11	Lectures / workshops at choice	45	30					2	15					2	Grade	
Total number of hours/ECTS:		304	102	45	0	0	0	30	70	63	0	0	0	20		
Subjects for speciality																
1	Organization and performance of small business	15							15					2	Exam (2)	
2	Entrepreneur and enterprisingness	12							12					1	Grade	
3	SME in European Union	12							12					1	Grade	
4	Busines plan	16							16					2	Grade	
5	Procedury założycielskie	12								12				1	Grade	
6	Analysis economics	15								15				2	Grade	
5	Diploma seminar	12											12	1	Grade	
8	Vocational training	160								160				0	Grade	
Total number of hours:		67	0	0	0	0	0	0	55	27	0	0	12	10		
Total number of hours/ECTS:			102	45	0	0	0	30	125	90	0	0	12	30		
Total number of hours per semester (year):		374	147						227							
Number of examinations:		6	3						3							

Major: Management

Specialization: Small business management

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Foreign language	36		18				1		18				2	Egzam	
Main subjects																
2	Project management	30	30					3							Grade	
3	Human resources management	30	15	15				5							Exam (1)	
4	Quality management	15							15					2	Grade	
5	Computer science in management	30	15	15				3							Grade	
6	Marketing research	30							15	15				4	Exam (2)	
7	Logistics management	15	15					4							Exam (1)	
8	Knowledge management	15							15					1	Grade	
Total number of hours/ECTS:			201	75	48	0	0	0	16	45	33	0	0	0	9	
Subjects for speciality																
1	SME's law and institutional enviroment	12	12					1							Grade	
2	Small business price strategies	12	12					2							Exam (1)	
3	Competitors analisis and competition strategy of small business	12	12					1							Grade	
4	Game - "Entrepreneur"	15	15					2							Grade	
5	Family business	12	12					1							Grade	
6	Labour law for enrepreneur	12	12					2							Grade	
7	Computer workshops - small business accountancy	12			12			1							Grade	
	Balance and tax policy in small business	12	12					1							Grade	
8	Sells technics	12								12				1	Grade	
9	Sources for development financing MSP	12							12					2	Grade	
10	Controlling and budgetting in SME	12							12					3	Exam (2)	
11	Diploma seminar	48					24	1					24	1	Grade	
12	Lectures / workshops/ konw. in foreign language	30	15					2	15					2	Grade	
13	Thesis													10		
14	Vocational training	160								160				2	credit	
Total number of hours:			438	102	0	12	0	24	14	39	12	0	0	24	21	
Total number of hours/ECTS:				177	48	12	0	24	30	84	45	0	0	24	30	
Total number of hours per semester (year):			414	261						153						
Number of examinations:			6	3						3						

Major: Management

Specialization: Business management

Recruitment: 2010

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	60	30	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	60							30	30				6	Exam (2)
10	Macroeconomics	60							30	30				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	60							30	30				6	Exam (2)
13	Basics of accountancy	45	15	30				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			180	120	0	0	0		165	150	0	0	0		
Total number of hours per semester(year)/ECTS:		615	300					30	315					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management
 Specialization: Business management
 Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finanse	60	30	30				7							Exam (3)
Main subjects															
5	Business finance	60							30	30				7	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				7							Exam(1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	Basics of econometrics	30							15	15				2	Grade
2	Management and marketing planning	30							15	15				1	Grade
3	small buisness management	45							15	30				3	Exam (2)
4	Analisis economics	30							15	15				2	Grade
5	Basics science of enterprise	15							15					1	Grade
7	Diploma seminar	15								15				1	Grade
8	Lectures / workshops at choice	15									15			1	Grade
9	Vocational tranning	160								160				0	credit
Total number of hours:		150	0	0	0	0	0	0	75	90	0	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	195	225	0	0	0	30	
Total number of hours per semester (year):		735	300						435						
Number of examinations:		6	3						3						

Major: Management
 Specialization: Business management
 Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Marketing in trade and service	30	30					2							Grade
2	Manamegent accountancy	45	15	30				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	30	30					2							Grade
5	Methods of decisions optimization	30							15	15				3	Exam (2)
6	Labour law	30							30					2	Grade
7	Controlling	15							15					1	Grade
8	Diploma seminar	60		30				1		30				1	Grade
9	Lectures / workshops at choice	60			30			2			30			2	Grade
10	Thesis													10	
Total number of hours:		330	90	75	30	0	0	14	60	45	30	0	0	19	
Total number of hours/ECTS:			210	165	30	0	0	30	165	90	30	0	0	30	
Total number of hours per semester (year):		690	405						285						
Number of examinations:		5	3						2						

Major: Management

Specialization: Business management

Recruitment: 2010

Non-stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								18				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	123	0	0	0		
Total number of hours per semester(year)/ECTS:		504	249					30	243					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Business management

Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		18				1		18				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finanse	30	15	15				7							Exam (3)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					4							Grade
9	Production management	15	15					3							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	45	30					2	15					2	Grade
Total number of hours/ECTS:		304	102	45	0	0	0	30	70	63	0	0	0	20	
Subjects for speciality															
1	Basics of econometrics	15								15				2	Grade
2	Management and marketing planning	16							16					1	Grade
3	small buisness management	24							12	12				3	Exam (2)
4	Analisis economics	15							15					2	Grade
5	Basics science of enterprise	12							12					1	Grade
6	Diploma seminar	12											12	1	Grade
7	Vocational tranning	160								160				0	credit
Total number of hours:		94	0	0	0	0	0	0	55	27	0	0	12	10	
Total number of hours/ECTS:			102	45	0	0	0	30	125	90	0	0	12	30	
Total number of hours per semester (year):		398	147						227						
Number of examinations:		6	3						3						

Major: Management

Specialization: Business management

Recruitment: 2010

Non-stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Exam
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				5	Exam (2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		201	75	48	0	0	0	16	45	33	0	0	0	10	
Subjects for speciality															
1	Marketing in trade and service	15	15					2							Grade
2	Manamegent accountancy	24	12	12				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	15	15					2							Grade
5	Methods of decisions optimization	24							12	12				3	Exam (2)
6	Labour law	15							15					2	Grade
7	Controlling	12							12					1	Grade
8	Diploma seminar	48					24	1					24	2	Grade
9	Lectures / workshops at choice	30	15					2	15					2	Grade
10	Thesis													10	
11	Vocational tranning	160													Grade
Total number of hours:		213	72	27	0	0	24	14	54	12	0	0	24	20	
Total number of hours/ECTS:			147	75	0	0	24	30	99	45	0	0	24	30	
Total number of hours per semester (year):		414	246						168						
Number of examinations:		6	3						3						

Major: Management**Specialization: Human resources management****Recruitment: 2009****Stationary****Year I**

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Socjology	30	30					2							Grade	
2	Information technology	30								30				2	Grade	
3	Lectures at choice: humanistic objects	30	30					2								
Basic subjects																
4	Microeconomics	60	30	30				6							Exam (1)	
5	Mathematics	45	15	30				6							Grade	
6	Descriptive statistics	60	30	30				5							Exam (1)	
7	Law	30	30					3							Exam (1)	
8	Basics of management	60							30	30				6	Exam (2)	
9	Science about organization	60							30	30				6	Exam (2)	
10	Macroeconomics	60							30	30				5	Grade	
Main subjects																
11	Organizational behaviour	30							30					4	Grade	
12	Marketing	60							30	30				6	Exam (2)	
13	Basics of accountancy	45	15	30				6							Grade	
14	Lectures / workshops at choice	15							15					1	Grade	
Total number of hours:			180	120	0	0	0		165	150	0	0	0			
Total number of hours per semester(year)/ECTS:		615	300					30	315					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management

Specialization: Human resources management

Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finanse	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				7	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				7							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	People managment in organization	30							15	15				2	Exam (2)
2	Communication within organization	15								15				1	Grade
3	Organizational culture	15							15					3	Grade
4	Organization and praxis of Human Resources Managment	30							15	15				2	Grade
5	Managment psychology	30							15	15				1	Grade
6	Career management	15							15					1	Grade
7	Work time management	30							15	15					Grade
8	Diploma seminar	15								15					Grade
9	Lectures / workshops at choice	15									15			1	Grade
10	Vocational training	160								160				0	credit
Total number of hours:		120	0	0	0	0	0	0	90	90	15	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	210	225	15	0	0	30	
Total number of hours per semester (year):		750	300						450						
Number of examinations:		6	3						3						

Major: Management

Specialization: Human resources management

Recruitment: 2009

Stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Professional and personnel advising	15	15					2							Grade
2	Moulding of managerial staff	30	15	15				3							Grade
3	Personel marketing	15	15					2							Grade
4	Building and team management in organization	30	15	15				3							Grade
5	Competence management	15	15					1							Grade
6	Ergonomics and conditions of work environment	15								15				1	Grade
7	Personnel controlling	15								15				1	Grade
8	Moulding of work relationships in poland and European Union	15							15					1	Grade
9	Social policy	15							15					1	Grade
10	Market of work	15							15					1	Grade
11	Work low	15							15					1	Grade
12	Diploma seminar	60		30				1		30				1	Grade
13	Lectures / workshops at choice	60			30			2			30			2	Grade
14	Thesis													10	Grade
Total number of hours:		675	75	60	30	0	0	14	60	60	30	0	0	19	
Total number of hours/ECTS:			195	150	30	0	0	30	165	105	30	0	0	30	
Total number of hours per semester (year):		690	375						300						
Number of examinations:		3	2						1						

Major: Management

Specialization: Human resources management

Recruitment: 2009

Non-stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	135	0	0	0		
Total number of hours per semester(year)/ECTS:		504	249					30	255					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Human resources management

Recruitment: 2009

Non-stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finance	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (2)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	30	30					2							Grade
Total number of hours/ECTS:		289	102	57	0	0	0	30	55	75	0	0	0	18	
Subjects for speciality															
1	People managment in organization	20							10	10				2	Exam (2)
2	Communication within organization	10								10				1	Grade
3	Organizational culture	10							10					1	Grade
4	Organization and praxis of Human Resources Managment	20							10	10				2	Grade
5	Managment psychology	10							10					1	Grade
6	Career management	10							10					1	Grade
7	Work time management	10							10					1	Grade
8	Diploma seminar	12								12				1	Grade
9	Lectures / workshops at choice	15							15					2	Grade
10	Vocational training	160								160				0	credit
Total number of hours:		117	0	0	0	0	0	0	75	90		0	0	12	
Total number of hours/ECTS:			102	57	0	0	0	30	130	117	0	0	0	30	
Total number of hours per semester (year):		406	159						247						
Number of examinations:		6	3						3						

Major: Management**Specialization: Human resources management****Recruitment: 2009****Non-stationary****Year III**

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Egzam
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				4	Exam(2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		225	75	60	0	0	0	16	45	45	0	0	0	9	
Subjects for speciality															
1	Professional and personnel advising	10	10					2							Grade
2	Moulding of managerial staff	20	10	10				3							Grade
3	Personel marketing	10	10					2							Grade
4	Building and team management in organization	20	10	10				3							Grade
5	Competence management	10	10					1							Grade
6	Ergonomics and conditions of work environment	10								10				1	Grade
7	Personnel controlling	10								10				1	Grade
8	Moulding of work relationships in Poland and European Union	9							9					1	Grade
9	Social policy	8							8					1	Grade
10	Market of work	10							10					1	Grade
11	Work low	10							10					1	Grade
12	Diploma seminar	48		24				1		24				1	Grade
13	Lectures / workshops at choice	30	15					2	15					2	Grade
14	Thesis													10	
15	Vocational training	160								160				2	Grade
Total number of hours:		675	65	44	0	0	0	14	52	44	0	0	0	21	
Total number of hours/ECTS:			140	104	0	0	0	30	97	89	0	0	0	30	
Total number of hours per semester (year):		430	244						186						
Number of examinations:		4	2						2						

Major: Management

Specialization: Business management

Recruitment: 2009

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	60	30	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	60							30	30				6	Exam (2)
10	Macroeconomics	60							30	30				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	60							30	30				6	Exam (2)
13	Basics of accountancy	45	15	30				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			180	120	0	0	0		165	150	0	0	0		
Total number of hours per semester(year)/ECTS:		615	300					30	315					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Business management

Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				0		30				0	credit
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finance	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				6	Exam (2)
6	Financial accountancy	60							30	30				6	Grade
7	Strategy of development of organization	60	30	30				7							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	Basics of econometrics	30							15	15				2	Grade
2	Management and marketing planning	30							15	15				1	Grade
3	small buisness management	45							15	30				3	Exam (1)
4	Analisis economics	30							15	15				2	Grade
5	Basics science of enterprise	15							15					1	Grade
6	Diploma seminar	15								15				1	Grade
7	Lectures / workshops at choice	15									15			1	Grade
8	Vocational tranning	160								160				0	credit
Total number of hours:		150	0	0	0	0	0	0	75	75	0	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	195	225	15	0	0	30	
Total number of hours per semester (year):		735	300						435						
Number of examinations:		6	2						4						

Major: Management

Specialization: Business management

Recruitment: 2009

Stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Marketing in trade and service	30	30					2							Grade
2	Manamegent accountancy	45	15	30				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	30	30					2							Grade
5	Methods of decisions optimization	30							15	15				3	Exam (2)
6	Labour law	30							30					2	Grade
7	Controlling	15							15					1	Grade
8	Diploma seminar	60		30				1		30				1	Grade
9	Lectures / workshops at choice	60			30			2			30			2	Grade
10	Thesis													10	Grade
Total number of hours:		330	90	75	30	0	0	14	60	45	30	0	0	19	
Total number of hours/ECTS:			210	165	30	0	0	30	165	90	30	0	0	30	
Total number of hours per semester (year):		690	405						285						
Number of examinations:		5	3						2						

Major: Management

Specialization: Business management

Recruitment: 2009

Non-stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam(1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam(2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	135	0	0	0		
Total number of hours per semester(year)/ECTS:		504	249					30	255					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Business management

Recruitment: 2009

Non-stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finance	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	45	30					2	15					2	Grade
Total number of hours/ECTS		304	102	57	0	0	0	30	70	75	0	0	0	20	
Subjects for speciality															
1	Basics of econometrics	15								15				2	Grade
2	Management and marketing planning	16							16					1	Grade
3	Analisis economics	15							15					2	Grade
4	small buisness management	24							12	12				3	Exam (2)
5	Diploma seminar	12								12				1	Grade
6	Basics science of enterprise	12							12					1	Grade
7	Vocational tranning	160								160				0	credit
Total number of hours:		94	0	0	0	0	0	0	55	39	0	0	0	10	
Total number of hours/ECTS:			102	57	0	0	0	30	125	114	0	0	0	30	
Total number of hours per semester (year):		398	159						239						
Number of examinations:		6	3						3						

Major: Management

Specialization: Business management

Recruitment: 2009

Non-stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (2)
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam(1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				4	Exam(2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS		225	75	60	0	0	0	16	45	45	0	0	0	9	
Subjects for speciality															
1	Marketing in trade and service	15	15					2							Grade
2	Manamegent accountancy	24	12	12				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	15	15					2							Grade
5	Methods of decisions optimization	24							12	12				3	Exam (2)
6	Labour law	15							15					2	Grade
7	Controlling	12							12					1	Grade
8	Diploma seminar	48		24				1		24				1	Grade
9	Lectures / workshops at choice	30	15					2	15					2	Grade
10	Vocational tranning	160								160				2	Grade
11	Thesis													10	Grade
Total number of hours:		373	72	51	0	0	0	14	54	36	0	0	0	21	
Total number of hours/ECTS:			147	111	0	0	0	30	99	81	0	0	0	30	
Total number of hours per semester (year):		438	258						180						
Number of examinations:		5	3						2						

Major: Management

Specialization: Human resources management

Recruitment: 2008

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2 nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Socjology	30	30					2							Grade	
2	Information technology	30								30				2	Grade	
3	Lectures at choice: humanistic objects	30	30					2							Grade	
Basic subjects																
4	Microeconomics	60	30	30				6							Exam (1)	
5	Mathematics	45	15	30				6							Grade	
6	Descriptive statistics	60	30	30				5							Exam (1)	
7	Law	30	30					3							Exam (1)	
8	Basics of management	60							30	30				6	Exam (2)	
9	Science about organization	60							30	30				5	Exam (2)	
10	Macroeconomics	60							30	30				4	Grade	
Main subjects																
11	Organizational behaviour	30							30					4	Grade	
12	Marketing	60							30	30				6	Exam (2)	
13	Basics of accountancy	45	15	30				6							Grade	
14	Lectures / workshops at choice	15							15					1	Grade	
15	Vocational training	200								200				2	Grade	
Total number of hours:			180	120	0	0	0		165	150	0	0	0			
Total number of hours per semester(year)/ECTS:		615	300					30	315					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Human resources management

Recruitment: 2008

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester						ECTS	2 nd semester					ECTS	Form of credit
			lc	c	b	p	s	lc		c	b	p	s			
Subjects of general education																
1	Foreign language	60		30				1		30				1	Grade	
2	Physical education	60		30				1		30				1	Grade	
3	Protection of intellectual property	15							15					1	Grade	
Basic subjects																
4	Finance	60	30	30				7							Exam (1)	
Main subjects																
5	Business finance	60							30	30				5	Exam (2)	
6	Financial accountancy	60							30	30				4	Grade	
7	Strategy of development of organization	60	30	30				6							Exam (1)	
8	Economic law	30	30					5							Exam (1)	
9	Negotiation in business	30	30					4							Grade	
10	Production management	30	15	15				4							Grade	
11	Methods of organization and management	30							15	15				3	Exam (2)	
12	Lectures / workshops at choice	60	30					2	30					2	Grade	
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	17		
Subjects for speciality																
1	People managment in organization	30							15	15				2	Exam (2)	
2	Communication within organization	15								15				1	Grade	
3	Organizational culture	15							15					3	Grade	
4	Organization and praxis of Human Resources Managment	30							15	15				2	Grade	
5	Managment psychology	30							15	15				1	Grade	
6	Career management	15							15					1	Grade	
7	Work time management	30							15	15					Grade	
8	Diploma seminar	15								15					Grade	
9	Lectures / workshops at choice	15									15			1	Grade	
10	Vocational training	200								200				2	Grade	
Total number of hours:		120	0	0	0	0	0	0	90	90	15	0	0	13		
Total number of hours/ECTS:			165	135	0	0	0	30	210	225	15	0	0	30		
Total number of hours per semester (year):		750	300						450							
Number of examinations:		6	3						3							

Major: Management

Specialization: Human resources management

Recruitment: 2008

Stationary

Year III

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam(1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		360	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Professional and personnel advising	15	15					2							Grade
2	Moulding of managerial staff	30	15	15				3							Grade
3	Personel marketing	15	15					2							Grade
4	Building and team management in organization	30	15	15				3							Grade
5	Competence management	15	15					1							Grade
6	Ergonomics and conditions of work environment	15								15				1	Grade
7	Personnel controlling	15								15				1	Grade
8	Moulding of work relationships in poland and European Union	15							15					1	Grade
9	Social policy	15							15					1	Grade
10	Market of work	15							15					1	Grade
11	Work low	15							15					1	Grade
12	Diploma seminar	60		30				1		30				1	Grade
13	Lectures / workshops at choice	60			30			2			30			2	Grade
14	Thesis													10	Grade
Total number of hours:		675	75	60	30	0	0	14	60	60	30	0	0	19	
Total number of hours/ECTS:			195	150	30	0	0	30	165	105	30	0	0	30	
Total number of hours per semester (year):		675	375						300						
Number of examinations:		3	2						1						

Major: Management**Specialization: Financial management and controlling****Non-stationary****Recruitment: 2008****Year I**

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit	
			lc	c	b	p	s		lc	c	b	p	s			
Subjects of general education																
1	Socjology	30	30					2							Grade	
2	Information technology	30								30				2	Grade	
3	Lectures at choice: humanistic objects	30	30					2							Grade	
Basic subject																
4	Microeconomics	45	15	30				6							Exam (1)	
5	Mathematics	45	15	30				6							Grade	
6	Descriptive statistics	45	15	30				5							Exam (1)	
7	Law	30	30					3							Exam (1)	
8	Basics of management	60							30	30				5	Exam (2)	
9	Science about organization	45							15	30				6	Exam (2)	
10	Macroeconomics	30							15	15				4	Grade	
Main subjects																
11	Organizational behaviour	30							30					4	Grade	
12	Marketing	45							15	30				6	Exam (2)	
13	Basics of accountancy	24	12	12				6							Grade	
14	Lectures / workshops at choice	15							15					1	Grade	
15	Vocational training	120								120				2	Grade	
Total number of hours:			147	102	0	0	0		120	135	0	0	0			
Total number of hours per semester(year)/ECTS:		504	249					30	255					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management

Specialization: Financial management and controlling

Non-stationary

Recruitment: 2008

Year II

No.	Name of subject	Number of hours	3 rd semester					ECTS	4th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finance	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				6	Exam (2)
5	Financial accountancy	30							15	15				5	Grade
6	Strategy of development of organization	24	12	12				8							Exam (2)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	45	30					2	15					2	Grade
Total number of hours/ECTS:		304	102	57	0	0	0	30	70	75	0	0	0	18	
Subjects for speciality															
1	Business Plan	10							10					1	Grade
2	Methods of financial markets analysis	20							10	10				1	Grade
3	Basics of controlling	10							10					1	Grade
4	Costs calculation	18							8	10				2	Grade
5	Capital and money market	19							9	10				3	Exam (2)
6	Application of mathematics methods in finance	20							10	10				1	Grade
7	Diploma seminar	12								12				1	Grade
8	Vocational training	120								120				2	Grade
Total number of hours:		77	0	0	0	0	0	0	57	30	0	0	0	12	
Total number of hours/ECTS:			102	57	0	0	0	30	127	127	0	0	0	30	
Total number of hours per semester (year):		413	159						254						
Number of examinations:		6	2						4						

Major: Management

Specialization: Financial management and controlling

Non-stationary

Recruitment: 2008

Year III

No.	Name of subject	Number of hours	5 th semester					ECTS	6 th semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (2)
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				4	Exam (2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		225	75	60	0	0	0	16	45	45	0	0	0	9	
Subjects for speciality															
1	Banking and insurance	20	10	10				2							Grade
2	International business finance	18	10	8				2							Grade
3	Credit ability estimation	10	10					1							Grade
4	Management Accountancy	20	10	10				4							Exam (1)
5	Reporting and financial analysis	20	10	10				2							Grade
6	Budgetting and financial planning	10							10					2	Grade
7	Financial controlling	10							10					2	Grade
8	Risk management	12							12					2	Grade
9	Diploma seminar	48		24				1		24			0	3	Grade
10	Lectures / workshops at choice	30	15					2	15					2	Grade
11	Thesis													10	Grade
Total number of hours:		198	65	62	0	0	0	14	47	24	0	0	0	21	
Total number of hours/ECTS:			140	122	0	0	0	30	92	69	0	0	0	30	
Total number of hours per semester (year):		423	262						161						
Number of examinations:		5	3						2						

Major: Management

Specialization: Business management

Recruitment: 2008

Stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	60	30	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	60	30	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	60							30	30				6	Exam (2)
10	Macroeconomics	60							30	30				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	60							30	30				6	Exam (2)
13	Basics of accountancy	45	15	30				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			180	120	0	0	0		165	150	0	0	0		
Total number of hours per semester(year)/ECTS:		615	300					30	315					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management
 Specialization: Business management
 Recruitment: 2008

Stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Physical education	60		30				1		30				1	Grade
3	Protection of intellectual property	15							15					1	Grade
Basic subjects															
4	Finanse	60	30	30				7							Exam (1)
Main subjects															
5	Business finance	60							30	30				6	Exam (2)
6	Financial accountancy	60							30	30				5	Grade
7	Strategy of development of organization	60	30	30				6							Exam (1)
8	Economic law	30	30					5							Exam (1)
9	Negotiation in business	30	30					4							Grade
10	Production management	30	15	15				4							Grade
11	Methods of organization and management	30							15	15				3	Exam (2)
12	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		555	165	135	0	0	0	30	120	135	0	0	0	19	
Subjects for speciality															
1	Basics of econometrics	30							15	15				2	Grade
2	Management and marketing planning	30							15	15				1	Grade
3	small buisness management	45							15	30				3	Grade
4	Analisis economics	30							15	15				2	Grade
5	Basics science of enterprise	15							15					1	Grade
7	Diploma seminar	15								15				1	Grade
8	Lectures / workshops at choice	15									15			1	Grade
9	Vocational tranning	160								160				0	Grade
Total number of hours:		150	0	0	0	0	0	0	75	75	0	0	0	11	
Total number of hours/ECTS:			165	135	0	0	0	30	195	225	15	0	0	30	
Total number of hours per semester (year):		735	300						435						
Number of examinations:		6	2						4						

Major: Management

Specialization: Business management

Recruitment: 2008

Stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade
Main subjects															
2	Project management	30	30					2							Grade
3	Human resources management	60	30	30				5							Exam (1)
4	Quality management	30							30					2	Grade
5	Computer science in management	30	15	15				2							Grade
6	Marketing research	30							15	15				3	Exam (2)
7	Logistics management	30	15	15				4							Exam (1)
8	Knowledge management	30							30					2	Grade
9	Lectures / workshops at choice	60	30					2	30					2	Grade
Total number of hours/ECTS:		300	120	90	0	0	0	16	105	45	0	0	0	11	
Subjects for speciality															
1	Marketing in trade and service	30	30					2							Grade
2	Manamegent accountancy	45	15	30				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	30	30					2							Grade
5	Methods of decisions optimization	30							15	15				3	Exam (2)
6	Labour law	30							30					2	Grade
7	Controlling	15							15					1	Grade
8	Diploma seminar	60		30				1		30				1	Grade
9	Lectures / workshops at choice	60			30			2			30			2	Grade
10	Thesis													10	Grade
Total number of hours:		330	90	75	30	0	0	14	60	45	30	0	0	19	
Total number of hours/ECTS:			210	165	30	0	0	30	165	90	30	0	0	30	
Total number of hours per semester (year):		690	405						285						
Number of examinations:		5	3						2						

Major: Management

Specialization: Business management

Recruitment: 2008

Non-stationary

Year I

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Socjology	30	30					2							Grade
2	Information technology	30								30				2	Grade
3	Lectures at choice: humanistic objects	30	30					2							Grade
Basic subjects															
4	Microeconomics	45	15	30				6							Exam (1)
5	Mathematics	45	15	30				6							Grade
6	Descriptive statistics	45	15	30				5							Exam (1)
7	Law	30	30					3							Exam (1)
8	Basics of management	60							30	30				6	Exam (2)
9	Science about organization	45							15	30				6	Exam (2)
10	Macroeconomics	30							15	15				5	Grade
Main subjects															
11	Organizational behaviour	30							30					4	Grade
12	Marketing	45							15	30				6	Exam (2)
13	Basics of accountancy	24	12	12				6							Grade
14	Lectures / workshops at choice	15							15					1	Grade
Total number of hours:			147	102	0	0	0		120	135	0	0	0		
Total number of hours per semester(year)/ECTS:		504	249					30	255					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management

Specialization: Business management

Recruitment: 2008

Non-stationary

Year II

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				1	Grade
2	Protection of intellectual property	10							10					1	Grade
Basic subjects															
3	Finanse	30	15	15				7							Exam (1)
Main subjects															
4	Business finance	45							15	30				7	Exam (2)
5	Financial accountancy	30							15	15				6	Grade
6	Strategy of development of organization	24	12	12				8							Exam (1)
7	Economic law	15	15					5							Exam (1)
8	Negotiation in business	15	15					3							Grade
9	Production management	15	15					4							Grade
10	Methods of organization and management	15							15					3	Exam (2)
11	Lectures / workshops at choice	45	30					2	15					2	Grade
Total number of hours/ECTS:		304	102	57	0	0	0	30	70	75	0	0	0	20	
Subjects for speciality															
1	Basics of econometrics	15								15				2	Grade
2	Management and marketing planning	16							16					1	Grade
3	small buisness management	15							15					2	Grade
4	Analisis economics	24							12	12				3	Exam (2)
5	Basics science of enterprise	12								12				1	Grade
6	Diploma seminar	12							12					1	Grade
7	Vocational tranning	160								160				0	Grade
Total number of hours:		94	0	0	0	0	0	0	55	39	0	0	0	10	
Total number of hours/ECTS:			102	57	0	0	0	30	125	114	0	0	0	30	
Total number of hours per semester (year):		398	159						239						
Number of examinations:		6	3						3						

Major: Management

Specialization: Business management

Recruitment: 2008

Non-stationary

Year III

No.	Name of subject	Number of hours	1 st semester					ECTS	2nd semester					ECTS	Form of credit
			lc	c	b	p	s		lc	c	b	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Exam (2)
Main subjects															
2	Project management	30	30					3							Grade
3	Human resources management	30	15	15				5							Exam (1)
4	Quality management	15							15					2	Grade
5	Computer science in management	30	15	15				3							Grade
6	Marketing research	30							15	15				4	Exam (2)
7	Logistics management	15	15					4							Exam (1)
8	Knowledge management	15							15					1	Grade
Total number of hours/ECTS:		225	75	60	0	0	0	16	45	45	0	0	0	9	
Subjects for speciality															
1	Marketing in trade and service	15	15					2							Grade
2	Manamegent accountancy	24	12	12				5							Exam (1)
3	Basics of forecasting	30	15	15				2							Grade
4	International economic intercourse	15	15					2							Grade
5	Methods of decisions optimization	24							12	12				3	Exam (2)
6	Labour law	15							15					2	Grade
7	Controlling	12							12					1	Grade
8	Diploma seminar	48		24				1		24				1	Grade
9	Lectures / workshops at choice	30	15					2	15					2	Grade
10	Vocational tranning	160								160				2	Grade
11	Thesis													10	Grade
Total number of hours:		373	72	51	0	0	0	14	54	36	0	0	0	21	
Total number of hours/ECTS:			147	111	0	0	0	30	99	81	0	0	0	30	
Total number of hours per semester (year):		438	258						180						
Number of examinations:		5	3						2						

Subjects of general education:

ECTS credits
2

1. Course name:

Sociology

2. Course description:

The place of sociology among other social sciences. The subject and functions of general and specific sociology. Natural, economical and cultural considerations of social life. Mass culture and its influence on social and work processes. Cultural diffusion and cultural heritage as factors of social and economical development. The man vs. social environment. Sociological model of man. The question of personality in social sciences. Work vs. personality. Economic mentality of the individual vs. their participation in economic and social processes. Socio-psychological characteristics of relations and relationships: needs – motivations – bases – behaviors. Social bonds as the basis for the emerging of social groups. Public institutions and their functions. Characteristics of total institutions. Social norms and values as the elements of the social organization of the group. Most important groups in the life of the individual. Characteristics of the basic social processes (adaptation, cooperation, conflict, disorganization, social mobility). Social problems of the Polish society in the period of political transformation. Research in social development. Elements of chosen theories of social development (Plato, Condorcet, Turgot, Popper). Social stratification (social classes). The society and its sociopolitical organization. Nation as a group having the features of a community. Nation and other contemporary ethnic groups. Bureaucracy in modern social institutions. Development of self-government institutions during transformation. Basic methods and techniques of sociological research.

3. Prerequisites

None

4. Aim of the course

The main goal is to show the complexity of the social reality, consisting of social groups, institutions, processes and phenomena. Presented methods and techniques of sociological research are also supposed to show the possibility of getting to know this reality. One of the goals of the course is also showing the possibility of using sociological knowledge in other social sciences.

5. Literature

1. B. Szacka, *Wprowadzenie do socjologii*. Warszawa, OW 2003
2. P. Sztompka *Socjologia. Analiza społeczeństwa*. Kraków, ZNAK 2002
3. Z. Polakowska-Kujawa (editor) *Socjologia ogólna*. SGH, Warszawa 1999

6. Type of the course

Obligatory

7. Teaching Team

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	1	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance

Term assignments and coursework

10. Language

Polish

ECTS credits

2

1. Course name

Information Technology

2. Course descriptionLaboratory

1. Basis conceptions and definitions used in Computer Science
2. Elements of architecture and functioning of a computer
3. The introduction to the computer usage
4. The Basic characteristics of operational system Windows XP: functions of the operational system
5. TOOL SOFTWARE(ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING)
6. Internet: characteristics, functions and usage of the Internet, the services available in Internet
7. Text editors on the example of WORD 2003: the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents(paginations, headlines, Footer), creation of the contents and index(subscripts, superscripts), tabulator, numbering, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions
8. Computer data analysis(the area of usage of the data analysis), the rule of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in CALCULATING SHEET, management of the sheets and folders, sheet as the data basis (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT MAP, presentations and preparations of large printed papers, advanced operations on lists(pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems.
9. Work in program used for creating the presentations Power Point or FLASH
Preparing own presentation

3. Prerequisites

none

4. Aim of the course

The main goal of the lecture is the introduction of the basic informatical knowledge about the using of the most commonly used software. Learning students about the basic definitions, practical skills and learning them how to perceive, formulate and solve the problem

The usage of the information technology while creating the own basis of the intellectual work: conversion of texts, the rules of using the calculating sheet, data basis, the manager's graphics and presentations and services in informatic nets

5. Literature

1. R. Supranowicz, L. Łozowski, *Systemy operacyjne Windows oraz Microsoft Office 2000 w praktyce*, PWSZ im. Witelona w Legnicy 2005
2. A. Bąk (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000
3. Z. Dec, R. Konieczny, *ABC...komputera 2000*, EDITION 2000, Kraków, 2000
4. K. Kluczna, *ABC...Windows 2000*, EDITION 2000, Kraków, 2000

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

laboratory and written test are the conditions of ranking the lecture

10. Language:

Polish

1. Course name:

Protection of Intellectual Property

2. Course description

Subject area: I. Introduction: Intellectual goods as a special kind of goods. Position of intellectual rights regulation in a system of Polish law. Catalogue of objects of intellectual property law. Genesis and meaning of international regulation of intellectual property law (Bern, Paris and common Conventions and other covenants with Poland as a party thereof) **II. Copyright:** Definition of original creative works and their kinds. Subjects of intellectual property rights. Co-authorship. Content of intellectual property rights – personal and commercial intellectual property rights; exploitation fields. General rules of assignment of rights – succession of rights. Agreements assigning rights and licence agreements. Collective administration and protection of rights; Commission of Authors Rights, templates of authors fees; Promotion of Creative Works Fund. Protection of rights. Related rights – subjects, content, usage and protection. Protection of databases. **III. Industrial property rights:** Objects of industrial property rights; Polish Patent Office. Subjects entitled to protection of patents. Content of right to patent. Project regarding to personal and economic rights. General rules on protection of rights to industrial property objects.

3. Prerequisites

None

4. Aim of the course

Introduction of the basic regulation and institutions of intellectual property rights (as a part of civil law). It allows students to understand and use basic terminology from this area of law to such extent that they can independently search for and interpret provisions of intellectual property law and use them in particular cases as well as in preparation of basic documents such as agreements and lawsuits.

5. Literature**1) BASIC LITERATURE:**

1. J. Jezioro, Prawo własności intelektualnej (w:) Podstawy Prawa cywilnego pod red.: E. Gniewka, Warszawa 2005.

2) SUPPLEMENTAL LITERATURE:

1. J. Barta, M. Czajkowska-Dąbrowska, Z. Cwiąkowski, R. Markiewicz, E. Traple, Prawo autorskie i prawa pokrewne. Komentarz, Kraków 2005,
2. J. Barta, R. Markiewicz, Ustawa o ochronie baz danych. Komentarz, Warszawa 2002,

6. Type of course

Obligatory

7. Teaching team

Department of Economy and European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance

Passing of final test exam

10. Language

Polish

ECTS credits

1 + 1

1. Course name

English

2. Course description**Thematic scope of the course:**

1. Autopresentation , telling about yourself in the professional context, about your future career ambitions, interests, contemporary world./ 4 hours
2. Earning a Living. / 8 hours
 - 2.1 Wages and living standards.
 - 2.2 Job roles and types- agriculture, industry, services.
 - 2.3 Applying for a job. Job interviews.
 - 2.4 Employer/ employee relationships.
3. Business correspondence. Practising writing memos. / 6 hours
4. Production and Sale of Goods and Services. / 8 hours
 - 4.1 Distribution: origin and destination of product.
 - 4.2 Retail and wholesale outlets: competition between small shops and supermarkets.
 - 4.3 New markets and products.
 - 4.4 Quality and customer service.

3. Prerequisites

none

4. Aim of the course

Acquisition of language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3).

5. Literature

How to Pass English for Business Second Level. The Official LCCI Examinations Board Guide.
 Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate.* Longman.
 Sweeney, S. 2000. Business English. *Marketing.* Longman.
 Flinders, S. 2000. Business English. *Intermediate.* Longman.
 McKellen, J.S. 2000. Business English. *General Usage.* Longman.
 Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication.* Oxford University Press.
 Comfort, J. 1995. *Speaking Effectively.* Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30 i 30	3 i 4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

Punkty ECTS

1

1. Course name

German

2. Course description**Thematic scope of the course:**

1. Welcoming guests to a company.
 - 1.1 Inviting guests – formal business correspondence.
 - 1.2 Autopresentation and presenting associates, job position names.
 - 1.3 Scope of duties – making description.
2. At workplace.
 - 2.1 Basic duties and activities at work.
 - 2.2 Telephone calls, leaving and conveying information.
 - 2.3 Office equipment.
3. Arranging a meeting.
 - 3.2 Arranging the date and time of the meeting.
 - 3.3 Day and week planning in the company calendar.
4. On a business trip.
 - 4.1 Means of transport: train , aeroplane.
 - 4.2 Train and flights connections - giving descriptions.
 - 4.3 Hotel reservations, checking into a hotel.

3. Prerequisites

none

4. Aim of the course

Acquisition of skills at A2 level helpful in language communication appropriate for the field of study of Business Management.

5. Literature

KONTAKT DEUTSCH, Kursbuch, Udo Miebs, Leena Vehovirta, wyd. Langenscheidt

DEUTSCH IM BÜRO

UNTERNEHMENSDEUTSCH

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/30	3	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

ECTS credits

1

1. Course name

English

2. Course description**Thematic scope of the course:**

1. Transport/ 8 hours
 - 1.1 Types of transport in Poland for:
 - 1.1.1 The individual
 - 1.1.2 Commerce and industry
 - 1.2 Local infrastructure – road, rail, sea, air transport.
 - 1.3 Existing problems and future improvements.
2. Business correspondence. Practising writing articles. / 6 hours
3. Communications- the effects on business and individuals /8 hours.
 - 3.1 Media: TV, newspapers, Internet, advertisement
 - 3.2 Information technology: computers, PCs
 - 3.3 Communications: telephone, fax, e-mail
4. Business correspondence. Practising writing business letters. / 8 hours
5. Education /6 hours.
 - 5.1 The education system in Poland. Trainings and skills.
6. Business correspondence. Text and data reformulation. /8 hours.
7. Travel and tourism. /8 hours.
 - 7.1 The importance of travel to the individual.
 - 7.2 Tourism and the local area.
 - 7.3 Tourism In a nation`s economy.
8. Exam practice. /8 hours.

3. Prerequisites

none

4. Aim of the course

Acquisition of language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3).

5. Literature

How to Pass English for Business Second Level. The Official LCCI Examinations Board Guide.
 Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
 Sweeney, S. 2000. Business English. *Marketing*. Longman.
 Flinders, S. 2000. Business English. *Intermediate*. Longman.
 McKellen, J.S. 2000. Business English. *General Usage*. Longman.
 Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
 Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	3i4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance:

written test

10. Language:

Polish

1. Course name

Russian

2. Course description:**Thematic scope of the course:**

1. Making contacts, introductions, giving personal information about oneself, family, friends, nationality and occupation, tabular and descriptive CV.
2. Personal outlook, parts of body, clothing, fashion, character features.
3. Daily routine (e.g. tutorials, at university, at faculty), leisure time, everyday activities, interests, style of living.
4. Means of communication: a telephone call, a fax, a letter, the Internet.
5. A flat – room, dormitory description; my town/ town plan, objects' location, asking/telling the way.
6. Travel- means of locomotion, a travel plan, travel agency, the railway station, the airport, accommodation.
7. Free time, leisure, interests, city sightseeing, going to the cinema/theatre.
8. The nature- climate, seasons of the year, weather forecast.
9. Shopping (e.g. gifts/souvenirs), and services, prices and money.
10. Meals- the restaurant, holidays and parties.
11. Health (at the doctor's, the pharmacy, healthy lifestyle).

3. Prerequisites

None

4. Aim of the course

Acquisition of language skills at A2 level, having regard for the skills helpful in situations of language communication appropriate for the field of study of Business Management.

5. Bibliography

H.Granatowska, *Как дела?* 1, wyd. Szkolne PWN, Warszawa 2002

R.Skiba, M.Szczepaniak, *Деловая речь. Dla rozpoczynających naukę od podstaw*, wyd. REA

M.Fidyk, T.Skup'-Stundis, *Nowe repetytorium z języka rosyjskiego*, Wyd. Szkolne PWN, Warszawa 2000

6. Type of the course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30/30	3i4	2
Laboratory			
Project			
Seminar			
Conversation classes			
Student total workload	30		

9. Conditions of the course acceptance:

tutorials

10. Language:

Polish

Basic subjects:

ECTS credits
6

1. Course title

Mathematics

2. Course contentsLecture

Elements of linear algebra: matrices, determinants, systems of linear equations and inequalities, basic methods of solving systems of linear equations and inequalities, the Gaussian algorithm, an application of matrix analysis in economics and management.

Differential calculus of functions of one variable: basic methods of determination of a limit of a function, continuity of a function, derivative of a function and its economical interpretation; basic theorems of differential calculus, an application in solving optimization problems, an investigation of economical functions.

Integral calculus of functions of one variable: basic notions, basic methods of determination of indefinite and definite integrals, an application of integral calculus in economics, geometry and statistics.

Basics of theory of functions of several real variables: a function of two or several variables, partial derivatives, differentiability of a function, extrema, applications in economics and management.

Differential and difference equations - applications in economics and management.

Classes

Solving of computational problems from the following area: operations on matrices, computing of determinants of matrices, methods of solving systems of linear equations and inequalities, determination of a limit of a function, determination of derivatives of first and higher orders of a function, computation of indeterminate limits of functions, investigation of extrema and a convexity of a function, investigation of properties of a function, determination of indefinite and definite integrals.

3. Prerequisites

None.

4. Learning outcomes

Students apply elements of mathematical analysis and linear algebra in description and analysis of basic problems in economics and management.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. T. Jurlewicz, Z. Skoczylas, *Algebra i geometria analityczna*, Oficyna Wydawnicza GiS, Wrocław, 2009.
3. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2009.
4. A. Piwecka-Staryszak (red.), *Wykłady z matematyki dla studentów uczelni ekonomicznych*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław, 2004.
5. J. Abtowa, K. Piasecki, T. Różański, Z. Świtalski, *Matematyka wspomagająca zarządzanie*, Wydawnictwo Akademii Ekonomicznej w Poznaniu, Poznań, 2002.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/15	1	1
Classes	30/30	1	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods:

Lecture – written test, classes – grading on the basis of written colloquia.

10. Language of instruction:

Polish

ECTS credits

3

1. Course name

Law

2. Course descriptionLecture

1. The proposition of law: the notion of the proposition of law and the legal provision, the structure of the norm, being obligatory of the norm, kinds of norms and legal provisions, conflicts between norms and rules. 2. The legal relationship: the notion and elements of the legal relationship, the notion and kinds of acts of law, the object of the legal relationship, subjects of the legal relationship, acts in law. 3. The general characterization of the civil law: subjects of the civil law: natural persons and corporate bodies, personal rights of natural persons - the legal construction and kinds of corporate bodies, the notion of the property, the civil responsibility. 4. The general characterization of the administration law: legal forms of acting of the administration, the characterization of the administrative proceedings, the notion of the administrative decision, the administration the government and municipal (the voivode, the commune, the administrative district, the autonomy of the province), legal inspection of activities of the administration. 5. The general characterization of the penal law: the notion of the crime; rules of the criminal responsibility; the range subjective, objective and territorial of being obligatory of the penal code; kinds penalties in the penal code; the characterization of chosen crimes. 6. The source of law: acts universally obligatory, acts internally obligatory 7. The interpretation of the law: the notion the interpretation of the law, kinds the interpretation of the law 8. Gaps in the law and their kinds.

3. Prerequisites

none

4. Aim of the course

The introduction of students with basic legal notices (the legal provision, the proposition of law, the system of the law, the interpretation of the law, the legal relationship. The characterization of deeds universally and internally obligatory; the characterization of basic branches of the law (the civil law, administration law, penal law).

5. Literature

1. Kaźmierczyk St., Pulka Z., *Wstęp do prawoznawstwa*, Wrocław 2001
2. H.Rot, *Wstęp do nauk prawnych*, Wrocław 1994,
3. T.Stawecki, P.Winczorek, *Wstęp do prawoznawstwa*, Warszawa 2002
4. Ziemiński Z., *Logika praktyczna* Warszawa 2001

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Law

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	1	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	90		

9. Conditions of the course acceptance:

The written examination

10. Language:

Polish

ECTS credits

5

1. Course name

Macroeconomics

2. Course description

Creation and distribution of national income and his measurment. Two paradigms in macroeconomics. Basic foundations and statements of the Keynesian economy. Business fluctuations in the market economy. Economic role of government. Budget policy. Monetary and credit system. Unemployment. Inflation. International trade. Balance of payments and foreign exchange rates.

3. Prerequisites

completed subjects: Microeconomics

4. Aim of the course

Delivery of knowledge about basic economy rules, explanation and understanding of mechanizm of economy.

5. Literature

1. 1. Begg D., S. Fischer, R. Dornbusch, Makroekonomia t. 2, PWE, Warszawa 1992
2. Sloman J.: *Podstawy ekonomii*, PWE, Warszawa 2001.
3. Czarny B.: *Podstawy ekonomii*, PWE, Warszawa 2002.
4. Kamerschen D.R., R.B. Mckenzie, C. Nardinelli, Ekonomia, Gdańsk 1991

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/15	2	1
Classes	30/15	2	1
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Lecture – written exam

Classes – constant grading

10. Language:

Polish

ECTS Points

6

1. Name of the subject:

Marketing

2. Description:Lecture:

Company on the market. The meaning and importance of marketing. Purchasers' behavior. Marketing information system /SIM/ in a company. Marketing research. Marketing strategy creating process in a company. The product. The price. The distribution. The promotion. The marketing action control. Marketing details of certain business activities.

Practice:

Analysis of some study cases in the range of: analysis of the market, analysis of the company's situation by means of the SWOT and BCG method, analysis of the purchasers' behavior, the clients' market segmentation, key marketing problems identification connected with the specific marketing elements such as: product, price, distribution, promotion.

3. Admitting conditions: – passing „The Management Bases” course**4. Guidelines and aims:**

The aim of the lectures of „Basic Marketing” is to teach the key issues about the meaning, the function and the role of marketing, the analysis process of the market environment, building the marketing strategy, rules of creating and the use of the marketing tools as well as the methods of conducting the market research. Theory will make the base for building up the practical part of the course, which will include the analysis of some study cases describing the current problems of Polish companies. By learning the theory and taking part in the practical part, the students should learn to identify the key marketing problems of the company, to use the rich marketing tools as well as to draw the conclusions and future suggestions.

5. Bibliography:

1. Kotler P.: *Marketing*, Dom Wydawniczy Rebis, 2005.
2. Kotler P., Armstrong G., Saunders J., Wong V.: *Marketing. Podręcznik Europejski*. PWE, Warszawa 2002
3. Altkorn J. (red.): *Podstawy marketingu*, Instytut Marketingu. Kraków 2002
4. Garbarski L., I. Rutkowski, W. Wrzosek: *Marketing. Punkt zwrotny nowoczesnej firmy*, PWE. Warszawa 2001
5. Przybyłowski K., Hartley S., Kerin R., Rudelius W.: *Marketing*, Dom Wydawniczy ABC, 1998.

6. The subject character - obligatory**7. Academic staff** – Marketing Department**8. The length and timetable:**

Form	Number of hours	Semester	year
Lectures	30 / 15	2	1
Practice	30 / 30	2	1
Laboratories			
Projects			
Seminaries			
Conversation			
Total student's workload	180		

9. Methods of evaluation

lecture – examination

practice - credit

10. Language – Polish

ECTS credits

6

1. Course name

Microeconomics

2. Course description

1. The nature and method of economics. 2. The economizing problem. 3. Market economy. 4. Market equilibrium. 5. Price elasticity of the supply and the demand. 6. Theory of utility. 7. Production costs. 8. Company on the perfect competition market. 9. Monopoly. 10. Monopolistic competition. 11. Oligopoly. 12. Production factors markets. 13. Risk in making choices.

3. Prerequisites

none

4. Aim of the course

To understand the essence of the economic decisions optimisation, to explain the working of market and competition; to teach the abstract thinking, to understand and to interpret market processes, to create bases for developing the economic knowledge about company and market.

5. Literature

1. Sloman J.: *Podstawy ekonomii*, PWE 2001.
2. Begg D., Fisher S., Dornbusch R.: *Ekonomia*, Warszawa 1998.
3. Samuelson P.A., Nordhaus W.D. *Ekonomia*, Warszawa 1993.
4. D.R. Kamerschen, R.B. McKenzie, C. Nardinelli, *Ekonomia*, Gdańsk 1991

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/15	1	1
Classes	30/30	1	1
Laboratory			
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Lecture – written exam

Classes – constant grading

10. Language:

Polish

1. Course name

Basics of management

2. Course descriptionLecture

1. The organization and her creature: The material, functional and attribute apprehension of the organization; reasons of the creation of the organization; the environment of the organization: Geographical, biological, social. 2. The management – of the practitioner, the art, the science: Marking of aims in the organization, the hierarchy of aims in the organization, the treatment of the decision in the area of the management. 3. The hierarchy of the management in organizations: The strategic management (notions of the mission, the vision, the strategy); the operating - management as the executive system. 4. The management across functions. 5. The planning as the function of the management: The creature of the planning; rules of the planning; kinds of plans in organizations. 6. The organization as the function of the management: measurements of organizational structures; factors; the typology of organizational structures. 7. The motivational function of the management: Well-known motivational theories; the classification of motivational tools; the selection and the improvement of motivational tools. 8. The leadership and his meaning in the management: Styles of the control – the definition, basic kinds; basic controlling skills – the characterization; elements of the intelligence emotional in the management with people. 9. The inspection as the function of the management: The notion of the inspection, her creature and the meaning; kinds of the inspection; the relationship between the planning and the inspection. 10. Cultural conditionings of the management: The creature of the organizational culture; kinds of organizational cultures. 11. Directions in the learning about the management leaning for the paradigm of the structural rationality: The scientific management, the administrative trend. 12. Directions in the science about the management leaning for the paradigm of the subjective domination: Experiments E. Mayo, the holistic character of the humanity in the idea A. Maslow and; D. McGregor's ideas. 13. Directions accepting for point of departure the paradigm of the situational equilibrium. 14. Present ideas of the management: The theory of the organizational game, the theory of processes integrated, the complex management with the quality.

3. Prerequisites

none

4. Aim of the course

The introduction of students with the problems of the management with the firm. Under of the seizures appears the possibility of the recognition of the object of research of the science about the management and the assimilation of the language to which it makes use. The purchase of the skill of the utilization of the knowledge from the range of the planning in the organization, buildings of schemata of organizational structures, building of schemata of the organizational structure and performances of the supervisory function.

5. Literature

1. R.W. Griffin: : Bases of the management with organizations, PWN, Warsaw 2000,
2. A.K. Koźmiński, W. Piotrowski: The management. The theory and the Practitioner, PWN, Warsaw 2002,
3. I. Robbins, D. De Cenzo: : Bases of the management, PWE, Warsaw 2002,
4. M. Przybyła: The organization and the management. Bases of manager knowledge, AE in Wrocław, Wrocław 2003

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30	2	1
Classes	30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

The written examination

10. Language: Polish

ECTS Credits

6

1. Course name:

Science about organization

2. Course description:

The development of the science about organization. Kinds and types of the organization - their aims. Forms legally - organizational and possessional. Resources, fortune and potential of organization. The system of function, processes and undertakings in organization. Organizational changes. Present ideas of administering with organization. Cooperation in organization. Organizations in the future.

3. Prerequisites:

none

4. Aim of the course:

The introduction of students with problems of science about organization. Developing skills of understanding of theoretical basics, forms and generalities of working of organization.

5. Literature:

1. B. Kożuch: Nauka o organizacji., CeDeWu, Warszawa 2007,
2. A.K. Koźmiński, W. Piotrowski: Zarządzanie. Teoria i Praktyka, PWN, Warszawa 2002,
3. R.W. Griffin: Podstawy zarządzania organizacjami, PWN, Warszawa 2000,
4. M. Przybyła (red.): Organizacja i zarządzanie. Podstawy wiedzy menedżerskiej, Wyd. AE we Wrocławiu, Wrocław 2003

6. Type of the course:

obligatory

7. Teaching team:

Department of Economics and Management

8. Course structure:

Form	Number of hours	Semester	year
Lectures	30 / 15	2	1
Classes	30 / 30	2	1
Laboratory			
Project			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Written test, constant grading

10. Language:

Polish

Main subjects:

ECTS Credits
6

1. Course name

Basics of Accounting

2. Course description:Lecture

Essence and characteristics of accounting as a informational and filing system. Overriding principles of accounting. Educational methods of accounting and her regulations. International Generally Accepted Accounting Principles (International GAAP). Rules of current and balance appraisal. Posting categories of costs, incomes and outcomes. Balance as a reflection of state of possession. Documenting of events in accounting. Functioning principles of accounts. Account divisibility and merging. Accounting and filing cross-sections of costs. Posting and beside posting settling of financial outcome. Organization of accounting in company. Overall specifications of financial reporting.

Classes

Classification and appraisal of assets and liabilities elements and preparing a balance. Classification of economic operations and record of operations on balance and result accounts. Determining financial result and preparation of simple financial report upon instructions from exercises set and examples prepared by students.

3. Prerequisites

None

4. Aim of the course

Acquiring information and understanding essence of the accounting as a informational and filing system, her tools, functioning principles of accounts and financial outcome settling procedure; economical effect valuation of events being a subject of account filing, valuation of proper account documentation, making of account entries and understanding of their effects, making of summary financial reports.

5. Literature

1. Gierusz B. Podręcznik do samodzielnego księgowania, Oddk 2006
2. Olchowicz I., Podstawy rachunkowości, Difin 2006
3. Wprowadzenie do rachunkowości, praca zbiorowa pod red. Śnieżek E. Oficyna Ekonomiczna 2004
4. Zbiór zadań z rachunkowości, część I, praca zbiorowa pod red I. Izbiańskiej, PWSZ im. Witelona 2006

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 12	1	1
Classes	30/12	1	1
Laboratory			
Projects			
Seminar			
Total student's workload	180		

9. Conditions of the course acceptance:

Written test, mark from the project, activity and tests on classes,

10. Language

Polish

ECTS Points

6

1. Name of the subject:

Marketing

2. Description:Lecture:

Company on the market. The meaning and importance of marketing. Purchasers' behavior. Marketing information system /SIM/ in a company. Marketing research. Marketing strategy creating process in a company. The product. The price. The distribution. The promotion. The marketing action control. Marketing details of certain business activities.

Practice:

Analysis of some study cases in the range of: analysis of the market, analysis of the company's situation by means of the SWOT and BCG method, analysis of the purchasers' behavior, the clients' market segmentation, key marketing problems identification connected with the specific marketing elements such as: product, price, distribution, promotion.

3. Admitting conditions: it is not in force**4. Guidelines and aims:**

The aim of the lectures of „Basic Marketing” is to teach the key issues about the meaning, the function and the role of marketing, the analysis process of the market environment, building the marketing strategy, rules of creating and the use of the marketing tools as well as the methods of conducting the market research. Theory will make the base for building up the practical part of the course, which will include the analysis of some study cases describing the current problems of Polish companies. By learning the theory and taking part in the practical part, the students should learn to identify the key marketing problems of the company, to use the rich marketing tools as well as to draw the conclusions and future suggestions.

5. Bibliography:

Kotler P.: *Marketing*, Dom Wydawniczy Rebis, 2005.

Kotler P., Armstrong G., Saunders J., Wong V.: *Marketing. Podręcznik Europejski*. PWE, Warszawa 2002

Altkorn J. (red.): *Podstawy marketingu*, Instytut Marketingu. Kraków 2002

Garbarski L., I. Rutkowski, W. Wrzosek: *Marketing. Punkt zwrotny nowoczesnej firmy*, PWE. Warszawa 2001

Przybyłowski K., Hartley S., Kerin R., Rudelius W.: *Marketing*, Dom Wydawniczy ABC, 1998.

6. The subject character - obligatory**7. Academic staff**

Departament of Enterprise and Marketing Science

8. The length and timetable:

Form	Number of hours	Semester	Study year
Lectures	30 / 15	2	1
Practice	30 / 30	2	1
Laboratories			
Projects			
Seminaries			
Conversation			
Total student's workload	180		

9. Methods of evaluation

lecture – examination

practice - credit

10. Language – Polish

ECTS credits

4

1. Course name:

Organizational behaviors

2. Course description:

The subject and the range of human behaviors in an organization. Global scale. Personality factors. Theories of motivation. Communication in an organization. Leadership in an organization. Conflicts in an organization. Culture of an organization. Change and improvement in an organization.

3. Prerequisites

Completed course of Microeconomics

4. Aim of the course

Providing students with the knowledge of the behavior of the individuals and groups working in organizations.

Presenting the knowledge of mechanisms, regularities and processes of human behaviors in an organization. Presenting tools of exerting effective influence on an organization.

5. Literature

1. Robbins S.P. *Zachowania w organizacji*.
2. Mika S. *Psychologia społeczna*.
3. Łucewicz J. *Socjologiczne spojrzenie na organizację*.
4. Scott W.E., L.L. Cummings (ed.) *Zachowania człowieka w organizacji*.

6. Type of the course

Obligatory

7. Teaching Team

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	2	1
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance

Examination at the end of the course, group work

10. Language

Polish

1. Course name

Financial Accounting

2. Course description:Lecture

Classification, documentation, record, appraisal of state and capital assets activity. Amortization methods. Classification, appraisal and record principles of factual elements of circulation assets. Long-term and short-term investments – appraisal, documentation and record. Appraisal, documentation and record of settlement of accounts. Own funds – sources, accounting and apprehension of them in balance. Reserves for liabilities. Problems of time and objective proportionality of costs and revenues. Products sales registration process. Dealing. Residual costs and revenues. Principles of information settling of financial result using comparative or calculate method. Current and deferred income tax. Construction of financial reports. Interpretation of financial reports.

Classes

Record and appraisal of capital and current assets elements, reserves, liabilities and own capital, revenues and costs, determining financial result upon instructions from tasks from exercises set and examples prepared by students. Preparation of and analysis of financial report content.

3. Prerequisites

Passing courses: Basics of Accounting

4. Aim of the course

Acquiring information and understanding methods and techniques of financial accounting: understanding of choosing an alternative rules of current and balance appraisal; bookkeeping; range and meaning of documentation describing accounting principles, documents decreeing, making book-keeping entries on accounts, diagnosis of report procedures to making financial reports and tax declarations – determining basis of taxation, report statement interpretation, valuation of balance politics effects.

5. Literature

1. Cebrowska T. (red.nauk.)Rachunkowość finansowa i podatkowa, PWN, 2005
2. Gmytrasiewicz M., Karmańska A., Rachunkowość finansowa ,Difin, 2006
3. Helin A., Szymański K.G., Sprawozdawczość finansowa spółek kapitałowych, Difin, 2006
4. Zbiór zadań z rachunkowości, część I, praca zbiorowa pod red. I. Izbiańskiej, PWSZ im. Witelona 2006
5. Mindowicz J., Zbiór zadań z rachunkowości finansowej, Wyd. AE we Wrocławiu, Wrocław 2003
6. Międzynarodowe Standardy Sprawozdawczości finansowej 2005, IASB,2005

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30 / 15	4	2
Classes	30 / 15	4	2
Laboratory			
Projects			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Lecture - written and spoken test, mark from the project, activity on classes and workshop, tests on classes

10. Language

Polish

ECTS credits

6

1. Course name

Business Finance

2. Course descriptionLecture and classes

Financial environment, financial markets, rate of interest. Time value of money, value and time, present value, future value, calculating of interest, the perpetuity. Financial statements, the income statement, the balance sheet, the funds flows, . Evaluating financial performance, financial ratios, liquidity ratios, activity ratios, profitability ratios, debt ratios. Financial analysis, shaping the financial structure, shaping the asset structure. The nature of risk, analyzing risk, probability calculations, the portfolio approach, portfolio diversification, The Capital Asset Pricing Model (CAPM). The management of debt, the management of current assets. Capital cost and capital structure, cost of common stock, cost of bonded, the concept of leverage, capital structure and leverage, the analysis of EBIT/EPS. The sources of capital, corporate bonds, common stock, liabilities. Budgeting capital, payback period length, the NPV method, the IRR method. The value of partnership, MVA and EVA methods, the management of value.

3.Prerequisites

Course of "Economics"

4.Aim of the course

The main goal of the lecture is the introduction students into the basic problems of finance. This course should provide the students a formal framework that enables them to run a small enterprises. In a free marketplace the manager, uses variants on the same procedures to accomplish the main goals. This course learns how a manager must operate with equal regard to balancing risk and returns, to planning cash flows and reach the profit.

5. Literature

1. Bień W. *Zarządzanie finansami przedsiębiorstwa*, Difin, Warszawa 2004
2. Brigham E.F. *Podstawy zarządzania finansami*, t.1-3, PWE, Warszawa 1998
3. Rutkowski A. *Zarządzanie finansami*, PWE, Warszawa 2005

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8.Course structure

Form	Number of hours	Semester	year
Lecture	30/15	4	2
Classes	30/30	4	2
Laboratory			
Project			
Seminar			
Total student's workload	180		

9.Conditions of the course acceptance:

Lecture – examination, classes - written test are the conditions of ranking the classes

10.Language:

Polish

ECTS credits

3

1. Course name

Methods of organization and management

2. Course description**Lecture**

1. Basic concerning notions of methods of the organization and managements and their classification
2. The method diagnostic , prognostic and mixed of the improvement of the organization
3. Chosen heuristic methods as the kind of methods of the treat of the decision
4. The value analysis of the firm (the origin of the method , the creature , guilds
5. Methods and practical technicses in the diagnosis of the organization and to the management
6. The management by aims (the creature of the method , methodical rules, conditionings of the usage)
7. The management by exceptions (the creature of the method , methodical rules)
8. The management sometime, methods of the planning of the course of the work
9. Lean management and outsourcing as methods „of slimming management”
10. Benchmarking as the tool of improving of the organization
11. The approach of a law suit to the organization – the reengineering idea's

3. Prerequisites

The credit of the price the Organization and the Management

4. Aim of the course

The introduction of students with basic methods and practical technicses in the organization and the management with the firm, the purchase of the skill of the utilization of most important methods and of technicses of the organization and managements with the firm.

5. Literature

1. Bieniok H. and the team: Methods of the efficient management ,Placet, Warsaw 2001 ,
2. Antoszkiewicz J., Pawlak Z.: Management techniques. The efficient Management with the firm , Poltext Warsaw 2000
3. Martyniak Z.: Methods of the organization and managements , AE in Cracow , Cracow 1999 ,
4. Zimniewicz K.: Present ideas and methods of the management , PWE , Warsaw 2001

6. Type of course:

Obligatory

7. Teaching team:

Department of Economics and Management

8. Course structure:

Form	Number of hours	Semester	year
Lecture	15/15	4	2
Classes	15/0	4	2
Laboratory			
Project			
Seminar			
Total student's workload	45		

9. Conditions of the course acceptance:

The written examination

10. Language:

Polish

ECTS credits

3

1. Course name

Negotiation in business

2. Course description

1. Comprehension, essence, genesis of negotiations.
2. Connection between negotiations and marketing.
3. Characteristics and skills of a good negotiator.
4. Composition of negotiating team and role of its particular members.
5. Links of a chain of relaying information in negotiations.
6. Types of negotiations and criteria of their separation.
7. Activities during the process of preparation to negotiations.
8. Course of conversations during the essential phase.
9. Final phase and its meaning regarding future contacts.
10. Formulation of strategies in negotiations- conversations based on principles.
11. Styles of conversations during negotiations and their conditioning.
12. Tactics in negotiations and their connection with the strategy of conversations.
13. Typology of negotiators and its practical usefulness.
14. Structure and application of the scenario of negotiations.
15. Influence of cultural and ideological differences on the course of negotiations (negotiations with foreign partners)
16. Non-verbal communication during negotiations.

3. Prerequisites

passing grade in "Marketing"; "Basics of Business" courses

4. Aim of the course

relaying theoretical and practical knowledge within the scope of business negotiations

- preparation to conducting negotiational conversations through learning basic rules of communication process with contracting party
- learning and practicing skills of using various strategies and tactics to achieve desired outcome
- learning and understanding behaviours during negotiations as well as gaining skills to influence the above behaviours
- gaining expertise of problem solving of various dilemmas during negotiations
- enabling students to gain as extensive as possible look into negotiations including managerial as well as ethical aspect.

5. Literature

1. R.Fisher, W.Ury, B.Patton: "Achieving the Agreement. Negotiations without Surrender." PWE (National Publishing House of Economics), Warsaw 2004.
2. Necki: "Negotiations in Business", edition by the Professional School of Business, Krakov, 2000 and later editions.
3. U.Kalazna-Drewinska, "Negotiations in Business. Key Problems", Academy of Economics, Wroclaw 2006.
4. D.A.Lax, J.K.Sebenius: 3D Negotiation: Powerful Tools to Change Game in Your Most Important Deals. Publishing Haus MT Business, Warsaw 2007

6. Type of course

compulsory

7. Teaching team

Department of Science on Enterprise and Marketing

8. Course structure

Form	Number of hours	Semester	year
Lecture	30 / 15	3	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	90		

9. Conditions of the course acceptance:

continuous mark, final (written test)

10. Language:

Polish.

ECTS credits

5

1. Course name

Law on public and private economic activities

2. Course descriptionLecture

Notion of business law; system of business law; source of public economic activities and rules of law; legal relations of the scope binding force of public business law; legal grounds influence of the state on the national economy; economic administration nation and state administration system.

Economic activity law; economic activity in Poland and UE; form of law to run an economic activities: individual, artificial person, commercial company, association of capital, civil partnership as entrepreneurs, state-owned enterprise, public artificial persons.

Bankruptcy proceedings. Grounds for declaration of bankruptcy, legal consequences for declaration of bankruptcy.

State control in national economy. Consumer and competition protection.

3. Prerequisites

none

4. Aims

Demonstration to the students basic principles and institutions of public and private business law, demonstration of the influence of the state on the economy especially on the market economy; basic sources of public and private business law, legal forms of running a business.

5. Literature

C. Kosikowski, *Publiczne prawo gospodarcze Polski i UE*, wyd. I, LexisNexis, Warszawa 2005

W. Katner (red.), *Prawo cywilne i handlowe w zarysie*, Zakamycze 2004

A. Koch, J. Naperała (red.), *Prawo spółek handlowych*, Zakamycze 2005

Banasiński, H. Gronkiewicz-Walz, M. Wyrzykowski, D. Szafrński, M. Wierzbowski, *Prawo gospodarcze. Zagadnienia administracyjnoprawne*, wyd. 5 LexisNexis, Warszawa 2005

Ustawa z 15.09.2000 r. Kodeks spółek handlowych (Dz. U. 2000 nr 94, poz. 1037)

Ustawa z 20.08.1997 r. o Krajowym Rejestrze Sądowym (Dz. U. 2001 nr 17, poz. 209)

Ustawa z 2.07.2004 r. o swobodzie działalności gospodarczej (Dz. U. 2004 nr 173, poz. 1807)

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Law

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/15	3	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Classes and written test are the conditions of ranking the lecture

10. Language:

Polish

ECTS credits

1

1. Course name

Diploma seminar

2. Course description4th semester: Methodology and selection of diploma thesis topics.**3. Prerequisites**

3 semesters completed;

4. Aim of the course

The student will learn how to organize the process of writing diploma thesis.

The student will learn research methods.

The student will learn how to formulate research problem, conducts research and analyse its results

5. Literature

1. Pułło A., Prace magisterskie i licencjackie. Wskazówki dla studentów, PWN, Warszawa 2001;

2. Piotrek P. , Zielenicka B., Technika pisanie prac dyplomowych, Poznań 1997.

3. Urad S., Ładoński W., Jak napisać dobrze pracę magisterską, Wrocław 1997

4. Zaczyński W., Poradnik autora prac seminaryjnych dyplomowych i magisterskich, Warszawa 1995

6. Type of course

Compulsory

7. Teaching team

According to the specialization;

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	4/4	2/2
Total student's workload	15		

9. Conditions of the course acceptance:

Lecture: conversations, writing;

10. Language:

Polish

ECTS credits

8

1. Course name

Strategy of organization development

2. Course descriptionLecture

Strategy definition. Basis of strategic management. Schools of Thought on Strategy and Strategic Management. Models of strategic analysis. Role of top management in strategic management process. Methods of strategic analysis. Assessment of the external environment. Sector analysis. Analysis of Resources, Capabilities, Competencies. Assessment of strategic position. Strategy typology. Strategy implementation and controlling.

Laboratory**3. Prerequisites**

Completed courses on: management basis, enterprise basis;

4. Aim of the course

The student will learn on current strategic management issues.

The student will prepare strategic analysis project.

5. Literature

1. Zarządzanie strategiczne. Wydawnictwo AE We Wrocławu, Wrocław 2000.
2. Porter ME.: Strategie konkurencji. Metody analiz sektorów i konkurentów, PWE, Warszawa 1992.
3. Gierszewska G., Romanowska M.: Analiza strategiczna przedsiębiorstwa, Warszawa 2003.
4. Gołębiewski T.: Zarządzanie strategiczne. Planowanie i kontrola, Difin, Warszawa 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Science on Enterprise and Marketing

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	3	2
Classes	30/12	3	2
Laboratory			
Project			
Seminar			
Total student's workload	240		

9. Conditions of the course acceptance:

Lecture: written exam;

10. Language:

Polish

ECTS credits

4

1. Course name:

Production management

2. Course description:

Basic of production management: object and outline the types of decision needed in production management. Product and strategic capacity planning. Process planning. Layout: types of layout, stages in layout optimization. Planning standards: batch, cycle, lead time, inventory. Aggregate production planning. Master planning. Materials Requirements Planning. Capacity planning. Short term scheduling. Just in time production.

3. Prerequisites

Passed courses: Basics Management, Basic Management Sciences

4. Aim of the course

The basic goals of this course are: (1) to help the student gain an exposure to the spectrum of production management decision-making activities, (2) to introduce variety of tools and techniques for helping managers implement their decisions and reach their goals.

5. Literature

1. Waters D. Zarządzanie operacyjne. Towary i usługi. PWN, Warszawa 2001
2. Pasternak K. Zarys zarządzania produkcją. PWE, Warszawa, 2005.
3. Podstawy zarządzania operacyjnego. Pod red. Z. Jasinskiego. Oficyna Wydawnicza, Kraków, 2005.
4. Bozarth C. Handfield R. B. Wprowadzenie do zarządzania operacjami i łańcuchem dostaw. Helion, Gliwice, 2007

6. Type of course

Obligatory

7. Teaching team

Department of Science on Enterprise and Marketing

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/15	3	2
Classes	15/0	3	2
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of the course acceptance:

Continuous evaluation, project, written exam

10. Language:

Polish

1. Course name

Market and marketing research

2. Course descriptionLecture

1. System marketing information (SIM).
2. Market's analysis, market researches , marketing researches- terms
3. Prozess's phases of marketing research
4. Designing stages of marketing research
5. Collection methods of data from secondary sources
6. Collection methods of data from primary sources
7. Methods of reduction and data analysis
8. Interpretation and presentation of marketing research results. Report from market and marketing researches

Classes

1. Identification of analysed problem.
2. Choice of trial for researches
3. Preparing of conception for marketing research

3. Prerequisites

Getting a pass of course 'Basic of marketing', „ Marketing management and planning”

4. Aim of the course

The aim of the lecture is acquaintance students with basic terms from scope of market and marketing researches Giving an indispensable knowledge from designing and implementation of marketing research. Pointing at the importance of information from diverse sources during making strategic and operative decisions.

Giving essence during the lecture is enriched with numerous examples from economic activities

The aim of exercises is acquisition of abilities for independent elaboration of research design

5. Literature

1. *Badania marketingowe. Teoria i praktyka*, red. K Mazurek - Łopacińska, PWN , Warszawa 2005.
2. Kaczmarczyk S., *Badania marketingowe. Metody i techniki*, PWE, Warszawa 2003
3. Sagan A., *Badania marketingowe. Podstawowe kierunki*, Wydawnictwo AE, Kraków 2004
4. Kędzior K., Karcz K., *Badania marketingowe w praktyce*, PWE, Warszawa 2001

6. Type of course

Obligatory

7. Teaching team

Department of Science on Enterprise and Marketing

Department of Marketing

8. Course structure

Form	Number of hours	Semester	year
Lecture	30 / 30	6	3
Classes	15 / 15	6	3
Laboratory			
Project			
Seminar			
Total student's workload	210		

9. Conditions of the course acceptance:

lecture – writing examination

classes – project, test

10. Language:

Polish

1. Course title

Informatics in management

2. Course contentsLecture and classes

Contemporary computer networks, Internet and World Wide Web. Information and management, information as a resource, factor of development - important role of information. Evolution of management information systems, cycle of information systems' life. Classifications and taxonomy of information systems for enterprise management. Transaction processing systems and information-decision systems. Integrated management information systems. Review and comparative analysis of MRP and ERP classes systems. Selected directions of new achievements in information technologies. Optimization methods in management and its computer implementations: production optimization, transport optimization and optimization of stock management.

3. Prerequisites

none

4. Learning outcomes

Students obtain knowledge about basic problems related with informatics and information technologies applications to support of enterprise management. Understand basic quantitative methods and techniques used for e-business systems. They can use exemplary program packages for information processing.

5. Recommended reading

1. E. Kolbusz, W. Olejniczak, Z. Szyjewski, Inżynieria systemów informatycznych w e-gospodarce, PWE, Warszawa, 2005
2. J. Kisielnicki, MIS Systemy Informacyjne Zarządzania, wyd. Placet, Warszawa, 2008
3. Z. Szyjewski, Metodyki zarządzania projektami informatycznymi, Wyd. Placet, Warszawa, 2004
4. J. Unold, Systemy informatyczne marketingu, Wyd. Akademii Ekonomicznej we Wrocławiu, Wrocław, 2001
5. C. Evans, Zarządzanie wiedzą, PWE, Warszawa, 2005
6. W. Szpringer, Prowadzenie działalności gospodarczej w Internecie od e-commerce do e-businessu, Wyd. Delfin, Warszawa, 2005
7. Bojarski R. i in., Zarządzanie informacjami w przedsiębiorstwie; systemy informatyczne a reinżynieria organizacji, Wyd. Politechniki Śląskiej, Gliwice, 2001

6. Type of course

Obligatory

7. Teaching team

Department of computer systems and computer science applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/15	V	3
Classes	15/15	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture - test, classes - project

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Human resources management

2. Course contentsLecture and exercises

The genesis and development of human resources management. Models and strategies of human resources management. The influence of organizational culture on human resource management. / Headcount planning. Selection of employees. Improvement and development of employees. Work motivation. Employees' evaluation and the use of evaluation results. New forms of employment.

3. Prerequisites

Completed course „Basics of Management”

4. Learning outcomes

The student will get to know models of human resources management, methods and techniques of planning and selection of employees. They will learn methods and techniques of employees' development. They will get familiar with models of competency development. They will learn and understand the principles of work compensation. They will get to know techniques of employees' evaluation and understand the use of evaluation results.

5. Recommended reading

1. M. W. Kopertyńska Zarządzanie kadrami Stowarzyszenie na Rzecz Rozwoju Wyższej Szkoły Zawodowej w Legnicy Legnica 2002
2. M. Wanda Kopertyńska Motywowanie pracowników – teoria i praktyka Placet Warszawa 2009
3. M. Armstrong Zarządzanie zasobami ludzkimi Oficyna Ekonomiczna Kraków 2005
4. A. Pochtowski Zarządzanie zasobami ludzkimi PWE Warszawa 2006

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30	5	3
Classes	30	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

exam

10. Language of instruction

Polish

1. Course name

Quality management

2. Course descriptionLecture

Quality in the company strategy management. Evaluation of quality systems in West Europe, USA and Japan. Processing of company mission. Customer orientation and its role at present and in the past. Standardization and standards in the quality management system. Quality management rules in the organization. Rules of business processes identification occurrent in the organization. The ISO 9000:2000 quality management standards. Rules of quality management system documentation in the organization. Quality management systems certification. Principles of quality improvement in the organization – TQM. Integrated management system in the organization (quality, safety, health & environment). Trade quality standards.

Environmental management system in the organization. Tools of environment management. Cleaner Production Programme (CCP). The genesis of the ISO 14000 standards.

Occupational health and safety management systems ISO 18000. Areas and elements of occupational health and safety management system. Strategy of occupational health and safety management. Risk analysis. Integration of management systems.

3. Prerequisites

Credit of course: „Management basis” „Science basis company”

4. Assumptions and goals of the course

The main goal of the course is to introduce the basics concepts of quality management with stress on world contemporary applied system solutions; to acquire skills of using of contemporary integrated system solutions in simulated situations.

5. Literature

- [1] *Zarządzanie jakością. Cz. 1. Systemy jakości w organizacji.* Red. W. Ładoński i K. Szołtysek, Wyd. AE Wrocław 2005.
- [2] *Zarządzanie jakością. Cz. 2. Ochrona jakości w łańcuchu logistycznym.* Red. W. Ładoński i K. Szołtysek, Wyd. AE Wrocław 2007.
- [3] Tabor A., A. Zając, M. Rączka: *Zarządzanie jakością. T. 1-4.* Kraków: Wyd. PKr. 2000.
- [4] *Podstawy kompleksowego zarządzania jakością TQM.* Red. J. Łańcucki. Wyd. AE Poznań 2006.

6. Type of course – obligatory**7. Teaching team** – Engineering and Production Department**8. Course structure**

Form	Number of hours	Semester	Year
Lecture	30/15	6	3
Classes			
Laboratory			
Project			
Seminars			
Total student's workload	120		

9. Condition of the course acceptance – lecture – credit.**10. Language:** Polish

ECTS credits

4

1. Course name

Logistics Management

2. Course descriptionLecture

1. Logistic systems and logistics processes.
2. Supply logistics
3. Production logistics
4. Distribution logistics
5. Transport in logistic systems
6. Inventory management
7. Wrapping in logistic system
8. Logistic services
9. Logistic centers

Classes

ABC and XYZ purchasing items classification
 Materials Requirements Planning - MRP system
 Optimalization of transport route
 Inventory management
 Make or buy decisions
 Processes' optimalization – CPM (Critical Path Method)

3. Prerequisites:

None

4. Learning outcomes

Students are able to forecast the directions of logistics' development i contemporary enterprises, build the model of materials streaming' s optimalization in logistic system, diagnose and point the improvement program for logistic activities in firms.

5. Recommended reading

1. M. Brzeziński: *Logistyka w przedsiębiorstwie*. Dom Wydawniczy Bellona, Warszawa 2006.
2. J.J. Coyle, E.J. Bardi, C.J. Langley, jr.: *Zarządzanie logistyczne*. PWE, Warszawa 2002.
3. *Logistyka*. Pod red. D. Kisperskiej-Moroń, S. Krzyżaniak, Bibliotek Logistyka, Wyd. ILiM, Poznań 2009
4. E. Michłowicz: *Podstawy logistyki przemysłowej*. Uczelniane Wydawnictwa Naukowo-Dydaktyczne, Kraków 2002.

6. Type of course:

Obligatory

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	15/18	V	3
Classes	15	V	3
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

lectures – written test, classes - test

10. Language of instruction:

Polish

Subjects for speciality: Business management:

Punkty ECTS
2

1. Course name

Principle of econometrics

2. Course description

Statistical concepts used in econometrics. Definitions of econometric model. Choosing independent variables for linear model. The Classic Linear Regression Model. Linear model estimation using the ordinary least squares method. Model verification: determination coefficient, standard error, hypothesis testing. Linear transformations. Analysis of production, the Cobb-Douglas production function.

3. Prerequisites

Informatics (using Excel calculations).

4. Aim of the course

Presentation of steps of building econometrics model, such as choosing independent variable, choosing form of a model, model estimation and verification. Presentation of basic statistical and mathematical Excel functions or components which are used in linear model estimation and verification. The students learn how to build simple econometrics models and how to test such models.

5. Literature

1. Dziechciarz J. (red.). *Ekonometria. Metody, przykłady zadania*. Wydanie 2 poprawione, Wydawnictwo Akademii Ekonomicznej im. Oskara Langego, Wrocław 2003.
2. Gruszczyński M., Podgórska M (red.) *Ekonometria*, SGH, Warszawa 2004.
3. trahl D., Sobczak E., Markowska M., Bal-Domańska Beata. *Modelowanie ekonometryczne z Excelem. Materiały pomocnicze do laboratoriów z ekonometrii*. Wydawnictwo Akademii Ekonomicznej im. Oskara Langego, Wrocław 2004.
4. Gładysz B., Mercik J.. *Modelowanie ekonometryczne. Studium przypadku*. Oficyna Wydawnicza Politechniki Wrocławskiej. Wrocław 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/16	4	2
Classes	15/-	4	2
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of course acceptance

Written test

10. Language

Polish

ECTS credits

4

1. Course name

Corporate theory

2. Course descriptionLecture

1. Objective scope of corporate theory.
2. Development of corporate theory.
3. Definitions of enterprise and entrepreneur.
4. Forms of entrepreneurship.
5. Subjectivity of an enterprise (carrying of rights)
6. Objectives of an enterprise.
7. Groups of interests and objectives of an enterprise.
8. Employee participation in management.
9. Legal and organizational forms of enterprise.
10. Critical points on the lifeline of an enterprise.
11. Assets and sources of their financing.
12. Planning.
13. Methods of company valuation.
14. Company and the Market.
15. Criteria and methods of company evaluation.

3. Prerequisites

Microeconomics

4. Aim of the course**knowledge:** basic knowledge of the enterprise within the objective scope of corporate theory,**skills:** forming and evaluating of the processes within a company.**5. Literature**

1. Podstawy nauki o przedsiębiorstwie, red. Lichtarski J., Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 2003
2. Podstawy nauki o przedsiębiorstwie. Studium przypadków., red. Osbert-Pociecha G., Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław 2002

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	4	2
Classes	15/10	4	2
Laboratory			
Project			
Seminar			
Total student's workload	120		

9. Conditions of the course acceptance

credit, test

10. Language

Polish

Punkty ECTS

1

1. Course name

Marketing management and planning

2. Course descriptionLecture

1. Issue, process and functions of marketing management
2. Marketing management and management of marketing, marketing as up-to-date conception of enterprise management
3. Marketing organization in enterprise
4. Significance of marketing strategy in development process in enterprise
5. Marketing situation's analysis
6. Processing and choice marketing strategies
7. Marketing plan
8. Financial consequences of marketing plans
9. Implementation and control of marketing activities
10. Marketing management – directions in Poland and in the world

Classes

1. Marketing service's role in enterprise
2. Formation of organisational structures for marketing activity, 3. Marketing plan's elaboration.

3. Prerequisites

Getting a pass of course „Basic of Marketing”

4. Aim of the course

The aim of the lecture is giving knowledge from marketing planning's scope, organization and control marketing activity in enterprise and giving indispensable information concerning principles of building marketing plan. Giving the contents during the lecture is enriched with numerous examples from practical activity. The aim of exercises is ability's acquisition for preparing marketing organizational structures making marketing plans and formation of features as creativity, commitment, foresight and estimate of the situation

5. Literature

1. Kłeczek R., Kowal W., Woźniczka J., *Strategiczne planowanie marketingowe*, PWE, Warszawa 2001
2. Niestrój R., *Zarządzanie marketingiem. Aspekty strategiczne*, PWN, Warszawa 2002
3. Kotler P., *Marketing. Analiza, planowanie, wdrażanie i kontrola*, Felberg SJA, Warszawa 1999
4. Lambin J.J., *Strategiczne zarządzanie marketingowe*, PWN, Warszawa 2001

6. Type of course

Obligatory

7. Teaching team

Departament of Enterprise and Marketing Science

8. Course structure

Form	Number of hours	Semester	year
Lecture	15 / 16	4	2
Classes	15 / 0	4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance:

lecture – writing examination

classes – project, test

10. Language:

Polish

ECTS Credits

5 - RiAW

5 - ZP

1. Course name

Management accounting

2. Course description:Lecture

Elements of program range are:

- cost accounting and record systems;
- account of variable and fixed costs, financial result, using direct costing in short-term decisions;
- cost accounting (simple process costing, process costing with index, job costing – commissioning and variable, phase accounting – semi-manufacturer and without semi-manufacturer method, conjugate production);
- idea of secondary production and method of her accounting;
- budgeting costs – stages, methods;
- planned costs account.

Classes

Solving tasks concerning proper costs classification, determining result according to principles of full and variable costs account, determining single cost according to principles of full and variable costs accounts within particular kinds of calculation, accounting auxiliary production costs. Structure of budgets and variances analysis of real costs from planned.

3. Prerequisites

Passing courses: Basics of Accounting

4. Aim of the course

Lecture is an introduction in problematics of management accounting. Management accounting subsystem is a source of necessary informations needed to manage every economic entity in variable environment. As a subsystem unlimited with balance law specifications it brings informations for internal audience and can be adjusted for their requirements.

Aim of the education is describing an idea of costs and their classification and accounting as well as introducing students with traditional and modern costs accounts.

5. Literature

1. A.A. Jaruga : Rachunkowość zarządcza
2. G.K. Świdorska: Rachunkowość zarządcza i rachunek kosztów
3. M.Poszwa, R.Kotabski, R.Piechota: Rachunek kosztów (zbiór zadań)
4. K.Sawicki: Rachunek kosztów

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15 / 12	5	3
Classes	30 / 12	5	3
Laboratory			
Projects			
Seminar			
Total student's workload	150		

9. Conditions of the course acceptance:

Lecture - written and spoken test

Classes - mark from the project, activity and tests on classes

10. Language

Polish

ECTS credits

2

1. Course name:

Marketing in trade and services

2. Course description:

Marketing and the service. Company as the subject of the service market. Organization and distribution channels management. Institution structure of the wholesale and retail trade. Process of the marketing strategy creation in trade and service companies. Merchandising (trade marketing) as the modern management way of the trade company. Changes and development trends in trade in Poland. Marketing in non-profit service business.

3. Prerequisites:

Passing the "Bases of Marketing" course.

4. Aim of the course:

The aim of the „Marketing in trade and services” lectures is to accustom the students with the key marketing problems in trade and service companies. Trade and service belong to this branch of economy which currently are changing the most intensively. During the lectures, the students should learn how to create the trade and service companies strategies on their own for the companies working in the very changeable environment as well as they should learn the use of the marketing tools.

5. Literature:

1. Domański T.: *Strategie marketingowe dużych sieci handlowych*, Wyd. Nauk. PWN, Warszawa - Łódź 2001
2. Kałużna –Drewnińska U., Iwankiewicz-Rak B.: *Marketing w handlu*, AE, Wrocław 1999
3. Pilarczyk B., Sławińska M., Mruk H.: *Strategie marketingowe przedsiębiorstw handlowych*, PWE, Warszawa 2001
4. Radkowska J., Radkowski K.: *Marketing usług w teorii i praktyce*, Stowarzyszenie na Rzecz Rozwoju PWSZ im Witelona w Legnicy, Legnica 2006.
5. Sławińska M.: *Zarządzanie przedsiębiorstwem handlowym*, PWE, Warszawa 2002
6. Styś A. (red.): *Marketing usług*, PWE, Warszawa 2003

6. Type of course

Obligatory

7. Teaching team

Department of Science on Enterprise and Marketing

8. Course structure:

Form	Number of hours	Semester	Study year
Lectures	30/30	5	3
Practice			
Laboratories			
Projects			
Seminaries			
Conversations			
Total student work input	60		

9. Conditions of the course acceptance:

Lecture - mark credit

10. Language: Polish

Punkty ECTS

2

1. Course name

Forecasting and simulation

2. Course description

Basics concepts of time series forecasting: time series and their components, extrapolation of the trend function, prognosis. Adaptive methods for time series forecasting (moving average, Holt's method). Forecasting using trend extrapolation. Seasonality, calculation of seasonal indexes for additive and multiplicative models.

Choosing model and model verification: determination coefficient, standard error, errors of ex-post and ex-ante forecasts.

Using econometrics models in forecasting.

Basics concepts of multivariate data analysis. Variables, objects, data normalization. Presentation of chosen ranking and classification methods.

3. Prerequisites

Econometrics

4. Aim of the course

Understanding principles of data forecasting methods. Using trend function, adaptive methods and econometric models in forecasting.

Presentation of basic information about multivariate data analysis (ranking and classifications methods).

5. Literature

Cieślak M. pod redakcją: *Prognozowanie gospodarcze*, Wydawnictwo Akademii Ekonomicznej im Oskara Langego we Wrocławiu, Wrocław 1993r.

Radzikowska B. pod redakcją: *Metody prognozowania. Zbiór zadań*, Wydawnictwo Akademii Ekonomicznej im Oskara Langego we Wrocławiu, Wrocław 2000r.

Kolenda K, Kolenda M.: *Analiza i prognozowanie szeregów czasowych*, Agencja Wydawnicza PLACET, Warszawa 1999 (książka + program komputerowy).

Kolenda K, Kolenda M.: *Taksonomia numeryczna. Klasyfikacja, porządkowanie i analiza obiektów wielocechowych* (książka + program komputerowy). Wydawnictwo Akademii Ekonomicznej im. Oskara Langego we Wrocławiu, Wrocław 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	5	3
Classes	15/12	5	3
Laboratory			
Project			
Seminar			
Total student's workload	60		

9. Conditions of course acceptance

Written test

10. Language

Polish

ECTS credits

2 + 3

1. Course name

Diploma seminar

2. Course description5th semester: thesis, identification of research problems, thesis contents;6th semester: writing, presentation of selected chapters, thesis assessment;**3. Prerequisites**

4 semesters completed;

4. Aim of the course

The student will learn how to organize the process of writing diploma thesis.

The student will learn research methods.

The student will learn how to formulate research problem, conducts research and analyse its results

5. Literature

1. Pułło A., Prace magisterskie i licencjackie. Wskazówki dla studentów, PWN, Warszawa 2001;

2. Piotrek P., Zielenicka B., Technika pisanie prac dyplomowych, Poznań 1997.

3. Urbad S., Ładoński W., Jak napisać dobrze pracę magisterską, Wrocław 1997

4. Zaczyński W., Poradnik autora prac seminaryjnych dyplomowych i magisterskich, Warszawa 1995

6. Type of course

Compulsory

7. Teaching team

According to the specialization;

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	5	3
	30/24	6	3
Total student's workload	60 + 90		

9. Conditions of the course acceptance:

Lecture: conversations, writing;

10. Language:

Polish

Subjects for speciality: Human resources management:

ECTS credits
2

1. Course name

Managing people in an organization

2. Course description

Lecture

- the importance of targeting people in the organization
- creating teams of employees
- motivation as a basis for targeting people
- the methods of influence on employees
- resolving conflicts in human teams

Classes

- influence of the management style on the work of employees

3. Prerequisites

Introduction to Management

4. Aim of the course

knowledge of methods and techniques of managing people in an organization

5. Literature

1. Penc J. Nowoczesne kierowanie ludźmi: wywieranie wpływu i współdziałanie w organizacji Difin Warszawa 2007
2. Wachowicz P Kierowanie zespołem projektowym Difin Warszawa 2004
3. Kozusznik B. Kierowanie zespołem pracowniczym PWE Warszawa 2005

6. Type of course

Obligatory

7. Teaching team

Departament of Entrprise end Marketing Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes	15/10	4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance

lecture – writing examination - test

classes – test

10. Language

Polish

1. Course name

Communication within organisation

2. Course descriptionClasses

1. The essence of communication within organisation, levels of communication (within organization)
2. The process of communication, its elements, models
3. Purposes and methods of internal communication
4. Directions of communication within organisation
5. Management styles, types of managers
6. Communication networks
7. Barriers to effective communication and how to overcome them
8. Verbal communication – tools and techniques for active speaking and listening
9. Nonverbal communication – body language
10. Communication in a conflict situation within organisation (importance of communication in conflict resolution within organisation, communication tools used in conflict situations)
11. Organisational culture vs. communication
12. Intercultural communication within organisation
13. Gender vs. communication

3. Prerequisites

Passed courses: management basics, negotiations, the science of organisation

4. Aim of the course

-knowledge: acquiring knowledge of tools, procedures and processes connected with information flow within organisation

-skills: improving communication in a workplace, more efficient communication with co-workers or subordinates, enhancing communication in a conflict situation

5. Literature

- a. Knapp M.L., Hall J.A., *Komunikacja niewerbalna w interakcjach międzyludzkich*. Wyd. Astrum, Wrocław 2000.
- b. Nęcki Z. *Komunikacja międzyludzka*. Wyd. Antykwa, Kluczbork 2000.
- c. Potocki A. *Komunikacja wewnętrzna w przedsiębiorstwie*. Wydawnictwo Akademii Ekonomicznej w Krakowie, Kraków 2001.
- d. Potocki A., Winkler R., Żbikowska A. *Techniki komunikacji w organizacjach gospodarczych*. Wyd. Difin, Warszawa 2003.
- e. Stankiewicz J. *Komunikowanie się w organizacji*. Wyd. Astrum, Wrocław 1999.

6. Type of course

Obligatory

7. Teaching team

Department of ...

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes	15/10	4	2
Laboratory			
Project			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance

Assessment will be based on pairwork and groupwork activities, playing assigned scenes, discussions on own communication experiences.

10. Language

Polish

ECTS credits

1

1. Course name

Organizational culture

2. Course descriptionLecture

1. Essence and types of organizational culture, rationals for their use.
2. Using organizational culture to form employees behaviour.
3. Creation of elements of organizational culture.
4. Techniques of identification of organizational culture.
5. Creating of programs for change of organizational culture.

3. Prerequisites

Introduction to Management

4. Aim of the course**knowledge** of theory and practice of formation of organizational culture**skills:** evaluation of organizational culture, establishing tasks to form organizational culture**5. Literature**

1. Sikorski C., Ludzie nowej organizacji. Wzory kultury organizacyjnej wysokiej tolerancji niepewności. Łódź 1998r.
2. Organizacja i zarządzanie (pod red. M. Przybyły) Wyd. Akademii Ekonomicznej we Wrocławiu 2001r.
3. Łucewicz J., Organizacyjne zachowania człowieka. Wrocław 1999r.

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance

credit, project

10. Language

Polish

ECTS credits

1

1. Course name

Work time management

2. Course descriptionLecture

Work time as legal and organizational category.

Work day structure and methods of work time efficiency measuring.

Conventional and flexible work time model.

Flexible forms of work time organization.

Methods of work time planning.

Division of labour.

Order of tasks.

Timetables.

Network planning.

Organization of own work time.

Prioritizing.

Framework day plan.

Physiology of work and planning of work.

3. Prerequisites

Introduction to Management

4. Aim of the course**knowledge** of methods and techniques of work time management.**skills:** evaluation of work time management in praxis.**5. Literature**

1. Sciwert L.J., Zarządzanie czasem. Agencja Wydawnicza „PLACET”, Warszawa 1998r.

2. Zarządzanie pracą (pod red. Z. Jasińskiego) Agencja Wydawnicza „PLACET”, Warszawa 1999r.

3. Bieniok H. I zespół, Metody sprawnego zarządzania. Agencja Wydawnicza „PLACET”, Warszawa 2001r.

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance

test, project

10. Language

Polish

ECTS credits

2

1. Course name

Organization and praxis of Human Resources Management

2. Course descriptionLecture

1. Models of human resources management.
2. Trends in motivation by wages and salaries.
3. Practical aspects of flexible forms of employment and flexible work time.
4. Employees development management systems in praxis of polish companies.
5. Employees selection systems in praxis of polish companies.

3. Prerequisites

Introduction to Management

4. Aim of the course**knowledge:** broadening of knowledge by learning the experience of human resources praxis.**skills:** evaluating of solutions in human resources management based on presented practical solutions.**5. Literature**

1. Armstrong M., Zarządzanie zasobami ludzkimi. Oficyna Wydawnicza. Kraków 2000r.
2. Zarządzanie kadrami (pod red. T. Listwana) Wyd. C.H. Beck, Warszawa 2002r.
3. Wynagrodzenia – rozwiązywanie problemów w praktyce (pod red. S. Borkowskiej). Oficyna Wydawnicza. Kraków 2004r.

6. Type of course

Obligatory

7. Teaching team

Department of Economy and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes	15/10	4	2
Laboratory			
Project			
Seminar			
Total student's workload	30		

9. Conditions of the course acceptance

credit, tests

10. Language

Polish

ECTS credits

1

1. Course name

Career management

2. Course descriptionLecture

- The concept and types of career
- Professional career and career related to the phases of life
- Planning career paths
- The definition of competence matrix for each position
- The system evolution as a tool for helping manage a career,
- training and development as a part of career management,
- Determinants of career in the organization
- Office careers and their importance for graduates of the university career

3. Prerequisites

Introduction to Management

4. Aim of the course

knowledge of methods and techniques of Career management

5. Literature

1. J. Biolos Zarządzanie karierą Wyd. Studio Emka Warszawa 2006
2. M. Suchar Kariera i rozwój Instytut Promocji Kadr ODDK Gdańsk 2003
3. A. Szałkowski Rozwój pracowników. Przesłanki, cele, instrumenty Wyd. Poltex Warszawa 2002

6. Type of course

Obligatory

7. Teaching team

Departament of Entrprise end Marketing Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	4	2
Classes			
Laboratory			
Project			
Seminar			
Total student's workload	15		

9. Conditions of the course acceptance

lecture – writing examination - test

10. Language

Polish

ECTS credits

3

1. Course title

Creating and managing of teams within an organisation.

2. Course contentsLecture and Classes

Meaning and types of employees teams. Grounds for use of teamwork within an organisation. Synergistic effect of teamwork. Methods of forming teams Factors determining efficiency of teams. Role of team leader in management of the team. Styles of teamwork management. Social and organisational team integration. Responsibility centers as a specific form of teams. Principles of creation and functioning of responsibility centers.

3. Prerequisites

Introduction to management

4. Learning outcomes

Knowledge of principles of organisation and management of teamwork, ability to evaluate their function, ability to design team projects.

5. Recommended reading

Podstawy zarządzania operacyjnego (pod red. Z. Jasińskiego) Oficyna Ekonomiczna, 2005

Nowosielski S., *Centra kosztów i centra zysku w przedsiębiorstwie* Wyd. Akademii Ekonomicznej we Wrocławiu, 2001

Zarządzanie kadrami (pod red. T. Listwana) Wyd. C.H.Beck. 2002

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	15/10	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture - examination

Classes - test

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Personal controlling

2. Course contents**Lecture**

Meaning, origins, characteristics and functions of personal controlling. Areas of use of personal controlling in an organization. Personal controlling and planning of human resources, selection of employees, planning of development, employees evaluation and motivation.

3. Prerequisites

Human resources management.

4. Learning outcomes

Knowledge of basic concepts of personal controlling, qualitative and quantitative methods used in personal controlling. Ability to design personal controlling systems.

5. Recommended reading

Sekuła Z. *Controlling personalny Część I i II*. Oficyna Wydawnicza Ośrodka Postępu Organizacyjnego w Bydgoszczy, 1999

Pocztowski A., Purgał-Popieła J. *Controlling personalny [w:] Controlling funkcyjny w przedsiębiorstwie* (pod red. M. Sierpińskiej) Wyd. Oficyna Ekonomiczna, 2004

5. Type of course

Obligatory

6. Teaching team

Department of Economy and Management

7. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

8. Assessment methods

Lecture - examination

9. Language of instruction

Polish

ECTS credits

1

1. Course title

Competence management

2. Course contentsLecture

Essence and meaning of employees competence. Types of competence: technical, conceptual, interpersonal. Competence profiles and methods of their design. Structure of competence management system. Methods of analysis and evaluation of competence. Planning of professional development process. Methods and techniques of development and improvement of employees.

3. Prerequisites

Introduction to management.

4. Learning outcomes

Knowledge of methods and techniques of competence identification, ability to arrange position competence profiles and ability to design a process of development and improvement of employees.

5. Recommended reading

1. Levy-Leboyer C. *Kierowanie kompetencjami* PWN, 1997
2. *Rozwój pracowników. Przesłanki, cele, instrumenty.* (pod red. A. Szalkowskiego) Wyd. Poltext, 2002
3. Sloman M. *Strategia szkolenia pracowników PWE*, 1997

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Lecture - test

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Management development

2. Course contentsLecture and exercises

Competence profile of a modern manager. Methods of selection for managerial positions. Rules for creating the book of successors (staff reserve). Planning management career paths / Career path planning . Types of managerial positions. Qualification requirements for these managerial positions. Motivating managerial staff: deferred revenue, package systems. Organising manager's work time. Manager's work evaluation

3. Prerequisites

Completed course „ Basics of Management”

4. Learning outcomes

The student will get familiar with competencies required on the position of a manager. They will learn the rules for creating company headcount. They will get to know the qualification requirements for managerial positions. They learn and understand how to motivate managers. They will get to know the methods of manager's evaluation and organising manager's work time.

5. Recommended reading

1. Cook M.J. Jak być dobrym szefem Wydawnictwo RM Warszawa 2001
2. Lachiewicz S. Menedżerowie w strukturach władzy organizacji gospodarczych PWE Warszawa 2007
3. Tokarski S. Kierownik w organizacji Difin Warszawa 2006
4. Tracy B. F.M. Scheelen Osobowość lidera Wydawnictwo Emka Warszawa 2001

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes		5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

exam

10. Language of instruction

Polish

1. Course title

Social politics

2. Course contentsLecture

Substance and kinds of social politics. Role of the state in the economy and society: a) welfare theory, b) neo-liberalism, c) ordoliberalism, d) monetarism. European social politics and future of the social state in Europe (social dimension of the European integration, social standards, genesis and future of the social state in Europe). Changes of the life standard (level, quality and dignity of life. Conceptions, institutions and instruments to prevent poverty and social marginalisation. Restructuring of the social services in Poland (subjection of the social services sector to charges, consumption of social services). Labour market in the market economy. Employment policy instruments against unemployment. Health system in Poland and Health systems in Europe. Health services accessibility problem – spatial, organisational and economical accessibility aspects. Transformations of the social structure in Poland. New manifestations of social pathologies. Educational policy. Models of the educational policy. Educational policy in the countries of the EU. Population policy. Modern tendencies in the development of the population in Poland and the world. Housing policy in Poland. Instruments of the housing policy. Civil social policy. Development perspectives of the social economy in Poland..

3. Prerequisites

General knowledge of the economy and knowledge of the sociology.

4. Learning outcomes

Transfer to students of the knowledge about the social politics in Poland and the countries of the EU, especially showing of the meaning and realisation conditions of the social policy (links to the economy) and of the substance and functioning of the basic particular politics, e.g. social securing, labour market and their subjects, underneath local governmental and governmental.

Exercising of the skills to identify of different phenomenons and processes occurring in the society, affecting the life standard, and in particular of the ability to analyse the causes and effects and to apply the knowledge in practice, underneath to formulate the measures for different particular politics.

5. Recommended reading

KOWALCZYK O., KAMIŃSKI S. (red.), *Wymiary polityki społecznej*. Wrocław: Wydawnictwo Uniwersytetu Ekonomicznego we Wrocławiu 2009.

KSIĘŻOPOLSKI M., RYSZ-KOWALCZYK B., ŻOŁĘDOWSKI C. (red.), *Polityka społeczna w kryzysie*. Warszawa: Oficyna Wydawnicza ASPRA-JR 2009.

PISZ Z. (red.), *Zadania społeczne*. Wrocław: Wydawnictwo AE 2002.

GREWIŃSKI M., KAMIŃSKI S., *Obywatelska polityka społeczna*. Warszawa: Wydawnictwo Wyższej Szkoły Pedagogicznej TWP 2007.

UŚCINSKA G., *Europejskie standardy zabezpieczenia społecznego a współczesne rozwiązania polskie*. Warszawa: IPISS 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Sociology and Social Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/8	6	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total students' workload	30		

9. Assessment methods

Marked exam

10. Language

Polish

Subjects for speciality: Financial management and controlling:

ECTS credits
1

1. Course title

Credit rating analysis

2. Course contentsLecture:

Idea and kinds of credits: rotary and investment credits, for legal and natural people. Credit risk and credit ability: kinds of credit risk, credit ability. Methods of reducing credit risk: security of credit, credit scoring, methods of credit scoring. Banking procedures of credit scoring: procedures of certain banks, rules of credit scoring for units performing and not performing economic activity, for units who are and are not keeping the books. Source materials for credit scoring: financial report, external materials.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students are acquainted with credit kinds, rules of securing them and credit scoring of a potential debtor. They understand necessity of reducing the credit risk, know rules of credit securing and credit scoring. They can assess credit ability of chosen units on the basis of rules of credit scoring contained in literature and procedures of certain banks.

5. Recommended reading

1. Ryżewska S., Bankowa analiza przedsiębiorstwa na potrzeby oceny ryzyka kredytowego, Twigger, Warszawa 2002
2. Wójciak M., Metody oceny ryzyka kredytowego, PWE, Warszawa 2005
3. Krysiak Z., Ryzyko kredytowe a wartość firmy. Pomiar i modelowanie, Oficyna Ekonomiczna, Wolters Kluwer Polska, Kraków 2007
4. Wędzki D., Analiza wskaźnikowa sprawozdania finansowego, Oficyna Ekonomiczna, Wolters Kluwer Polska, Kraków 2007

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Lecture - credit

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Management accounting

2. Course contentsLecture/classes:

Management accounting: idea and characteristics of management accounting, management accounting and financial accounting. Costs: definition of costs and classification of costs for the needs of management accounting. Cost accounting: full cost accounting, variable costing, financial outcome in variable costing and in full cost accounting, traditional and modern cost accounting. Cost calculation: process costing, job costing, combined product costing, activity costing. Cost budgeting: idea, stages and budgeting methods, structure of annual operational-financial budget. Decision modeling account: short-term decisions, pricing.

3. Prerequisites

Passed course: "Accounting"

4. Learning outcomes

Students are acquainted with basic rules about management accounting. They understand relations between management accounting and financial accounting. They can identify and interpret specific cost categories and assess their depiction in full cost accounting and in variable costing. They can define budgeting rules and elements of budget of costs and determine meaning of variable costing for short-term decision making.

5. Recommended reading

1. Czubakowska K., Gabrusewicz W., Nowak E., Podstawy rachunkowości zarządczej, PWE 2006
2. Rachunkowość zarządcza i rachunek kosztów, tom I i II, praca zbiorowa pod red. G. K. Świderskiej, Difin 2002
3. Gabrusewicz W., Kamela-Sowińska A., Poetschke H., Rachunkowość zarządcza, PWE, Warszawa 2000
4. Kiziukiewicz T., Rachunkowość zarządcza, Ekspert, Wrocław 2004
5. Rachunkowość zarządcza – część II zadania i rozwiązania, Praca zbiorowa pod red. T. Kiziukiewicz, Ekspert, Wrocław 2004

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	5	3
Classes	30/10	5	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Reporting and financial analysis

2. Course contentsLecture and classes:

Financial report: reporting obligations of a company, elements of financial report, balance, profit and loss account, additional information, cash flow account, statement of changes in equity. Valuation of assets and liabilities for accounting reference day: valuation categories, precautionary principle, matching principle, write-downs, provisions for liabilities. Variants of profit and loss account: comparative method, calculative method, financial outcome and tax outcome. Cash flow account: direct method, indirect method. Financial analysis: preliminary analysis, ratio analysis, overall analysis of company's financial condition, cash flow analysis, profitability analysis, activity analysis, financial position analysis.

3. Prerequisites

Passed courses: "Accounting" and "Financial accounting"

4. Learning outcomes

Students are acquainted with structure and contents of financial report, with valuation categories proper for accounting reference day. They understand basic relations between base elements of financial report. They can make valuation of assets and liabilities for accounting reference day, prepare balance, profit and loss account and cash flow account. Students can interpret information contained in financial report, they can assess financial condition of company with use of instruments of financial analysis in areas like liquidity, profitability, agility and financial position.

5. Recommended reading

1. Świdarska G.K., W. Więclaw, Sprawozdanie finansowe bez tajemnic, Difin, Warszawa 2009
2. Olchowicz I., Tłaczała, Sprawozdawczość finansowa, Difin, Warszawa 2009
3. Rachunkowość finansowa i podatkowa (red. T.Cebrowska), PWN, Warszawa 2005
4. Współczesna analiza finansowa (red. B.Micherda), Zakamycze, Kraków 2005
5. Bień W., Czytanie bilansu, Difin Warszawa, 2006

6. Type of course

Obligatory

7. Teaching team

Department of accounting, finance and quantitative research

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	V	5
Classes	15/10	V	5
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture – exam, classes - credit

10. Language of instruction

Polish

Management and Production Engineering

The graduate of seven semesters studies with an engineer degree possesses interdisciplinary knowledge in the field of production engineering, economy, business, quality and logistic management. The graduate receives an engineering diploma.

The graduates are prepared for designing production systems, for performing modernization, innovation and restructurization processes of various manufacturing and service systems. The combination of engineering and managerial skills gives large employment and further promotion opportunities in later work. In order to specify professional education and competences the graduates have the possibility to acquire knowledge in thematic subjects in domain of chosen specialization:

- Industrial Systems Control
- Logistics
- Industrial Safety Engineering

The graduates are prepared to continue their studies at complementary MA studies in economic or technical specializations.

All graduates have ability to adapt to fast changing conditions and requirements in various industrial and service companies, especially in small and medium enterprises. They are able to perform managerial duties in the field of quality management, production control, logistics and exploitation, in all areas of a company. The graduates have also competences in sphere of finance and marketing management and in solving problems concerning protection of environment.

Specialization: Industrial Systems Control

The graduate of this specialization possesses knowledge in the field of systems organization and in the field of innovative production control and management. He/she will be appreciated everywhere where it is necessary to modernize industrial systems, change their organization or transform actual systems into dynamical modern technical and economic structures.

Specialization: Logistics

The graduate of this specialization specializes in the domain of the logistic management, possesses competences in the field of new qualitative and quantitative logistic methods and techniques. He will be appreciated for solving problems and tasks of designing, construction and implementation of logistic strategies and systems, logistic management of computer systems, logistic service of customers and solving other decision problems in the sphere of logistics of individual company and logistic networks. He is also prepared for managing national and international delivery chains.

Specialization: Industrial Safety Engineering

The graduate of this specialization specializes in solving practical problems in organizations from the field of industrial safety engineering and in estimation of occupational risk. He will be appreciated everywhere where it is necessary to prepare and implement technical and organizational solutions, minimizing the effects of influence of work process on a human and where it is necessary to design and implement systems of quality management, environment management and industrial safety management.

Admission requirements

The minimum requirement for admission to the degree program is the secondary school graduation certificate or an equivalent foreign document confirmed by the Polish education authorities. During the admission procedure the results in mathematics, English and one of the selected subjects: Polish, physics (physics and astronomy) or computer science from that certificate are taken into account.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

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Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30				2			15	15		3	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30			30			2							Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	90	0	0		210	45	90	15	15		
Total number of hours per semester (year)/ECTS:		690	315					30	375					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Credit
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				5							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			4	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15	15				3							Grade
15	Financial management	30							15	15				5	Exam (4)
Total number of hours/ECTS:		630	180	150	0	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Introduction to logistics	60							30	30				4	Exam (4)
2	Supply chain management	30							15				15	3	Exam (4)
3	Marketing logistics	30							15	15				1	Grade
4	Basics of mechanics and strength of materials	30							15	15				3	Grade
5	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	60	0	0	15	12	
Total number of hours/ECTS:			180	150	0	45	15	30	210	165	30	0	15	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				4	Grade
6	Computer aided engineering CAD/CAM	60									45	15		5	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Business strategy	30							15	15				3	Exam (6)
2	Transport systems	30							30					1	Grade
3	Logistic processes analysis methods	30	15			15		2							Grade
4	Logistic project management	30							15			15		3	Exam(6)
5	Costs of logistic processes	30	15	15				1							Grade
6	Supply logistics	15				15		1							Grade
7	Production logistics	30	15		15			2							Grade
8	Personnel management	15	15					1							Grade
9	Technical infrastructure for logistics	30							15	15				2	Grade
10	IT infrastructure for logistics	30							15		15			2	Grade
11	Optional lectures	60	30					2	30					2	Grade
12	Diploma seminar	45					15	2					30	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		375	90	15	15	30	15	13	120	30	15	15	30	19	
Total number of hours/ECTS:			180	120	30	30	15	30	135	75	60	30	30	30	
Total number of hours per semester (year):		705	375						330						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Process methods of management	30	15	15				4	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Law of transport	15	15					3	Grade
5	Diploma seminar	30					30	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		165	90	15	0	0	60	27	
Total number of hours per semester/ECTS:		195	105	30	0	0	60	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	18			18			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12				2			12	12		3	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	24			24			2							Grade
13	Computer science - computer systems	36							12		24			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	66	0	0		180	36	66	12	12		
Total number of hours per semester(year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	36		18				1		18				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		2	12		12			4	Grade
8	Basics of engineering design	42	18			24		4							Grade
9	Production and service management	42	24	18				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12	12				3							Grade
14	Financial management	24							12	12				5	Exam (4)
Total number of hours/ECTS:		426	150	84	0	36	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Introduction to logistics	30							12	18				4	Exam (4)
2	Supply chain management	24							12				12	3	Exam (4)
3	Marketing logistics	12							12					1	Grade
4	Basics of mechanics and strength of materials	24							12	12				3	Grade
5	Optional lectures	18							18					1	Grade
Total number of hours:		108	0	0	0	0	0	0	66	30	0	0	12	12	
Total number of hours/ECTS:			150	84	0	36	12	30	144	84	12	0	12	30	
Total number of hours per semester (year):		534	282						252						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				4	Grade
6	Computer aided engineering CAD/CAM	30									18	12		5	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	36	12	24				3							Grade
Total number of hours/ECTS:		234	60	78	24	0	0	17	12	30	18	12	0	11	
Subjects for speciality															
1	Business strategy	24							12	12				3	Exam (6)
2	Transport systems	12							12					1	Grade
3	Logistic processes analysis methods	12				12		2							Grade
4	Logistic project management	24							12			12		3	Exam(6)
5	Costs of logistic processes	12	12					1							Grade
6	Supply logistics	12				12		1							Grade
7	Production logistics	21	9		12			2							Grade
8	Personnel management	12	12					1							Grade
9	Technical infrastructure for logistics	12							12					2	Grade
10	IT infrastructure for logistics	21							9		12			2	Grade
11	Optional lectures	36	18					2	18					2	Grade
12	Diploma seminar	36					12	2					24	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		234	51	0	12	24	12	13	75	12	12	12	24	19	
Total number of hours/ECTS:			111	78	36	24	12	30	87	42	30	24	24	30	
Total number of hours per semester (year):		468	261						207						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2010****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Law of transport	12	12					3	Grade
2	Process methods of management	24	12	12				4	Grade
3	Artificial intelligence methods	30	12				18	5	Grade
4	Intellectual property protection	12	12					4	Grade
5	Diploma seminar	24					24	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		102	48	12	0	0	42	27	
Total number of hours per semester/ECTS:		126	60	24	0	0	42	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30				2			15	15		3	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30			30			2							Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	90	0	0		210	45	90	15	15		
Total number of hours per semester (year)/ECTS:		690	315					30	375					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Credit
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				5							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			4	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15	15				3							Grade
15	Financial management	30							15	15				5	Exam (4)
Total number of hours/ECTS:		630	180	150	0	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	60							30		30			4	Exam (4)
2	Audit for energetics	60							30			30		4	Exam (4)
3	Basics of mechanics and strength of materials	30							15	15				3	Grade
4	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	15	30	30	0	12	
Total number of hours/ECTS:			180	150	0	45	15	30	210	120	60	30	0	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				4	Grade
6	Computer aided engineering CAD/CAM	60									45	15		5	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
Total number of hours wspólnych/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Energy law	15	15					1							Grade
2	Costs and tariffs	15	15					1							Grade
3	Management of work environment	30	15			15		2							Grade
4	Power industry	60							30	30				4	Exam(6)
5	Elements of mechatronics	30	15	15				2							Grade
6	Personnel management	15	15					1							Grade
7	Business strategy	30							15	15				3	Exam(6)
8	Heat engines and devices	60							30		30			4	Grade
9	Optional lectures	60	30					2	30					2	Grade
10	Diploma seminar	45					15	2					30	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		360	105	15	0	15	15	13	105	45	30	0	30	19	
Total number of hours/ECTS:			195	120	15	15	15	30	120	90	75	15	30	30	
Total number of hours per semester (year):		690	360						330						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours/ECTS:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Management of technical development	60	30	30				7	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Diploma seminar	30					30	2	Grade
5	Diploma thesis							9	Grade
Total number of hours/ECTS:		180	90	30	0	0	60	27	
Total number of hours per semester/ECTS:		210	105	45	0	0	60	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	18			18			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12				2			12	12		3	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	24			24			2							Grade
13	Computer science - computer systems	36							12		24			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	66	0	0		180	36	66	12	12		
Total number of hours per semester (year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	36		18				1		18				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		2	12		12			4	Grade
8	Basics of engineering design	42	18			24		4							Grade
9	Production and service management	42	24	18				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12	12				3							Grade
14	Financial management	24							12	12				5	Exam (4)
Total number of hours/ECTS:		426	150	84	0	36	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	36							18		18			4	Exam (4)
2	Audit for energetics	36							18			18		4	Exam (4)
3	Basics of mechanics and strength of materials	24							12	12				3	Grade
4	Optional lectures	18							18					1	Grade
Total number of hours:		114	0	0	0	0	0	0	66	12	18	18	0	12	
Total number of hours/ECTS:			150	84	0	36	12	30	144	66	30	18	0	30	
Total number of hours per semester (year):		540	282						258						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				4	Grade
6	Computer aided engineering CAD/CAM	30									18	12		5	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	36	12	24				3							Grade
Total number of hours wspólnych/ECTS:		234	60	78	24	0	0	17	12	30	18	12	0	11	
Subjects for speciality															
1	Energy law	12	12					1							Grade
2	Costs and tariffs	12	12					1							Grade
3	Management of work environment	24	12			12		2							Grade
4	Power industry	30							12	18				4	Exam(6)
5	Elements of mechatronics	24	12	12				2							Grade
6	Personnel management	12	12					1							Grade
7	Business strategy	24							12	12				3	Exam(6)
8	Heat engines and devices	30							12		18			4	Grade
9	Optional lectures	36	18					2	18					2	Grade
10	Diploma seminar	36					12	2					24	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		240	78	12	0	12	12	13	54	30	18	0	24	19	
Total number of hours/ECTS:			138	90	24	12	12	30	66	60	36	12	24	30	
Total number of hours per semester (year):		474	276						198						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2010****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours/ECTS:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Management of technical development	24	12	12				7	Grade
2	Artificial intelligence methods	30	12				18	5	Grade
3	Intellectual property protection	12	12					4	Grade
4	Diploma seminar	24					24	2	Grade
5	Diploma thesis							9	Grade
Total number of hours/ECTS:		90	36	12	0	0	42	27	
Total number of hours per semester/ECTS:		114	48	24	0	0	42	30	

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2010****Stationary**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Microeconomics	45	30	15				6							Exam (1)
7	Ecology and management of environment	45							30	15				3	Grade
8	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Introduction to technique	45	30	15				4							Grade
11	Geometry and engineering graphics	60		30				2			15	15		3	Grade
12	Fundamentals of management	45							30				15	3	Grade
13	Computer science - data bases	30			30			2							Grade
14	Computer science - computer systems	45							15		30			3	Grade
Total number of hours:			135	90	90	0	0		210	45	90	15	15		
Total number of hours per semester(year)/ECTS:		690	315					30	375					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Credit
Basic subjects															
4	Statistics for engineers	30	15	15				5							Exam (3)
5	Operational research	30							15	15				2	Grade
6	Economic law	30							30					3	Exam (4)
7	Fundamentals of marketing	30	15				15	2							Grade
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			4	Grade
9	Metrology basics	30	15	15				3							Grade
10	Basics of engineering design	60	30			30		4							Grade
11	Production and service management	60	30	30				5							Exam (3)
12	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
13	Basics of electrotechnics and electronics	45							30	15				3	Grade
14	Accountancy basics	30	15	15				3							Grade
15	Financial management	30							15	15				5	Exam (4)
Total number of hours/ECTS:		630	180	150	0	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Systems of safety and rescue service	45							30	15				3	Grade
2	Labour protection law	45							30	15				3	Grade
3	Ergonomics in industrial safety	60							30	15		15		5	Exam (4)
4	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	120	45	0	15	0	12	
Total number of hours/ECTS:			180	150	0	45	15	30	225	150	30	15	0	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2010

Stationary

Year III

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				4	Grade
6	Computer aided engineering CAM/CAD	60									45	15		5	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Formation of products safety	60	30	15		15		4							Grade
2	Safety certification	15							15					1	Grade
3	Personal protection equipment	15							15					1	Grade
4	Investigation of accidents and occupational diseases	30							15			15		2	Grade
5	Methodology of work of safety and health services	30	15	15				2							Grade
6	Hazard identification and risk assessment	30							15	15				2	Exam (6)
7	Safety of buildings and technical equipment	30							15	15				2	Grade
8	Personnel management	15	15					1							Grade
9	Business strategy	30							15	15				3	Exam (6)
10	Optional lectures	60	30					2	30					2	Grade
11	Diploma seminar	45					15	2					30	2	Grade
12	Diploma thesis							2						4	Grade
Total number of hours:		360	90	30	0	15	15	13	120	45	0	15	30	19	
Total number of hours/ECTS:			180	135	15	15	15	30	135	90	45	30	30	30	
Total number of hours per semester (year):		690	360						330						
Number of examinations:		6	3						3						

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2010

Stationary

Year IV

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Pre-medical aid	15		15				2	Grade
2	Organization of work of disabled persons	45	15	15			15	4	Grade
3	The effects of threats	30	15	15				2	Grade
4	Process methods of management	30	15	15				4	Grade
5	Intellectual property protection	30	30					4	Grade
6	Diploma seminar	30					30	2	Grade
7	Diploma thesis							9	Grade
Total number of hours/ECTS:		180	75	60	0	0	45	27	
Total number of hours per semester/ECTS:		210	90	75	0	0	45	30	

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2010****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	18			18			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Microeconomics	54	36	18				6							Exam (1)
7	Ecology and management of environment	48							36	12				3	Grade
8	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Introduction to technique	24	12	12				4							Grade
11	Geometry and engineering graphics	36		12				2			12	12		3	Grade
12	Fundamentals of management	36							24				12	3	Grade
13	Computer science - data bases	24			24			2							Grade
14	Computer science - computer systems	36							12		24			3	Grade
Total number of hours:			102	66	66	0	0		180	36	66	12	12		
Total number of hours per semester(year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	36		18				1		18				1	Grade
Basic subjects															
3	Statistics for engineers	24	12	12				5							Exam (3)
4	Operational research	24							12	12				2	Grade
5	Economic law	30							30					3	Exam (4)
6	Fundamentals of marketing	30	18				12	2							Grade
Main subjects															
7	Production processes and techniques	48	12			12		2	12		12			4	Grade
8	Metrology basics	24	12	12				3							Grade
9	Basics of engineering design	42	18			24		4							Grade
10	Production and service management	42	24	18				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
12	Basics of electrotechnics and electronics	24							12	12				3	Grade
13	Accountancy basics	24	12	12				3							Grade
14	Financial management	24							12	12				5	Exam (4)
Total number of hours/ECTS:		426	150	84	0	36	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Systems of safety and rescue service	24							12	12				3	Grade
2	Labour protection law	24							12	12				3	Grade
3	Ergonomics in industrial safety	36							12	12		12		5	Exam (4)
4	Optional lectures	18							18					1	Grade
Total number of hours:		102	0	0	0	0	0	0	54	36	0	12	0	12	
Total number of hours/ECTS:			150	84	0	36	12	30	132	90	12	12	0	30	
Total number of hours per semester (year):		528	282						246						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2010****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Foreign language	36		18				1		18				2	Grade, Exam(6)	
Main subjects																
2	Cost accounting for engineers	24	12	12				4							Exam (5)	
3	Production automation and robotisation	36	12		24			4							Exam (5)	
4	Quality management	24	12	12				3							Exam (5)	
5	Safety management	24							12	12				4	Grade	
6	Computer aided engineering CAD/CAM	30									18	12		5	Grade	
7	Logistics in enterprise	24	12	12				2							Grade	
8	Theory of machines	36	12	24				3							Grade	
Total number of hours/ECTS:		234	60	78	24	0	0	17	12	30	18	12	0	11		
Subjects for speciality																
1	Formation of products safety	30	12			18		4							Grade	
2	Safety certification	9							9					1	Grade	
3	Personal protection equipment	9							9					1	Grade	
4	Investigation of accidents and occupational diseases	21							9			12		2	Grade	
5	Methodology of work of safety and health services	24	12	12				2							Grade	
6	Hazard identification and risk assessment	24							12	12				2	Exam (6)	
7	Safety of buildings and technical equipment	12							12					2	Grade	
8	Personnel management	12	12					1							Grade	
9	Business strategy	24							12	12				3	Exam (6)	
10	Optional lectures	36	18					2	18					2	Grade	
11	Diploma seminar	36					12	2					24	2	Grade	
12	Diploma thesis							2						4	Grade	
Total number of hours:		237	54	12	0	18	12	13	81	24	0	12	24	19		
Total number of hours/ECTS:			114	90	24	18	12	30	93	54	18	24	24	30		
Total number of hours per semester (year):		471	258						213							
Number of examinations:		6	3						3							

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2010****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Pre-medical aid	9		9				2	Grade
2	Organization of work of disabled persons	24	12				12	4	Grade
3	The effects of threats	12	12					2	Grade
4	Process methods of management	24	12	12				4	Grade
5	Intellectual property protection	12	12					4	Grade
6	Diploma seminar	24					24	2	Grade
7	Diploma thesis							9	Grade
Total number of hours/ECTS:		105	48	21	0	0	36	27	
Total number of hours per semester/ECTS:		129	60	33	0	0	36	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30				2			15	15		3	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30			30			2							Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	90	0	0		210	45	90	15	15		
Total number of hours per semester(year)/ECTS:		690	315					30	375					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				0		30				0	Credit
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				5							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			4	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15	15				3							Grade
15	Financial management	30							15	15				5	Exam (4)
Total number of hours/ECTS:		630	180	150	0	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Introduction to logistics	60							30	30				4	Exam (4)
2	Supply chain management	30							15				15	3	Exam (4)
3	Marketing logistics	30							15	15				1	Grade
4	Basics of mechanics and strength of materials	30							15	15				3	Grade
5	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	60	0	0	15	12	
Total number of hours/ECTS:			180	150	0	45	15	30	210	165	30	0	15	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				4	Grade
6	Computer aided engineering CAD/CAM	60									45	15		5	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Business strategy	30							15	15				3	Exam (6)
2	Transport systems	30							30					1	Grade
3	Logistic processes analysis methods	30	15			15		2							Grade
4	Logistic project management	30							15			15		3	Exam(6)
5	Costs of logistic processes	30	15	15				1							Grade
6	Supply logistics	15				15		1							Grade
7	Production logistics	30	15		15			2							Grade
8	Personnel management	15	15					1							Grade
9	Technical infrastructure for logistics	30							15	15				2	Grade
10	IT infrastructure for logistics	30							15		15			2	Grade
11	Optional lectures	60	30					2	30					2	Grade
12	Diploma seminar	45					15	2					30	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		375	90	15	15	30	15	13	120	30	15	15	30	19	
Total number of hours/ECTS:			180	120	30	30	15	30	135	75	60	30	30	30	
Total number of hours per semester (year):		705	375						330						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Process methods of management	30	15	15				4	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Law of transport	15	15					3	Grade
5	Diploma seminar	30					30	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		165	90	15	0	0	60	27	
Total number of hours per semester/ECTS:		195	105	30	0	0	60	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Optional humanistic lectures	30							30					1	Grade	
Basic subjects																
2	Chemistry	30	18		12			6							Exam (1)	
3	Physics	36							18		18			5	Exam (2)	
4	Information Technology	18			18			2							Grade	
5	Macroeconomics	24							24					4	Exam (2)	
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)	
7	Microeconomics	54	36	18				6							Exam (1)	
8	Ecology and management of environment	48							36	12				3	Grade	
Main subjects																
9	Materials technology	48	12		12			2	12		12			2	Grade	
10	Geometry and engineering graphics	36		12				2			12	12		3	Grade	
11	Fundamentals of management	36							24				12	3	Grade	
12	Computer science - data bases	24			24			2							Grade	
13	Computer science - computer systems	36							12		24			3	Grade	
14	Introduction to technique	24	12	12				4							Grade	
Total number of hours:			102	66	66	0	0		180	36	66	12	12			
Total number of hours per semester(year)/ECTS:		540	234					30	306					30		
Number of examinations:		6	3						3							

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	36		18				1		18				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		2	12		12			4	Grade
8	Basics of engineering design	42	18			24		4							Grade
9	Production and service management	42	24	18				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12	12				3							Grade
14	Financial management	24							12	12				5	Exam (4)
Total number of hours/ECTS:		426	150	84	0	36	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Introduction to logistics	30							12	18				4	Exam (4)
2	Supply chain management	24							12				12	3	Exam (4)
3	Marketing logistics	12							12					1	Grade
4	Basics of mechanics and strength of materials	24							12	12				3	Grade
5	Optional lectures	18							18					1	Grade
Total number of hours:		108	0	0	0	0	0	0	66	30	0	0	12	12	
Total number of hours/ECTS:			150	84	0	36	12	30	144	84	12	0	12	30	
Total number of hours per semester (year):		534	282						252						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				4	Grade
6	Computer aided engineering CAD/CAM	30									18	12		5	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	36	12	24				3							Grade
Total number of hours/ECTS:		234	60	78	24	0	0	17	12	30	18	12	0	11	
Subjects for speciality															
1	Business strategy	24							12	12				3	Exam (6)
2	Transport systems	12							12					1	Grade
3	Logistic processes analysis methods	12				12		2							Grade
4	Logistic project management	24							12			12		3	Exam(6)
5	Costs of logistic processes	12	12					1							Grade
6	Supply logistics	12				12		1							Grade
7	Production logistics	21	9		12			2							Grade
8	Personnel management	12	12					1							Grade
9	Technical infrastructure for logistics	12							12					2	Grade
10	IT infrastructure for logistics	21							9		12			2	Grade
11	Optional lectures	36	18					2	18					2	Grade
12	Diploma seminar	36					12	2					24	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		234	51	0	12	24	12	13	75	12	12	12	24	19	
Total number of hours/ECTS:			111	78	36	24	12	30	87	42	30	24	24	30	
Total number of hours per semester (year):		468	261						207						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2009****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Law of transport	12	12					3	Grade
2	Process methods of management	24	12	12				4	Grade
3	Artificial intelligence methods	30	12				18	5	Grade
4	Intellectual property protection	12	12					4	Grade
5	Diploma seminar	24					24	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		102	48	12	0	0	42	27	
Total number of hours per semester/ECTS:		126	60	24	0	0	42	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2009****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	18			18			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12				2			12	12		3	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	24			24			2							Grade
13	Computer science - computer systems	36							12		24			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	66	0	0		180	36	66	12	12		
Total number of hours per semester (year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2009****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	36		18				1		18				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		2	12		12			4	Grade
8	Basics of engineering design	42	18			24		4							Grade
9	Production and service management	42	24	18				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12	12				3							Grade
14	Financial management	24							12	12				5	Exam (4)
Total number of hours/ECTS:		426	150	84	0	36	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	36							18		18			4	Exam (4)
2	Audit for energetics	36							18			18		4	Exam (4)
3	Basics of mechanics and strength of materials	24							12	12				3	Grade
4	Optional lectures	18							18					1	Grade
Total number of hours:		114	0	0	0	0	0	0	66	12	18	18	0	12	
Total number of hours/ECTS:			150	84	0	36	12	30	144	66	30	18	0	30	
Total number of hours per semester (year):		540	282						258						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2009****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	36		18				1		18				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				4	Grade
6	Computer aided engineering CAD/CAM	30									18	12		5	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	36	12	24				3							Grade
Total number of hours wspólnych/ECTS:		234	60	78	24	0	0	17	12	30	18	12	0	11	
Subjects for speciality															
1	Energy law	12	12					1							Grade
2	Costs and tariffs	12	12					1							Grade
3	Management of work environment	24	12			12		2							Grade
4	Power industry	30							12	18				4	Exam(6)
5	Elements of mechatronics	24	12	12				2							Grade
6	Personnel management	12	12					1							Grade
7	Business strategy	24							12	12				3	Exam(6)
8	Heat engines and devices	30							12		18			4	Grade
9	Optional lectures	36	18					2	18					2	Grade
10	Diploma seminar	36					12	2					24	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		240	78	12	0	12	12	13	54	30	18	0	24	19	
Total number of hours/ECTS:			138	90	24	12	12	30	66	60	36	12	24	30	
Total number of hours per semester (year):		474	276						198						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2009****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit	
			lc	c	lb	p	s			
Main subjects										
1	Optional main subjects	24	12	12				3	Grade	
Total number of hours/ECTS:		24	12	12	0	0	0	3		
Subjects for speciality										
1	Management of technical development	24	12	12				7	Grade	
2	Artificial intelligence methods	30	12				18	5	Grade	
3	Intellectual property protection	12	12					4	Grade	
4	Diploma seminar	24					24	2	Grade	
5	Diploma thesis							9	Grade	
Total number of hours/ECTS:		90	36	12	0	0	42	27		
Total number of hours per semester/ECTS:		114	48	24	0	0	42	30		

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2009****Stationary**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Microeconomics	45	30	15				6							Exam (1)
7	Ecology and management of environment	45							30	15				3	Grade
8	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Introduction to technique	45	30	15				4							Grade
11	Geometry and engineering graphics	60		30				2			15	15		3	Grade
12	Fundamentals of management	45							30				15	3	Grade
13	Computer science - data bases	30			30			2							Grade
14	Computer science - computer systems	45							15		30			3	Grade
Total number of hours:			135	90	90	0	0		210	45	90	15	15		
Total number of hours per semester(year)/ECTS:		690	315					30	375					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Subjects of general education																
1	Optional humanistic lectures	30	30					2							Grade	
2	Foreign language	60		30				1		30				1	Grade	
3	Physical education	60		30				0		30				0	Credit	
Basic subjects																
4	Statistics for engineers	30	15	15				5							Exam (3)	
5	Operational research	30							15	15				2	Grade	
6	Economic law	30							30					3	Exam (4)	
7	Fundamentals of marketing	30	15				15	2							Grade	
Main subjects																
8	Production processes and techniques	75	15			15		2	15		30			4	Grade	
9	Metrology basics	30	15	15				3							Grade	
10	Basics of engineering design	60	30			30		4							Grade	
11	Production and service management	60	30	30				5							Exam (3)	
12	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade	
13	Basics of electrotechnics and electronics	45							30	15				3	Grade	
14	Accountancy basics	30	15	15				3							Grade	
15	Financial management	30							15	15				5	Exam (4)	
Total number of hours/ECTS:		630	180	150	0	45	15	30	105	105	30	0	0	18		
Subjects for speciality																
1	Systems of safety and rescue service	45							30	15				3	Grade	
2	Labour protection law	45							30	15				3	Grade	
3	Ergonomics in industrial safety	60							30	15		15		5	Exam (4)	
4	Optional lectures	30							30					1	Grade	
Total number of hours:		180	0	0	0	0	0	0	120	45	0	15	0	12		
Total number of hours/ECTS:			180	150	0	45	15	30	225	150	30	15	0	30		
Total number of hours per semester (year):		810	390						420							
Number of examinations:		6	2						4							

Major: Management and production engineering**Specialization: Industrial safety engineering,****Recruitment: 2009****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				4	Grade
6	Computer aided engineering CAM/CAD	60									45	15		5	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Formation of products safety	60	30	15		15		4							Grade
2	Safety certification	15							15					1	Grade
3	Personal protection equipment	15							15					1	Grade
4	Investigation of accidents and occupational diseases	30							15			15		2	Grade
5	Methodology of work of safety and health services	30	15	15				2							Grade
6	Hazard identification and risk assessment	30							15	15				2	Exam (6)
7	Safety of buildings and technical equipment	30							15	15				2	Grade
8	Personnel management	15	15					1							Grade
9	Business strategy	30							15	15				3	Exam (6)
10	Optional lectures	60	30					2	30					2	Grade
11	Diploma seminar	45					15	2					30	2	Grade
12	Diploma thesis							2						4	Grade
Total number of hours:		360	90	30	0	15	15	13	120	45	0	15	30	19	
Total number of hours/ECTS:			180	135	15	15	15	30	135	90	45	30	30	30	
Total number of hours per semester (year):		690	360						330						
Number of examinations:		6	3						3						

Major: Management and production engineering
Specialization: Industrial safety engineering,
Recruitment: 2009

Stationary

Year IV

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Pre-medical aid	15		15				2	Grade
2	Organization of work of disabled persons	45	15	15			15	4	Grade
3	The effects of threats	30	15	15				2	Grade
4	Process methods of management	30	15	15				4	Grade
5	Intellectual property protection	30	30					4	Grade
6	Diploma seminar	30					30	2	Grade
7	Diploma thesis							9	Grade
Total number of hours/ECTS:		180	75	60	0	0	45	27	
Total number of hours per semester/ECTS:		210	90	75	0	0	45	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Stationary**

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30		15		4			15			1	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30									30			2	Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	60	15	0		210	45	120	0	15		
Total number of hours per semester(year)/ECTS:		690	300					30	390					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				4							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			3	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15		15			3							Grade
15	Financial management	30							15	15				3	Exam (4)
16	Practice	200												2	Grade
Total number of hours/ECTS:		630	180	135	15	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Introduction to logistics	60							30	30				4	Exam (4)
2	Supply chain management	30							15				15	3	Exam (4)
3	Marketing logistics	30							15	15				1	Grade
4	Basics of mechanics and strength of materials	30							15	15				3	Grade
5	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	60	0	0	15	12	
Total number of hours/ECTS:			180	135	15	45	15	30	210	165	30	0	15	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				3	Grade
6	Computer aided engineering CAD/CAM	60									45	15		4	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
9	Practice	200												2	Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Strategic development	30							15	15				3	Exam (6)
2	Transport systems	30							30					1	Grade
3	Logistic processes analysis methods	30	15			15		2							Grade
4	Logistic project management	30							15			15		3	Exam(6)
5	Costs of logistic processes	30	15	15				1							Grade
6	Supply logistics	15				15		1							Grade
7	Production logistics	30	15		15			2							Grade
8	Personnel management	15	15					1							Grade
9	Technical infrastructure for logistics	30							15	15				2	Grade
10	IT infrastructure for logistics	30							15		15			2	Grade
11	Optional lectures	60	30					2	30					2	Grade
12	Diploma seminar	45					15	2					30	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		375	90	15	15	30	15	13	120	30	15	15	30	19	
Total number of hours/ECTS:			180	120	30	30	15	30	135	75	60	30	30	30	
Total number of hours per semester (year):		705	375						330						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Process methods of management	30	15	15				4	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Law of transport	15	15					3	Grade
5	Diploma seminar	30					30	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		165	90	15	0	0	60	27	
Total number of hours per semester/ECTS:		195	105	30	0	0	60	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12		12		4			12			1	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	18									18			2	Grade
13	Computer science - computer systems	30							12		18			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	54	12	0		180	36	78	0	12		
Total number of hours per semester(year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		3	12		12			3	Grade
8	Basics of engineering design	36	18			18		4							Grade
9	Production and service management	36	24	12				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12		12			2							Grade
14	Financial management	12							12					4	Exam (4)
15	Practice	120												2	Grade
Total number of hours/ECTS:		426	150	78	12	30	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Introduction to logistics	24							12	12				4	Exam (4)
2	Supply chain management	24							12				12	3	Exam (4)
3	Marketing logistics	12							12					1	Grade
4	Basics of mechanics and strength of materials	24							12	12				3	Grade
5	Optional lectures	18							18					1	Grade
Total number of hours:		102	0	0	0	0	0	0	66	24	0	0	12	12	
Total number of hours/ECTS:			150	78	12	30	12	30	144	78	12	0	12	30	
Total number of hours per semester (year):		528	282						246						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				3	Grade
6	Computer aided engineering CAD/CAM	30									18	12		4	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	24	12	12				3							Grade
9	Practice	120												2	Grade
Total number of hours/ECTS:		246	60	78	24	0	0	17	12	42	18	12	0	11	
Subjects for speciality															
1	Strategic development	24							12	12				3	Exam (6)
2	Transport systems	12							12					1	Grade
3	Logistic processes analysis methods	12				12		2							Grade
4	Logistic project management	24							12			12		3	Exam(6)
5	Costs of logistic processes	12	12					1							Grade
6	Supply logistics	12				12		1							Grade
7	Production logistics	18	9		9			2							Grade
8	Personnel management	12	12					1							Grade
9	Technical infrastructure for logistics	12							12					2	Grade
10	IT infrastructure for logistics	18							9		9			2	Grade
11	Optional lectures	36	18					2	18					2	Grade
12	Diploma seminar	36					12	2					24	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		228	51	0	9	24	12	13	75	12	9	12	24	19	
Total number of hours/ECTS:			111	78	33	24	12	30	87	54	27	24	24	30	
Total number of hours per semester (year):		474	258						216						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2008****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Law of transport	12	12					3	Grade
2	Process methods of management	24	12	12				4	Grade
3	Artificial intelligence methods	30	12				18	5	Grade
4	Intellectual property protection	12	12					4	Grade
5	Diploma seminar	24					24	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		102	48	12	0	0	42	27	
Total number of hours per semester/ECTS:		126	60	24	0	0	42	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2008****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12		12		4			12			1	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	18									18			2	Grade
13	Computer science - computer systems	30							12		18			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	54	12	0		180	36	78	0	12		
Total number of hours per semester (year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2008****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		3	12		12			3	Grade
8	Basics of engineering design	36	18			18		4							Grade
9	Production and service management	36	24	12				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12		12			2							Grade
14	Financial management	12							12					4	Exam (4)
15	Practice	120												2	Grade
Total number of hours/ECTS:		426	150	78	12	30	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	36							18		18			4	Exam (4)
2	Audit for energetics	36							18			18		4	Exam (4)
3	Basics of mechanics and strength of materials	24							12	12				3	Grade
4	Optional lectures	18							18					1	Grade
Total number of hours:		114	0	0	0	0	0	0	66	12	18	18	0	12	
Total number of hours/ECTS:			150	78	12	30	12	30	144	66	30	18	0	30	
Total number of hours per semester (year):		540	282						258						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2008****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				3	Grade
6	Computer aided engineering CAD/CAM	30									18	12		4	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	24	12	12				3							Grade
9	Practice	120												2	Grade
Total number of hours wspólnych/ECTS:		246	60	78	24	0	0	17	12	42	18	12	0	11	
Subjects for speciality															
1	Energy law	12	12					1							Grade
2	Costs and tariffs	12	12					1							Grade
3	Management of work environment	24	12			12		2							Grade
4	Power industry	24							12	12				4	Exam(6)
5	Elements of mechatronics	24	12	12				2							Grade
6	Personnel management	12	12					1							Grade
7	Strategic development	24							12	12				3	Exam(6)
8	Heat engines and devices	24							12		12			4	Grade
9	Optional lectures	36	18					2	18					2	Grade
10	Diploma seminar	36					12	2					24	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		228	78	12	0	12	12	13	54	24	12	0	24	19	
Total number of hours/ECTS:			138	90	24	12	12	30	66	66	30	12	24	30	
Total number of hours per semester (year):		474	276						198						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2008****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours/ECTS:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Management of technical development	24	12	12				7	Grade
2	Artificial intelligence methods	30	12				18	5	Grade
3	Intellectual property protection	12	12					4	Grade
4	Diploma seminar	24					24	2	Grade
5	Diploma thesis							9	Grade
Total number of hours/ECTS:		90	36	12	0	0	42	27	
Total number of hours per semester/ECTS:		114	48	24	0	0	42	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30		15		4			15			1	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30									30			2	Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	60	15	0		210	45	120	0	15		
Total number of hours per semester(year)/ECTS:		690	300					30	390					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				4							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			3	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15		15			3							Grade
15	Financial management	30							15	15				3	Exam (4)
16	Practice	200												2	Grade
Total number of hours/ECTS:		630	180	135	15	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Introduction to logistics	60							30	30				4	Exam (4)
2	Supply chain management	30							15				15	3	Exam (4)
3	Marketing logistics	30							15	15				1	Grade
4	Basics of mechanics and strength of materials	30							15	15				3	Grade
5	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	60	0	0	15	12	
Total number of hours/ECTS:			180	135	15	45	15	30	210	165	30	0	15	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				3	Grade
6	Computer aided engineering CAD/CAM	60									45	15		4	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
9	Practice	200												2	Grade
Total number of hours/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Strategic development	30							15	15				3	Exam (6)
2	Transport systems	30							30					1	Grade
3	Logistic processes analysis methods	30	15			15		2							Grade
4	Logistic project management	30							15			15		3	Exam(6)
5	Costs of logistic processes	30	15	15				1							Grade
6	Supply logistics	15				15		1							Grade
7	Production logistics	30	15		15			2							Grade
8	Personnel management	15	15					1							Grade
9	Technical infrastructure for logistics	30							15	15				2	Grade
10	IT infrastructure for logistics	30							15		15			2	Grade
11	Optional lectures	60	30					2	30					2	Grade
12	Diploma seminar	45					15	2					30	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		375	90	15	15	30	15	13	120	30	15	15	30	19	
Total number of hours/ECTS:			180	120	30	30	15	30	135	75	60	30	30	30	
Total number of hours per semester (year):		705	375						330						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Process methods of management	30	15	15				4	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Law of transport	15	15					3	Grade
5	Diploma seminar	30					30	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		165	90	15	0	0	60	27	
Total number of hours per semester/ECTS:		195	105	30	0	0	60	30	

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12		12		4			12			1	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	18									18			2	Grade
13	Computer science - computer systems	30							12		18			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	54	12	0		180	36	78	0	12		
Total number of hours per semester(year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		3	12		12			3	Grade
8	Basics of engineering design	36	18			18		4							Grade
9	Production and service management	36	24	12				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12		12			2							Grade
14	Financial management	12							12					4	Exam (4)
15	Practice	120												2	Grade
Total number of hours/ECTS:		426	150	78	12	30	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Introduction to logistics	24							12	12				4	Exam (4)
2	Supply chain management	24							12				12	3	Exam (4)
3	Marketing logistics	12							12					1	Grade
4	Basics of mechanics and strength of materials	24							12	12				3	Grade
5	Optional lectures	18							18					1	Grade
Total number of hours:		102	0	0	0	0	0	0	66	24	0	0	12	12	
Total number of hours/ECTS:			150	78	12	30	12	30	144	78	12	0	12	30	
Total number of hours per semester (year):		528	282						246						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				3	Grade
6	Computer aided engineering CAD/CAM	30									18	12		4	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	24	12	12				3							Grade
9	Practice	120												2	Grade
Total number of hours/ECTS:		246	60	78	24	0	0	17	12	42	18	12	0	11	
Subjects for speciality															
1	Strategic development	24							12	12				3	Exam (6)
2	Transport systems	12							12					1	Grade
3	Logistic processes analysis methods	12				12		2							Grade
4	Logistic project management	24							12			12		3	Exam(6)
5	Costs of logistic processes	12	12					1							Grade
6	Supply logistics	12				12		1							Grade
7	Production logistics	18	9		9			2							Grade
8	Personnel management	12	12					1							Grade
9	Technical infrastructure for logistics	12							12					2	Grade
10	IT infrastructure for logistics	18							9		9			2	Grade
11	Optional lectures	36	18					2	18					2	Grade
12	Diploma seminar	36					12	2					24	2	Grade
13	Diploma thesis							2						4	Grade
Total number of hours:		228	51	0	9	24	12	13	75	12	9	12	24	19	
Total number of hours/ECTS:			111	78	33	24	12	30	87	54	27	24	24	30	
Total number of hours per semester (year):		474	258						216						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Logistics,****Recruitment: 2007****Non-stationary****Year IV**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	24	12	12				3	Grade
Total number of hours:		24	12	12	0	0	0	3	
Subjects for speciality									
1	Law of transport	12	12					3	Grade
2	Process methods of management	24	12	12				4	Grade
3	Artificial intelligence methods	30	12				18	5	Grade
4	Intellectual property protection	12	12					4	Grade
5	Diploma seminar	24					24	2	Grade
6	Diploma thesis							9	Grade
Total number of hours/ECTS:		102	48	12	0	0	42	27	
Total number of hours per semester/ECTS:		126	60	24	0	0	42	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	45	30		15			6							Exam (1)
3	Physics	60							30		30			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	30							30					4	Exam (2)
6	Mathematics	120	30	30				6	30	30				6	Exam (1;2)
7	Microeconomics	45	30	15				6							Exam (1)
8	Ecology and management of environment	45							30	15				3	Grade
Main subjects															
9	Materials technology	60	15		15			2	15		15			2	Grade
10	Geometry and engineering graphics	60		30		15		4			15			1	Grade
11	Fundamentals of management	45							30				15	3	Grade
12	Computer science - data bases	30									30			2	Grade
13	Computer science - computer systems	45							15		30			3	Grade
14	Introduction to technique	45	30	15				4							Grade
Total number of hours:			135	90	60	15	0		210	45	120	0	15		
Total number of hours per semester (year)/ECTS:		690	300					30	390					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
3	Physical education	60		30				1		30				1	Grade
Basic subjects															
4	Operational research	30							15	15				2	Grade
5	Fundamentals of marketing	30	15				15	2							Grade
6	Economic law	30							30					3	Exam (4)
7	Statistics for engineers	30	15	15				4							Exam (3)
Main subjects															
8	Production processes and techniques	75	15			15		2	15		30			3	Grade
9	Basics of engineering design	60	30			30		4							Grade
10	Production and service management	60	30	30				5							Exam (3)
11	Basics of fluid mechanics and thermodynamics	30	15	15				3							Grade
12	Basics of electrotechnics and electronics	45							30	15				3	Grade
13	Accountancy basics	30	15	15				3							Grade
14	Metrology basics	30	15		15			3							Grade
15	Financial management	30							15	15				3	Exam (4)
16	Practice	200												2	Grade
Total number of hours/ECTS:		630	180	135	15	45	15	30	105	105	30	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	60							30		30			4	Exam (4)
2	Audit for energetics	60							30			30		4	Exam (4)
3	Basics of mechanics and strength of materials	30							15	15				3	Grade
4	Optional lectures	30							30					1	Grade
Total number of hours:		180	0	0	0	0	0	0	105	15	30	30	0	12	
Total number of hours/ECTS:			180	135	15	45	15	30	210	120	60	30	0	30	
Total number of hours per semester (year):		810	390						420						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	30	15	15				4							Exam (5)
3	Production automation and robotisation	45	30		15			4							Exam (5)
4	Quality management	30	15	15				3							Exam (5)
5	Safety management	30							15	15				3	Grade
6	Computer aided engineering CAD/CAM	60									45	15		4	Grade
7	Logistics in enterprise	30	15	15				2							Grade
8	Theory of machines	45	15	30				3							Grade
9	Practice	200												2	Grade
Total number of hours wspólnych/ECTS:		330	90	105	15	0	0	17	15	45	45	15	0	11	
Subjects for speciality															
1	Energy law	15	15					1							Grade
2	Costs and tariffs	15	15					1							Grade
3	Management of work environment	30	15			15		2							Grade
4	Power industry	60							30	30				4	Exam(6)
5	Elements of mechatronics	30	15	15				2							Grade
6	Personnel management	15	15					1							Grade
7	Strategic development	30							15	15				3	Exam(6)
8	Heat engines and devices	60							30		30			4	Grade
9	Optional lectures	60	30					2	30					2	Grade
10	Diploma seminar	45					15	2					30	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		360	105	15	0	15	15	13	105	45	30	0	30	19	
Total number of hours/ECTS:			195	120	15	15	15	30	120	90	75	15	30	30	
Total number of hours per semester (year):		690	360						330						
Number of examinations:		6	3						3						

Major: Management and production engineering
Specialization: Industrial systems control,
Recruitment: 2007

Stationary

Year IV

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit
			lc	c	lb	p	s		
Main subjects									
1	Optional main subjects	30	15	15				3	Grade
Total number of hours/ECTS:		30	15	15	0	0	0	3	
Subjects for speciality									
1	Management of technical development	60	30	30				7	Grade
2	Artificial intelligence methods	60	30				30	5	Grade
3	Intellectual property protection	30	30					4	Grade
4	Diploma seminar	30					30	2	Grade
5	Diploma thesis							9	Grade
Total number of hours/ECTS:		180	90	30	0	0	60	27	
Total number of hours per semester/ECTS:		210	105	45	0	0	60	30	

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Non-stationary****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30							30					1	Grade
Basic subjects															
2	Chemistry	30	18		12			6							Exam (1)
3	Physics	36							18		18			5	Exam (2)
4	Information Technology	30			30			2							Grade
5	Macroeconomics	24							24					4	Exam (2)
6	Mathematics	96	24	24				6	24	24				6	Exam (1;2)
7	Microeconomics	54	36	18				6							Exam (1)
8	Ecology and management of environment	48							36	12				3	Grade
Main subjects															
9	Materials technology	48	12		12			2	12		12			2	Grade
10	Geometry and engineering graphics	36		12		12		4			12			1	Grade
11	Fundamentals of management	36							24				12	3	Grade
12	Computer science - data bases	18									18			2	Grade
13	Computer science - computer systems	30							12		18			3	Grade
14	Introduction to technique	24	12	12				4							Grade
Total number of hours:			102	66	54	12	0		180	36	78	0	12		
Total number of hours per semester (year)/ECTS:		540	234					30	306					30	
Number of examinations:		6	3						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Optional humanistic lectures	30	30					2							Grade
2	Foreign language	60		30				1		30				1	Grade
Basic subjects															
3	Operational research	24							12	12				2	Grade
4	Fundamentals of marketing	30	18				12	2							Grade
5	Economic law	30							30					3	Exam (4)
6	Statistics for engineers	24	12	12				5							Exam (3)
Main subjects															
7	Production processes and techniques	48	12			12		3	12		12			3	Grade
8	Basics of engineering design	36	18			18		4							Grade
9	Production and service management	36	24	12				5							Exam (3)
10	Basics of fluid mechanics and thermodynamics	24	12	12				3							Grade
11	Basics of electrotechnics and electronics	24							12	12				3	Grade
12	Accountancy basics	24	12	12				3							Grade
13	Metrology basics	24	12		12			2							Grade
14	Financial management	12							12					4	Exam (4)
15	Practice	120												2	Grade
Total number of hours/ECTS:		426	150	78	12	30	12	30	78	54	12	0	0	18	
Subjects for speciality															
1	Electric power and heat-generating systems	36							18		18			4	Exam (4)
2	Audit for energetics	36							18			18		4	Exam (4)
3	Basics of mechanics and strength of materials	24							12	12				3	Grade
4	Optional lectures	18							18					1	Grade
Total number of hours:		114	0	0	0	0	0	0	66	12	18	18	0	12	
Total number of hours/ECTS:			150	78	12	30	12	30	144	66	30	18	0	30	
Total number of hours per semester (year):		540	282						258						
Number of examinations:		6	2						4						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Non-stationary****Year III**

No.	Name of subject	Number of hours	Semester 5					ECTS	Semester 6					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Subjects of general education															
1	Foreign language	60		30				1		30				2	Grade, Exam(6)
Main subjects															
2	Cost accounting for engineers	24	12	12				4							Exam (5)
3	Production automation and robotisation	36	12		24			4							Exam (5)
4	Quality management	24	12	12				3							Exam (5)
5	Safety management	24							12	12				3	Grade
6	Computer aided engineering CAD/CAM	30									18	12		4	Grade
7	Logistics in enterprise	24	12	12				2							Grade
8	Theory of machines	24	12	12				3							Grade
9	Practice	120												2	Grade
Total number of hours wspólnych/ECTS:		246	60	78	24	0	0	17	12	42	18	12	0	11	
Subjects for speciality															
1	Energy law	12	12					1							Grade
2	Costs and tariffs	12	12					1							Grade
3	Management of work environment	24	12			12		2							Grade
4	Power industry	24							12	12				4	Exam(6)
5	Elements of mechatronics	24	12	12				2							Grade
6	Personnel management	12	12					1							Grade
7	Strategic development	24							12	12				3	Exam(6)
8	Heat engines and devices	24							12		12			4	Grade
9	Optional lectures	36	18					2	18					2	Grade
10	Diploma seminar	36					12	2					24	2	Grade
11	Diploma thesis							2						4	Grade
Total number of hours:		228	78	12	0	12	12	13	54	24	12	0	24	19	
Total number of hours/ECTS:			138	90	24	12	12	30	66	66	30	12	24	30	
Total number of hours per semester (year):		474	276						198						
Number of examinations:		6	3						3						

Major: Management and production engineering**Specialization: Industrial systems control,****Recruitment: 2007****Non-stationary**

No.	Name of subject	Number of hours	Semester 7					ECTS	Form of credit	
			lc	c	lb	p	s			
Main subjects										
1	Optional main subjects	24	12	12				3	Grade	
Total number of hours/ECTS:		24	12	12	0	0	0	3		
Subjects for speciality										
1	Management of technical development	24	12	12				7	Grade	
2	Artificial intelligence methods	30	12				18	5	Grade	
3	Intellectual property protection	12	12					4	Grade	
4	Diploma seminar	24					24	2	Grade	
5	Diploma thesis							9	Grade	
Total number of hours/ECTS:		90	36	12	0	0	42	27		
Total number of hours per semester/ECTS:		114	48	24	0	0	42	30		

Subjects of general education:

ECTS credits
1

1. Course title

Regional history (The region and the regionalism on example of the Lower Silesia)

2. Course contentsLecture

Territorial development of Silesia on space of histories

Silesia till year 1138

Silesia in summers 1138-1335

Silesia in Czech monarchy 1335-1526

Habsburski Silesia 1526-1741

Prussian Silesia 1741-1918

Silesia in summers 1918-1945

Silesia after 1945 year

3. Prerequisites

None

4. Learning outcomes

Student is familiar with the history of Silesia in the background of state organisms, to which this area belonged. The chronological scope encompasses all of history to 1989.

5. Recommended reading

1. Czapliński M. i inni, *Historia Śląska*, Wrocław 2007 (lub wyd. 2002).
2. Harasimowicz J., *Dolny Śląsk*, Wrocław 2007.
3. *Historia chłopów śląskich*. Opracowanie zbiorowe pod redakcją Stefana Inglota, Warszawa 1979.
4. Kaczmarek M. i inni, *Wrocław. Dziedzictwo wieków*, Wrocław 1997.
5. Boras Z., *Książęta piastowscy Śląska*, Katowice 1978.
6. Dola K., *Dzieje Kościoła na Śląsku, część I. Średniowiecze*, Opole 1996.
7. Drabina J., *Miasta śląskie w średniowieczu*, Katowice 1987.
8. *Legnica. Zarys monografii miasta* pod redakcją Stanisława Dąbrowskiego, Wrocław-Legnica 1998.
9. Mandziuk J., *Historia Kościoła katolickiego na Śląsku. Czasy reformacji protestanckiej, reformy katolickiej i kontrreformacji 1520-1742*. Tom 2, Warszawa 1995.

6. Type of course

Optional

7. Teaching team

Department of Tourism

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

The lecture - the written relating the histories of Silesia work

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Social Communication

2. Course contents**Lecture**

Communication as a process. The idea of communication. The initial concepts and definitions. The basic models of the communication by D. McQuail. The interpersonal communication. Main theories and models of interpersonal communication. Verbal and non-verbal aspects of communication. The forms of verbal communication. The sorts of non-verbal communications. The relation between verbal and non-verbal communication. The barriers of the social communication. The main systems of social communication and its specific role. The system of institutional communication. The mass communication - its features and functions. The basis rules of the mass media. The transformations of the media system in Poland. The main techniques and mechanisms of the commercial, public relations. The creating of the personal image.

3. Prerequisites

none

4. Learning outcomes

A Student is able to define the basic elements and categories of the social communication and to understand the significant aspects of the communication and the essential issues of the media and cooperation with media as well.

5. Recommended reading

1. Adamowski J.(red.), *Media w państwie współczesnym*, Warszawa 2001.
2. Cianciara J., Uścińska B., *Komunikacja społeczna. Komunikowanie się z mediami w praktyce*, Wrocław 1999.
3. Dobek-Ostrowska B., *Podstawy komunikowania społecznego*, Wrocław 2004.
4. Dobek-Ostrowska B. (red.), *Współczesne systemy komunikowania*, Wrocław 1998.
5. Goban-Klas T., *Media i komunikowanie masowe. Teorie i analizy prasy, radia, telewizji i Internetu*, Warszawa-Kraków 2004.
6. Ociepka B., *Komunikowanie międzynarodowe*, Wrocław 2002.
7. Olędzki J., *Komunikowanie w świecie*, Warszawa 2001.
8. Rozwadowska B., *Public relations. Teoria. Praktyka. Perspektywy*, Warszawa 2002.
9. Stankiewicz J. *Komunikowanie się w organizacji*, Wrocław 1999.

6. Type of course

Facultative.

7. Teaching team

Department of Sociology and Social Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Lecture – written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title:

Sociology

2. Course contents:

The place of sociology among other social sciences. The subject and functions of general and specific sociology. Natural, economical and cultural considerations of social life. Mass culture and its influence on social and work processes. Cultural diffusion and cultural heritage as factors of social and economical development. The man vs. social environment. Sociological model of man. The question of personality in social sciences. Work vs. personality. Economic mentality of the individual vs. their participation in economic and social processes. Socio-psychological characteristics of relations and relationships: needs – motivations – bases – behaviors. Social bonds as the basis for the emerging of social groups. Public institutions and their functions. Characteristics of total institutions. Social norms and values as the elements of the social organization of the group. Most important groups in the life of the individual. Characteristics of the basic social processes (adaptation, cooperation, conflict, disorganization, social mobility). Social problems of the Polish society in the period of political transformation. Research in social development. Elements of chosen theories of social development (Plato, Condorcet, Turgot, Popper). Social stratification (social classes). The society and its sociopolitical organization. Nation as a group having the features of a community. Nation and other contemporary ethnic groups. Bureaucracy in modern social institutions. Development of self-government institutions during transformation. Basic methods and techniques of sociological research.

3. Prerequisites

None

4. Learning outcomes

Student is aware of the complexity of the social reality, consisting of social groups, institutions, processes and phenomena. Student is familiar with methods and techniques of sociological research and therefore has the opportunity of getting to know this reality. Student knows the possibility of using sociological knowledge in other social sciences.

5. Recommended reading

1. B. Szacka, *Wprowadzenie do socjologii*. Warszawa, OW 2003
2. P. Sztompka *Socjologia. Analiza społeczeństwa*. Kraków, ZNAK 2002
3. Z. Polakowska-Kujawa (editor) *Socjologia ogólna*. SGH, Warszawa 1999

6. Type of the course

Optional

7. Teaching Team

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/30	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Term assignments and coursework

10. Language of instruction

Polish

ECTS credits

2

1. Course title:

Psychology

2. Course contents

- The main concepts of psychology
- Cognition; perception, attention, memory, creative thinking, intelligence
- Emotion and motivation
- Personality
- The social behaviour; self-presentation, group behaviour, cognitive dissonance, groupthink
- Human communication and influence on people

3. Prerequisites:

None

4. Learning outcomes:

Student is familiar with the basic psychological themes and terminology, so that in the future he/she can use the texts and training materials on the psychological aspects of motivation, human resources management, etc.

5. Recommended reading

1. Strelau, J. red. (2002) *Psychologia. Podręcznik akademicki*. t.1-2. Gdańsk: Gdańskie Wydawnictwo Psychologiczne.
2. Cialdini, R. (1996) *Wywieranie wpływu na ludzi*. Gdańsk. Gdańskie Wydawnictwo Psychologiczne.
3. Robbins, S. (2000) *Zasady zachowania w organizacji*. Poznań: Zyski i S-ka Wydawnictwo.

6. Type of course:

Obligatory

7. Teaching team:

Department of Sociology and Public Communication

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Test of knowledge

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Autopresentation , telling about yourself in the professional context, about your future career ambitions, interests, contemporary world./ 4 hours
2. Earning a Living. / 8 hours
 - 2.1 Wages and living standards.
 - 2.2 Job roles and types- agriculture, industry, services.
 - 2.3 Applying for a job. Job interviews.
 - 2.4 Employer/ employee relationships.
3. Business correspondence. Practising writing memos. / 6 hours
4. Production and Sale of Goods and Services. / 8 hours
 - 4.1 Distribution: origin and destination of product.
 - 4.2 Retail and wholesale outlets: competition between small shops and supermarkets.
 - 4.3 New markets and products.
 - 4.4 Quality and customer service.

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Business correspondence. Practising writing company leaflets. / 6 hours
 - 1.1 Exam task. Basic reading comprehension: true-or-false questions. Practice.
(On the basis of the materiale of LCCI Examinations Board, *How to Pass English for Business First Level*)
2. International Trade. / 8 hours
 - 2.1 Description of imports/exports.
 - 2.2 Changes in international markets.
 - 2.3 Economic problems in developing countries.
 - 2.4 Trade blocks e.g. EU, ASEAN, NAFTA.
3. Business correspondence. Practising writing business reports. / 8 hours
 - 3.1 Exam task.. Information processing: short-answer questions. Practice.
(On the basis of the materiale of LCCI Examinations Board, *How to Pass English for Business First Level*)
4. Money. / 8 hours
 - 4.1 Methods of paying/ purchasing.
 - 4.2 Inflation and price changes.
 - 4.3 Banking services.
 - 4.4 Savings and investment.

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

English

2. Course contentsThematic scope of the course:

1. Transport / 8 hours
 - 1.1 Types of transport in Poland
 - 1.2 Transport for the individual
 - 1.3 Transport for commerce and industry
 - 1.4 Local infrastructure for: road, rail, sea and air transport
2. Basic reading comprehension: interpreting short information, providing one-word answers /6 hours.
(On the basis of LCCI Examinations Board materials, *How to Pass English for Business First Level*)
3. Communications/8 hours
 - 3.1 Media: TV, newspapers, Internet, advertising
 - 3.2 Information Technology: computers
 - 3.3 Communications: telephone, fax, e-mail
4. Business correspondence: letter writing practice/ 8 hours

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

English

2. Course contentsThematic scope of the course:

1. Education / 8 hours
 - 1.1 Personal education
 - 1.2 The education system
 - 1.3 Training and skills
2. Basic reading comprehension: interpreting chart and graph data , providing one-word answers /8 hours.
(On the basis of LCCI Examinations Board materials, *How to Pass English for Business First Level*)
3. Travel and Tourism/ 8 hours
 - 3.1 The importance of travel to the individual
 - 3.2 Tourism and the local area
 - 3.3 Tourism in a nation's economy
4. Revision Practice before final written and oral examination/6 hours

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Second Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course

Obligatory

7. Teaching team

Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Written test, written and oral examination

10. Language of instruction:

Polish

ECTS Credits

1

1. Course title

French

2. Course contents:Thematic scope of the course:

1. Greetings, making contact, introducing oneself, giving personal information, about family, friends, nationality and occupation, tabular and descriptive Curriculum Vitae.
2. Personal appearance, body parts, outfit, fashion, character features.
3. Daily schedule (e.g. workshops at university, faculty), free time, daily routine, interests, style of living.
4. Means of communication: telephone call, fax, letter, the internet.
5. The flat: room, dormitory description,
6. My town, city plan, location of buildings, asking /telling the way.

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
2. H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6. Type of course:

Obligatory

7. Teaching team:

Teachers of French.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30/18	III	2
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction

Polish

ECTS Credits

1

1. Course title

French

2. Course contents:Thematic scope of the course:

1. Travel – means of transport, itinerary, travel agency, the railway station, the airport, accommodation.
2. Free time, leisure, interests, sightseeing the city, going to the cinema, theatre.
3. Nature – climate, seasons of the year, weather forecast.
4. Shopping – (e.g. souvenir) and services, prices and money.
5. Meals – restaurant, holiday and parties.
6. Health - (at the doctor, chemists, healthy lifestyle)

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
2. H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6. Type of course:

Obligatory

7. Teaching team:

Teachers of French.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS Credits

1

1. Course title

French

2. Course contents:Thematic scope of the course:

1. The school - the subjects, the life of school, the system of education, class rooms , timetable.
2. Describing the time : the moments of a day ,a week and an hour.
3. Arranging , postponing and cancelling a meeting.
4. Expressing the plans for the nearest future , preferences and offers.
5. The family life: the members of family , the ways of spending spare time, the lifestyle.

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
2. H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6. Type of course:

Obligatory

7. Teaching team:

Teachers of French.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	V	3
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS Credits

2

1. Course title

French

2. Course contents:Thematic scope of the course:

1. The shopping : the kinds of shops, goods, selling and buying.
2. Comparing the features , persons and things.
3. The food : menu , the names of the products , preparing the dishes.
4. The tourism: traveling , visiting , monuments , staying in a hotel .
5. The announcements: rent a flat, sale and buy .

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. G. Migdalska, C. Billar-Woźniak, M. Szczucka-Smagowicz „Déjà-vu”, PWN, Warszawa, 2005
2. H. Augé, M.D. Cañada Pujols, C. Marlhens, L. Martin “Tout va bien 1”, CLE International 2004
3. J.L. Penfornis „Français. com”, CLE International, Paris, 2002

6. Type of course:

Obligatory

7. Teaching team:

Teachers of French.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Student total workload	60		

9. Assessment methods:

Tutorials, written and oral exam

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

German

2. Course contentsThematic scope of the course:

1. Introductions.

1.1 Introducing yourself and your company.

1.2 Introducing business associates. Names of professions, posts and nationalities.

1.3 Filling in forms.

2. In the workplace.

2.1 Describing relationships.

2.2 Essential duties performed in the workplace.

2.3 Numbers, telephone numbers, prices.

3. Arranging appointments.

3.1 Invitations.

3.2 Arranging dates, hours.

3.3 Day planning.

3. Prerequisites

none

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. "Sage und schreibe" Ch. Fandrych, U. Tallowitz, wyd. Lektor Klett
2. "Dialog Beruf 1" Becker, Braunert, Eisfeld, wyd. Max Hueber Verlag

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

German

2. Course contents

Thematic scope of the course:

1. Planning dates.
 - 1.1 Seasons of the year, months.
 - 1.2 Saying dates.
 - 1.3 Day planning: daily routines.
2. Shopping.
 - 2.1 Planning a purchase of products.
 - 2.2 Preparing offers.
3. Meals.
 - 3.1 Breakfast break: groceries and culinary preferences.
 - 3.2 In the restaurant ordering meals, paying bills.
 - 3.3 Business dinner: recommending a restaurant and dishes.

3. Prerequisites

none

4. Learning outcomes

The student acquires general language abilities at basic level A1, taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. "Sage und schreibe" Ch. Fandrych, U. Tallowitz, wyd. Lektor Klett
2. "Dialog Beruf 1" Becker, Braunert, Eisfeld, wyd. Max Hueber Verlag

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

German

2. Course contentsThematic scope of the course:

- hosting German delegation: dialogues at the train station, in a taxi, at the hotel
- information exchange by fax, eg Appointing the date of a meeting
- discussing a public survey
- introducing oneself / introducing a guest to other people
- writing a business card, giving a business card to other people
- making appointment for a business meeting
- showing the way, providing a guided tour in the company
- national holiday, church holiday and other bank holiday in Germany and Poland
- introducing the company: the history, activity, legal form, business sector
- request for connecting with a selected department in a company/connecting the client with an appropriate office
- personal employment history, education
- Job interview
- Job advertisement
- writing a CV and cover letter

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. Kos J., Białek E.: *Niemiecki jako język biznesu. Vademecum z wzorami zdań i listów*, „Mit Yertrag zum Erfolg"
2. Studio d A2, Funk, Kuhn, Demme, wyd. Cornelsen, 2007
3. Sage und Schreibe, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003
4. Klipp und Klar, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003
5. Studio d Sprachtraining A2, Rita Maria Niemann, wyd. Cornelsen, 2007

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

German

2. Course contentsThematic scope of the course:

- Business invitation to a restaurant (in a letter or a phone call)
- "Savoir a vivre" at the table, indicating seating places to the guests, reacting to news, providing information about eating habits
- analysis of graph data, describing a graph (demography, economy, consumption, trade)
- selling a product and trade fair service: presentation, giving opinion, providing precise information about the product or service
- telephone or mail contact with a business partner: enquiry, request, offer
- formal elements of a business letter
- salutation and closing formula in private and business correspondence
- selected forms of commercial correspondence
- filling in a form, phrases typical for forms
- names of goods and services

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. Kos J., Białek E.: Niemiecki jako język biznesu. Vademecum z wzorami zdań i listów, „Mit Vertrag zum Erfolg”.
2. Studio d A2, Funk, Kuhn, Demme, wyd. Cornelsen, 2007
3. Sage und Schreibe, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003
4. Klipp und Klar, Christian Fandrych, Ulrike Tallowitz, wyd. LektorKlett, 2003
5. Studio d Sprachtraining A2, Rita Maria Niemann, wyd. Cornelsen, 2007

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Tutorials, written exam

10. Language of instruction:

Polish

ECTS Credits

1

1. Course title

Russian

2. Course contents:Thematic scope of the course:

- Autopresentation
- Interests and hobbies
- Entertainment, leisure time
- Going to school/work: conversation on the bus/At the bus stop
- Plans for the weekend, holiday
- months
- date

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A2 taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006
3. Алла Родимкина, Зоя Риле, Нил Ландсман, *Россија сегодня. Тексты и упражнения*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course:

Obligatory

7. Teaching team:

Teachers of Russian.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30/18	III	2
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS Credits

1

1. Course title

Russian

2. Course contents:Thematic scope of the course:

- Talking about reflections from holiday or day
- writing press articles, advertisement
- writing e-mails
- giving advice
- describing places, tourist resorts
- phone calls, radio advertisements,
- practicing writing letters

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A2 taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006
3. Ałła Rodimkina, Zoya Rile, Nil Landsman, *Rossija siegodaynia. Teksty i uprzążnienia*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course:

Obligatory

7. Teaching team:

Teachers of Russian.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS Credits

1

1. Course title

Russian

2. Course contents:Thematic scope of the course:

- The school - the subjects, the life of school, the system of education, class rooms , timetable.
- Describing the time : the moments of a day ,a week and an hour.
- Arranging , postponing and cancelling a meeting.
- Expressing the plans for the nearest future , preferences and offers.
- The family life: the members of family , the ways of spending spare time, the lifestyle.

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1 taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006
3. Ałła Rodimkina, Zoya Rile, Nil Landsman, *Rossija siegodaynia. Teksty i uprzążnienie*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course:

Obligatory

7. Teaching team:

Teachers of Russian.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	V	3
Laboratory			
Project			
Seminar			
Other			
Student total workload	30		

9. Assessment methods:

tutorials

10. Language of instruction:

Polish

ECTS Credits

2

1. Course title

Russian

2. Course contents:Thematic scope of the course:

- The shopping : the kinds of shops, goods, selling and buying.
- Comparing the features , persons and things.
- The food : menu , the names of the products , preparing the dishes.
- The tourism: traveling , visiting , monuments , staying in a hotel .
- The announcements: rent a flat, sale and buy .

3. Prerequisites

None

4. Learning outcomes

The student acquires general language abilities at basic level A1 taking into account skills useful in situations of language communication appropriate for the faculty of Management and Production Engineering.

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006
3. Ałła Rodimkina, Zoya Rile, Nil Landsman, *Rossija siegodaynia. Teksty i uprażnienija*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course:

Obligatory

7. Teaching team:

Teachers of Russian.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials	30	VI	3
Laboratory			
Project			
Seminar			
Other			
Student total workload	60		

9. Assessment methods:

Tutorials, written exam

10. Language of instruction:

Polish

ECTS credits

0

1. Course title

Physical Education

2. Course contents

All the physical activities are offered to be for students at the gym, sports hall, fitness room and on the swimming pool. The students have the opportunities to choose their preferable form.

3. Prerequisites

There are not observed any bad impact on their health.

4. Learning outcomes

The aim of the course is to improve the physical activity of the students and their knowledge connected with practicing sports, especially sophisticated exercises. The subject has to have an impact on their physical education in this direction. It is crucial for them to get significant facilities, experience and also all the important skills during realizing such a broadminded course. It is significant in their future to reach all their aims in work to be as animators or the main organizers of the physical activities in their surrounding as the course contains all the important issues in the branch of physical education. Teaching how to relax, how to reach the essential discipline in different sports are not the only aspects of this vital course.

5. Recommended reading

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Unrated credits (without a grade) based on attendance in class

10. Language of instruction:

Polish

ECTS credits

0

1. Course title

Physical Education

2. Course contents

All the physical activities are offered to be for students at the gym, sports hall, fitness room and on the swimming pool. The students have the opportunities to choose their preferable form.

3. Prerequisites

There are not observed any bad impact on their health.

4. Learning outcomes

The aim of the course is to improve the physical activity of the students and their knowledge connected with practicing sports, especially sophisticated exercises. The subject has to have an impact on their physical education in this direction. It is crucial for them to get significant facilities, experience and also all the important skills during realizing such a broadminded course. It is significant in their future to reach all their aims in work to be as animators or the main organizers of the physical activities in their surrounding as the course contains all the important issues in the branch of physical education. Teaching how to relax, how to reach the essential discipline in different sports are not the only aspects of this vital course.

5. Recommended reading

6. Type of course

Obligatory

7. Teaching team

Department of Recreation

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Unrated credits (without a grade) based on attendance in class

10. Language of instruction:

Polish

Basic subjects:

ECTS credits
6

1. Course title

Chemistry.

2. Course contentsLecture

Basic terms in chemistry – physical and chemical phenomena, simple and complex compounds, atom, nuclide, isotope, atomic mass, mole. Atom structure. Periodic table of elements in connection with atomic structure. Chemical reactions – chemical reaction equation, types of chemical reactions, speed and yield of reactions, catalysis and catalyst. Oxidation-reduction reactions. Chemical bondings – types of chemical bondings: ionic, covalent and hydrogen. Electronegativity of elements, dipole moments of molecules. Hydrogen bonding – simple version. Chemical equilibrium – dynamic equilibrium idea, equilibrium constant. Aqueous solutions – solubility, dissociation, solvation, hydrolysis, solubility product, ionic strength, activity. Basic information about electrochemistry – electrochemical cells, scheme of electrochemical cell, cell potential, half-cell potential, electrochemical order of metals. Corrosion of iron. Electrolysis – processes of oxidation and reduction on electrodes, examples of electrolysis. Architecture of organic compounds. Stereochemistry of organic compounds. Alkanes and cycloalkanes. Diens and alkynes. Aromatic hydrocarbons. Halogenoorganic compounds. Alcohols, phenols and ethers. Amines. Aldehydes and ketones. Organic and fatty acids, amino acids, fats and proteins.

Laboratory

Regulations of laboratory and safety code. Introduction in chemistry. Cleaning of chemical substances by crystallization, sublimation and destillation. Chromatography. Properties of physicochemical substances – melting and boiling temperature. Spectroscopy. Esterification reactions. Obtaining of chosen organic compounds. Soap obtaining

3. Prerequisites

None

4. Learning outcomes

The purpose of the course is to introduce the students into elementary academic inorganic and organic chemistry. Basic chemical terms, chemical laws, cycle of chemical transformations, architecture of organic compounds, stereochemistry of organic compounds, the most important groups of organic compounds

5. Recommended reading

1. P. Mastalerz, *Elementarna chemia nieorganiczna*, Wyd. Chemiczne, Wrocław 2000.
2. P. Mastalerz, *Elementarna chemia organiczna*, Wyd. Chemiczne, Wrocław 1998.
3. I. Barycka, K. Skudlarski, *Podstawy Chemii*, Wyd. Pol. Wrocławskiej, Wrocław 2001.
4. M. J. Sienko, R. A. Plane, *Chemia - podstawy i zastosowania*, Wyd. Naukowo-Techniczne, Warszawa 2002.
5. J. McMurry, *Chemia Organiczna*, Wydawnictwo Naukowe PWN, Warszawa 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Environmental Protection.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	I	1
Classes			
Laboratory	15/12	I	1
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Lecture test, and passing of the laboratory

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Physics

2. Course contents

Lecture: INTRODUCTION: Physics as a natural science. SI – International System of Units. Rudiments of vector calculus. Foundations of analysis of experimental results: measurement and uncertainty, types of error, error analysis. MECHANICS: Material point kinematics. Dynamics of the material point. Newton's Laws of Dynamics, Rigid body dynamics (rotary motion): torque, moment of inertia, law of parallel axis, angular momentum. Work, power and energy. Laws of conservation of momentum, angular momentum and energy. Statics. Gravitation: lines of forces, potential of gravitational field. FLUID MECHANICS: Hydrostatics: Hydrodynamics of the ideal fluid: equation of continuity of flow, Bernoulli's theorem, Magnus effect. Real fluids: viscosity, Stokes formula, Hagen-Poiseuille formula, Reynolds number. THERMAL PHYSICS: Kinetic theory of heat: temperature, zero law of thermodynamics, heat, specific heat. Thermostatistics: heat balance. First law of thermodynamics. Equation of state of ideal gas, ideal gas laws. Second law of thermodynamics: reversible and irreversible processes, entropy, heat engines, Carnot cycle. ELECTRICITY AND MAGNETISM: Electrostatics: electric charge, law of conservation of electric charge, Coulomb's law, electric field, potential and electric tension, dielectric properties of matter. Electric current: charge carriers, current strength, electric resistance, Ohm's laws, electromotive force, Kirchhoff's laws, Joule effect. Magnetic field: Lorentz force, induction and magnetic field strength, magnetic properties of matter. Electromagnetic induction: Faraday law, Lenz law, self-inductance. INTRODUCTION TO THE MODERN PHYSICS AND TECHNOLOGY: Quantum physics, special and general theory of relativity, cosmology. Rudiments of modern technology – examples.

Laboratory: Measurement of the moment of inertia using the pendulum method and verification of the parallel axis theorem, Measurement of the modulus of stiffness using the dynamic method, Measurement of the speed of sound using the Lissajous figures, Measurement of the dynamic viscosity using the Stokes method, Calibration of a thermocouple, Measurement of the groove period of a diffraction grating, Measurement of the focal length of lenses using the Bessel method, Spectral analysis – gas spectra, Measurement of electric resistance, Verification of the Ohm's Law for the alternating current, Measurement of the resonance frequency of an RLC circuit, Oscilloscope as a measuring device.

3. Prerequisites

none

4. Learning outcomes

Student is able to make use of laws and methods of general physics in order to explain physical phenomena and fundamentals of modern technology. This kind of knowledge is supposed to be a basis for other courses. He knows and is capable of using the units of measurements from the International System and is able to present numerical results of measurements in the correct form. He can also estimate the measurement uncertainty.

5. Recommended reading

1. J. Orear; *Fizyka*; WNT, Warszawa; (podręcznik podstawowy);
2. H. Szydłowski; *Niepewności w pomiarach. Międzynarodowe standardy w praktyce*, Wydawnictwo Naukowe UAM, Poznań;
3. P.Wilk, W.Urbanik, I.Szczygieł; *Fizyka – laboratorium*, Wyd. Akademii Ekonomicznej, Wrocław.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	II	1
Classes			
Laboratory	30/18	II	1
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Laboratory –obligatory number of accomplished experiments (positively graded),
Written examination test is the conditions of ranking the lecture.

10. Language of instruction:

Polish

ECTS credits

2

1. Course name

Information Technology

2. Course descriptionLaboratory

Basis conceptions and definitions used in Computer Science. Elements of architecture and functioning of a computer. The introduction to the computer usage. The Basic characteristics of operational system Windows VISTA: functions of the operational system TOOL SOFTWARE (ANTIVIRUS PROGRAMS, ARCHIVE, DIAGNOSTIC AND OPTIMIZING)

Internet: characteristics, functions and usage of the Internet, the services available in Internet

Text editors on the example of WORD : the edition of the complex documents (with many pages), charts, inserting of the graphics (advanced methods), the edition of the mathematical formulas, the table elements of documents (pagnations, headlines, footer), creation of the contents and index (subscripts, superscripts), tabulator, numbering, bullets formatting a text in columns, the serial correspondence, forms, automation of the work, planning and creating professional documents and publications, computer composing of the compact descriptions. Computer data analysis (the area of usage of the data analysis), the rules of sheet's creation, types and structures of data, implementation and formatting of data, basic statistical analysis. The advanced topics: the elements of programming in spreadsheets, management of the sheets and folders, sheet as the data base (addition of the records, sorting and managing the lists, using filters, sheet for the group work, advanced formulas and functions, presentations of the graphical data- MICROSOFT< MAP, presentations and preparations of large printed papers, advanced operations on lists (pivot tables, chart), macrodefinitions, preparations of algorithms of economic problems.

3. Work in program used for creating the presentations Power Point or FLASH

Preparing own presentation

4. Prerequisites

none

5. Learning outcomes

The audience is acquainted with the basics of IT referring to usage of modern software. They are familiar with basic terms used in IT. They are capable of using hardware as well as noticing and formulating issues concerning other subjects that might be solved with support of a computer.

They use IT solutions in order to expand their intellectual skills e.g. texts' processing, rules of spreadsheets' mechanism, databases, business graphics and services in computer networks.

6. Recommended reading

1. R. Supranowicz, L. Łozowski, *Windows Vista oraz Office 2007 Professional w praktyce*, PWSZ im. Witelona w Legnicy 2008
2. A. Bąk (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000
3. Z. Dec; R. Konieczny, *ABC...komputera 2009*, EDITION 2000, Kraków, 2009
4. K. Kluczna, *ABC...Windows VISTA*, EDITION 2000, Kraków, 2009

7. Type of course

Obligatory

8. Teaching team

Department of Basic Sciences

9. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	30/18	I	1
Project			
Seminar			
Other			
Total student's workload	60		

10. Conditions of the course acceptance:

Laboratory and written test are the conditions of ranking the lecture

11. Language:

Polish

ECTS credits

4

1. Course title

Macroeconomics

2. Course contentsLecture

Introduction, structures of the economics. The main problems of economy. Inflation, unemployment. Economics function of government The rule of interventions. In economy. Gross domestic product. Government and global demand. The nature of fiscal policy. The role of money in the economy, The financial system in Poland. The supply of money. The demand for money. Keynesian and monetary controversies. Theory of equilibrium in concept of Keynes. Investment and saving. Budget politics. The control of aggregate demand Attitude towards monetary policy. The nature of central bank. Commercial banking. Monetary policy. Phillips curve. The main issue of unemployment. Inflation and unemployment – moderate monetarist and new classical position. The balance of payments and exchange rates. The open economy. Concerted international action to stabilize exchange rates.

3. Prerequisites

Pass microeconomics

4. Learning outcomes

Students are able to explain and analyze the economic processes. Talking place in the national economy. The grab ability to interpret economic categories of market in perspectives of public interest. Supplied knowledge allows to know and understand the macroeconomic theories and practice Central Bank. Describing the main macroeconomic problems. GDP, GNP, budget, inflation, Central bank, unemployment.

5. Recommended reading:

1. Begg D., Fischer S., Dornbusch R.: *Mikroekonomia*, wyd. I lub II, tom 1, PWE, Warszawa, 1993, 1997r. and next editions
2. Samuelson P.A., Norhaus W.D.: *Ekonomia* t.1i2, PWE, Warszawa 1995 and next editions
3. D.R. Kamerschen, R.B. Mckenzie, C. Nardinelli, *Ekonomia*, Gdańsk 1991
4. „Podstawy ekonomii” pod red. R. Milewskiego, PWN Warszawa 1998 and next editions.

6. Type of course

Obligatory

7. Teaching team

Department of Economics of the Managment

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture – exam

10. Language of instruction:

Polish

ECTS credits

6

1. Course title

Microeconomics

2. Course contentsLecture and classes

1. Introduction, structures of the economics. Microeconomics and macroeconomics.
2. Scarcity, opportunity cost.
3. Market economy, market and its structure. Demand, supply, price. Law of demand, law of supply. The factors of demand and supply. Market price. Equilibrium.
4. Elasticity of demand – price elasticity, income elasticity. To measure and graphic interpretation of elasticity. Elasticity of supply.
5. The fundamental theory of enterprise. Production and cost analysis. Cost curves. Long-run production decision.
6. Theory of consumer.
7. Perfect Competition. The firm and the industry under perfect competition. Profit maximizing output.
8. Monopoly. Differences between monopoly and perfect competition.
9. Monopolistic competition, oligopoly.
10. Market failure, externalities, public goods.

3. Prerequisites

none

4. Learning outcomes

Students will be able to explain the mechanism of market economy. Students will apply principles of supply and demand. Students will understand the differences between various types of market structures.

5. Recommended reading

1. Klimczak B., *Mikroekonomia*, Wydawnictwo AE we Wrocławiu, 2006.
2. Borkowska B., Klimczak B., *Mikroekonomia. Ćwiczenia*, Wydawnictwo AE we Wrocławiu, 2006.
3. Czarny B., Rapacki R., *Podstawy ekonomii*, Polskie Wydawnictwo Ekonomiczne, Warszawa 2002.
4. Milewski R. (red.), *Podstawy ekonomii*, Wydawnictwo Naukowe PWN, Warszawa 2008.
5. Samuelson P. A., Nordhaus W. D., *Ekonomia*, tom I, II, PWN, Warszawa 2008.

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/36	I	1
Classes	15/18	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods

Lecture – exam

Classes – colloquium

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Ecology and management environment

2. Course contentsLecture

Introduction, basic principles and range of ecology.

Level of biological organization.

Accommodation, competition, multitypical ecological matches, factors limiting.

Evolution socially – economic world and results.

Effect of growth of human population on environment.

Degradation of natural environment.

Degradation of natural environment.

Characteristic of environment contaminating.

Clean technology.

The starting point for environmentalist business management.

Practical aspects of environmentalist business management.

Legal environmental protection aspects.

Checklists for environmentalist business management.

Auditorium exercises.

Protection of atmosphere.

Protection of water and sewage treatment plants of effluents (sinks).

Wastes, dumping ground.

Identification and classification of dangerous wastes.

Recultivation.

Environment protection before noise.

Monitoring of environment.

3. Prerequisites

None

4. Learning outcomes

Students know how to describe specific qualities of clean environment and suggest methods to fulfillment of a condition.

5. Recommended reading

1. Al Gore: Ziemia na krawędzi. Człowiek a ekologia. ETHOS Warszawa 1996.

2. Johansson A.: Czysta technologia. Środowisko, technika, przyszłość. WNT Warszawa 1992.

3. Krebs J. Ch: Ekologia, eksperymentalna analiza rozmieszczenia i liczebności. PWN Warszawa 1997.

4. Kumatowska A.: Ekologia. Jej związki z różnymi dziedzinami wiedzy. Wydawnictwo Naukowe PWN Warszawa-Łódź 1997.

5. Dostosowanie polskiego prawa i regulacji ekologicznych do rozwiązań Unii Europejskiej. Redakcja Bogusław Fiedor (praca zbiorowa), Wydawnictwo Ekonomia i Środowisko

6. Podstawy ekologii, Waldemar Podgórski. - Wrocław : Akademia Ekonomiczna, 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/36	II	1
Classes	15/12	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

An oral examination during the lecture and auditorium exercises.

10. Language of instruction:

Polish

ECTS credits

6

1. Course title

Mathematics I.

2. Course contentsLecture

Complex numbers. Polynomials. Matrices, determinants, systems of linear equations. Elements of analytic geometry.

Classes

Operations on complex numbers. Operations on polynomials, zeros of polynomials. Operations on matrices. Computing of determinants of matrices. Methods of solving systems of linear equations. Distances and angles in the three-dimensional space.

3. Prerequisites

None.

4. Learning outcomes

Students formulate mathematical descriptions of physical phenomena and technical issues and formulate and apply mathematical models.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2009.
3. T. Jurliewicz, Z. Skoczylas, *Algebra i geometria analityczna*, Oficyna Wydawnicza GiS, Wrocław, 2009.
4. G.M. Fichtenholz, *Rachunek różniczkowy i całkowy. Tom I*, PWN, Warszawa, 2007.
5. W. Krysicki, L. Włodarski, *Analiza matematyczna w zadaniach*, PWN, Warszawa, 2006.
6. M. Gewert, Z. Skoczylas, *Równania różniczkowe zwyczajne*, Oficyna GiS, Wrocław, 2004.
7. A. Piwecka-Staryszak (red.), *Wykłady z matematyki dla studentów uczelni ekonomicznych*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław, 2004.
8. J. Abtowa, K. Piasecki, T. Różański, Z. Świtalski, *Matematyka wspomagająca zarządzanie*, Wydawnictwo Akademii Ekonomicznej w Poznaniu, Poznań, 2002.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	I	1
Classes	30/24	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods:Lecture – written examination,
classes – grading on the basis of written colloquia.**10. Language of instruction:**

Polish.

ECTS credits

6

1. Course title

Mathematics II.

2. Course contentsLecture

Sequences of numbers and their limits. Limit and continuity of a function of one variable. Differential calculus of functions of one variable. Integral calculus: indefinite and definite integral. Series of numbers and power series. Elements of differential and integral calculus of functions of two and three variables. An introduction to ordinary differential equations. An application of differential and integral calculus in physics, technology and economics.

Classes

Methods of computation of limits of sequences. Methods of computation of limits of functions. Computation of derivatives of functions. Applications of differential calculus. Methods of computation of indefinite and definite integrals. Convergence of series. Simple ordinary differential equations.

3. Prerequisites

None.

4. Learning outcomes

Students formulate mathematical descriptions of physical phenomena and technical issues and formulate and apply mathematical models.

5. Recommended reading

1. K. Selwat, *Wybrane zagadnienia matematyki*, Seria Wydawnicza PWSZ im. Witelona w Legnicy, Legnica, 2009.
2. M. Gewert, Z. Skoczylas, *Analiza matematyczna 1 i 2*, Oficyna Wydawnicza GiS, Wrocław, 2009.
3. T. Jurlewicz, Z. Skoczylas, *Algebra i geometria analityczna*, Oficyna Wydawnicza GiS, Wrocław, 2009.
4. G.M. Fichtenholz, *Rachunek różniczkowy i całkowy. Tom I*, PWN, Warszawa, 2007.
5. W. Krysicki, L. Włodarski, *Analiza matematyczna w zadaniach*, PWN, Warszawa, 2006.
6. M. Gewert, Z. Skoczylas, *Równania różniczkowe zwyczajne*, Oficyna GiS, Wrocław, 2004.
7. A. Piwecka-Staryszak (red.), *Wykłady z matematyki dla studentów uczelni ekonomicznych*, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, Wrocław, 2004.
8. J. Abtowa, K. Piasecki, T. Różański, Z. Świtalski, *Matematyka wspomagająca zarządzanie*, Wydawnictwo Akademii Ekonomicznej w Poznaniu, Poznań, 2002.

6. Type of course

Obligatory.

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	II	1
Classes	30/24	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	180		

9. Assessment methods:

Lecture – written examination,
classes – grading on the basis of written colloquia.

10. Language of instruction:

Polish.

ECTS credits

5

1. Course title

Statistics for Engineers

2. Course contentsLecture

Introduction to the probability theory: the concept of the probability space according to Kolmogorov, examples of the probability spaces (discrete space, conditional space, product space, geometrical space), the concept of the mass function (discrete mf, totally non discrete mf and continuous mf), random variable and cumulative distribution function, theorem about the distribution, parameters of the distribution, the most important distributions (binary, binomial, Poisson, uniform, exponential, normal, chi-square, t-Student, Snedecor), limits theorem: Weak and Strong of Large Number, the Central Limit Theorem.

The elements of the statistics: general population and character of this population, data set, the concept of statistics and the survey of the most important statistics (the mean, variance, S-dash statistic), distribution of random vector, correlation and regression.

Introduction to analysis of statistic data: histogram, the concept of the estimator and interval estimation, the methods of the results verification statistical data, introduction to the hypothesis testing theory (non parametric and parametric).

Classes

Resolving the problems from the lists.

3. Prerequisites

Credits for the other courses of the mathematics.

4. Learning outcomes

The student understands the basic concepts and methods of probability theory and mathematical statistics. Can describe in terms of probability and mathematical statistics random phenomenon. He knows how to use a probability distribution and its parameters. He knows the method of approximation of the theoretical probability of an empirical probability. Understands the importance of statistical material for the purpose of describing the phenomena of mass for the selected characteristics of the population. He knows the method for determining the distribution of such characteristics. It can verify the correctness of such a specific distribution.

5. Recommended reading

1. R. Rębowski, Podstawy metod probabilistycznych, Seria Wydawnicza PWSZ w Legnicy, Legnica 2006.
2. J. Płaskonka, R. Rębowski, Zbiór zadań z metod probabilistycznych, Seria Wydawnicza PWSZ w Legnicy, 2009.
3. W. Kordecki, Rachunek prawdopodobieństwa I statystyka matematyczna, Teoria, przykłady, zadania. Oficyna Wydawnicza GIs, Wrocław 2000.
4. W. Klonecki, Statystyka dla inżynierów, Warszawa, PWN, 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	III	2
Classes	15/12	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

classes and written test are the conditions of ranking the lecture

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Operational research

2. Course contents:Lecture

Introduction to programming: the notion of a set of feasible solutions, boundary conditions and restrictions, the objective function. Examples of such issues. A mathematical model for programming and linear programming. Graphic method and the simplex method for constructing an optimal decision. Selected problems of linear programming: the choice of the production mix, compound the problem, the choice of production technology, dual programming elements. Transport problem (open and closed issue of transportation) and how to solve them. Problems of resource allocation as an example the problem of allocation of tasks (answering the problem, the problem of delegation), the definition of the problem, mathematical model and solution methods (Konig method).

Classes

The aim of the classes is to learn the ways of solving practical decisional problems using operational research. Interpretation and discussion of results.

3. Prerequisites

Credit in „Mathematics”

4. Learning outcomes

The student knows the basis of theoretical and practical aspects of optimal decision-making processes. Can modeled one of the four topics of linear programming and programming. He knows how to interpret the model of the occurring phenomena of an economic nature. Can geometrical method and the method of dual programming to find the optimal decision. Understands the importance of the issues of allocation. Able to define and then solve the problem of allocation of tasks on the example the problem of secretaries or delegations. He knows and is able to use Koenig's algorithm for finding the optimum solution.

5. Recommended reading

1. Wagner H.M., *Badania operacyjne*, PWE, Warszawa, 1980.
2. Goddard L.S., *Metody matematyczne w badaniach operacyjnych*, PWN, Warszawa 1965
3. Kukuła K.(red), *Badania operacyjne w przykładach i zadaniach*, PWN, Warszawa, 2001
4. Trzaskalik T., *Badania operacyjne z komputerem*, Seria: *Metody badań operacyjnych*, Łódź, 1997

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Written credit

10. Language of instruction:

Polish

ECTS credits

3

1. Course title

Economic law

2. Course contentsLecture

Notion of business law; system of business law; source of public economic activities and rules of law; legal relations of the scope binding force of public business law; legal grounds influence of the state on the national economy; economic administration nation and state administration system.

Economic activity law; economic activity in Poland and UE; form of law to run an economic activities: individual, artificial person, commercial company, association of capital, civil partnership as entrepreneurs, state-owned enterprise, public artificial persons.

State control in national economy. Consumer and competition protection.

3. Prerequisites

none

4. Learning outcomes

Students are familiar with basic principles and institutions of public and private business law, with the influence of the state on the economy especially on the market economy; students know basic sources of public and private business law, legal forms of running a business.

5. Recommended reading

1. C. Kosikowski, *Publiczne prawo gospodarcze Polski i UE*, wyd. I, LexisNexis, Warszawa 2005
2. J. Olszewski (red.), *Publiczne prawo gospodarcze*, wyd. C. H. Beck, Warszawa 2005
3. J. Ciechanowicz-McLean, A. Powalowski, *Publiczne prawo gospodarcze. Zarys wykładu*, wyd. LexisNexis, Warszawa 2003
4. Koch, J. Naperała (red.), *Prawo spółek handlowych*, Zakamycze 2005
5. Banasiński, H. Gronkiewicz-Walz, M. Wyrzykowski, D. Szafrński, M. Wierzbowski, *Prawo gospodarcze. Zagadnienia administracyjnoprawne*, wyd. 5 LexisNexis, Warszawa 2005
6. Ustawa z 15.09.2000 r. Kodeks spółek handlowych (Dz. U. 2000 nr 94/poz. 1037)
7. Ustawa z 20.08.1997 r. o Krajowym Rejestrze Sądowym (Dz. U. 2001 nr 17/poz. 209)
8. Ustawa o swobodzie działalności gospodarczej z 2.07.2004 r. (Dz. U. 2004 nr 173/poz. 1807)

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Union

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/30	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

Written exam.

10. Language of instruction:

Polish

ECTS points

2

1. Course title:

Marketing basics

2. Course contentsLectures:

An enterprise in the market. The essence and meaning of marketing. Buyers' behaviours. The process of shaping the marketing strategy of an enterprise. Marketing mix instruments, including the specificity of selected activities.

Seminar:

Case exercises based on the subject curriculum.

3. Prerequisites

Passing the "Management basics" course.

4. Learning outcomes:

Having acquired the theoretical and practical knowledge of the subject the students are able to:

- identify the key marketing issues of an enterprise,
- formulate conclusions and recommendations for the future basing on the analysis of market relations, the analysis of the enterprise's condition using the SWOT and BCG analyses, and the analysis of buyer's behaviours,
- identify current problems of Polish entrepreneurs,
- choose the target market basing on selected segmentation criteria,
- obtain information making it possible to take actions related to the use of marketing mix instruments (product, price, distribution and promotion),
- propose actions aimed at shaping the marketing policy and implementing the goals of an organisation,
- indicate differences in marketing activities of an organisation depending on the specificity of its activities.

5. Recommended reading:

1. Kotler P.: *Marketing*, Dom Wydawniczy Rebis [Rebis Publishing House], 2005.
2. Kotler P., Armstrong G., Saunders J., Wong V.: *Marketing. Podręcznik Europejski*. [Marketing. European handbook.], PWE, Warszawa 2002.
3. Altkorn J. (red.): *Podstawy marketingu* [Marketing basics], Instytut Marketingu. Kraków 2002.
4. Garbarski L., I. Rutkowski, W. Wrzosek: *Marketing. Punkt zwrotny nowoczesnej firmy* [Marketing. The turning point of a modern company], PWE, Warszawa 2001.
5. Przybyłowski K., Hartley S., Kerin R., Rudelius W.: *Marketing*, Dom Wydawniczy ABC, 1998.
6. Radkowska J, Radkowski K.: *Marketing usług w teorii i praktyce* [Service marketing in theory and practice], Stowarzyszenie na Rzecz Rozwoju PWSZ im. Witelona w Legnicy „Wspólnota Akademicka” [the “Academic Community” Association for the Development of the Witelon University of Applied Sciences in Legnica], Legnica 2006.

6. Type of course

Obligatory

7. Teaching team

Zakład Nauk o Przedsiębiorstwie i Zarządzania Marketingowego [Department of Business Administration and Marketing Management].

8. Course structure:

Form	Number of hours	Semester	Year of studies
Lectures	15/18	III	2
Exercises			
Laboratories			
Projects			
Seminars	15/12	III	2
Other			
Total student workload	60		

9. Assessment methods:

lectures – pass/fail

seminar – pass/fail

10. Language of instruction

Polish

Main subjects:

ECTS credits
2

1. Course name

Materials technology

2. Course contentsLecture

Significance of materials engineering. Classification and characteristic of basic materials: alloys, glasses, plastics, composites. Examples of applications. Physical-chemistry basis of material's microstructure. Phase transformations (basic of equilibrium systems). Methods of forming microstructure and properties of materials.

Laboratory

Identification of alloys. Analysis of equilibrium systems. Microscopic examination of materials. Quenching of steel. Thermo-chemical treatment of steel.

3. Prerequisites

none

4. Learning outcomesLecture

Students can describe (name, chemical composition, properties, application) the basic materials used on machine-building industry (alloys and plastics). They can explain of relationships between chemical composition, technology (heat treatment) and microstructure, basis mechanical, physical-chemistry and working properties of steel, cast iron, alumina alloys, copper alloys and plastics. Students can classify materials by national and european standards. They can selection method for particular application of materials. They be able quality assessment of materials and determination of failure reason.

Laboratory

Students be able to recognize microstructure and study chosen proprieties of steels, cast irons, alloy of aluminium and copper and polymers.

5. Recommended reading

1. Ashby M.F., Johnes D. R.: Materiały inżynierskie, WNT, Warszawa, 1995.
2. Ashby M.F.: Dobór materiałów w projektowaniu inżynierskim, WNT Warszawa 1998.
3. Blicharski M.: Wstęp do inżynierii materiałowej, WNT, Warszawa 1998.
4. Dobrzański L.A.: Materiałoznawstwo z podstawami nauki o materiałach, WNT, W-wa, 1996.
5. Grabski M.W.: Istota inżynierii materiałowej, Oficyna PWA, Warszawa, 1995.
6. Haimann R.: Metaloznawstwo. Wyd. PWR, Wrocław, 1980.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	I	1
Classes			
Laboratory	15/12	I	1
Project			
Seminar			
Total student's workload	60		

9. Assessment methods:Lecture:

test

Laboratory:

report

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Materials technology

2. Course contentsLecture

Heat treatment and thermo-chemical treatment. Iron alloys: classification, chemical composition, properties, applications. Non-ferrous alloys classification, chemical composition, properties, applications. Basis of corrosion. Polymers: technology, classification, properties, applications. Ceramics: physical, chemistry and using properties. Composites: technology, classification, properties, applications.

Laboratory

Cast iron - characteristic of graphite. Alumina alloys. Copper alloys. Zinc alloys. Identification of plastics. Physical and chemistry properties of plastics.

3. Prerequisites

Credit of course "Materials technology" in semester I

4. Learning outcomesLecture

Students will know basic materials used in machine-building industry (alloys and plastics). They can explain relationships between chemical composition, technology (heat treatment) and microstructure, basic mechanical, physical-chemistry and working properties of steel, cast iron, alumina alloys, copper alloys and plastics. Students can classify materials by national and European standards. They can select a method for particular application of materials. They are able to do quality assessment of materials and determination of failure reason.

Laboratory

Students are able to recognize microstructure and study chosen properties of steels, cast irons, alloy of aluminium and copper and polymers.

5. Recommended reading

1. Ashby M.F., Jones D. R.: Materiały inżynierskie, WNT, Warszawa, 1995.
2. Ashby M.F.: Dobór materiałów w projektowaniu inżynierskim, WNT Warszawa 1998.
3. Blicharski M.: Wstęp do inżynierii materiałowej, WNT, Warszawa 1998.
4. Dobrzański L.A.: Materiałoznawstwo z podstawami nauki o materiałach, WNT, W-wa, 1996.
5. Grabski M.W.: Istota inżynierii materiałowej, Oficyna PWA, Warszawa, 1995.
6. Haimann R.: Metaloznawstwo. Wyd. PWR, Wrocław, 1980.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	II	1
Classes			
Laboratory	15/12	II	1
Project			
Seminar			
Total student's workload	60		

9. Assessment methods:Lecture:

test

Laboratory:

report

10. Language of instruction:

Polish

ECTS credits

4

1. Course title:

Introduction to technique

2. Course contents:Lecture:

Definition of technique and technical systems. Technique and civilization. Professional features of engineer. Mathematics, physics and chemistry role as bases of technical science. Productive process vs. technological process. Structure of technological processes. Structure of design and construction process. Computer aided design (CAD). Characteristic of production in different technique branches: building, machine constructing, electrical and electronic engineering, food and chemical engineering. Part of computerization in productive processes realization: Computer aided manufacturing (CAM), Computer integrated manufacturing (CIM).

New technique and technology transfer into industry. Technique and technology part in economic progress. Technique and natural environment. Recycling.

Classes:

Definition of machine and machine systems by UE directive. Systems of control and regulation – functions and tasks on chosen examples. Experts' systems, artificial intelligence, neural networks – intelligent machines and appliances. Automation and robotization of factories of XXI century vs. unemployment. Contribution of mechanical technologies, automation and robotization in chosen techniques fields: construction of machine and vehicles; construction of roads, bridges, buildings; chemical processes' engineering. Technical systems vs. exploitations' processes, like: friction, fatigue, corrosion, etc. Diagnostics and monitoring. Technological progress vs. natural environment in regional and global scope. Dominating role of computer science in civilization development of human race. Global informatics village.

3. Prerequisites:

None.

4. Learning outcomes:

Students are familiar with basic knowledge concerning technique and technology and the part they take in civilization and social-economical progress.

5. Recommended reading:

1. Adamczyk W.: *Inżynieria procesów przemysłowych*. Kraków: Wyd. AE 1988
2. Ashby M.F.: *Dobór materiałów w projektowaniu inżynierskim*. Warszawa: WNT 1998
3. Baruk J.: *Nauka i technika w rozwoju gospodarczym*. Lublin: Wyd. UMCS 1997
4. Durlak I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych*. Cz.1. Strategie organizacji i zarządzania produkcją. Warszawa: AWP Placet 2000
5. Griffin R.W.: *Podstawy zarządzania organizacjami*. Warszawa: WN PWN 2000
6. *Innowacje i transfer techniki w gospodarce polskiej*. Red. A.H. Jasiński. Białystok: Wyd. Uniwersytetu 2000
7. Johansson A.: *Czysta technologia. Środowisko, technika, przyszłość*. Warszawa: WNT 1997
8. Krick E.V.: *Wprowadzenie do techniki i projektowania technicznego*. Warszawa: WNT 1975
9. Kubański W.: *Wprowadzenie do techniki. Rola i miejsce techniki w gospodarce oraz życiu społecznym*. Kraków: Uczelniane Wyd. Nauk. – Dyd. AGH 2006
10. *Wprowadzenie do projektowania*. Red. A. Baranowski. Warszawa: WN PWN 1998

6. Type of course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30/12	I	1
Classes	15/12	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Written test.

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Geometry and the engineering graphics I

2. Course contents

1. Preliminary messages: kinds of pictures, sheets, kinds and thicknesses of the line and drawing materials.
2. Basic notions of the descriptive geometry. Throws: centre (prospect), parallel oblique (axonometry), Monge throws.
3. Normal layout of rectangular groups (European method). Examples of projecting elements about the different degree of the complexity.
4. Sections and detail section of elements of machines.
5. Bases of dimensioning of objects: elements of drawing dimensions, principles of dimensioning, ways of dimensioning of characteristic elements.
6. Of tolerating dimensions and fitting. Tolerance of the shape and the location. Surface roughness.
7. Structural pictures of typical elements: screw joints, rollers, wheels and transmission gears, sliding and rolling bearings.
8. Assembly drawing - of deciphering the principle and making out
9. Principles of making out schemes of submitted technical arrangements in different areas of engineering: plumbing, electronic, electric and thermal installations.
10. Interpenetrating of rotational and nonrotational lumps and developing them.

3. Prerequisites

None

4. Learning outcomes

Purchasing the ability of presenting spatial geometrical works (parts of machines and the structure) on the plain and of making out schemes and reading technical drawings from different areas of the technique.

5. Recommended reading

1. Dobrzański T.: Rysunek techniczny maszynowy. Warszawa: WNT 2000
2. Lewandowski T.: Rysunek techniczny dla mechaników. WSzIP, Warszawa 2003.
3. Rydzanicz I.: Zapis konstrukcji. Podstawy. Oficyna Wydawnicza PWR. 2000.
4. Rydzanicz I.: Rysunek techniczny jako zapis konstrukcji. Zadania. WNT, Warszawa 2004.
5. Paprocki K.: Zasady zapisu konstrukcji. Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 2000.
6. Burcan J.: Podstawy rysunku technicznego. WNT, Warszawa 2006.
7. Suseł M.: Grafika inżynierska. Zbiór zadań. Oficyna Wydawnicza Politechniki Wrocławskiej 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	year
Lecture			
Classes	30/12	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Exercises: realization of topics on classes and of home works, written final test e.g. set by the picture of object

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Geometry and the engineering graphics II

2. Course contents:

1. Introduction. General information about carrying drawing documentation out with the application CAD. Overall description of available programs CAD.
2. Drawing template.
3. Drawing basic tools (line, circle).
4. Tools changing drawn buildings. Points of the location.
5. Dimensioning, basic and using styles of dimensioning.
6. Diameters, blocks, libraries of pictures
7. Admission to graphics 3 D, methods of building buildings 3 of D, adding up, deducting objects.
8. Copying the real object in the form of the technical drawing
9. Axonometric picture of the set object
10. Picture of the standard connection applied in mechanical structures
11. Compound picture of the described team
12. Drawing up the set working drawing of the object.
13. The scheme and the description of the action of the chosen device

3. Prerequisites

None

4. Learning outcomes

Purchasing the ability of perceiving and presenting spatial geometrical works (of the part and assemblies of machinery, devices, the building and the infrastructure) on the plain. Ability of reading and interpreting technical drawings from various areas of the technique. Drawing up schemes of both simple technical drawings of elements and assemblies of machinery and devices.

5. Recommended reading

1. Dobrzański T.: Rysunek techniczny maszynowy. Warszawa: WNT 2000
2. Lewandowski T.: Rysunek techniczny dla mechaników. WSzIP, Warszawa 2003.
3. Rydzanicz I.: Zapis konstrukcji. Podstawy. Oficyna Wydawnicza PWr. 2000.
4. Rydzanicz I.: Rysunek techniczny jako zapis konstrukcji. Zadania. WNT, Warszawa 2004.
5. Paprocki K.: Zasady zapisu konstrukcji. Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 2000.
6. Winkler T.: Komputerowy zapis konstrukcji. WNT, Warszawa 1997.
7. Burcan J.: Podstawy rysunku technicznego. WNT, Warszawa 2006.
8. Pikoń A.: *AutoCAD 2007. Pierwsze kroki*. Helion 2006.
9. Suseł M.: Grafika inżynierska. Zbiór zadań. Oficyna Wydawnicza Politechniki Wrocławskiej 2005.
10. Dokumentacja programu CAD

6. Type of the course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	15/12	II	1
Project	15/12	II	1
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Project: realization of topics on classes and of home works, written final test e.g. set by the picture of object

Laboratory: the correct picture during the classes.

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Fundamentals of management

2. Course contentsLecture

Essence and function of management. Institution's environment. Objectives of an institution. Planning within an organisation. Typology and characteristics of plans. Types and design of organisational structures. Management as a decision-making process. Personnel function within an organisation. Introduction to employee motivation Function of control and supervision in management. Managerial work, styles of management. Modern conceptions of management.

Seminar

Methods of planning in organisation. Design of organisational structures, including a selection of organisational documents. Design of motivational systems.

3. Prerequisites

none

4. Learning outcomes

Student knows basic management notions and principles and methods of management system formulation and estimation.

5. Recommended reading

1. *Organizacja i zarządzanie. Podstawy wiedzy menedżerskiej* (pod red. M. Przybyły) Wyd. Akademii Ekonomicznej, Wrocław 2001
2. Griffin R.W., *Podstawy zarządzania organizacjami*, PWN Warszawa 1996

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	II	1
Classes			
Laboratory			
Project			
Seminar	15/12	II	1
Other			
Total student's workload	90		

9. Assessment methods:

Lecture – written examination

Seminar – written examination

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

The computer science- DataBases

2. Course contentsLaboratory

The economic usage of the DataBases, planning DataBases: the definitions of the DataBases, the models of the creation, the basis one- the conceptual (the definition of entity and its attributes, the correlations between them and their characteristics), for implementation, the creation of the data bases: the implementation project, tables' structure, the types of data, the main and foreign keys, the types of correlation. Work with data included by the data base, the methods of filtration and sorting the data, the projects of kwerends, creating them, interface of the user, elaboration of assumptions for the database, creating of the own database, the elements of programming database systems, the example of usage of the relation DataBase.

3. Prerequisites

Information technology

4. Learning outcomes

The student knows the basics of informatics knowledge on the use of modern software: he has practical skills in computer hardware, uses information technology to prepare their own intellectual work shop, knows the principles of construction, design and operation of relational databases, knows how to use modern application software for creating databases, uses a database management system for the tasks in economics.

5. Recommended reading

1. Bąk (red.), *Wprowadzenie do informatyki dla ekonomistów*, Wyd. AE Wrocław 2000
2. L. Banachowski, *Bazy danych. Tworzenie aplikacji*, Akademicka Oficyna Wydawnicza PLJ, Warszawa, 1998
3. P. Beynon – Davies, *Systemy baz danych*, WNT, Warszawa, 1998
4. Supranowicz R., Łozowski L., *Podstawy pracy z bazami danych MS ACCESS 2003*, PWSZ, Legnica 2006
5. C. Delobel, M. Adiba, *Relacyjne Bazy Danych*, WNT, Warszawa 1998
6. M. Kopertowska, *Ćwiczenia w Access 2000*, MIKOM, Warszawa, 2000
7. M. Kopertowska, *Zaawansowane możliwości bazy danych Access 2000 PL*, MIKOM, Warszawa, 2000

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory	30/24	I	1
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

laboratory and written test are the conditions of ranking the lecture

10. Language of instruction:

Polish

ECTS credits

3

1. Course title

The computer science- computer systems

2. Course contentsLecture

Introduction to algorithms and flow charts. Computational complexity basics. Positional numeral systems.

The Pascal programming structure. The Pascal compilation model. Integer and real numeric types. Assignments. Arithmetic operators. Char and Boolean types. I/O basics. Building user interface in char mode. Conditionals: the *if* statement, the *case* statement. Procedures and functions: declarations, parameter lists, value parameters, variable parameters. Writing programs with procedures and functions. Looping and iteration: *repeat...until*, *while...do*, *for...to/downto*. Standard procedures *break* and *continue*. Recursion. Single and multi-dimensional arrays: declarations, handling elements, examples. Strings: declarations, simple processing, strings as arrays, standard functions and procedures *Concat*, *Copy*, *Pos*, *Delete*, *Length*, *Str*, *Val*. I/O formatting. Records data types: type definitions, variable declarations, *with* statement. Records with variants. Arrays of records: performing I/O operations. Text and defined files. Programming with units.

Laboratory

Implementation of the proposed algorithms using Pascal but ELI programming languages

Creating, compiling and running Pascal programs using Dev Pascal IDE. Pascal programs with constants, variables and arithmetic operators. Basic I/O. Pascal programs with logical operators and conditionals. Single-dimensional arrays and iteration statements. Functions and program modularization. Programming with records. Reading and writing files.

3. Prerequisites

Information technology

4. Learning outcomes

Student knows how to use computer-aided solving of technical tasks. Student knows the basis for the creation and construction of algorithms, their correctness and optimization, types of data structures and methods of their treatment and computer implementation. Student knows the elements of a programming language and has a habit of self-study its properties. The student knows how to prepare and use simple subroutines operating on the basic types of data structures.

5. Recommended reading

1. Skorupski A., *Podstawy budowy i działania komputerów*, Wydawnictwo Komunikacji i Łączności, 2000
2. Sysło M., *Algorytmy*, Wydawnictwa Szkolne i Pedagogiczne, 1997
3. Koleśnik K., *Wstęp do programowania z przykładami w Turbo Pascalu*, Wydawnictwo Helion, Gliwice 1999
4. Sadowski T.M., *Praktyczny kurs Turbo Pascala*, Helion, Gliwice 2003
5. Wróblewski P., *Algorytmy: struktury danych i techniki programowania*, Helion, 2003, w.III
6. Marciniak A., *Turbo Pascal 7.0 z elementami programowania*, Wydawnictwo Nakom, Poznań 1994

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	II	1
Classes			
Laboratory	30/24	II	1
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

laboratory and written test are the conditions of ranking the lecture

10. Language of instruction:

Polish

ECTS credits

2

1. Course title:

Production processes and techniques I

2. Course contents:Lecture:

During the lectures the students will be presented a basic knowledge of processes and techniques of production, individual operations and processes in technologic processes, students should gain the skill of production process selection and skill of preparing a documentation to production flow. Lecture contents: Production systems and his organization. Production process and his features. Characteristics of production organization. General characteristics of production techniques. Functional structure of production process. Goals in production process. Individual operations and processes in production process. Continuous and discrete processes. Selection of production process and technology. Analyze of production processes' flow. Designing of production flow, organization and forms of production flow. Optimization of production processes' flow.

Project:

During exercises students create a production enterprise, define its production structure, technological process and environment elements. Based on production orders, the students manage the manufacturing process and optimize it. Based on production orders, a material requirements plan and production schedule is generated as well as workloads of production resources are planned. The last stage is optimization of manufacturing process based on the generated MRP report.

3. Prerequisites

None.

4. Learning outcomes:

Student is familiar with methods, techniques and types of production planning in a production company. Student has the skills from the area of planning, organization and control of production processes.

5. Recommended reading:

1. Burduk A., Chlebus T., Gajewski E., Wierchowski L.: *Ocena produktywności przedsiębiorstw metodami symulacyjnymi.*, Prace Naukowe Instytutu Technologii Maszyn i Automatyzacji Politechniki Wrocławskiej. [w:] *Automatyzacja produkcji. AP 2003. Nauka - wiedza – innowacje.* Wrocław, 11-12 grudnia 2003. Wrocław: Oficyna Wyd. PWr., 2003
2. Chlebus E.: *Techniki komputerowe CAX w inżynierii produkcji.* Warszawa: WNT, 2000
3. Durlik I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz.1. Strategie organizacji i zarządzania produkcją.* Warszawa: Wyd. Placet, 2004
4. Durlik I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz.2. Strategia wytwarzania, projektowanie procesów i systemów produkcyjnych.* Warszawa: Wyd. Placet, 2005
5. Griffin R.W.: *Podstawy zarządzania organizacjami.* Warszawa: WN PWN, 2000

6. Type of course

Obligatory.

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/12	III	2
Classes			
Laboratory			
Project	15/12	III	2
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Lecture: written test.

Project: Delivering and analysing of the MRP report and suggestion of a way or method to optimise the realisation of a chosen order.

10. Language of instruction

Polish.

ECTS credits

4

1. Course title:

Production processes and techniques II

2. Course contents:Lecture:

During the lectures the students will be presented a basic knowledge of processes and techniques of production, individual operations and processes in technologic processes, students should gain the skill of production process selection and skill of preparing a documentation to production flow. Lecture contents: Optimization of production processes' flow. Designing of production systems – serial and unique production, groups technology, flexible production systems. Files and control of production flow. Documentation of production flow. Examples of chosen production processes in different techniques fields.

Laboratory:

During the exercises the students will practice various methods of production organization and control through building simulation models of production system. The contents of the laboratory: Introduction to modelling, simulation and optimization of production system. Production process common model building, its simulation and optimisation - iGrafx Process for Six Sigma modeling and simulation software. Production process model building (single-handed) and its optimization. Implementation of various production organization methods to the computer models and their comparative analysis.

3. Prerequisites

None.

4. Learning outcomes:

Student is familiar with methods, techniques and types of production planning in a production company. Student has the skills from the area of planning, organization and control of production processes.

5. Recommended reading:

1. Burduk A., Chlebus T., Gajewski E., Wierzchowski L.: *Ocena produktywności przedsiębiorstw metodami symulacyjnymi.*, Prace Naukowe Instytutu Technologii Maszyn i Automatyzacji Politechniki Wrocławskiej. [w:] *Automatyzacja produkcji. AP 2003. Nauka - wiedza – innowacje.* Wrocław, 11-12 grudnia 2003. Wrocław: Oficyna Wyd. PWr., 2003
2. Chlebus E.: *Techniki komputerowe CAX w inżynierii produkcji.* Warszawa: WNT, 2000
3. Durlik I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz.1. Strategie organizacji i zarządzania produkcją.* Warszawa: Wyd. Placet, 2004
4. Durlik I.: *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz.2. Strategia wytwarzania, projektowanie procesów i systemów produkcyjnych.* Warszawa: Wyd. Placet, 2005
5. Griffin R.W.: *Podstawy zarządzania organizacjami.* Warszawa: WN PWN, 2000

6. Type of course

Obligatory.

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/12	IV	2
Classes			
Laboratory	30/12	IV	2
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture: written test.

Laboratory: delivery of agreed variants of the optimised simulation models following a chosen production organization method.

10. Language of instruction

Polish.

ECTS credits

3

1. Course title

Basics of metrology

2. Course contentsLecture

Basic information about metrology, units of measurement and their systems. Measurement processes. Assessment of measurements accuracy. Measurement errors and uncertainties. Construction and metrology parameters of measurement devices. Analog meters. Analog and digital measurement signals and their processing. Analog/digital and digital/analog converters. Measurement of non-electrical quantities – techniques and measurement devices. Meter circuits – sensors, transducers, indicators. Measurement systems and their automation. Legal aspects related to metrology.

Classes

Principles of measurement results present. Determination of measurement errors. Analysis and calculation of measuring uncertainties.

3. Prerequisites

None

4. Learning outcomes

Basic knowledge about measurements, devices and measurement techniques. Ability of measurement errors analysis and calculation of measuring uncertainties. Principles of automation of measurement processes. Ability of correct selection, assembling and operation of measurement devices.

5. Recommended reading

1. Piotrowski J., *Podstawy miernictwa*, WNT, 2002
2. Piotrowski J., *Pomiary*, WNT, 2009,
3. Chwaleba A., Poniński M., Siedlecki A., *Metrologia elektryczna*, WNT, 2003
4. Zajewski J., Poniński M., *Zbiór zadań z metrologii elektrycznej*, WNT, 1995
5. *Wyrażanie niepewności pomiarów. Przewodnik*, GUM, 1999
6. Turzeniecka D., *Ocena niepewności pomiarów*, Politechnika Poznańska, 1977
7. Kulka Z., Libura A., Nadachowski M., *Przetworniki analogowo-cyfrowe i cyfrowo-analogowe*, WKiŁ, 1987

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	III	2
Classes	15/12	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Colloquium

10. Language of instruction

Polish

ECTS credits

4

1. Course title:

Fundamentals of Engineering Design

2. Course contents:Design classes consist in the elaboration of some selected topics.

Calculations and design of a selected machine assembly, (e.g. a plane truss, pressure vessel, supported shaft etc.); individual assignments.

Course topics discussed:

1. Fundamental notions: general design, detailed design, the design process.
2. The structure of the general/detailed design process: phases, stages, design decisions and feedbacks.
3. Formulation and analysis of design problem assumptions, limitations, assessment criteria.
4. Selected methods of assisting the solution finding process: brainstorming, 635, analogies, play upon words, morphology table and solution trees.
5. Designing performance characteristics of some selected engineering objects. Engineering calculations (using elements and machine assemblies as examples.)
 - 5.1. Simple beams and plane trusses
 - 5.2. Welded and pressure welded joints
 - 5.3. Positive mechanical transmissions: calculations and design of transmission shafts, calculations and selection of toothed gears, selection of rolling and sliding contact bearings.
6. Selected methods for the assessment and selection of design solution variants: the Delphic method, the method of forced decisions, the method of weighed characteristics of functional values.
7. Design for manufacture problems.
8. Knowledge bases in engineering design, e.g. systems for the selection of roller contact bearings.
9. CAD – the computed aided design and its potential.

3. Prerequisites:

Fundamental notions and skills in the fundamentals of engineering, engineering graphics and materials science. It is recommended to refresh fundamental notions from physics, i.e. mechanics of solids and fluids together with thermodynamics.

4. Learning outcomes:

Skills in the systematic approach to designing using technical objects of a mechanical structure (assemblies of machines and equipment) as examples.

5. Recommended reading:

1. Tarnowski W.: Podstawy projektowania technicznego, WNT Warszawa 1997
2. Chwiej M.: Maszynoznawstwo ogólne. PWN Warszawa
3. Osiński Zb. Podstawy Konstrukcji Maszyn PWN Warszawa 1999.
4. Misiak J.: Mechanika techniczna T.1 Statyka i wytrzymałość materiałów. WNT Warszawa 2003

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	30/18	III	2
Classes			
Laboratories			
Projects	30/24	III	2
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture: written test

Project: Tests, project evaluation

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Production and service management

2. Course contentsLecture

Basic meanings and definitions. Productivity. Production as a product value added process. Strategic and operational decisions in production management. Production management objectives. Financial and operational production management indicators. Logistics principles of production management. Production flow parameters: lead time, stocks, production lot. Production management strategic decisions: Product choice, Process choice, Production capacity planning, Layout planning, Work system. Production planning levels. Sales and Operation Planning. Master Scheduling. Inventory Management. Materials Requirement Planning. Scheduling and Production Activity Control.

Classes

Product's optimal choice. Using of Break Even Point model in process choice decisions. Production capacity planning. Modeling of production processes. Project of production layout planning. Methods of lead time decreasing. Concurrent flow of lots. Using of Gantt's chart and Johnson's algorithm in production control. Production planning strategies. Using of transportation matrix in production planning. EOQ models and their using in Inventory management.

3. Prerequisites:

None

4. Learning outcomes

A student can explain the basic issues and differences of strategic and operational production management decisions. A student can do an analysis, assessment and choice of the structure of production processes and systems. A student gains skills of using the modern strategies and methods of production planning and control as well as inventory management.

5. Recommended reading

1. Bozarth, C., Handfield R., B., Wprowadzenie do zarządzania operacjami i łańcuchem dostaw, Helion, Gliwice 2007
2. Muhlemann, A., P., Oakland J., S., Lockyer K., G., *Zarządzanie – Produkcja i Usługi*, PWN, Warszawa 1995
3. Durlik Ireneusz, *Inżynieria Zarządzania 1*, Agencja wyd. Placet, 1995
4. Balter F., Jean, Zbroja Tadeusz, Zarządzanie logistyczne w przedsiębiorstwie, Biblioteka MWSLiT we Wrocławiu, Oficyna Wyd. „Nasz Dom i Ogród”, 2003
5. Waters Donald, Zarządzanie operacyjne, Wyd. Nauk. PWN, Warszawa 2001
6. WWW.pwr.ioz.pracownicy.rudnicki. materiały.pl

6. Type of course

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/24	III	2
Classes	30/18	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Lecture: credition of the final test

Classes: credition of the written tests and projects

10. Language:

Polish

ECTS credits

3

1. Course title

Basics of fluid mechanics and thermodynamics

2. Course contentsLecture

Basic concepts of thermodynamics and fluid mechanics. Properties of pure substances. Energy transfer by heat, work and mass. The first Law of thermodynamics. The second Law of thermodynamics. Power and refrigeration cycles. Gas mixture and Psychrometrics. Fluid statics. Bernoulli and energy Equations. Momentum analysis of flow structures. Flow in pipe. Flow over bodies: drag and lift.

Class

Determine of thermodynamics properties of substances (property tables, gas equation of state); estimating energy balance; determine of thermal efficiency of heat engines, refrigerators and heat pumps; determining the thermodynamics properties of air-vapor mixtures; determining the hydrostatic forces, drags and pressure drops.

3. Prerequisites

none

4. Learning outcomes

Student has knowledge in the field of transfer and conversion of energy; properties of substances and way of their description; fundamental laws of thermodynamics and fluid mechanics; way of modeling the thermodynamics processes, cycles and isothermal flows; estimating the properties appearing during flows in duct and pipe as well as flows over bodies.

5. Recommended reading

3. Szargut J., *Termodynamika*, Wydawnictwo Politechniki Śląskiej, 2000
4. Szargut, J., Guzik A., Górniak, *Zadania z termodynamik*, Wydawnictwo Politechniki Śląskiej, 2001
5. Jeżowicka-Kabsch K., Szewczyk H., *Mechanika Płynów*, Oficyna Wydawnicza Politechniki Wrocławskiej, 2001
6. Burka E.S., Nałęcz T. J., *Mechanika Płynów w przykładach*, Wydawnictwo naukowe PWN, 2002
7. Cengel Y. A., R. Turner, *Fundamentals of Thermal-Fluid Sciences*, McGraw-Hill, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	III	2
Classes	15/12	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture - written test,

Class - written test.

10. Language of instruction

Polish

ECTS credits

3

1. Course title:

Basics of electrotechnics and electronics

2. Course contents:Lecture:

Introduction. Brief history of electrical engineering. Electric charge, electric and magnetic field.

Elements of the electric circuit. General terms and definitions: general classification of circuit elements and their description; Ohm's law; principles of current and voltage arrow placement; circuit diagram, presentation of circuit topology by means of its graph and definition of graph elements such as node, branch, loop and mesh; Kirchhoff's Current Law and Kirchhoff's Voltage Law. Circuit equations. Methods of analysis: mesh current and nodal voltage methods. Thevenin's theorem and Norton's theorem, superposition theorem. Linear circuits, properties, fundamental theorems. Electric energy and power: energy conservation law and power balance; voltage, current and power calculations for simple circuits - practical examples. Circuits in the steady state, DC and AC network analysis.

Basic theory and phenomena of semiconductor physics. Theory of p-n junction and diode classification. I-U characteristics and small signal ac analysis of diodes, bipolar and field effect transistors. Equivalent circuits, frequency response and switching parameters. Transistor amplifiers. Use data sheet information and parameter measurement of devices. Frequency response of electronic circuits. Feedback theory. Differential and operational amplifiers and their applications. Linear and switched-mode regulators.

Boolean algebra. Introduction to digital electronics. A review of basic relevant properties of BJT and MOSFET for digital electronics. Logic gates. Combinatorial circuits. Flip-flops. Sequential logic. The fundamental basic building blocks for logic. Design and implementation of more complex combinational and sequential logic circuits up to registers and counters. Semiconductor memories. Programmable logic.

Design constraints: reliability, performance, area and power consumption. Design for high speed, low power circuits. System design and test.

Microprocessors, microcontrollers - definitions, classifications, architecture, addressing modes, instruction sets, machine cycle, bus cycle, interrupt systems.

Power electronics. Voltage regulators. Thyristors and triacs.

Principles of electromechanics. The magnetic field and Faraday's law. Transformers.

Introduction to electric machines, direct current machines, AC machines.

3. Prerequisites:

Physics

4. Learning outcomes

Students know how to interpret basic principles and elements connected with direct or alternating electric current circuits, explain fundamental laws, analysis operation and exploitation of electroenergetic installations or systems and also compare electronic arrangements and schemes.

5. Recommended reading

1. Praca zbiorowa: Elektrotechnika i elektronika dla nieelektryków. WNT, Warszawa, 2004.

2. Górzyński J.: Wytwarzanie i użytkowanie energii w przemyśle. Wyd. Politechniki Warszawskiej, Warszawa 2005.

3. Opydo W.: Elektrotechnika i elektronika dla studentów wydziałów nielektrycznych. Wyd. Politechniki Poznańskiej, Poznań 2000.

6. Type of course:

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Other			
Seminar			
Total student's workload	90		

9. Assessment methods:

classes and written test; lecture – test

10. Language of instruction: Polish

ECTS Credits

3

1. Course title

Accounting basics

2. Course contents:Lecture

Essence and characteristics of accounting as a informational and filing system. Overriding principles of accounting. Educational methods of accounting and her regulations. International Generally Accepted Accounting Principles (International GAAP). Rules of current and balance appraisal. Posting categories of costs, incomes and outcomes. Balance as a reflection of state of possession. Documenting of events in accounting. Functioning principles of accounts. Account divisibility and merging. Accounting and filing cross-sections of costs. Posting and beside posting settling of financial outcome. Organization of accounting in company. Overall specifications of financial reporting.

Classes

Classification and appraisal of assets and liabilities elements and preparing a balance. Classification of economic operations and record of operations on balance and result accounts. Determining financial result and preparation of simple financial report upon instructions from exercises set and examples prepared by students.

3. Prerequisites

None

4. Learning outcomes

Students can understand and define essence of accounting as an informational and filing system, its tools, functioning principles of accounts and financial outcome settling procedure; they can assess economical effect valuation of events being a subject of recording and identify proper accounting documentation; also can make account entries and understand their effects. Students can prepare summary financial reports.

5. Recommended reading

1. Gierusz B. Podręcznik do samodzielnego księgowania, Oddk 2009
2. Olchowicz I., Podstawy rachunkowości, Difin 2006
3. Wprowadzenie do rachunkowości, praca zbiorowa pod red. Śnieżek E. Oficyna Ekonomiczna 2004
4. Zbiór zadań z rachunkowości, część I, praca zbiorowa pod red I. Izbiańskiej, PWSZ im. Witelona 2008 (in future:2010)

6. Type of the course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/12	III	2
Classes	15/12	III	2
Laboratory			
Projects			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

Lecture – credit (written test)

Classes - credit

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Financial Management

2. Course contentsLecture and classes

Financial environment, financial markets, rate of interest. Time value of money, value and time, present value, future value, calculating of interest, the perpetuity. Financial statements, the income statement, the balance sheet, the funds flows, Evaluating financial performance, financial ratios, liquidity ratios, activity ratios, profitability ratios, debt ratios. Financial analysis, shaping the financial structure, shaping the asset structure. The nature of risk, analyzing risk, probability calculations, the portfolio approach, portfolio diversification, The Capital Asset Pricing Model (CAPM). The management of debt, the management of current assets. Capital cost and capital structure, cost of common stock, cost of bonded, the concept of leverage, capital structure and leverage, the analysis of EBIT/EPS. The sources of capital, corporate bonds, common stock, liabilities. Budgeting capital, payback period length, the NPV method, the IRR method.

3. Prerequisites

none

4. Learning outcomes

The students are familiar with the basic concepts, categories, theories of corporate finance. They understand the fundamental relationships and relationships of a financial nature between the major economic variables. The students understand and interpret the most important financial documents, know the elements of financial analysis and the basic procedures when making financial decisions.

5. Recommended reading

1. Bień W. *Zarządzanie finansami przedsiębiorstwa*, Difin, Warszawa, 1998 – podstawowa
2. Rutkowski A. *Zarządzanie finansami*, PWE, Warszawa 2007
3. Brigham E.F, Houston J.F. *Podstawy zarządzania finansami*, t. 1-2, PWE, Warszawa 2005
4. Sierpińska M. Wędzki D. *Zarządzanie płynnością finansową w przedsiębiorstwie*, PWN, Warszawa 2005
5. Sierpińska M., Jachna T. *Ocena przedsiębiorstwa według standardów światowych*, Wydawnictwo Naukowe PWN, Warszawa 2009

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Lecture – examination, classes - written tests are the conditions of ranking the classes

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Cost accounting for engineers

2. Course contentsLecture:

Basic notions connected with costs. Relations: cost, expense, outlay. Classification and ingredients of costs. Full register of costs according to the sorts and fields of activity. Types of cost calculation.

Classes:

Relations: cost, expense, outlay. Classification and register of costs. Determining individual cost by the use of different calculation methods. Registering finished products using planned and technical cost of formation.

3. Prerequisites

Credit in accountancy

4. Learning outcomes

1. Getting to know the crux of cost calculation
2. Distinguishing and identification of the notions: cost, expense, outlay.
3. Understanding and mastering the procedures of calculating individual cost using different types cost calculation.
4. Acquiring practical abilities to register finished products and to settle deviations from identification prices of products.

5. Recommended reading

1. Nowak E., Rachunek kosztów przedsiębiorstwa, EKSPERT, 2007
2. Rachunek kosztów i rachunkowość zarządcza, red. A. Karmańska A., DIFIN, 2004
3. Rachunek kosztów i rachunkowość zarządcza, red. I. Sobańska, C.H. BECK, 2006
4. Rachunek kosztów i rachunkowość zarządcza, red. G. K. Świderska, SKwP, 2007
5. Rachunek kosztów. Elementy rachunkowości zarządczej. Zbiór ćwiczeń, red. Sołtys D., Wydawnictwo AE we Wrocławiu, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Accountancy, Finance and Quantitative Methods.

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	V	3
Classes	15/12	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture – written exam

Classes - credit

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

The automation and the robotization of production processes

2. Course contents

1. Basic notions of the automatic regulating and control and the ranking of devices of automation.
2. Methods of the mathematical description of the appropriateness of linear agreements of automation. Signals in arrangements of automation.
3. Analysis of the property and examples of construction of linear elements of arrangements of the automatic regulating: proportional, inert, oscillatory, delaying, integrating and differentiating.
4. Flow diagrams. Algebra and making flow diagrams up.
5. Objects and laws of the regulation. Chosen types of adjusters: P, PI, PID.
6. Criteria of the stability and qualities of linear arrangements of the automatic regulating: Hurwitz and Nyquist.
7. Chosen devices and elements of automation: sensors and converters
8. Adjusters, amplifiers and executive elements about mechanical, plumbing, air, electric and electronic action.
9. Examples of agreements of the automatic regulating and steering on constant action.
10. Regulation two layer and three layer. Examples of the application.
11. Logic circuits. Logical signals and bivalent algebra. Realization of logical functions.
12. Logical drivers and digital adjusters. Programmable drivers: example of drivers PLC.
13. Manipulators and work - definitions and classifications. Examples of construction and action.
14. Mechatronics - synthesis of mechanics, electronics and computer sciences. Examples of devices and systems of mechatronics.
15. Methods and techniques of the artificial intelligence.

3. Prerequisites: None**4. Learning outcomes**

Assimilating the basic knowledge about action of constant as well as discreet agreements of the automatic regulating and steering is a crucial objective. It should enable analysis of arrangements of automation built, of mechanical, plumbing, air, electric and electronic elements. Based on computing - to enable modeling and the simulation analysis and the optimization of the property of chosen control systems and the regulation with machines, devices or technical processes.

5. Recommended reading

1. Brzózka J.: *Ćwiczenia z automatyki w Matlabie i Simulinku*. Wydawnictwo MIKOM. Warszawa 1997.
2. Chorowski B. Werszko M.: *Mechaniczne urządzenia automatyki*. WNT. Warszawa 1989.
3. Kościelny J.W.: *Materiały pomocnicze do nauczania podstaw automatyki dla studentów wieczorowych*. Wyd. Polit. Warszawskiej. Warszawa 1981.
4. Kuźmiński K.(red.): *Repetytorium z teorii sterowania zadaniami. Układy liniowe ciągłe cz. II*. Skrypt Politechniki Łódzkiej. Łódź 1987.
5. Łunarski J. Szabajkiewicz W.: *Automatyzacja procesów technologicznych montażu maszyn*. WNT. Warszawa 1997.
6. Roszkowski M. (red.): *Zbiór zadań z podstaw automatyki*. Skrypt Politechniki Łódzkiej, Łódź 1988. Rumatowski K., Królikowski A., Kasiński A.: *Optymalizacja układów sterowania*. WNT. Warszawa 1983.
7. Tarnowski W., Bartkiewicz S.: *Modelowanie matematyczne i symulacyjne komputerowe dynamicznych procesów ciągłych*. Wydawnictwo Uczelniane Politechniki Koszalińskiej, Koszalin 2003.

6. Type of course: Obligatory**7. Teaching team:** Department of Production Engineering and Logistics**8. Course structure**

Form	Number of hours	Semester	year
Lecture	30/12	V	3
Classes			
Laboratory	15/24	V	3
Project			
Other			
Seminar			
Total student's workload	120		

9. Assessment methods

Lecture – written exam, laboratory – reports on tasks

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Quality management

2. Course contentsLecture

Quality in the company strategy management. Evaluation of quality systems in West Europe, USA and Japan. Processing of company mission. Customer orientation and its role at present and in the past. Standardization and standards in the quality management system. Quality management rules in the organization. Rules of business processes identification occurrent in the organization. The ISO 9000:2000 quality management standards. Rules of quality management system documentation in the organization. Quality management systems certification. Principles of quality improvement in the organization – TQM. Integrated management system in the organization (quality, safety, health & environment). Trade quality standards.

Classes

Preservation of products quality in the logistic chain. Preservation of products quality in the logistic processes. Rules of goods packaging. Process of packaging units preparation. Warehousing of products and preservation of their quality during warehousing.

Environmental management system in the organization. Tools of environment management. Cleaner Production Programme (CP). The origin of the ISO 14000 standards.

Occupational health and safety management systems. Areas and elements of occupational health and safety management system. Strategy of occupational health and safety management. Risk analysis.

Integration of management systems.

3. Prerequisites

none

4. Learning outcomes

Student is familiar with the basics concepts of quality management with stress on world contemporary applied system solutions; student has skills of using of contemporary integrated system solutions in simulated situations.

5. Recommended reading

1. *Zarządzanie jakością. Cz. 1. Systemy jakości w organizacji.* Red. W. Ładoński i K. Szołtysek, Wyd. AE Wrocław 2005.
2. *Zarządzanie jakością. Cz. 2. Ochrona jakości w łańcuchu logistycznym.* Red. W. Ładoński i K. Szołtysek, Wyd. AE Wrocław 2007.
3. Tabor A., A. Zajac, M. Rączka: *Zarządzanie jakością.* T. 1-4. Kraków: Wyd. PKr. 2000.
4. *Podstawy kompleksowego zarządzania jakością TQM.* Red. J. Łańcucki, Wyd. AE Poznań 2006.

6. Type of course

obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	3
Classes	15/12	V	3
Laboratory			
Project			
Seminars			
Other			
Total student's workload	90		

9. Assessment methods

lecture – exam, classes- credit.

10. Language of instruction:

Polish

ECTS Credits

3

1. Course title

Safety Management

2. Course contents:

Lecture:

Include acquaintance with the problems of work safety management, risk management training and assessment, safety management of machines and technological equipment and security management product.

Exercises

Aimed at:

acquiring the skills to present the problems of design, implementation and documentation of the safety management system;

knowledge of the basic safety equipment and devices;

risk assessment skills and the use of the methods for this assessment and to ensure the safety of products.

3. Prerequisites

Basic knowledge in the field of Mathematics, Physics and Chemistry, techniques and management basics

4. Learning outcomes

The aim of the course is to convey elementary information in the field of work safety management as well as machinery and equipment safety management; acquiring identification and risk evaluation skills, using the methods of this evaluation and providing products' safety.

5. Recommended reading

1. *Zarządzanie bezpieczeństwem pracy*, Praca zbiorowa pod red.J. Łunarskiego. Oficyna Wydawnicza Politechniki Rzeszowskiej, Rzeszów 2002
2. Smoliński D.: *Ocena ryzyka zawodowego*. ODDK, Gdańsk 1999
3. Kowalewski S., *Podstawy bezpieczeństwa maszyn*. Seria: *Bezpieczeństwo i ochrona człowieka w środowisku pracy*. Z. 21 CIOP, Warszawa 2000
4. Piękowski M., Wierzowiecka J.: *Zarządzanie jakością wyrobów*, Akademia Morska, Gdynia 2002

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/12	VI	3
Tutorials	15/12	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

Lecture: written/oral examination; completing tutorials

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

Computer aided engineering CAD/CAM

2. Course contents

Laboratory: realization of classes to obtain AUTO-CAD user experience in a field of basic drawing tools in 2D or 3D environment. AUTO-CAD user interface. Basic tools. Edit tools. Text drawing. Sizing. Liers tools. Hatch patterns . Isometric drawing. 3D drawing. Documentation.

Project: create a Project In a 2D or 3D environment concerning architecture or manufacture fields and preparing the technical documentation of a project.

3. Prerequisites

None

4. Learning outcomes

After course students can use a modern software of AUTO-CAD system to design engineering tasks. Specially students can make use of basic tools (circle, arc, ellipse, polyline, multiline); edit tools (order, zoom, mirror, rotate, erase, stretch); text description; dimensioning tools. Students are able to create and configure liers, using isometric layout. Additionally students are able to design basic 3D objects using AUTO-CAD.

5. Recommended reading

[1] Jaskulski Andrzej, *AutoCAD 2010/LT2010+*, Wydawnictwo Naukowe PWN, 2009

[2] Grafika inżynierska z zastosowaniem programu AutoCAD / Mieczysław Suseł, Krzysztof Makowski. - Wrocław : Oficyna Wydawnicza Politechniki Wrocławskiej, 2005

[3] Grabowska A., P. Kłosowski P., *Obsługa programu AutoCAD 2002 w ćwiczeniach*, Mikom, 2002

[4] AutoCAD 2009/LT2009+ : wersja polska i angielska : kurs projektowania / Andrzej Jaskulski. - Warszawa: Wydawnictwo Naukowe PWN, 2008

[5] Babiuch Mirosław, *AutoCAD 2000 PL: Ćwiczenia*, HELION 2000

[6] Finkelstein E., *AutoCAD 2010 & AutoCAD LT 2010 Bible*, Wiley Publishing, Inc, 2009

6. Type of course

Obligatory

7. Teaching team

Department of Management and Computer Science

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory	45/18	VI	3
Project	15/12	VI	3
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Test marks from individual classes (75%) and personal project attesting (25%).

10. Language of instruction

Polish

ECTS credits

2

1. Course name

Logistics in enterprise

2. Course descriptionLecture

Organization of logistics in enterprises: conception of logistic organization, circumstance and stage in development of logistics, logistics in structure of enterprise management, logistics in corporation enterprise. Supply logistics: basic purchasing function, purchasing organization, analysis of purchasing market. Production logistics: classification of production processes, definitions, goals and planning standards of production flow. MRP system. MRP II system. ERP system. JIT conception. Kanban. Inventory management: ABC method, XYZ method, definitions of stocks, transportation inside enterprise. Distribution logistics: goals of distribution logistics, marketing channels of distribution, logistic centre of distribution, logistic customer service. DRP system, ECR strategy, CRM strategy. Transportation and warehousing in logistics systems. Classification of stores. Equipment of stores. Information system in logistic. Support system used in logistic. Wrapping in logistic system.

Classes

Imparting the practical knowledge about logistic organization of enterprises and acquiring practice of diagnosis and improvement of logistic activities in production, trade and service firms. There are solving problems – case study.

3. Prerequisites:

Passed: Basic of Logistics

4. Learning outcomes

Students are able to forecast the directions of logistics' development in contemporary enterprises, build the model of materials streaming's optimization in logistic system, diagnose and point the improvement program for logistic activities in firms.

5. Recommended reading

1. M. Brzeziński: *Logistyka w przedsiębiorstwie*. Dom Wydawniczy Bellona, Warszawa 2006.
2. J.J. Coyle, E.J. Bardi, C.J. Langley, jr.: *Zarządzanie logistyczne*. PWE, Warszawa 2002.
3. E. Michłowicz: *Podstawy logistyki przemysłowej*. Uczelniane Wydawnictwa Naukowo-Dydaktyczne, Kraków 2002.
4. J. Szpon, I. Dembińska-Cyran, A. Wiktorowska-Jasik: *Podstawy logistyki*. Wyd. SNIGiR, Szczecin 2005.

6. Type of course:

Obligatory

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	15/12	V	3
Classes	15/12	V	3
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

lectures – written test, classes - projects

10. Language of instruction:

Polish

ECTS credits

3

1. Course title:

Theory of machines

2. Course contents

Analogies of agreements on the different physical form: mechanical, electric, plumbing, air, thermal. Definitions of the machine. Classification of machines from a point of view of donating them. Examples of machines for every group. Classification of machines from a point of view of processing energy. - examples. „Typical” - repeatable elements and teams of machines - classification around regards for criteria: of the transferred load and the relative move. Typical characteristics of straining the structure of machines and devices. The safety factor of the structure of the machine or devices. The notion and the way of determining its value. Of connecting of elements machines. The definition and the ranking of connections. Welded and welded connections. Tolerance and of fitting. Connection shapes and forced-in join. Rolling and sliding bearings. Embankments and axes. Permanent and disconnected clutches. Basic notions: definitions, the primitive and secondary sources of energy, receivers of the energy, functions realized by the driving arrangement. Of transferring and coupled hydrokinetics, hydrostatic transmission gear. Discussing realized functions by driving arrangements. Elements of arrangements of the drive and plumbing and air steering. Materials handling machines. Internal-combustion engines. Displacement machines: pumps, compressors and engines. Flow machines: pumps, blowers, compressors, turbines, and the like. Home appliances. Electric machines: engines and generators of the permanent and alternating electricity. Machines and power systems pot + steam turbine + generator + transformer.

Training practice:

Team work consisting in presenting the chosen group of machines from the determined set. Scope of the study (report) and includes the presentation:

1. The description of action and donating the machine.
2. The principles of operation - on what laws of physics, chemistry, biology and the like a being is resisting it.
 - a. realization of the main function
 - b. realization of support functions
3. Material (structure) build
4. Measure of the productivity (e.g., m³/h, m²/h, tonokilometry/g fuel) or efficiency (e.g. efficiency in %)
5. Examples (concrete) of the machine or the machine team. Different representatives of the given group (families) of machines.

3. Prerequisites:

the engineering graphics, mechanics and the durability of materials, fluid mechanics and the thermodynamics, of the electrician and the electronics engineer

4. Learning outcomes:

Making oneself acquainted with essential problems of the mechanical engineering (the technical idea of fulfilling needs, the design and the production of machines and devices of the user, and the like). Making oneself acquainted with elements of machines and groups of milles and energy machines. Making oneself acquainted with technical systems

5. Recommended reading:

- [1] Biały W.: Maszynoznawstwo. WNT, Warszawa 2003.
- [2] Chwiej M. Maszynoznawstwo ogólne. PWN, Warszawa 1983 (IV wyd.).
- [3] Wołek M.: Maszynoznawstwo ogólne. PWN, Warszawa 1978.
- [4] Orlik Z.: Maszynoznawstwo. WSzIP, Warszawa 1989.
- [5] Gnutek Z., Kordylewski W.: Maszynoznawstwo energetyczne. Wyd. Politechniki Wrocławskiej, Wrocław 2003.

6. Type of course: Obligatory**7. Teaching team:** Department of Production Engineering and Logistics**8. Course structure:**

Form	Number of hours	Semestr	year
Lecture	15/12	V	3
Classes	30/12	V	3
Laboratory			
Project			
Total student's workload	90		

9. Assessment methods: lecture and classes in class written work, exercises - working out and presenting and the report showing the group of machines

10. Language of instruction: Polish

ECTS credits

3

1. Course title

Optional subject: Engineering of manufacturing systems

2. Course contentsLecture content:

Introduction into engineering of manufacturing systems. Basic terms and definitions. Production and technological process. Technical preparation of production. System of technical preparation of production. Methodology of structural projection. Technological process. Structure of process. Types of technological processes. Automatization and robotization of manufacturing systems. Computer aided design and production.

Classes content:

Organization of manufactured systems. Generation criteria of organization units in production plant. Creation basis of organization structure. Process mapping in production plant. Design engineering of production processes. Input data to design engineering of production processes. Processes of treatment and montage.

3. Prerequisites

None

4. Learning outcomes

Students achieved basic knowledge in field of engineering of manufacturing systems. Students will learn about technological process construction and methods its design engineering.

5. Recommended reading

1. Durlik L., *Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz. II. Strategia procesów i systemów produkcyjnych*, Placet Warszawa 2000.
2. Karpiński T., *Inżynieria produkcji*, WNT Warszawa 2004.
3. Krawiec F., *Zarządzanie projektem innowacyjnym produktu i usługi*, Defini Warszawa 2000.
4. Pająk E., *Zarządzanie produkcją. Produkt, technologia, organizacja*, WN PWN 2006.
5. *Zarządzanie jakością. Cz. II Ochrona jakości wyrobów w łańcuchu logistycznym*, Red. W. Ładoński i K. Szołtyk. Wyd. AE Wrocław 2007.

6. Type of course

Optional

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VII	4
Classes	15/12	VII	4
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture – exam in written form; seminar – credit on base semestral work

10. Language of instruction

Polish

Subjects for speciality, industrial systems control:

ECTS credits
4

1. Course title

Power and heating systems

2. Course contentsLecture

Introduction. Fuels and natural flux of energy. Transportation, storage and distributions of fuels. Conversion technologies of energy out of fuels and natural flux of energy. Secondly carriers of energy. Power systems – structure and controlling. Heating systems - structure and controlling. Transportation, transformation and storage of secondarily carriers of energy. Distributions of secondarily carriers of energy. Energy usage in apartments building and public building. Energy usage in industry and service sector. Measure of quantity of energy usage.

3. Prerequisites

None

4. Learning outcomes

Student has knowledge of fuels and natural flux of energy as well as conversion of energy to secondarily carriers of energy; transportation of energy carriers, storage of energy and transformation of parameter carriers energy; ways of using energy by consumer energy carriers, partially and overall efficiency of energy systems; measure quantity of energy transferred to energy carriers and used by final consumers.

5. Recommended reading

1. Gładyś H., Malta R., *Praca elektrowni w systemach elektroenergetycznych*, Wydawnictwo Naukowo-Techniczne, 1999
2. Pieńkowski K. *Ogrzewnictwo*, Wydawnictwo politechniki Białostockiej, 1999
3. Weedy B. M., Cory B. J., *Electric power systems*, Wiley, 1998
4. Kirschen D. S., Strbal G., *Fundamentals of power system economics*, Wiley, 2004
5. Saadat H., *Power systems analysis*, McGraw-Hill, 2002

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	2
Classes			
Laboratory	30/18	IV	2
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lecture - written test,
laboratory - written test.

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Audit for energetic

2. Course contentsLecture

Introduction. Heat transfer in building. Review of Thermodynamic processes in building. Psychrometrics, Comfort and Health. Fluid Mechanics in Building Systems. Solar Radiation and Windows. Heating and cooling loads. Annual Energy consumptions. Thermal energy (heat) generation. Cooling equipment. Heating and Cooling systems . Lighting. Control of the heating, ventilating and air conditioning systems. Building Modernization for efficiency of using energy. Evaluation of economical effect of building modernization.

Project

Calculation of maximal thermal energy (heat) flux supply a building; calculation of annual energy consumption; project building modernization for efficiency of using energy; preparing technical and economical documentation of modernization. .

3. Prerequisites

None

4. Learning outcomes

Student has knowledge in field of thermal comfort; forms and mechanism of energy transfer from and to building; thermodynamics processes and flow of fluids in building; method of calculations maximal thermal energy (heat) flux supplying a building and calculations of annual energy consumption; total efficiency of using energy in building.

5. Recommended reading

1. *Termomodernizacja budynków dla poprawy jakości środowiska: poradnik dla audytorów energetycznych, inspektorów środowiska, projektantów oraz zarządców budynków i obiektów budowlanych*, Norwisz J., et al., Gliwice 2004.
2. Bonca Z., Lewiński A., *Termorenowacja budynków mieszkalnych: Aspekt techniczny i ekonomiczny*, IPPU MASTA, 2000.
3. Szewczyk B., *Termomodernizacja instalacji w budownictwie przemysłowym i użyteczności publicznej*, Ośrodek informacji – Technika Instalacyjna w Budownictwie, 1999.
4. Kreider J. F., Curtiss P. S., Rabl A., *Heating and Cooling of Buildings: Design for efficiency*, McGraw-Hill, 2002

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	2
Classes			
Laboratory			
Project	30/18	IV	2
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Lecture - written test,
project – self prepared fraction of an energy audit.

10. Language of instruction

Polish

ECTS credits

1

1. Course title:

Energy Law

2. Course contentsLecture:

Legal aspects of delivering of fuels and energies. The politician energy - principal organ of the government and the politician energy. The energetics and the protection of the environment. The organ to matters of the regulation of the economy with fuels and with the energy. The office of the Regulation of the Energetics. Scales of charges. Licences. Devices, installations and their exploitation. Sanctions in virtue of the illegal conscription of fuels. Sanctions in virtue of the illegal conscription of the energy. Legal-international of the politician in the range of the energy safety of Poland.

3. Prerequisites

none

4. Learning outcomes

Student is familiar with basic notions of the energy law, the characterization of deeds universally and internally obligatory in the area of the energy law; the characterization of basic branches of the law (the civil law, administrative law, penal law) connected with the energy law.

5. Recommended reading:

1. J.Antczak, E.Stawicki, J.Baehr, Prawo energetyczne. Komentarz, Kraków 2003
2. Ustawa z dnia 10 kwietnia 1997 roku Prawo energetyczne z późn.zm.
3. Wybrane akty wykonawcze do ww. ustawy.

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Union

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	V	3
Classes			
Laboratory			
Project			
Other			
Seminar			
Total student's workload	30		

9. Assessment methods:

Credit (Speaking exam)

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

Costs and tariffs

2. Course contentsLecture

Introduction to cost, price and tariffs. Regulation energy sector in Poland. Formation and cost accounting in enterprise of energy sector, which make production, storing, gripping and trading thermal energy. Calculating in trading thermal energy within with individual customer. The level to pay for supply gas by gas systems. The rules of to cover for supply gas. Formulation and calculation tariffs by enterprise in electricity systems. Settlement of accounts in trading electricity between energy enterprise and customers

3. Prerequisites

none

4. Learning outcomes

To explain the concept of accounting and to implement into practice the rules to formulating costs and tariffs thermal energy, gas and electricity. To evaluate the role and result of regulation in energy sector

5. Recommended reading

1. Rozporządzenie Ministra Gospodarki Dz. U. 00.96.1053 z dnia 12 października 2000 w sprawie szczegółowych zasad kształtowania i kalkulacji taryf oraz zasad rozliczeń w obrocie ciepłem
2. Rozporządzenie Ministra Gospodarki Dz. U. 00.1.7 z dnia 14 grudnia 2000 w sprawie szczegółowych zasad kształtowania i kalkulacji taryf oraz zasad rozliczeń w obrocie energią elektryczną
3. Rozporządzenie Ministra Gospodarki Dz. U. 01.1.8 z dnia 20 grudnia 2000 w sprawie szczegółowych zasad kształtowania i kalkulacji taryf oraz zasad rozliczeń w obrocie paliwami gazowymi.
4. Prawo energetyczne

6. Type of course

Obligatory

7. Teaching team:

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	V	3
Classes			
Laboratory			
Project			
Other			
Seminar			
Total student's workload	30		

9. Assessment methods:

Credit

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Management of work environment

2. Course contentsLecture

Material and social work environment. Components of material environment and principles of its creation. Physiology and ergonomics of work. Forms of organisation and labour division. Forms of teamwork. The substance of work and its formation. Organisational culture and its influence on social work environment..

Classes

Design of work station organisation. Scrutiny of social integration level. Diagnosis of material work environment. Planning of course of work.

3. Prerequisites

Introduction to management

4. Learning outcomes

Knowledge of basic work environment notions and principles and methods of formulations and estimation of work environment

5. Recommended reading

1. *Podstawy zarządzania operacyjnego* (pod red. Z. Jasińskiego) Wyd. Oficyna Ekonomiczna, 2005
2. Tytyk E., *Projektowanie ergonomiczne* Wyd. Naukowe PWN, 2001
3. Olszewski J., *Podstawy ergonomii i fizjologii pracy* Wyd. Akademii Ekonomicznej w Poznaniu, 1997

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	V	3
Classes			
Laboratory			
Project	15/12	V	3
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Lecture – written examination

Seminar – written examination

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

Industrial power engineering

2. Course contentsLecture

Fuels consumption and energy utilization. Material and energy balance. Quality analysis and thermal processes improvement by means of pinch method. Energetic and economic characteristics, and energy demand distribution. Combined thermal processes and their modernization. Waste energy utilization. Assessment of efficiency of energy utilization in industry. Linear model of enterprise energy management. Auditing principles in thermal management.

Classes

Determination of efficiency of energetic processes; estimation of influence of energy conversion technology on natural environment; evaluation of modernization effects of energetic processes in selected branches of industry (e.g. metallurgy, mining industry, ceramics industry); estimation of economical effects of energy recovery in selected industrial processes.

3. Prerequisites

None

4. Learning outcomes

Skills in formulating main problems related to correct operation of enterprise energy management. Basic knowledge about realization of power engineering processes, waste energy utilization and efficiency of this processes.

5. Recommended reading

1. Szargut J., Ziębik A., *Podstawy energetyki cieplnej*, Wydawnictwa Naukowe PWN, 2000
2. Chmielniak T., *Technologie energetyczne*, Wydawnictwo Politechniki Śląskiej, 2004
3. Gnutek Z., Kortylewski W., *Maszynoznawstwo energetyczne*, Oficyna wydawnicza PWr., 2003
4. Stańda J., Górecki J., Andruszkiewicz A., *Badanie maszyn i urządzeń energetycznych*, Oficyna Wydawnicza PWr., 2004
5. Ekspertyza Komitetu Termodynamiki i Spalania PAN, *Kierunki rozwoju energetyki kompleksowej w Polsce do 2010 r.*, Warszawa 1994

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	VI	3
Classes	30/12	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods

Colloquium

10. Language of instruction

Polish

ECTS credits

2

1. Course name:

Elements of mechatronics

2. Course description:

Lecture: The existence and the definition of mechatronics as elements of the diverse structure: mechanic, hydraulic, pneumatic, optical, electric, electronic and computer science. Approaches in mechatronics – examples of technical solutions classical and in mechatronics. Sensoring and measuring system as the information system. Mechanical and non mechanical measuring sizes.

Ranking of sensor devices. Positions sensors and basics in mechanics. Microsensors. Elements and application. Classification and the principles of operation of applications. The structure and the principles of operation of applications: electromagnetics, electrohydraulics and elektropneumatics. Mechatronics drives. Gearbox as application set. Mechatronic clutch. Electronic synchronization of moves. Design of mechatronics. Tasks for mechatronic systems. Functional structure; models and methods of creating it. Obtaining information about the process. Designing the tool. Problems of steering in arrangements mechatronics. Tasks for mechatronic systems. Functional structure; models and methods of creating it. Obtaining information about the process. Of designing the tool. Problems of steering in arrangements of mechatronic.

Chosen problems of the production engineering of arrangements of mechatronic.

3. Prerequisites:

theory of machines, electro technology and electronics, ICT, automation

4. Aim of the course:

Acquainting with the latest trend of the structure integrated machines and devices sharing certain „intelligence” features. Mechatronics is interdisciplinary area integrating mechanics, hydraulics, pneumatics, electronics, optics, automatics and computer science. Mechatronics design forces different, more comprehensive and system approach towards problems and producing machines and other devices

5. Lectures:

1. Bodo H. Wilfried G., Popp K. *Mechatronika. Komponenty. Metody. Przykłady*. Wyd. Naukowe PWN. Warszawa 2001.
2. Craig J.J: *Wprowadzenie do robotyki. mechanika i sterowanie*. WNT 1993.
3. Gawrysiak M.: *Mechatronika i projektowanie mechatroniczne*. Wyd. Polit. Białostockiej. Rozprawy Naukowe nr 44. Białystok 1997.
4. Kasprzak W. Pelc K.: *Wyzwania technologiczne – prognozy i strategie*. Wyd. Profesjonalnej Szkoły Biznesu. Kraków 1999.
5. Schmid D. (red): *Mechatronika*. Wyd. REA. Warszawa 2002
6. Spong M.W., Vidyasagar M.: *Dynamika i sterowanie robotów*. WNT. Warszawa 1997.
7. Świder. J: *Sterowanie i automatyzacja perocesów technologicznych i układów mechatronicznych*. Wyd. Politechniki Śląskiej. Gliwice 2002.
8. Uhl T.(red): *Projektowanie mechatroniczne. Zagadnienia wybrane*. AGH Kraków. Katedra Robotyki i Mechatroniki 2003, 2004, 2005, 2006, 2007

6. Type of course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semestr	year
Lecture	15/12	V	3
Classes	15/12	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Conditions of the course acceptance: lecture

in class written work, on the basis of individual

10. Language:

Polish

ECTS credits

1

1. Course title

Personnel management

2. Course contentsLecture and exercises

The genesis and development of human resources management. Models and strategies of human resources management. The influence of organizational culture on human resource management. / Headcount planning. Selection of employees. Improvement and development of employees. Work motivation. Employees' evaluation and the use of evaluation results. New forms of employment.

3. Prerequisites

Completed course „Basics of Management”

4. Learning outcomes

The student will get to know models of human resources management, methods and techniques of planning and selection of employees. They will learn methods and techniques of employees' development. They will get familiar with models of competency development. They will learn and understand the principles of work compensation. They will get to know techniques of employees' evaluation and understand the use of evaluation results.

5. Recommended reading

1.M. W. Kopertyńska Zarządzanie kadrami Stowarzyszenie na Rzecz Rozwoju Wyższej Szkoły Zawodowej w Legnicy Legnica 2002

2. M. Wanda Kopertyńska Motywowanie pracowników – teoria i praktyka Placet Warszawa 2009

3. M. Armstrong Zarządzanie zasobami ludzkimi Oficyna Ekonomiczna Kraków 2005

4. A. Pocztowski Zarządzanie zasobami ludzkimi PWE Warszawa 2006

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

inclusion

10. Language of instruction

Polish

ECTS Points

3

1. Course title

Business strategy

2. Course contents

1. Essence of business strategy and strategic management;
2. Strategy formulation schools and strategic analysis methods review;
3. Role of top management in strategic management process;
4. Introduction to strategic analysis
5. Environmental analysis;
6. Industry analysis;
7. Resources and capabilities analysis;
8. Strategic positioning analysis;
9. Mission, vision and strategic goals;
10. Formulation and appraisal of strategy;
11. Business strategy typology;
12. Strategy implementation and control;
13. Stages of strategy implementation, typology of strategic control, balanced scorecard, strategic controlling

3. Prerequisites

- macroeconomics, management and organization;

4. Learning outcomes

Student becomes/is:

- familiar with issues concerning strategic thinking and behavior;
- aware of the need for thinking in the context of future;
- familiar with methodology of formulation and implementation of business strategy;
- able to conduct strategic analysis projects;

5. Recommended reading

1. Gierszewska G., Romanowska M., *Analiza strategiczna przedsiębiorstwa*, PWE, Warszawa 2003
2. Gołębiewski T., *Zarządzanie strategiczne. Planowanie i kontrola*, Difin, Warszawa 2001
3. Pierścionek Z., *Strategie konkurencji i rozwoju przedsiębiorstwa*, PWN, Warszawa 2003
4. Strategor, *Zarządzanie firmą*, PWE, Warszawa 2002
5. Obłój K., *Strategia organizacji*, PWE, Warszawa 2002
6. Kaplan R.S., Horton, D.P., *Strategiczna karta wyników*, PWN, Warszawa 2001

6. Type of course

Mandatory lecture

7. Teaching team

Department of Sciences on Enterprise and Marketing Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	VI	3
Classes	15/12	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

Written exam

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

Heat engines and devices

2. Course contentsLecture

Components of thermal machine. Compressing machine. Expanding machine. Heat engines. Steam boilers. Thermal power station. Industrial furnaces. Refrigerating machines and heat pumps. Heat and power generating and heat generating plants. Thermal equipment in household. Devices in gas power industry. Evaporating and distilling apparatus. Chemical reactors.

Laboratory

Determination of energy efficiency of compressors, heat engines and boilers. Determination coefficients of performance of refrigerators and heat pumps. Determination of household equipment energy efficiency.

3. Prerequisites

None

4. Learning outcomes

Overall description of main groups of thermal machines. Description of basic thermal machines design and their principles of operation. Indicating the area of application of thermal machines. Discussing methods of controlling and principles of proper operation of thermal machines.

5. Recommended reading

1. Gnutek Z., Korylewski W., *Maszynoznawstwo energetyczne*, Oficyna wydawnicza PWr., 2003
2. Wajand J., *Doświadczalne tłokowe silniki spalinowe*, WNT, Warszawa 2003.
3. Niewiarowski K., *Tłokowe silniki spalinowe*, WKiŁ, 1983.
4. Laudyn D. et al., *Elektrownie*, WNT, Warszawa 1995.
5. Kruczek St. *Kotły*, Oficyna Wydawnicza Politechniki Wrocławskiej, 2001.
6. Merkisz J., *Ekologiczne problemy silników spalinowych, T. I – 1998, T. II – 1999*, WPP Poznań.
7. Nikiel T., *Turbiny parowe*, WNT, Warszawa 1989.
8. Kucowski J. et al., *Energetyka a ochrona środowiska*, WNT, Warszawa 1993.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	VI	3
Classes			
Laboratory	30/12	VI	3
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture – written test

Laboratory – reports

10. Language of instruction:

Polish

ECTS credits

7

1. Course title:

Management of technical development

2. Course contents:Lecture:

Elements of technical systems theory. Basic information about: scientific discovery, investigation, invention, innovation, patent, usable example, implementation and transfer. Process of technical development of product and processes. Chosen prognosis of "high - tech " development in first decade XXI age. The management of knowledge supplies: technical competence of company and measure of technical strategy. Problems of Research + Development and the technical strategy of enterprise. The source of habilitation and refinancing R+D activity in techniques area . The institutional and organizational forms of technology and innovation transfer: the centers of innovation transfer IRC - FEMIRC, centers of technology transfer, special economical zones, scientific and technological parks and incubators of enterprise, V and VI FP's of CE, offset. Product certification, accreditation and notify of institution. Requirement and directive of UE. Protection of intellectual property

Training practice:

Seminar class at the first part a study of cases, prepared by teams consists in analysis (3-4 personal) of students. The second part of classes is preparing in the form of the process of implementing the chosen invention or the attempt to plan the development of the determined production.

3. Prerequisites

Engineering design – base knowledge; Production processes – base knowledge; Marketing

4. Learning outcomes

Students will be bale to interpret development of technical civilisation and its importance for social life of a human being. S/he will be able to design basic tools allowing for evaluating innovativeness of a product and firm. S/he will be bale to apply methods and techniques for solving engineering-managerial problems and apply procedures allowing for introducing the innovative solutions.

5. Recommended reading:

1. Brzeziński M. (red.): *Zarządzanie innowacjami technicznymi i organizacyjnymi*. Centrum Doradztwa i Informacji DIFIN, Warszawa 2001.
2. Dworczyk M., Szlasa R: *Zarządzanie innowacjami. Wpływ innowacji na wzrost konkurencyjności przedsiębiorstw*. Oficyna Wydawnicza Politechnika Warszawska 2001.
3. Kasprzak W., Pelc K.: *Wyzwania technologiczne-prognozy i strategię*. Wyd. Profesjonalnej Szkoły Biznesu, Kraków 1999.
4. Lowe P.: *Zarządzanie technologią, możliwości poznawcze i szanse*, Wyd. "Śląsk" Katowice 1999.
5. Mazurkiewicz A.: *Modelowanie transformacji wiedzy do praktyki w budowie i eksploatacji maszyn*. Wyd. Inst. Technologii Eksploatacji, Radom-Poznań 1999.
6. Góralski A.: *Twórcze rozwiązywanie zadań*, PWN 1980.
7. Jones Ch. *Metody projektowania*, WNT, Warszawa 1977.

6. Type of course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	year
Lecture	30/12	VII	4
Classes	30/12	VII	4
Laboratory			
Project			
Seminar			
Other			
Total student's workload	210		

9. Assessment methods:

Active share in both set parts (chosen) of topics. The presentation, the defence and the report

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

Intellectual Property Protection

2. Course contents

Innovation management and knowledge protection. Protectability of solutions. Protectability of signs and designations and works. Scope of proprietary knowledge monopoly. The essence of proprietary knowledge management in an enterprise. Strategies for qualification of knowledge for protection. Strategies for obtaining knowledge protection. Rights for knowledge protection. Creator rights. Forms of proprietary knowledge exploitation. Strategies for proprietary knowledge exploitation. Strategies for protection of proprietary knowledge. Enterprise knowledge protection policy. Organization of knowledge protection in an enterprise. Access to information on public proprietary knowledge.

3. Prerequisites

Basics of business economics

4. Learning outcomes

Student is familiar with the concepts of proprietary knowledge management in the microeconomic scale – he can indicate the tools and instruments to be used in the management of proprietary knowledge as well as demonstrate different ways to run this process within an enterprise.

5. Recommended reading

1. Praca zbiorowa pod red. Kotarba W.: Ochrona wiedzy a kapitał intelektualny organizacji. PWE, Warszawa 2006 r..
2. Kwieciński M.: Wywiad gospodarczy w zarządzaniu przedsiębiorstwem. PWN, Warszawa 1999 r.
3. Penc J. Innowacje i zmiany w firmie. Agencja Wydawnicza Placet. Warszawa 1999 r.
4. Pomykański A. Zarządzanie innowacjami.. PWN. Warszawa – Łódź 2001 r.
5. Industrial property law
6. Act on copyright and neighbouring rights
7. Combating of unfair competition

6. Type of course

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	VII	4
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Written colloquium

10. Language of instruction:

Polish

ECTS credits

3

1. Course title

Basics of mechanics and strength of materials

2. Course contentsLecture

Vectors and vector calculations. Forces and their properties. Plane systems of forces. Friction. Centers of gravity of homogeneous bodies. Strengths of material at axial loading, torsion and screwing. Buckling. Principles of dynamics. Force of inertia. Work, energy, power. The energy ability. Momentum and impulse. Dynamics of rotational motion.

Class

Reductions and equilibrium the plan systems of forces. Sliding and rolling friction. Determining the center of gravity. Determining the elements dimensions at axial stretching, loading and torsion. Work and power. Dynamics of particles.

3. Prerequisites

none

4. Learning outcomes

Student has knowledge of general laws of motions and equilibrium of particles and rigid bodies as well as determining methods of strengths or rigidity structure, elements of machine and devices (beams, shafts, thin-walled tanks etc.).

5. Recommended reading

1. Misiak J.: *Mechanika techniczna. Tom 1 - Statyka i wytrzymałość materiałów*. WNT 2003.
2. Misiak J.: *Mechanika techniczna. Tom 2 – Kinematyka i dynamika*. WNT 1999.
3. Niezgodziński M.E., Niezgodziński T.: *Wytrzymałość materiałów*. PWN. Warszawa 2004.
4. Niezgodziński M.E., Niezgodziński T.: *Zadania z wytrzymałości materiałów*. WNT. Warszawa 2005.
5. Misiak J.: *Zadania z mechaniki ogólnej. Cz. I. - Statyka*. WNT. Warszawa 2003.
6. Misiak J.: *Zadania z mechaniki ogólnej. Cz. III. - Dynamika*. WNT. Warszawa 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Engineering Production and Logistic

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture - written test,

class - written test.

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Methods of Artificial Intelligence

2. Course contentsLecture

Introduction to computational intelligence; Methods of knowledge representation; Decision making on the basis of logical knowledge representation; Decision making on the basis of knowledge representation with uncertainty (probabilistic and fuzzy approach); Artificial neural networks; Combining classifiers; Methods of improving quality and stabilizing classifier (boosting, bagging); Introduction into machine learning and its taxonomy; Inductive learning; Evaluating hypotheses

Seminar

During seminar student present chosen topics connected with artificial intelligence and its practical implementations, e.g. how to work selected machine learning methods.

3. Prerequisites

none

4. Learning outcomes

Students learn about methods of decision making and they will be able to solve real decision problems using described methods.

5. Recommended reading

1. Bishop Ch. M., Pattern Recognition and Machine Learning, Springer 2006.
2. Duda R.O., Hart P.E., Stork D.G., Pattern Classification, Morgan Kaufmann, 2001.
3. Alpaydin E., Introduction to Machine Learning, 2nd Edition, MIT Press, 2010.

6. Type of course

optional

7. Teaching team

Department of Computer Systems and Applied Informatics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	VII	4
Classes			
Laboratory			
Project			
Seminar	30/18	VII	4
Other			
Total student's workload	150		

9. Assessment methods

Positive mark seminar and written test are the conditions of ranking the lecture

10. Language of instruction

Polish

Subjects for speciality: Industrial safety engineering

ECTS credits

3

1. Course title

Safety and rescue systems.

2. Course contentsLecture

Analysis of safety systems in Poland. Extraordinary. Emergency response plans. The phases of crisis management. Progressive Management. Conservative management. Levels of response. Studies and plans to spatial development in Poland. Security domain. Civil planning. Civil defense. Definitions of the crisis. Public perception of risks. The role of the security system. The organization and functioning of security services. The organization and working methods of security services and health. Civil-Military Cooperation. Tools and computer information systems design safety. The organization of information, warning and alarm

Classes

The analysis of the incident. Rules of conduct for rescue. Rescue in Poland and abroad. Levels of directing rescue action. Assisting decision-making. Spatial information systems. Rescue and environmental, chemical, technical and medical. National Rescue-Extinguishing System. National Medical Rescue. Fighting fires, technical failures and natural disasters. The role and tasks of public administration, services and inspection and fire rescue system. Cooperation between institutions. The role of voluntary organizations and NGOs in rescue operations. Humanitarian Aid Organization.

3. Prerequisites

none

4. Learning outcomes

The student has knowledge of the organization and operation of safety systems and rescue, as well as methods and techniques to detect, identify and measure risks. The student has skills in security systems and security systems to organize and rescue. The student has the practical application of methods in the face of threats and accidents. The student has a sense of responsibility for the quality of aid, as well as the appropriate ethical attitude in the emergency action taken.

5. Recommended reading

1. *Zarządzanie kryzysowe, obrona cywilna kraju, ochrona informacji niejawnych*, S. Mazur, F.R. Krynojewski, G. Mikrut, P. Tchorzewski, AWF, 2003.
2. *Istota inżynierii systemów zarządzania bezpieczeństwem*, E. Kołodziński, (http://www.uwm.edu.pl/rci/publikacje/Istota_inzynierii_systemow.pdf)
3. *Zagrożenia bezpieczeństwa i organizacja przeciwdziałania ich skutkom*, E. Kołodziński, (<http://www.uwm.edu.pl/rci/publikacje/bezpieczenstwo9.pdf>)
4. *Sensory do monitorowania zagrożeń bezpieczeństwa cywilnego*, Z. Mierczyk, (http://www.uwm.edu.pl/rci/publikacje/Szczecin_2_2006.pdf)
5. Ustawa z dnia 8 września 2006 r. o Państwowym Ratownictwie Medycznym (Dz.U. z 20.10.2006 r. Nr 191, poz. 1410).

6. Type of course

Obligatory

7. Teaching team

Faculty of Medicine

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture – pass with grade, classes – pass with grade

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Legal protection of work

2. Course contentsLecture and classes

Protection of worker in frames of relation of work: Protection of worker at containing contracts for work, Protection of worker in road of duration of relation of work, Protection of worker at unknotting of relation of work. Protection of parenthood: Characterization of rules about protection of parenthood, Prohibitions of employing of women, Protection of persistence of relation of work, Protection of work of women in period weighs, Authorizations of workers connected with education of children, Authorizations of supplementary families. Protection young: Admissibility of employing young, Contract for work in aim of preparation professional, Contract for work in other aim than professional preparation, Intensive protection young. Protection of work: Characterization of protection of work, Organ supporting protection of work and their characterization, Duties of employer in sphere BHP, Law and duties of workers in sphere BHP, Events at work and diseases.

3. Prerequisites

None

4. Learning outcomes

The students are familiar with the basic concepts, categories, theories from range legal protections of work. The students understand and interpret most important legal acts, know basic rules from object problems.

5. Recommended reading

1. Liszcz T., Prawo pracy, Warszawa 2008.
2. Florek L., Prawo pracy, Warszawa 2009.
3. Salwa Z., Prawo pracy i ubezpieczeń społecznych, Warszawa 2007.

6. Type of course

Obligatory

7. Teaching team

Department of Sciences on Administration, Faculty of Administration

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture – written examination, classes – credit on the basis of written tests

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Ergonomics in safety at work

2. Course contentsThe scope of lectures:

Fundamentals of modern ergonomics. Basic concepts. Subject and tasks of ergonomics. The main directions in ergonomics. Scheme of man - work. The human factor in work organization and management, factors of the human work environment, processes of information and decision making and control of machines and technical equipment, biochemical, physiological and anthropometric basis for the design and spatial organization of work, the core of an ergonomic approach (management projects, checklists), marketing of ergonomics, methods of work, tasks and their performance, work-related posture and movement, ergonomic design.

The scope of exercises:

General requirements for workplaces. Organization of workplaces. Physiological aspect of the work. Posture at work. Obligations of the employer.

Scope of design classes:

Design of workplace with a computer.

3. Prerequisites

None

4. Learning outcomes

Students acquire basic knowledge of theoretical and practical problems in the design and operation of technical systems in accordance with the principle of adaptation to natural limits and possibilities of human body. Have the skills to use modern effective model solutions for the design of workplaces.

5. Recommended reading

1. *Ergonomia*, (red.) Pacholski L., Wyd. Politechniki Poznańskiej, Poznań 1986.
2. *Bezpieczeństwo pracy i ergonomia*, (red.) Koradecka D., CIOP, Warszawa 1997.
3. *Ergonomia z elementami bezpieczeństwa pracy*, (red.), W. Horst, WPP, Poznań 2006.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project	15/12		
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

lecture – credit, exercises - credits

10. Language of instruction

Polish

Subjects for speciality, logistics:

ECTS credits

4

1. Course title

Introduction to logistics

2. Course contentsLecture

Present logistics: definitions, levels of development. Logistics and some modern conceptions of management. Activities of logistic service in enterprises. Structure of enterprise logistic system; materials and information stream flow. Classification of logistics system. Environment of enterprise logistic system. Definitions and kinds of logistic processes. Coordination of logistic processes. Logistic subsystems. Strategic aspects of logistics. Logistic strategies. Eurologistics. Logistics of Japanese firms. Eurologistics an euroregion. Keiretsu structure. Kaizen as a management conception. "Japanese" methods of flows control. Wrapping in logistic system. Information system used in logistics.

Classes

Imparting the practical knowledge about logistic organization of all sphere of logistic activities and acquiring practice of diagnosis and improvement of logistic activities in present enterprises. There are solving problems – case study.

3. Prerequisites

None

4. Learning outcomes

Students can define logistic system and logistic subsystems in enterprises. They can project wrapping. They can make a decision in optimization of materials' flows. They can analyse the information system in logistics.

5. Recommended reading

1. M. Brzeziński: *Logistyka w przedsiębiorstwie*. Dom Wydawniczy Bellona, Warszawa 2006
2. J.J. Coyle, E.J. Bardi, C.J. Langley, jr.: *Zarządzanie logistyczne*. PWE, Warszawa 2002.
3. H.-Ch. Pfohl, *Systemy logistyczne. Podstawy organizacji i zarządzania*. Biblioteka Logistyka, Wyd. ILiM, Poznań 2001.
4. Czasopisma: *Gospodarka Materialowa i Logistyka*, *Logistyka*

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	IV	2
Classes	30/18	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Classes :continuous evaluation, project Lecture: written test

10. Language of instruction:

Polish

ECTS credits

3

1. Course name

Supply Logistics Management

2. Course description**Lecture**

Integration of supply chains: definitions, characteristics, levels of integration, partnership. Logistics processes in global supply chain: international environment of logistics processes, infrastructure of logistics processes, activities in international supply chains, materials logistics in global market, distribution logistics in global market. Strategic activities in supply chain: TBM, Benchmarking, Lean, Agile, Postponement strategy, SCOR. Integration of suppliers: goals, 3C theory, co-markership, VMI, supplier development positioning matrix. Logistic customer service: definitions, elements, DCP, ABC, remunerativeness matrix. Strategies in supply chain: QR, ECR, DRP system. Culture condition in global logistics. Logistics services. Transportation in international goods exchange.

3. Classes

Imperting the practical knowledge about logistics organization of supply chain and acquiring practice of diagnosis and improvement of logistic activities in supply chain. There are solving problems – case study.

4. Prerequisites

Passed: Basic of logistics, Logistics in enterprises

5. Learning outcomes

Students can identify supply chain of particular enterprise. They can point and implement present, modern conceptions of interanational supply chains' management. They can point development directions on TSL market.

6. Recommended reading

1. M. Christopher: *Logistyka i zarządzanie łańcuchem dostaw*. Polskie Centrum Doradztwa Logistycznego, Warszawa 2000.
2. I. Fechner: *Zarządzanie łańcuchem dostaw*. Wyd. Wyższa Szkoła Logistyki, Poznań 2007.
3. J. Witkowski: *Zarządzanie łańcuchem dostaw*. Wyd. PWE, Warszawa 2003.

7. Type of course:

Obligatory

8. Teaching team:

Departament of Production Engineering and Logistics

9. Course structure

Form	Number of hours	Semester	Year
Lectures	15/12	IV	2
Classes			
Laboratories			
Projects			
Seminar	15/12	IV	2
Other			
Total student's workload	90		

10. Assessment methods:

lectures – written test, classes - projects

11. Language of instruction:

Polish

ECTS credits

1

1. Course name

Marketing Logistics

2. Course descriptionLecture

Marketing and logistics. Purchasing marketing: purchasing in enterprises, information sources about materials requirements, suppliers market, purchasing planning, make-or-buy decisions, purchasing and supply chain management. Sale marketing: market space, products portfolio, product's life cycle, marketing information, demand forecasting. Distribution network: distribution channels, localization of distribution centres, warehousing system management. DRP system. Distribution channel's planning. Space condition of logistic system based on distribution, present directions of development of logistics distribution. Logistic strategies and marketing strategies. Logistic customer service. Demand supply chains. Marketing logistics management.

Classes

Getting to know some issues of marketing logistics based on materials and information flow and imparting practical knowledge connected with enterprises' activities of marketing logistics. There are solving problems – case study.

3. Prerequisites:

Passed: Basic of logistics, Logistics in enterprises

4. Learning outcomes

Students can make the decisions in purchasing and distribution sphere and pro-marketing way of solving problems.

5. Recommended reading

1. J. Bendkowski, M. Kramarz: *Logistyka stosowana. Metody, techniki, analizy*. Wyd. Politechniki Śląskiej, Gliwice 2006.
2. J. Bendkowski, M. Pietrucha-Pacut: *Podstawy logistyki w dystrybucji*. Wyd. Politechniki Śląskiej, Gliwice 2003.
3. M. Christopher, H. Peck: *Logistyka marketingowa*. PWE, Warszawa 2005.
4. D. Kempny: *Logistyczna obsługa klienta*. PWE, Warszawa 2001.
5. S. Krawczyk: *Logistyka w zarządzaniu marketingiem*. Wyd. AE, Wrocław 1998.
6. *Logistyka dystrybucji*. Pod red. K. Rutkowskiego, Wyd. SGH, Warszawa 2005.

6. Type of course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	15/12	IV	2
Classes	15/-	IV	2
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

lectures – written test, classes - projects

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

Personnel management

2. Course contentsLecture and exercises

The genesis and development of human resources management. Models and strategies of human resources management. The influence of organizational culture on human resource management. / Headcount planning. Selection of employees. Improvement and development of employees. Work motivation. Employees' evaluation and the use of evaluation results. New forms of employment.

3. Prerequisites

Completed course „Basics of Management”

4. Learning outcomes

The student will get to know models of human resources management, methods and techniques of planning and selection of employees. They will learn methods and techniques of employees' development. They will get familiar with models of competency development. They will learn and understand the principles of work compensation. They will get to know techniques of employees' evaluation and understand the use of evaluation results.

5. Recommended reading

1.M. W. Kopertyńska Zarządzanie kadrami Stowarzyszenie na Rzecz Rozwoju Wyższej Szkoły Zawodowej w Legnicy Legnica 2002

2. M. Wanda Kopertyńska Motywowanie pracowników – teoria i praktyka Placet Warszawa 2009

3. M. Armstrong Zarządzanie zasobami ludzkimi Oficyna Ekonomiczna Kraków 2005

4. A. Pochtowski Zarządzanie zasobami ludzkimi PWE Warszawa 2006

6. Type of course

Obligatory

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	V	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

inclusion

10. Language of instruction

Polish

Punkty ECTS

1

1. Course name

Transport systems

2. Course description**Lecture**

Transport system and process: organization and classification of transport systems, transport needs, integrating factories of transport system, elements of transport system, efficiency of transport system. Transport economics. Specification of transport firms: distribution of transport firms, costs in transport enterprises, marketing in transport firms, polish transport enterprises but European Union's extortions. Transport services: sources of transport needs, demand and supply of transport services, production of transport services, prices of transport services, market of transport services, distribution of transport services. Transport policy: main goals of transport policy, tools of transport policy, subjects of transport policy, European transport policy, Polish transport system. Transit policy: economic meaning of transit, routes and ports of european transit, Poland as a transit country, Alpine countries' transit policy. City logistics: main goals, logistic system of cities, infrastructure of city logistics. International transport. Multimodal transport systems. Intermodal transport systems.

3. Prerequisites:

None

4. Learning outcomes

Students are able to: get the analysis of domestic's transport system, compare one transport system to another, estimate the demand of transport system, work out the directions of 'transport policy' development.

5. Recommended reading

5. W. Grzywacz, K. Wojewódzka-Król, W. Rydzkowski: *Polityka transportowa*. Wyd. UG, Gdańsk 2005
6. S. Marszałek: *Ekonomika, organizacja i zarządzanie w transporcie*. Wyd. ŚWSzZ, Katowice 2001
7. E. Mendiak: *Ekonomika i organizacja transportu*. Wyd. WSL, Poznań 2002
8. *Uwarunkowania rozwoju systemu transportowego Polski*. Pod red. B. Liberadzkiego i L. Mindura, Wyd. Instytutu Technologii Eksploatacji, Warszawa - Radom 2007
9. *Rozwój infrastruktury transportu*. Pod red. K. Wojewódzkiej-Król, Wyd. UG, Gdańsk 2002
10. *Transport*. Pod red. W. Rydzkowskiego i K. Wojewódzkiej-Król, Wyd. PWN, Warszawa 2006

6. Type of course:

Obligatory

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	30/12	VI	3
Classes			
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Lectures – written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Logistic Processes Analysis Methods

2. Course contentsLecture

Notion and typology of logistic-processes

Logistic process management

Client service process analysis

Delivery process analysis

Transport processes performance and analysis

Analysis of inventory process control

Performance simulation and comparison of the interaction of different logistic processes

Project

Enterprise processes mapping, identification of logistic processes

Logistic-process improvement by a selected TQM technique

Analysis of the client service costs

Diachronic analysis of the delivery process

Supplier sheet design

Transport processes cost analysis

Performance simulation and effects comparison of the application of alternative models of stock control

Examination of the relation between the transport and stock costs

3. Prerequisites

none

4. Learning outcomes

Know basic theoretical approach concerning the management of logistical processes in an enterprise/company and supply chain; the students must be able to adapt basic methods and techniques for the analysis of logistical processes, to prepare performance indicators and process mapping..

5. Recommended reading

1. J. Coyle, E. Bardi, J. Langley-Jr., Zarządzanie logistyczne, PWE, Warszawa 2002
2. S. Krawczyk, Zarządzanie procesami logistycznymi, PWE, Warszawa 2001
3. S. Nowak, Zarządzanie jakością. Teoria i praktyka, Helion, Gliwice 2002
4. M. Hammer, J. Champy, Reengineering w przedsiębiorstwie, Neumann Management Institute, Warszawa 1996

6. Type of course

Obligatory

7. Teaching team

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/-	V	3
Classes			
Laboratory			
Project	15/12	V	3
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture – written test, project - credit

10. Language of instruction

Polish

ECTS Scores

3

1. Course title

Management of logistics projects

2. Course contentsLecture

The aim is to provide basic knowledge of logistics projects management, choice of strategy, organization, planning and implementation.

Project

They have to acquire skills to use tools, techniques and methods of logistics projects management.

3. Prerequisites

Logistics in company

4. Learning outcomes

The student should know and understand the principles of organizing, planning, scheduling and budgeting of logistics projects. Name and describe the problems encountered in project implementation. The student should be able to do a simple project from range of project management including the analysis of the profitability of the project, adjusting the organizational structure, prediction of time and plan financial of the project accomplishment. Should know and be able to use the tools, techniques and methods of project management.

5. Recommended reading

1. J. Coyle, E. Bardi, J. Langley-Jr., *Zarządzanie logistyczne*, PWE, Warszawa 2002
2. J. Davidson Frame, *Zarządzanie projektami w organizacjach*, WIG-PRESS, Warszawa 2001
3. J. Davidson, *Kierowanie projektem. Praktyczny poradnik dla tych, którzy nie lubią tracić czasu*, Liber, Warszawa 2002
4. P. Pietras, M. Szmit, *Zarządzanie projektem. Wybrane metody i techniki*, OKW Horyzont, Łódź 2003
5. J.R. Meredith, S.J. Mantel, Jr., *Project Management. A Managerial Approach*, John Wiley & Sons, Inc., New York 2003

6. Type of course

Compulsory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year of Study
Lecture	15/12	VI	3
Classes			
Lab			
Project	15/12	VI	3
Seminar			
Other			
Total student workload	90		

9. Methods of student assessment

The lecture - written examination / oral examination, the credit of design classes

10. Lecture Language of instruction

Polish

ECTS credits

1

1. Course title

Cost of Logistic Processes

2. Course contentsLecture

Logistic chain, supply chain model, supply chain management

Logistic processes costs, actual trends in logistics

Typical logistic costs classification and criterions

Logistic cost idea and field for new organization model

Cost estimation methods

Logistic process budget

Performance and profitability via logistic costs management

Classes

The choice of logistic solutions : management of environment constraints, customer relation management, level of integration of logistic within the external and internal functions, rate of logistic outsourcing.

Cost management and logistic information systems (interactivity, interoperability), management of logistic processes, level of control of activities. Performance and profitability evaluation methods.

3. Prerequisites

none

4. Learning outcomes

The main goal of the lecture is to introduce the basic problems of logistic cost management. The course should provide a formal framework that enables students to control and to manage logistic costs, master ABC and DPP methods.

5. Recommended reading

1. J. Twaróg, Koszty logistyki przedsiębiorstw, Biblioteka Logistyka, Poznań, 2003
2. J. Twaróg, Mierniki i wskaźniki logistyczne, Biblioteka Logistyka, Poznań, 2003
3. T. Wojciechowski, *Marketing i logistyka na rynku środków produkcji*, PWE, Wwa, 1995
4. *Kompendium wiedzy o logistyce*, WN PWN, Wwa, Poznań, 1999
5. Martin Christopher, *Logistyka i zarządzanie łańcuchem podaży*, Wydawnictwo Profesjonalnej Szkoły Biznesu, Kraków, 1998
6. Czesław Skowronek, Zdzisław Sarjusz-Wolski, *Logistyka w przedsiębiorstwie*, PWE, Wwa, 1995

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	V	3
Classes	15/-	V	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Lecture – written test, classes - written test and attendance

10. Language of instruction

Polish

ECTS credits

1

1. Course name

Supply Logistics

2. Course descriptionLecture

Organization of purchasing process. Classification of purchasing materials. The ways of purchasing. Types of purchasing. JIT conception. Strategic decisions in supply logistics: make-or-buy decisions, outsourcing: goals, kinds, benefits. Suppliers' evaluation criteria. Portfolio analysis of supply market. Purchasing strategies: normative strategies, Kraljic's matrix, Olsen's and Ellram's model, Bensaou's model. Inventory management: definitions and kinds of stocks. ABC and XYZ purchasing items classification. EOQ model. Logistic centres. The sources of successes and defeats of logistic centres. Negotiations: definitions, styles, goals, elements, phases. MRP system. MRP II system. ERP system. Evaluation of supply logistic activities. Logistic audit.

Project

Imparting the practical knowledge about logistic organization of purchasing sphere and acquiring practice of diagnosis and improvement of logistic activities in supply activities. There are solving problems – case study.

4. Prerequisites

Passed: Basic of logistics, Logistics in enterprises

5. Learning outcomes

Students are able to make decisions connected with types of purchasing, suppliers' evaluation criteria. They can also plan the resources' and stocks' level in firm.

6. Recommended reading

1. J. Bendkowski, G. Radziejowska: *Logistyka zaopatrzenia w przedsiębiorstwie*. Wyd. Politechniki Śląskiej, Gliwice 2005.
2. K. Kowalska: *Logistyka zaopatrzenia*. Wyd. AE, Katowice 2005.
3. K. Lyons: *Zakupy zaopatrzeniowe*. Wyd. PWE, Warszawa 2004.
4. P.B. Scharj, T. Skjøtt-Larsen: *Zarządzanie globalnym łańcuchem podaży*. Wyd. PWE, Warszawa 2002.

7. Type of course:

Obligatory

8. Teaching team:

Department of Production Engineering and Logistics

9. Course structure

Form	Number of hours	Semester	Year
Lectures			
Classes			
Laboratories			
Projects	15/12	V	3
Seminar			
Other			
Total student's workload	30		

10. Assessment methods:

lectures – written test, classes - projects

11. Language of instruction:

Polish

ECTS credits

2

1. Course name

Production Logistics

2. Course description**Lecture**

The essence of production logistics. Logistics management principles and objectives. OPT model of logistics production management. Management of the Order to Delivery process. Logistics production management strategies (MRPII, JIT/LP, OPT/TOC). Structure of logistics production management integrated MRP II/ERP system. Sales and operations planning (SOP), Master Production Scheduling (MPS), Materials Requirements Planning (MRP logic), Capacity Requirements Planning, Production Activity Control (PAC). The essence and goals of JIT/LP strategy. Elements of JIT/LP manufacturing system. JIT production planning and control. Kanban system. Lean Production implementation. Constraints Management strategy (OPT/TOC – Theory of Constraints). Theory of Constraints principles. Comparison of MRP II, LP, TOC strategies.

3. Prerequisites

Credition of Service and Production Management

4. Learning outcomes

Student can describe the essence, principles and objectives of logistics production management. Student knows Order to Delivery process and the main issues of OTD management. Student can make analysis of MRP II added production planning process in an enterprise. Student knows using MRP logic, how to create feasible MPS. Student knows production control logic of Kanban system. Student knows the JIT/LP manufacturing system. Student knows TOC principles. Student can make production plan in bottle neck circumstances. Student can compare advantages and disadvantages of MRP II/ERP, JIT/LP and OPT/TOC strategies.

5. Recommended reading

1. Bozarth C., Handfield R.B., Wprowadzenie do zarządzania operacjami i łańcuchem dostaw, Helion, Gliwice 2007
2. Muhlemann, A., P., Oakland J., S., Lockyer K.G., *Zarządzanie – Produkcja i Usługi*, PWN, Warszawa 1995
3. Balter F., Jean, Zbroja Tadeusz, Zarządzanie logistyczne w przedsiębiorstwie, Biblioteka MWSLiT we Wrocławiu, Oficyna Wyd. „Nasz Dom i Ogród”, 2003
4. Waters Donald, Zarządzanie operacyjne, Wyd. Nauk. PWN, Warszawa 2001
5. Sariusz- Wolski Z., Strategia zarządzania zaopatrzeniem, Agencja wydawnicza Placet, W-wa 1998.
6. WWW.pwr.ioz.pracownicy.rudnicki. materiały.pl

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/9	V	2
Classes			
Laboratory	15/9	V	2
Project			
Seminar			
Other			
Total student's workload	60		

9. Conditions of the course acceptance:

Written test are the conditions of crediting the lecture

Laboratory – acceptance of students works

10. Language:

Polish

ECTS Points

3

1. Course title

Business strategy

2. Course contents

6. Essence of business strategy and strategic management;
7. Strategy formulation schools and strategic analysis methods review;
8. Role of top management in strategic management process;
9. Introduction to strategic analysis
10. Environmental analysis;
11. Industry analysis;
12. Resources and capabilities analysis;
13. Strategic positioning analysis;
14. Mission, vision and strategic goals;
15. Formulation and appraisal of strategy;
16. Business strategy typology;
17. Strategy implementation and control;
18. Stages of strategy implementation, typology of strategic control, balanced scorecard, strategic controlling

3. Prerequisites

- macroeconomics, management and organization;

4. Learning outcomes

Student becomes/is:

- familiar with issues concerning strategic thinking and behavior;
- aware of the need for thinking in the context of future;
- familiar with methodology of formulation and implementation of business strategy;
- able to conduct strategic analysis projects;

5. Recommended reading

1. Gierszewska G., Romanowska M., *Analiza strategiczna przedsiębiorstwa*, PWE, Warszawa 2003
2. Gołębiowski T., *Zarządzanie strategiczne. Planowanie i kontrola*, Difin, Warszawa 2001
3. Pierścionek Z., *Strategie konkurencji i rozwoju przedsiębiorstwa*, PWN, Warszawa 2003
4. Strategor, *Zarządzanie firmą*, PWE, Warszawa 2002
5. Obłój K., *Strategia organizacji*, PWE, Warszawa 2002
6. Kaplan R.S., Horton, D.P., *Strategiczna karta wyników*, PWN, Warszawa 2001

6. Type of course

Mandatory lecture

7. Teaching team

Department of Sciences on Enterprise and Marketing Management

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	VI	3
Classes	15/12	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods:

Written exam

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Technical infrastructure for logistics

2. Course contentsLecture

Packaging in logistic systems (package functions, dimensioning, technical packaging parameters, packaging materials). Automatic identification for logistic applications part I (bar code, EAN 13, EAN 128, PDF 417, ITF, complex codes, matrix codes, logistic labels, standard identifiers applications). Automatic identification for logistic applications part II (electronic cards, magnetic cards, transponders, biometric verification and person identification, e-signature). Warehouse infrastructure (basic zones, zone pick sequences, warehouse types and classification, storage technology, localization and location problems, ABC and XYZ methods). Materials handling (stock resources, trucks, trolleys, automated guide vehicles, material handling resources, performance, resource planning, stock control methods and techniques)

Classes

Working with selected application programs. Analysis of infrastructural solutions based on the examples of up-to-date warehouse. Assumption for the design of stock space with given capacity calculation of the number of fork vehicles for a warehouse with given rotation stock. Indicator method of logistic centers design.

3. Prerequisites

none

4. Learning outcomes

Students know to apply the methods of projecting the warehouses, to count the basic coefficients and index of the quality and performance. Students should know choose the suitable methods of transportation and the fittings of the warehouse.

The objective is to provide the basic engineering knowledge (technology, equipment) with respect to the application of different methods and techniques for future logistic professional activities, for design, planning and exploitation of logistic systems.

5. Recommended reading

1. Korzeń Z.; Systemy logistyczne w transporcie bliskim i magazynowaniu. tom I i II Wyd. IliM Poznań 2002
2. Pr. zb. Zarządzanie gospodarką magazynową PWE Warszawa 2000.
3. Kwaśniewski S. (red), Zajac P. (red); Automatyczna identyfikacja w systemach logistycznych. Seria Navigator nr 16 Ofic. Wyd. Pol. Wroc. Wrocław 2003.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	VI	3
Classes	15/-	VI	3
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

classes reports and written test are the conditions of ranking the lecture and classes

10. Language:

Polish

ECTS credits

2

1. Course title

IT infrastructure for logistics

2. Course contentsLecture

IT for logistics, systems evolution, systems development life cycle

Information systems for logistic activity and process aid, hardware and software aspects

Classification and typology of systems

Transaction processing systems, management information systems

Systems MIS, DSS, ES, EIS; Systems MRP, ERP, DEM, LIS

Integrated management information systems.

Systems of automated identification, technology EDI, RFID, applications

Computer integrated manufacturing systems, flexible manufacturing systems, robotization

Project management systems; Virtual organization, extended enterprise

Knowledge management systems

Laboratory

Quantitative methods and algorithms for logistic process aid, production and transport problem optimization, inventory control, project management, scheduling, decision support, robotization.

3. Prerequisites

Information systems

4. Learning outcomes

Students know and understand the basic algorithms implemented in the integrated systems of the management .

They know the basic functionalities of integrated systems and are clever to apply the various methods for the logistic problems optimization. The objective is to provide the basic engineering knowledge with respect to the application of the computer science and information technologies for the logistic process aid, learning basic quantitative methods, selected system and application programs.

5. Recommended reading

1. Kolbusz E., Olejniczak W., Szyjewski Z., pod red., Inżynieria systemów informatycznych w e- gospodarce, PWE, Warszawa, 2005
2. Evans Ch., Zarządzanie wiedzą, PWE, Warszawa, 2005
3. Majewski J., Informatyka dla logistyki, Biblioteka Logistyka, Poznań, 2002
4. Adamczewski P., Informatyczne wspomaganie łańcucha logistycznego, Wyd. AE w Poznaniu, Poznań, 2001
5. Unold J., Systemy informacyjne marketingu, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, 2001
6. Scheer A.W., Wstęp do informatyki gospodarczej. Podstawy efektywnego zarządzania informacją, Wydawnictwo Uniwersytetu Warszawskiego, Warszawa, 1996

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/9	VI	3
Classes			
Laboratory	15/9	VI	3
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture – written test

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Transportation Law

2. Course contentsLecture

1. Deeds regulative rules of the transportation,
2. Basic comprehendings from the range of the forwarding law,
3. Rules of undertaking and executings of the road service,
4. The road service of persons and things
5. Circumstances and the mode of obtaining of professional certificates ,
6. Givings and competences of the Inspection Of The Road Service,
7. Circumstances conditions of executing of the international road service,
8. Licences given by The Service Bureau Of The International Transport,
9. Rules of executing and safeties of the train service,
10. Conditions of undertaking of the sea carriage,
11. Regulations legal normalizing conditions of executing of the air transport,
12. The system of digital tachographs.
13. Rights and duties of the transport agent realizing the transport of persons, letters luggage- and forwarding.
14. The adaptation of the Polish forwarding law to the regulation of the European Union.

3. Prerequisites

None

4. Learning outcomes

Student is familiar with legal regulations normalizing of the rule of executing of the transportation both on the territory Polish Republic, as well as of the international transport, with a special regard of requirements of technically organizational necessary to executing of the transportation.

Student is able to perform analysis of the regulation of legal concerning responsibilities of contracted of transport agents realizing shipping business.

5. Recommended reading

1. Władysław Górski, Edward Mendyk, *Prawo transportu lądowego*, Prawo i Ekonomia 2005
2. Mirosław Stec, *Umowa przewozu w transporcie towarowym*, Prawo i Ekonomia 2005
3. Marek Żylicz, *Prawo lotnicze*, LexisNexis 2002

Legal acts:

1. Ustawa z dnia 6 września 2001 r. o Transporcie drogowym z późn. zm.,
2. Ustawa z dnia 2 sierpnia 1997 r. o warunkach wykonywania międzynarodowego transportu drogowego z późn. zm.,
3. Ustawa z dnia 15 listopada 1984 r. Prawo przewozowe z późn. zm.
4. Ustawa z dnia 18 września 2001 r. Kodeks morski z późn. zm.,
5. Ustawa z dnia 28 marca 2003 r. o Transporcie kolejowym z późn. zm.,
6. Ustawa z dnia 16 sierpnia 2002 r. Prawo lotnicze z późn. zm.

6. Type of course

Obligatory

7. Teaching team

Department of Science on Economy and European Union

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/12	VII	4
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Credit

10. Language of instruction

Polish

ECTS credits

4

1. Course name

Process Methods of Management

2. Course descriptionLecture

Definitions and kinds of processes. Horizontal enterprises. Identification of process. Processes management. Classification of operation process by International Benchmarking Clearinghouse. Present organizations: learning organization, network organization, virtual organization, fractal organization, biologic organization, holotonic organization, hipertext organization. Determinants of process organization. Process improvement of firms activities. Projecting of process organization. Structure of process organization. Social circumstance of process organization's changes. Balanced Scorecard.

Classes

Teaching how to make decisions in process organizations and solve problem in process organizations. There are solving problems – case study.

3. Prerequisites:

Passed: Basic of management

4. Learning outcomes

Students know and can use in practical way the modern methods of management in process organizations. They can define and point the kinds of present organizations and mention their pluses and minuses. They can work out the improvement program for this organizations.

5. Recommended reading

1. J. Brilman: *Nowoczesne koncepcje i metoda zarządzania*. PWE, Warszawa 2002.
2. P. Grajewski: *Organizacja procesowa*. PWE, Warszawa 2007.
3. M. Hammer, J. Champy: *Reengineering w przedsiębiorstwie*. Wyd. PWE, Warszawa 1997.
4. R. S. Kaplan, D.P. Norton: *Strategiczna Karta Wyników. Balanced Scorecard*. Wyd. CIM, Warszawa 2001.
5. *Organizacja i sterowanie produkcją*. Pod red. M. Brzezińskiego, Agencja Wydawnicza Placet, Warszawa 2002.
6. J.P. Rowland: *Re-Engineering*. Wyd. G&S, Warszawa 1997.
7. G.A. Rummler, A.P. Brache: *Podnoszenie efektywności organizacji*. PWE, Warszawa 2000.

6. Type of course:

Obligatory

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	15/12	VII	4
Classes	15/12	VII	4
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

lectures – written test, classes - projects

10. Language of instruction:

Polish

ECTS credits

3

1. Course title

Basics of mechanics and strength of materials

2. Course contentsLecture

Vectors and vector calculations. Forces and their properties. Plane systems of forces. Friction. Centers of gravity of homogeneous bodies. Strengths of material at axial loading, torsion and screwing. Buckling. Principles of dynamics. Force of inertia. Work, energy, power. The energy ability. Momentum and impulse. Dynamics of rotational motion.

Class

Reductions and equilibrium the plan systems of forces. Sliding and rolling friction. Determining the center of gravity. Determining the elements dimensions at axial stretching, loading and torsion. Work and power. Dynamics of particles.

3. Prerequisites

none

4. Learning outcomes

Student has knowledge of general laws of motions and equilibrium of particles and rigid bodies as well as determining methods of strengths or rigidity structure, elements of machine and devices (beams, shafts, thin-walled tanks etc.).

5. Recommended reading

1. Misiak J.: *Mechanika techniczna. Tom 1 - Statyka i wytrzymałość materiałów*. WNT 2003.
2. Misiak J.: *Mechanika techniczna. Tom 2 – Kinematyka i dynamika*. WNT 1999.
3. Niezgodziński M.E., Niezgodziński T.: *Wytrzymałość materiałów*. PWN. Warszawa 2004.
4. Niezgodziński M.E., Niezgodziński T.: *Zadania z wytrzymałości materiałów*. WNT. Warszawa 2005.
5. Misiak J.: *Zadania z mechaniki ogólnej. Cz. I. - Statyka*. WNT. Warszawa 2003.
6. Misiak J.: *Zadania z mechaniki ogólnej. Cz. III. - Dynamika*. WNT. Warszawa 1999.

6. Type of course

Obligatory

7. Teaching team

Department of Engineering Production and Logistic

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/12	IV	2
Classes	15/12	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture - written test,

class - written test.

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Methods of Artificial Intelligence

2. Course contentsLecture

Introduction to computational intelligence; Methods of knowledge representation; Decision making on the basis of logical knowledge representation; Decision making on the basis of knowledge representation with uncertainty (probabilistic and fuzzy approach); Artificial neural networks; Combining classifiers; Methods of improving quality and stabilizing classifier (boosting, bagging); Introduction into machine learning and its taxonomy; Inductive learning; Evaluating hypotheses

Seminar

During seminar student present chosen topics connected with artificial intelligence and its practical implementations, e.g. how to work selected machine learning methods.

3. Prerequisites

none

4. Learning outcomes

Students learn about methods of decision making and they will be able to solve real decision problems using described methods.

5. Recommended reading

1. Bishop Ch. M., Pattern Recognition and Machine Learning, Springer 2006.
2. Duda R.O., Hart P.E., Stork D.G., Pattern Classification, Morgan Kaufmann, 2001.
3. Alpaydin E., Introduction to Machine Learning, 2nd Edition, MIT Press, 2010.

6. Type of course

optional

7. Teaching team

Department of Computer Systems and Applied Informatics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/12	VII	4
Classes			
Laboratory			
Project			
Seminar	30/18	VII	4
Other			
Total student's workload	150		

9. Assessment methods

Positive mark seminar and written test are the conditions of ranking the lecture

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Intellectual Property Protection

2. Course contents

Innovation management and knowledge protection. Protectability of solutions. Protectability of signs and designations and works. Scope of proprietary knowledge monopoly. The essence of proprietary knowledge management in an enterprise. Strategies for qualification of knowledge for protection. Strategies for obtaining knowledge protection. Rights for knowledge protection. Creator rights. Forms of proprietary knowledge exploitation. Strategies for proprietary knowledge exploitation. Strategies for protection of proprietary knowledge. Enterprise knowledge protection policy. Organization of knowledge protection in an enterprise. Access to information on public proprietary knowledge.

3. Prerequisites

Basics of business economics

4. Learning outcomes

Student is familiar with the concepts of proprietary knowledge management in the microeconomic scale – he can indicate the tools and instruments to be used in the management of proprietary knowledge as well as demonstrate different ways to run this process within an enterprise.

5. Recommended reading

1. Praca zbiorowa pod red. Kotarba W.: Ochrona wiedzy a kapitał intelektualny organizacji. PWE, Warszawa 2006 r..
2. Kwieciński M.: Wywiad gospodarczy w zarządzaniu przedsiębiorstwem. PWN, Warszawa 1999 r.
3. Penc J. Innowacje i zmiany w firmie. Agencja Wydawnicza Placet. Warszawa 1999 r.
4. Pomykański A. Zarządzanie innowacjami.. PWN. Warszawa – Łódź 2001 r.
5. Industrial property law
6. Act on copyright and neighbouring rights
7. Combating of unfair competition

6. Type of course

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/12	VII	4
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Written colloquium

10. Language of instruction:

Polish

Optional lectures:

ECTS credits
1

1. Course title

Introduction to automatics and robotics

2. Course contentsLecture

Introduction, history, principal definitions and terminology

Control systems, classification, elements, feedback, block diagrams

Robot as automatic system, its control systems, power transmission systems, sensors systems

Robot classification, samples realisations, actual applications

Robot kinematics, degrees of freedom

Redundancy of manipulators, direct and inverse kinematics problems

Programming methods, control systems, position control servo-mechanism

Control system's tasks, hierarchy of control systems, examples.

Flexible automation, flexible manufacturing and flexible assembly systems.

Computer aided manufacturing, CAD/CAM.

Computer integrated manufacturing, CIM model

3. Prerequisites

none

4. Learning outcomes

The aim of this course is familiarized the students with the notions and ideas who cover elementary problems and tasks of automatic control engineering and robotics. Students get to know construction and the uses of robots, the device of the automation of industrial processes. Basic competences possess in the range of CAD, CAD / CAM, CIM, FMS and FAS systems.

5. Recommended reading

1. J. Honczarenko, Roboty przemysłowe, elementy i zastosowanie, WNT, Warszawa, 1996
2. R. Zdanowicz, Robotyzacja procesów technologicznych, Wyd. Politechniki Śląskiej, Gliwice, 1999
3. G. Kost, Układy sterowania robotów przemysłowych, Wyd. Politechniki Śląskiej, Gliwice, 2000

6. Type of course

Optional

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Lecture – written test

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Continuous Improvement Management

2. Course contents**Lecture**

The origins of continuous improvement concept (Kaizen philosophy). Essence and objectives of Kaizen. Kaizen and engineering. *Gemba* kaizen principles. Standardization – SDCA circle. Work station organization based on 5S principles. Waste elimination and reduction (*muda*). Six Sigma strategy. Assembly line balancing. Total Preventive Maintenance. Process evaluation measures: production cycle indicator, OEE indicator. Continuous improvement in TQM strategy. Continuous improvement in JIT/Lean Production strategy. Continuous improvement methods, techniques and tools: 5 questions why, Pareto analysis, QFD, FMEA, PDCA, Ishikawa diagram, SMED, Value Stream Mapping.

3. Prerequisites:

Credition of Service and Production Management course,

4. Learning outcomes

Student knows the essence and objectives the continuous improvement philosophy and principles of *Gemba Kaizen*. Student can describe the 5 S principles and their implementation in organization of work stations. Student knows the kinds of waists (*muda*) and he can distinguish the value added activities in production lead time. Student can describe the essence of Six Sigma strategy and DMAIC process. Student can design assembly line using line balancing method. Student knows process evaluation measures (OEE indicator). Student knows continuous improvement methods: 5S, 5 questions Why, Pareto diagram, Ishikawa diagram, PDCA loop, value stream mapping.

5. Recommended reading

1. Steinbeck H.,H., Total Quality Management, Agencja Wydawnicza Placet, Warszawa 1998
2. Bozarth, C., Handfield R., B., Wprowadzenie do zarządzania operacjami i łańcuchem dostaw, Helion, Gliwice 2007
3. Womack, J.P., Jones, D.T., Odchudzanie firm, Eliminacja marnotrawstwa – kluczem do sukcesu, Centrum Informacji Menedżera, Warszawa 2001
4. Rother M., Shook J., Naucz się widzieć, Eliminacja marnotrawstwa poprzez Mapowanie strumienia Wartości, Wyd. WCTT, Politechnika Wrocławska, 2003
5. WWW.ioz.pwr.wroc.pl (pracownicy, Jacek Rudnicki)

6. Type of course

Optional

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

Presence during the lectures and acceptance of student's works (Assembly Line Balancing)

10. Language of instruction:

Polish

ECTS credits

1

1. Course title

Do you know what are you eating?

2. Course contentsLecture

Selected information about health food, unwholesome food, organic food. Main part of digestive juices and the digestive process.

Biochemistry and leading part of peptides.

Enzymology. Inhibitors of enzyme.

Biochemistry and function of carbohydrates.

Fats – saturated and unsaturated.

Variability of metabolism and function of sterols.

Vitamins.

Water in human foods.

3. Prerequisites

Non.

4. Learning outcomes

Students know how and what to eat.

5. Recommended reading

1. Skrypt: Tadeusz Talik, Zofia Talik: Biochemia i chemia żywności. Wydawnictwo Uczelniane AE, Wrocław 1997.
2. Stryer Lubert, Biochemia, PWN, Warszawa 1986.
3. H. Ban-Oganowska, H. Ciurla, J. Lorenc, T. Talik, Z. Talik, M. Wandas, Z. Węgliński, Ćwiczenia laboratoryjne z biochemii i chemii żywności, Wydawnictwo Akademii Ekonomicznej we Wrocławiu, skrypt uczelniany.
4. J. Mc.Murry, Chemia Organiczna, Wydawnictwo Naukowe PWN, Warszawa 2000.

6. Type of course

Elective

7. Teaching team

Department of Basic Sciences.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

An oral examination during the lecture.

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Interpersonal communication for engineers and managers

2. Course contents

1. Communication skills necessary for an engineer and manager. Roles performed by managers and engineers. Basic concepts of social communication.
2. Assertive listening: types of listening, ineffective listening; how to improve our listening.
3. Principles for preparation of written information: memorandum, report, report, resume, cover letter.
4. Principles and techniques of preparation and presentation of self-presentation of audio and visual aids. The types of technical measures. preparation of illustrative material and methods of their use.
5. Presentations and self-presentations. The rules and tips for public speaking: presentation of yourself, company, product, an occasion: opening of celebrations, galas, weddings, funerals, etc.
6. Conversations missions: with subordinates, superiors, qualification, and in business. The One Minute Manager.
7. Conducting meetings, conferences, meetings: types of meetings, organization meetings, conducting meetings. The basic personality types at the meetings.
8. Communicating in a culturally different foreign languages, laws and customs, circumstances: travel, exhibition and trade fairs.
9. Interpersonal communication in conditions of conflict: types of conflict and how their intensity behavior.
10. The rules of behavior in the case of recorded instances of (broadcast) radio and television.
11. Public Relations: basic elements, contacts with media, conferences, press releases, tips for dealing with media.

3. Prerequisites

Ability to use word-processing and computer graphics.

4. Learning outcomes

Listeners are able to understand the nature and importance of parent communication in the present world. Students can prepare, through various media, improve communication to individuals and groups of people. They can analyze, evaluate and constructively criticize the messages addressed to them. They will gain basic skills in working with media.

5. Recommended reading

1. Wiszniewski A. Jak przekonująco mówić i przemawiać. Wyd. Naukowe PWN. 1994.
2. Kenny P.: Panie Przewodniczący, Panie, Panowie. Ofic. Wyd. Politechniki Wrocławskiej. 1995.
3. Blanchard K., Johnson S. Jednominutowy menedżer. PWE Warszawa 1992.
4. Dunchel J., Parnham E. Jak skutecznie mówić i przemawiać w biznesie jak zostać prelegentem.
5. Wiszniewski A. Sztuka mówienia. Poradnik. Videograf. Katowice 2003

6. Type of course

Optional lecture

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods:

credit, attendance, preparation and completion of the presentation.

10. Language of instruction:

Polish

Punkty ECTS

2

1. Course name

Economics and organization of transport

2. Course description**Lecture**

Transport system and process: organization and classification of transport systems, transport needs, integrating factories of transport system, elements of transport system, efficiency of transport system. Transport economics. Specification of transport firms: distribution of transport firms, costs in transport enterprises, marketing in transport firms, polish transport enterprises but European Union's extortions. Transport services: sources of transport needs, demand and supply of transport services, production of transport services, prices of transport services, market of transport services, distribution of transport services. Transport policy: main goals of transport policy, tools of transport policy, subjects of transport policy, European transport policy, Polish transport system. Transit policy: economic meaning of transit, routes and ports of european transit, Poland as a transit country, Alpine countries' transit policy. City logistics: main goals, logistic system of cities, infrastructure of city logistics. International transport. Multimodal transport systems. Intermodal transport systems.

3. Prerequisites:

None

4. Learning outcomes

Students are able to: get the analysis of domestic's transport system, compare one transport system to another, estimate the demand of transport system, work out the directions of transport policy' development.

5. Recommended reading

11. W. Grzywacz, K. Wojewódzka-Król, W. Rydzkowski: *Polityka transportowa*. Wyd. UG, Gdańsk 2005
12. S. Marszałek: *Ekonomika, organizacja i zarządzanie w transporcie*. Wyd. ŚWSzZ, Katowice 2001
13. E. Mendyk: *Ekonomika i organizacja transportu*. Wyd. WSL, Poznań 2002
14. *Uwarunkowania rozwoju systemu transportowego Polski*. Pod red. B. Liberadzkiego i L. Mindura, Wyd. Instytutu Technologii Eksploatacji, Warszawa - Radom 2007
15. *Rozwój infrastruktury transportu*. Pod red. K. Wojewódzkiej-Król, Wyd. UG, Gdańsk 2002
16. *Transport*. Pod red. W. Rydzkowskiego i K. Wojewódzkiej-Król, Wyd. PWN, Warszawa 2006

6. Type of course:

Optional lecture

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	30/18	V	3
Classes			
Laboratories			
Projects			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

lectures – written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Renewable energy sources

2. Course contentsLecture

Conventional and nuclear energetics. Renewable energy sources. Division of renewable energy sources. Renewable energy in UE and in Poland. Water energy. Wind energy. Sun radiation energy. Passive systems of using sun radiation energy. Active systems of using sun radiation energy. Sun ponds. Seas and oceans thermal energy. Geothermic energy. Heat pumps. Biomass. Biogas. Hydrogen as a energy source.

3. Prerequisites

None

4. Learning outcomes

Students are familiar with base problems of conventional and renewable energy sources. They obtain base information how to use renewable energy and learn about main types of energy and possibilities to apply this energy in practice.

5. Recommended reading

1. Lewandowski W.M.: *Proekologiczne odnawialne źródła energii*. Warszawa: WNT, 2007.
2. Marecki J.: *Podstawy przemian energetycznych*. Warszawa: WNT, 2007.
3. Jastrzębska G.: *Odnawialne źródła energii i pojazdy proekologiczne*. Warszawa: WNT, 2007.
4. J. Bogdanienko: *Odnawialne źródła energii*. Biblioteka Problemów (tom 290). PWN Warszawa 1989.
5. J. Cieśliński, J. Mikielwicz: *Niekonwencjonalne źródła energii*. Wyd. Politechniki Gdańskiej, Gdańsk 1996.

6. Type of course

Optional lecture

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/18	V	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Examination

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Statistical Process Control

2. Course contentsLecture

Basic approach to statistical process control, history, principal definitions and terminology

Data representations and data types

Frequency tables and histograms, scatter plot

Means, variances and other statistics

Basic types of distribution (normal, Bernoulli, Poisson)

Control charts types and statistical assumptions

Variables control charts. Attributes control charts

Design and interpretation of control charts, out-of-control criteria choice

X-bar chart, R chart, s chart, s-squared chart, p chart, np chart, c chart, u chart

Process performance index C_p , C_{pk} **3. Prerequisites**

none

4. Learning outcomes

The main goal of the lecture is to introduce the basic concepts of statistical process control methodology. The course should provide a formal framework that enables students to design and to interpret basic statistical process control charts like the cards X-R, X-S, IX-MR, and alternatives cards n, p, u, c.

5. Recommended reading

1. Zarządzanie jakością, cz.4, *Statystyczne Sterowanie Procesem*, Materiały Studium Podyplomowego
2. Zarządzanie Jakością, wyd. WCTT PolitechnikaWrocławska, Wrocław, 2002
3. Thompson R., Koronacki J., *Statystyczne sterowanie procesem. Metoda Deminga etapowej optymalizacji jakości*, wyd. PLJ, Warszawa, 1994
4. Greber T., *Statystyczne sterowanie procesami – doskonalenie jakości z pakietem STATISTICA*, wyd. StatSoft Polska, Kraków, 2000

6. Type of course

Optional

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	VI	3
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture – written test or project

10. Language of instruction

Polish

ECTS Credits

2

1. Course title

Monographic lecture. Work Hygiene and Safety Management Systems

2. Course contents:Lecture:

1. Aims and tasks of the work hygiene and safety management systems
2. Normalization on international scale and in Poland in the scope of work hygiene and safety.
3. Applicable legal regulations in work safety.
4. The model of work hygiene and safety management system according to the PN – N 18001 norm.
5. Requirements relating to the implementation and functioning of the work and safety management system.
6. Identification and occupational risk assessment at workplace.
7. Management commitment, policy and planning in the work hygiene and safety management system.
8. Implementation and functioning of the system – monitoring of the work hygiene and safety management system's functioning.
9. Documenting, checking and corrective actions as well as prevention.
10. Review conducted by management and constant improvement of the work hygiene and safety management system.

3. Prerequisites

None

4. Learning outcomes

The aim of the course is to convey elementary information in the field of implementation and functioning of the work hygiene and safety management systems in enterprises.

5. Recommended reading

1. *Zarządzanie jakością Cz. 1. Systemy jakości w organizacji*, pod red. W. Ładoński, K. Szoltysek. Wyd. AE we Wrocław, Wrocław 2005
2. Karczewski J.: *System zarządzania bezpieczeństwem pracy*, ODDK Gdańsk 1998
3. *Podstawy systemowego zarządzania bezpieczeństwem i higieną pracy*, pod red. D. Podgórski, Z. Pawłowska, Wyd.CIOP-PIB, Warszawa 2004
4. Rączkowski B.: *BHP w praktyce*. ODDK Gdańsk 1998

6. Type of the course:

Elective lecture

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30/18	VI	3
Tutorials			
Laboratory			
Project			
Seminar			
Other			
Student total workload	60		

9. Assessment methods:

Lecture: written/oral examination

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Modeling and simulation systems

2. Course contents

1. The concept of model: modeling technique.
2. Types of models used in the art: graphic, physical, mathematical
3. Analogies systems with different physical form (chemical): mechanical, hydraulic, pneumatic, electrical, thermal, chemical, etc.
4. The concept of mathematical model. The essential phases of the process of mathematical modeling.
5. Simplifying assumptions (working hypotheses) in the mathematical modeling.
6. Principles of mathematical modeling in a system of differential equations and algebraic and flowcharts
7. Discussion of the basic functional blocks and the principles of programming in MatLab / Simulink simulation.
8. Examples of modeling and simulation of selected objects and processes
 - a. harmonic oscillator: Mechanical version and version of the eclectic
 - b. mach-hydraulic bumper
 - c. suspension of a vehicle – two mass system
 - d. dynamics of the pantograph of electric traction
 - e. acceleration hydrostatic transmission
 - f. the problem of human snow (horizontal projection)
 - g. population dynamics - the problem of predatory victims
 - h. electro-pulse amplifier

3. Prerequisites

higher mathematics - the elements of differential equations, physics, mechanics and durability; fluid mechanics to thermodynamics, electrical engineering, computer science

4. Learning outcomes

Students can model real object, using appropriate simplifying assumptions, using differential equations and solve them numerically or simulate the operation of the model in an appropriate computer program such as MATLAB-SIMULINK

5. Recommended reading

1. Cannon R.H. jr: Dynamika układów fizycznych. WNT. 1973.
2. Brzózka J.: Ćwiczenia z automatyki w Matlabie i Simulinku. Wyd. MIKOM, Warszawa 1997.
3. Tarnowski W., Bartkiewicz S.: Modelowanie matematyczne i symulacyjne komputerowe dynamicznych procesów ciągłych. Wyd. Uczelniane Politechniki Koszalińskiej, Koszalin 2003.
4. Ossowski P.: Modelowanie układów dynamicznych z zastosowaniem języka SIMULINK. Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 1997.
5. Tarnowski W.: Komputerowy system symulacji SIMULINK v.13.c z wprowadzeniem do MATLAB'a v.4.2c, Skrypt Politechniki Koszalińskiej 1996.

6. Type of course

Elective

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/18	IV	III
Classes			
Laboratory			
Project			
Other			
Seminar			
Total student's workload	60		

9. Assessment methods:

independent execution of two sets of tasks from the previously presented list

10. Language of instruction:

Polish

Diploma seminars:

ECTS credits
2

1. Course title

Diploma seminar

2. Course contents

semester 5

The primary aim is to arouse the interests of a student and to help him/her to choose the subject of the future diploma thesis.

Initial preparation of the subject, aim and structure of the thesis with the help of the promoter

Preparation of the source and literature materials.

3. Prerequisites

none

4. Learning outcomes

The purpose of the classes is to create methodical and analytical attitude towards practical logistical issues. The student be able to apply methodical, analytic and synthetise approaches to the problems of practical logistic questions.

5. Recommended reading

Basic literature, technical press materials, logistics monographic papers and articles

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	V	3
Other			
Total student's workload	60		

9. Assessment methods

Evaluation of realized tasks

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contentssemester 6

Student should be able to prove his/her logistical abilities and competence gained so far and should know how to analyse source materials.

Choice of logistical methodology to be used in the thesis.

Elaboration of source materials.

Presentation of the subject and of the main ideas of the thesis

3. Prerequisites

none

4. Learning outcomes

The purpose of the classes is to create methodical and analytical attitude towards practical logistical issues. The student be able to choose the methods and logistic techniques which will be used in the project of the qualifying work; to prepare analysis concerning the control, management and performance evaluation of logistical processes in an enterprise/company and supply chain.

5. Recommended reading

Basic literature, technical press materials, logistics monographic papers and articles

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VI	3
Other			
Total student's workload	60		

9. Assessment methods

Evaluation of realized tasks

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contentssemester 7

A student is required to write the thesis himself with the help of the promoter, focusing on the subject chosen in the previous semester.

Presentation of the results of the thesis.

3. Prerequisites

none

4. Learning outcomes

The student must be able to create methodical and analytical attitude towards practical logistical issues. Be able to solve theoretical and practical problems concerning the control, management and performance evaluation of logistical processes in an enterprise/company and supply chain; to be able evaluate methods and techniques for logistical processes analysis .

5. Recommended reading

Basic literature, technical press materials, logistics monographic papers and articles

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VII	4
Other			
Total student's workload	60		

9. Assessment methods

Evaluation of realized tasks

10. Language of instruction

Polish

ECTS credits

2

1. Course title:

Diploma seminar: Technical progress in the production and technology

2. Course contents:

Thematic scope of seminar: Optimization of chosen individual operation and processes, which occur in technological processes of production. Technical and technological progress in production of chosen products. Quality analyze and evaluation of chosen products. Quality management systems. Product designing. Technological designing of industrial plants. Package management. Waste management. Water-sewage management. Energy management.

Semester 5: The primary aim is to arouse the interests of a student and to help him/her to choose the subject of the future diploma thesis.

3. Prerequisites:

None.

4. Learning outcomes:

Practicing and reaching by students the ability of shaping the researches problem and hypothesis involved with it. Strengthening the knowledge in the field of specialization and the researches subject. Reaching the ability of knowledge selection connected with the researches subject and its analysis. The main goal of seminar is elaborate of final dissertation, getting the skills of analyzing the foreign and own text and presentation an essay in form of compact complex approach to chosen issue.

5. Recommended reading:

1. Achremowicz B., Wesołowska-Janczarek M.: Poradnik dla dyplomatów z przeglądem metod statystycznych. Lublin: Wyd. AR 2001.
2. Kaszyńska A.: *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*. Internetowe Wyd. Złote Myśli. 2004.
3. Szkutnik Z.: *Metodyka pisania pracy dyplomowej*. Poznań: Wyd. Poznańskie. 2005.
4. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*. Wrocław: Wyd. AE 2001.

6. Type of course:

Obligatory.

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lectures			
Classes			
Laboratories			
Projects			
Seminar	15/12	V	3
Other			
Total student's workload	60		

9. Assessment methods:

Activity during the classes, approach in preparing: assumptions, goal and plan of dissertation and approach in writing of dissertation.

10. Language of instruction:

Polish.

ECTS credits

2

1. Course title:

Diploma seminar: Technical progress in the production and technology

2. Course contents:

Thematic scope of seminar: Optimization of chosen individual operation and processes, which occur in technological processes of production. Technical and technological progress in production of chosen products. Quality analyze and evaluation of chosen products. Quality management systems. Product designing. Technological designing of industrial plants. Package management. Waste management. Water-sewage management. Energy management.

Semester 6: Student should be able to prove his/her logistical abilities and competence gained so far and should know how to analyze source materials. Choice of logistical methodology to be used in the thesis. Elaboration of source materials. Presentation of the subject and of the main ideas of the thesis.

3. Prerequisites:

None.

4. Learning outcomes:

Practicing and reaching by students the ability of shaping the researches problem and hypothesis involved with it. Strengthening the knowledge in the field of specialization and the researches subject. Reaching the ability of knowledge selection connected with the researches subject and its analysis. The main goal of seminar is elaborate of final dissertation, getting the skills of analyzing the foreign and own text and presentation an essay in form of compact complex approach to chosen issue.

5. Recommended reading:

1. Achremowicz B., Wesołowska-Janczarek M.: Poradnik dla dyptomatów z przeglądem metod statystycznych. Lublin: Wyd. AR 2001.
2. Kaszyńska A.: *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*. Internetowe Wyd. Złote Myśli. 2004.
3. Szkutnik Z.: *Metodyka pisania pracy dyplomowej*. Poznań: Wyd. Poznańskie. 2005.
4. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*. Wrocław: Wyd. AE 2001.

6. Type of course:

Obligatory.

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lectures			
Classes			
Laboratories			
Projects			
Seminar	30/24	VI	3
Other			
Total student's workload	60		

9. Assessment methods:

Activity during the classes, approach in preparing: assumptions, goal and plan of dissertation and approach in writing of dissertation.

10. Language of instruction:

Polish.

ECTS credits

2

1. Course title:

Diploma seminar: Technical progress in the production and technology

2. Course contents:

Thematic scope of seminar: Optimization of chosen individual operation and processes, which occur in technological processes of production. Technical and technological progress in production of chosen products. Quality analyze and evaluation of chosen products. Quality management systems. Product designing. Technological designing of industrial plants. Package management. Waste management. Water-sewage management. Energy management.

Semester 7: A student is required to write the thesis himself with the help of the promoter, focusing on the subject chosen in the previous semester. Practicing the ability of the proper master work construction. Reaching the ability of proper (corresponding with current rules) presentation either in the written form or multimedia one, own thoughts, reasoning and conclusions.

Prerequisites:

None.

3. Learning outcomes:

Practicing and reaching by students the ability of shaping the researches problem and hypothesis involved with it. Strengthening the knowledge in the field of specialization and the researches subject. Reaching the ability of knowledge selection connected with the researches subject and its analysis. The main goal of seminar is elaborate of final dissertation, getting the skills of analyzing the foreign and own text and presentation an essay in form of compact complex approach to chosen issue.

4. Recommended reading:

1. Achremowicz B., Wesołowska-Janczarek M.: Poradnik dla dyplomatów z przeglądem metod statystycznych. Lublin: Wyd. AR 2001.
2. Kaszyńska A.: *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*. Internetowe Wyd. Złote Myśli. 2004.
3. Szkutnik Z.: *Metodyka pisania pracy dyplomowej*. Poznań: Wyd. Poznańskie. 2005.
4. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*. Wrocław: Wyd. AE 2001.

5. Type of course:

Obligatory.

6. Teaching team:

Department of Production Engineering and Logistics

7. Course structure:

Form	Number of hours	Semester	Year
Lectures			
Classes			
Laboratories			
Projects			
8. Seminar	30/24	VII	4
Other			
Total student's workload	60		

9. Assessment methods:

Activity during the classes, approach in preparing: assumptions, goal and plan of dissertation and approach in writing of dissertation.

10. Language of instruction:

Polish.

ECTS credits

2

1. Course title

Diploma seminar

2. Course contents

Statutory, formal and editorial requirements involved with writing a master's thesis. Methodology of writing a master's thesis. Characteristic of knowledge fields involved with specialization as well as indicating problems that could be essential to formulate a master's thesis. Detail characteristic of problems and shaping the research targets.

3. Prerequisites

None

4. Learning outcomes

Student has knowledge related to master's thesis specialization.

Student has ability to use tools supporting writing a master's thesis.

Student takes part in formulating the subject of the master's thesis.

5. Recommended reading

1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 2005.
2. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Inter-netowe Wydawnictwo Złote Myśli, 2004.
3. Książki, podręczniki, monografie, czasopisma periodyki specjalistyczne, opracowania firmowe związane z konwersją, magazynowaniem, przenoszeniem energii oraz wykorzystywaniem energii w przemyśle, budownictwie i dla zaspakajania potrzeb bytowych.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	V	3
Other			
Total student's workload	60		

9. Assessment methods

Evaluation activity and progress of graduation work

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contents

Searching, gathering and analysis of knowledge related to subject of a master's thesis. Formulating the research problem as well as aims and hypothesis involved with it. Taking an advantage of other's authors output and documentation of this output sources.

3. Prerequisites

None

4. Learning outcomes

Student carries out first synthesis of gathered literature and source materials, prepares the subject of master thesis and first chapter of it (introduction).

Student prepares and presents multimedia presentation on progress of his master's thesis.

5. Recommended reading

1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 2005.
2. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Inter-netowe Wydawnictwo Złote Myśli, 2004.
3. Książki, podręczniki, monografie, czasopisma periodyki specjalistyczne, opracowania firmowe związane z konwersją, magazynowaniem, przenoszeniem energii oraz wykorzystywaniem energii w przemyśle, budownictwie i dla zaspakajania potrzeb bytowych.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VI	3
Other			
Total student's workload	60		

9. Assessment methods

Evaluation activity and progress of graduation work

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contents

Evaluation of results of own researches or analysis as well as ability of confronting them with source materials. Principles of proper presentation of research results as well as conclusions construction. Principles of written or multimedia presentation of analysis, researches results and elaborations.

3. Prerequisites

None

4. Learning outcomes

Student carries out final synthesis of gathered literature and source materials. Student elaborates results of own researches and analysis as well as elaborates remarks and conclusions resulting from gathered information and results of own researches and analysis. Student edits first version of master's thesis.

Student presets to first evaluation project of the master's thesis and after entering the corrections and modifications the final version of master's thesis.

5. Recommending reading

1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 2005.
2. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Inter-netowe Wydawnictwo Złote Myśli, 2004.
3. Książki, podręczniki, monografie, czasopisma periodyki specjalistyczne, opracowania firmowe związane z konwersją, magazynowaniem, przenoszeniem energii oraz wykorzystywaniem energii w przemyśle, budownictwie i dla zaspakajania potrzeb bytowych.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VII	4
Other			
Total student's workload	60		

9. Assessment methods

Evaluation activity and progress of graduation work

10. Language of instruction

Polish

ECTS Credits

2

1. Course title

Diploma Seminar

2. Course contents:Fifth semester:

Methodological Workshop, the choice of the work topic, determination of the work aim and thesis, developing of the work plan, aims and objectives of engineering work, clarification of the subject of the work, its structure, a review of research methods in the thesis topic.

3. Prerequisites

No requirements.

4. Learning outcomes:

Students acquire skills to apply the rules governing the writing of theses, the formulation of problems and design research. They can analyze and interpret scientific texts from the scope defined by the theme of thesis and use research tools to solve the basic problems, describe their results, analyze and formulate conclusions.

5. Recommended reading

1. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*: Wrocław, Wyd. AE 2006
2. Pułło A: *Prace magisterskie i licencjackie. Wskazówki dla studentów*: Warszawa: PWN 2001
3. Pioterek P., Zieleniecka B.: *Technika pisania prac dyplomowych*. Poznań 1997
4. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa 1995

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials			
Laboratory			
Project			
Seminar	15/12	V	3
Other			
Student total workload	60		

9. Assessment methods:

Completion of the assumed stages of writing a diploma paper

10. Language of instruction:

Polish

ECTS Credits

2

1. Course title

Diploma Seminar

2. Course contents:

Semester 6:

Getting to know the technique of writing the work: presentation by the teacher the substantial and editorial requirements of diploma work, determination of work aim, thesis and plan, also work to source materials and literature, preparing to go on a practical training, writing the first chapter (theoretical) work on the basis of review of the literature.

3. Prerequisites

No requirements.

4. Learning outcomes

Students acquire skills to apply the rules governing the writing of theses, the formulation of problems and design research. They can analyze and interpret scientific texts from the scope defined by the theme of thesis and use research tools to solve the basic problems, describe their results, analyze and formulate conclusions.

5. Recommended reading

1. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*: Wrocław, Wyd. AE 2006
2. Pułło A: *Prace magisterskie i licencjackie. Wskazówki dla studentów*: Warszawa: PWN 2001
3. Pioterek P., Zieleniecka B.: *Technika pisania prac dyplomowych*. Poznań 1997
4. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa 1995

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials			
Laboratory			
Project			
Seminar	30/24	VI	3
Other			
Student total workload	60		

9. Assessment methods:

Completion of the assumed stages of writing a diploma paper

10. Language of instruction:

Polish

ECTS Credits

2

1. Course title

Diploma Seminar

2. Course contents:**Semestr 7:**

Writing, reporting the pieces of work: the adjustment ranges of problem and design work, writing and reporting to the next chapters of work, evaluation of the accuracy of the methods of research, study and discussing the results of research, consultation, correction and evaluation of work by the promoter, preparation for the final exam.

3. Prerequisites

No requirements.

4. Learning outcomes

Students acquire skills to apply the rules governing the writing of theses, the formulation of problems and design research. They can analyze and interpret scientific texts from the scope defined by the theme of thesis and use research tools to solve the basic problems, describe their results, analyze and formulate conclusions.

5. Recommended reading

5. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*: Wrocław, Wyd. AE 2006
6. Pułło A: *Prace magisterskie i licencjackie. Wskazówki dla studentów*: Warszawa: PWN 2001
7. Pioterek P., Zieleniecka B.: *Technika pisania prac dyplomowych*. Poznań 1997
8. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa 1995

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials			
Laboratory			
Project			
Seminar	30/24	VII	4
Other			
Student total workload	60		

9. Assessment methods:

Completion of the assumed stages of writing a diploma paper

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Diploma seminar - Semester V

2. Course contents

1. Profession of an engineer; civilization, legal and ethical aspects.
2. Test - organizational preferences
3. Ability to self-present, present a company and a product.
4. Preparing the proposal card of a diploma paper topic.
5. Discussing the cards, mentioned in point 4, by graduates.
6. Analysis and discussion leading to formulating topics of diploma papers.
7. Preparing a document "Proposing the topic of the diploma paper"

3. Prerequisites

finished 4 first semesters of studies

4. Learning outcomes

Consolidating the knowledge and abilities in the specialization area and the research topic. Agreeing with the chosen company and determining the topic of the thesis.

5. Recommended reading

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław, 2006.
2. Bielcowie E. i J.: Podręcznik pisanie prac albo technika pisanie po polsku. Wyd. EJB, Kraków, 2004.
3. Kuc. B.R., Paszkowski J.: Metody i techniki pisanie prac dyplomowych. Wyd. AE, Poznań, 2005.
4. Majchrzak J., Mendel T.: Metodyka pisanie prac magisterskich i dyplomowych. Wyd. AE, Poznań, 2005.
5. Rajczyk J., Rajczyk M., Respondek Z.: Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej. Wyd. Politechniki Częstochowskiej, 2004.
6. Węglińska M.: Jak pisać dobrą pracę magisterską. Poradnik dla studentów. Oficyna Wydawnicza IMPULS, Kraków, 2007.
7. Zenderowski R.: Technika pisanie prac magisterskich. CEPEWU Sp. z o.o. Warszawa.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	V	3
Other			
Total student's workload	60		

9. Assessment methods:

Introductions, tests, presentations and discussions. Attendance, active in-class involvement and preparation and completion of the presentation of stages of the diploma paper.

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Diploma seminar - Semester VI

2. Course contents

1. Content and logical structure of an engineer diploma paper.
2. Analysis of the state of knowledge
 - a. objects, processes and systems
 - b. tools, methods (computational, measuring), software, a research department
 - c. tracking results and achievements in the field
 - d. model solutions and cases
 - e. conclusions and observations
3. Presentation by graduates the analysis of the knowledge in the area of their papers.
4. Presenting by students the field of their research and planned tools, methods and techniques.
5. Presenting by students preliminary concept (methods) of the solution of the diploma paper problem. Preparing material and program of the holiday training.

3. Prerequisites

finished 5 first semesters of studies

4. Learning outcomes

Gaining by students the ability of searching for knowledge connected with the subject and conducting observations and drawing conclusions. Gaining the ability of using achievements of different authors and documenting sources.

5. Recommended reading

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław, 2006.
2. Bielcowie E. i J.: Podręcznik pisanie prac albo technika pisanie po polsku. Wyd. EJB, Kraków, 2004.
3. Kuc. B.R., Paszkowski J.: Metody i techniki pisanie prac dyplomowych. Wyd. AE, Poznań, 2005.
4. Majchrzak J., Mendel T.: Metodyka pisanie prac magisterskich i dyplomowych. Wyd. AE, Poznań, 2005.
5. Rajczyk J., Rajczyk M., Respondek Z.: Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej. Wyd. Politechniki Częstochowskiej, 2004.
6. Węglińska M.: Jak pisać dobrą pracę magisterską. Poradnik dla studentów. Oficyna Wydawnicza IMPULS, Kraków, 2007.
7. Zenderowski R.: Technika pisanie prac magisterskich. CEPEWU Sp. z o.o. Warszawa.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VI	3
Other			
Total student's workload	60		

9. Assessment methods:

Introductions, tests, presentations and discussions. Attendance, active in-class involvement and preparation and completion of the presentation of stages of the diploma paper.

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Diploma seminar - Semester VII

2. Course contents

1. Reporting on a holiday apprenticeship or internship in a production or service company from a point of view of realization of a topic of the engineering job – short presentation.
2. Report on the realization of the topic of the thesis: presenting results (of calculations, examinations, analyses). Discussion of results. Analysis of fundamental technologies appearing while realizing the topic.
3. Structure (description of contents) of thesis and short discussion of the content of the chapter
4. Discussion on the most important chapters of the work: the purpose and the scope, received results, the summary and conclusions
5. Presentation of papers by future graduates, while finishing editing the B.A. thesis
6. The summing up lecture dealing with technical, economic and managerial subject matter recapitulating before the final examination

3. Prerequisites

Finished 6 first semesters of studies.

4. Learning outcomes

Learning how to evaluate critically their own researches or analyses, as well as how to compare them with source materials. Equipping students with the ability to correct and edit their diploma paper. Learning how to present correctly (according to the current principles) one's reflections and results in the written or multimedia form. Encouraging students to use the acquired abilities in further professional practice and their development by reading professional publications in their field. Practicing abilities (CV, an interview) essential to apply for a job.

5. Recommended reading

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław, 2006.
2. Bielowie E. i J.: Podręcznik pisanie prac albo technika pisanie po polsku. Wyd. EJB, Kraków, 2004.
3. Kuc. B.R., Paszkowski J.: Metody i techniki pisanie prac dyplomowych. Wyd. AE, Poznań, 2005.
4. Majchrzak J., Mendel T.: Metodyka pisanie prac magisterskich i dyplomowych. Wyd. AE, Poznań, 2005.
5. Rajczyk J., Rajczyk M., Respondek Z.: Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej. Wyd. Politechniki Częstochowskiej, 2004.
6. Węglińska M.: Jak pisać dobrą pracę magisterską. Poradnik dla studentów. Oficyna Wydawnicza IMPULS, Kraków, 2007.
7. Zenderowski R.: Technika pisanie prac magisterskich. CEPEWU Sp. z o.o. Warszawa.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VII	4
Other			
Total student's workload	60		

9. Assessment methods:

Tests. Involvement in presentations and discussions. Attendance, engagement in preparation and completion of a presentation of stages of the diploma.

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contentsSeminar

Statutory, formal and editorial requirements relating to writing a diploma thesis. Methodology of writing a diploma thesis.

3. Prerequisites

Basic knowledge of thermodynamics and power engineering devices operation.

4. Learning outcomes

Basic knowledge about methodology of writing a diploma thesis.

5. Recommended reading

1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 2005

2. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Internetowe Wydawnictwo Złote Myśli, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/12	V	3
Other			
Total student's workload	60		

9. Assessment methods

Report

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contents**Seminar**

Gathering the basic literature related to the subject of a diploma thesis. Formulating the research problem as well as aims and hypothesis involved with it.

3. Prerequisites

Basic knowledge of thermodynamics and power engineering devices operation.

4. Learning outcomes

Skill in research problem formulating. Ability of using of other's authors output and documentation of their sources.

5. Recommended reading

1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 2005

2. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Internetowe Wydawnictwo Złote Myśli, 2004

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VI	3
Other			
Total student's workload	60		

9. Assessment methods

Report

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Diploma seminar

2. Course contentsSeminar

Principles of proper presentation of the research results as well as constructing of conclusions.

3. Prerequisites

Basic knowledge of thermodynamics and power engineering devices operation.

4. Learning outcomes

Ability of proper presentation of analysis, researches results and elaborations in written or multimedia forms.

5. Recommended reading1. Szkutnik Z., *Metodyka pisania pracy dyplomowej*, Wydawnictwo Poznańskie, 20052. Kaszyńska A., *Jak napisać, przepisać i z sukcesem obronić pracę dyplomową lub magisterską*, Internetowe Wydawnictwo Złote Myśli, 2004**6. Type of course**

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	VII	4
Other			
Total student's workload	60		

9. Assessment methods

Diploma thesis

10. Language of instruction

Polish

Management and production engineering

Second-degree studies

The graduates of the second-degree interdisciplinary studies in the field Management and Production Engineering receive Master's degree. They combine in a creative way - mainly through the synthesis - the engineering preparation in the broad sense of production engineering and operation of machines and devices, with the preparation in the domain of organization and management. This includes the management of technical functions such as: designing of machines and devices and their systems; designing of systems of manufacturing of machines and mechanical and electrical equipment, their operation and decommissioning; designing of management systems and the selection, evaluation and training of personnel; cost management and evaluation of the performance of the company and controlling; project management in the area of consulting and advisory business, marketing, logistics, capital management and investment management.

The graduates are prepared for:

1. Creative, innovative activity in the area of production engineering and operation of machines and devices.
2. Making and implementing of creative initiatives and decisions and carrying out production or service activity in the area of machine industry in small, medium and large enterprises.
3. Building teams of innovative activity in the area of production engineering and operation of machines and devices and management of these teams in the field of economic activities and in the sphere of state administration and local government.
4. Determining the needs, orientations and content of research and development and for organizing and conducting of such research and development, in particular for designing and implementation of technological innovations, product innovations and organizational innovations.
5. Technical and organizational consultancy in the field of engineering of machines and devices, in particular in the area of the directives and requirements of the European Union and in the area of acquiring funds from programs of the European Union.
6. Continuation of education and development in the third-degree (doctoral) studies and research activities related to production engineering issues in the field of construction and operation of machines and devices and their automation

All graduates are able to work in:

1. Small, medium and large production enterprises of machine industry.
2. State administration units (such as military, police) and local government administration, requiring technical, economical and managerial skills.
3. Research and development units: research institutes, research and development centers, universities, technology parks, business incubators and technology transfer centers.
4. Secondary education (in compliance with applicable requirements contained in the standards of teacher education) and facilities (centers) of vocational training.
5. Institutions and organizations dealing with guidance and knowledge dissemination, particularly in the area of production engineering and operation of machines and devices. This applies particularly to units involved in acquiring funds and conduction of projects financed by the European Union.

Specialization: Renewable resources energetics

The graduate of this specialization can identify and analyze opportunities for energy, economic and ecological values of different renewable energy sources, especially local or regional. He/she has the skills to organize a project from this range, to acquire necessary funds, to arrange formalities: legal, environmental, etc. and to prepare a business plan. The essential technical, economical and managerial preparation of the graduate of this specialization is a good condition to the requirements of the European Union, regarding a significant increase in the proportion of energy from renewable sources in the energy balance of our country in the next few year.

Specialization: Information Technologies in Production Engineering

The graduate of this specialization is educated in accordance with current expectations of industry and the wide-ranging services. In the course of study, students gain practical skills for using the computer systems used in production engineering and management. They gain knowledge in the area of production engineering, information technology, economic sciences and management sciences. They are prepared to organize and conduct research and development, including the design and implementation of information and technological innovations. The graduate can associate technical problems to the economical problems, and solve these problems using advanced IT tools. The graduates are prepared to work in: small, medium and large enterprises on medium and higher ranking management; in the economic and administrative units, which require technical, economical and IT knowledge and organizational skills; in design and consultancy organizations working in the selected area of production engineering and information technology; in the management of his/her own production or service company.

Specialization: Safety

The graduate of this specialization possesses a comprehensive preparation in the field of safety engineering and a thorough knowledge in the area of production engineering and management. He/she has skills of: organizing work, including organizing and carrying out activities to prevent and limit accidents, failures and occupational diseases; designing and monitoring of safety conditions; making safety and risk analysis; monitoring observance of safety regulations and rules; monitoring of working conditions and safety standards; researching into the circumstances of accidents and failures; conducting trainings and performing organizing functions in the area of safety management and keeping the documentation related to the safety. The graduate is prepared to design and implement operations and technological processes with the consideration of peoples safety and with the consideration of risk and the anticipation of the effects of the decisions - especially in emergency situations; to make decisions taking into account technical, legal, administrative and logistical determinants – under conditions of threat and stress.

Admission requirements

The minimum requirement for admission to the second-cycle studies is at least first-cycle studies graduation diploma. The basis for eligibility for study is the average grade of studies obtained during the first cycle, second cycle or a Master's uniform (calculated to two decimal places). Admission to the first year of study determines the candidate position in the ranking list, established on the basis of the average grade, within certain limits for admission to the field and form of study.

Final examination

The diploma examination is an oral examination. During the examination the student should demonstrate a general understanding of field/specialization and the knowledge related to the dissertation.

The rules determining the final result of the studies are described in The Rules of Study at The Witelon University of Applied Sciences in Legnica. The final result is the sum of: 0,6 of the arithmetical mean of all the grades achieved during the study, 0,2 of the grade for the diploma thesis and 0,2 of the grade for the final exam.

Examination and assessment regulations

General examination and assessment regulations are described in detail in The Rules of Study at The Witelon University of Applied Sciences in Legnica. Assessment methods of individual courses are given in the programs of these courses.

ECTS departmental coordinator

Karol Selwat, Ph.D.

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Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2010

Stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Main subjects																
1	Machines engineering - designing	75	15	15		15		5	15			15		2	Grade (1,2)	
2	Machines engineering - manufacturing	75	15		15			4	30			15		4	Grade (1), Exam (2)	
3	Foreign language	60		30				2		30				2	Grade	
4	Computer aided design (CAD)	45	15		30			5							Grade	
5	Forecasting and simulation in enterprise	60	30		30			7							Exam (1)	
6	Systems of decision support and knowledge management	45	30				15	7							Exam (1)	
7	Machines engineering - operation	30							30					2	Grade	
8	Computer aided manufacturing (CAM)	45							15		30			4	Grade	
9	Organisation of production systems	45							30			15		5	Exam (2)	
10	Engineering-managerial transitional thesis	75										75		5	Grade	
11	Management of project and innovations	45							30			15		5	Exam (2)	
Total number of hours/ECTS:		600	105	45	75	15	15	30	150	30	30	135	0	29		
Subjects for speciality																
1	Diploma seminar	15											15	1	Grade	
Total number of hours/ECTS:		15	0	0	0	0	0	0	0	0	0	0	15	1		
Total number of hours/ECTS:			105	45	75	15	15	30	150	30	30	135	15	30		
Total number of hours per semester (year):		615	255						360							
Number of examinations:		5	2						3							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2010

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	45	30		15			5							Exam (3)
2	Strategic management	45	30				15	5							Exam (3)
3	Optional subject	60	15				15	3	15				15	2	Grade
Total number of hours/ECTS:		150	75	0	15	0	30	13	15	0	0	0	15	2	
Subjects for speciality															
1	Non-renewable resources energetics	30	30					4							Grade
2	Basics of energy transformations	60	30	30				7							Exam (3)
3	Legal, economical and ecological aspects of energetics	45	15				30	5							Grade
4	Diploma seminar	45					15	1					30	2	Grade
5	Renewable hydropower and wind power	30							15	15				1	Grade
6	Renewable geothermal power	45							30	15				3	Exam (4)
7	Pro-ecological drives of machines and vehicles	30							30					2	Grade
8	Master's thesis													20	Grade
Total number of hours/ECTS:		285	75	30	0	0	45	17	75	30	0	0	30	28	
Total number of hours/ECTS:			150	30	15	0	75	30	90	30	0	0	45	30	
Total number of hours per semester (year):		435	270						165						
Number of examinations:		4	3						1						

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2010

Non-stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	70	14	14		14		5	14			14		2	Grade (1,2)
2	Machines engineering - manufacturing	64	14		14			4	20			16		4	Grade (1), Exam (2)
3	Foreign language	36		18				2		18				2	Grade
4	Computer aided design (CAD)	28	14		14			5							Grade
5	Forecasting and simulation in enterprise	36	20		16			7							Exam (1)
6	Systems of decision support and knowledge management	28	14				14	7							Exam (1)
7	Machines engineering - operation	20							20					2	Grade
8	Computer aided manufacturing (CAM)	28							14		14			4	Grade
9	Organisation of production systems	28							14			14		5	Exam (2)
10	Engineering-managerial transitional thesis	46										46		5	Grade
11	Management of project and innovations	28							14			14		5	Exam (2)
Total number of hours/ECTS:		412	76	32	44	14	14	30	96	18	14	104	0	29	
Subjects for speciality															
1	Diploma seminar	14											14	1	Grade
Total number of hours/ECTS:		14	0	0	0	0	0	0	0	0	0	0	14	1	
Total number of hours/ECTS:			76	32	44	14	14	30	96	18	14	104	14	30	
Total number of hours per semester (year):		426	180						246						
Number of examinations:		5	2						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2010

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	28	14		14			5							Exam (3)
2	Strategic management	28	14				14	5							Exam (3)
3	Optional subject	40	10				10	3	10				10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2	
Subjects for speciality															
1	Non-renewable resources energetics	20	20					4							Grade
2	Basics of energy transformations	36	20	16				7							Exam (3)
3	Legal, economical and ecological aspects of energetics	28	14				14	5							Grade
4	Diploma seminar	38					14	1					24	2	Grade
5	Renewable hydropower and wind power	20							10	10				1	Grade
6	Renewable geothermal power	28							14	14				3	Exam (4)
7	Pro-ecological drives of machines and vehicles	20							20					2	Grade
8	Master's thesis													20	Grade
Total number of hours/ECTS:		190	54	16	0	0	28	17	44	24	0	0	24	28	
Total number of hours/ECTS:			92	16	14	0	52	30	54	24	0	0	34	30	
Total number of hours per semester (year):		286	174						112						
Number of examinations:		4	3						1						

Major: Management and production engineering

Specialization: Information Technologies in Production Engineering

Stationary

Recruitment: 2010

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	75	15	15		15		5	15			15		2	Grade (1,2)
2	Machines engineering - manufacturing	75	15		15			4	30			15		4	Grade (1), Exam (2)
3	Foreign language	60		30				2		30				2	Grade
4	Computer aided design (CAD)	45	15		30			5							Grade
5	Forecasting and simulation in enterprise	60	30		30			7							Exam (1)
6	Systems of decision support and knowledge management	45	30				15	7							Exam (1)
7	Machines engineering - operation	30							30					2	Grade
8	Computer aided manufacturing (CAM)	45							15		30			4	Grade
9	Organisation of production systems	45							30			15		5	Exam (2)
10	Engineering-managerial transitional thesis	75										75		5	Grade
11	Management of project and innovations	45							30			15		5	Exam (2)
Total number of hours/ECTS:		600	105	45	75	15	15	30	150	30	30	135	0	29	
Subjects for speciality															
1	Diploma seminar	15											15	1	Grade
Total number of hours/ECTS:		15	0	0	0	0	0	0	0	0	0	0	15	1	
Total number of hours/ECTS:			105	45	75	15	15	30	150	30	30	135	15	30	
Total number of hours per semester (year):		615	255						360						
Number of examinations:		5	2						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering**Specialization: Information Technologies in Production Engineering****Stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	45	30		15			5							Exam (3)
2	Strategic management	45	30				15	5							Exam (3)
3	Optional subject	60	15				15	3	15				15	2	Grade
Total number of hours/ECTS:		150	75	0	15	0	30	13	15	0	0	0	15	2	
Subjects for speciality															
1	Intelligent optimization methods	60	30			30		8							Grade
2	Computer aided organization of production I	60	30		30			8							Exam (3)
3	Diploma seminar	45					15	1					30	2	Grade
4	Computer aided organization of production II	45							15				30	3	Exam (4)
5	Optional subject (for speciality)	30							15		15			1	Grade
6	Information systems in production management	45							15			30		2	Grade
7	Master's thesis													20	Grade
Total number of hours/ECTS:		285	60	0	30	30	15	17	45	0	15	30	60	28	
Total number of hours/ECTS:			135	0	45	30	45	30	60	0	15	30	75	30	
Total number of hours per semester (year):		435	255						180						
Number of examinations:		4	3						1						

Major: Management and production engineering**Specialization: Information Technologies in Production Engineering****Non-stationary****Recruitment: 2010****Year I**

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	70	14	14		14		5	14			14		2	Grade (1,2)
2	Machines engineering - manufacturing	64	14		14			4	20			16		4	Grade (1), Exam (2)
3	Foreign language	36		18				2		18				2	Grade
4	Computer aided design (CAD)	28	14		14			5							Grade
5	Forecasting and simulation in enterprise	36	20		16			7							Exam (1)
6	Systems of decision support and knowledge management	28	14				14	7							Exam (1)
7	Machines engineering - operation	20							20					2	Grade
8	Computer aided manufacturing (CAM)	28							14		14			4	Grade
9	Organisation of production systems	28							14			14		5	Exam (2)
10	Engineering-managerial transitional thesis	46										46		5	Grade
11	Management of project and innovations	28							14			14		5	Exam (2)
Total number of hours/ECTS:		412	76	32	44	14	14	30	96	18	14	104	0	29	
Subjects for speciality															
1	Diploma seminar	14											14	1	Grade
Total number of hours/ECTS:		14	0	0	0	0	0	0	0	0	0	0	14	1	
Total number of hours/ECTS:			76	32	44	14	14	30	96	18	14	104	14	30	
Total number of hours per semester (year):		426	180						246						
Number of examinations:		5	2						3						

Industrial Safety – I semester 4h**Library training - I semester 4h**

Major: Management and production engineering**Specialization: Information Technologies in Production Engineering****Non-stationary****Recruitment: 2010****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	28	14		14			5							Exam (3)
2	Strategic management	28	14				14	5							Exam (3)
3	Optional subject	40	10				10	3	10				10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2	
Subjects for speciality															
1	Intelligent optimization methods	40	20			20		8							Grade
2	Computer aided organization of production I	36	20		16			8							Exam (3)
3	Diploma seminar	38					14	1					24	2	Grade
4	Computer aided organization of production II	28							14				14	3	Exam (4)
5	Optional subject (for speciality)	20							10		10			1	Grade
6	Information systems in production management	28							14			14		2	Grade
7	Master's thesis													20	Grade
Total number of hours/ECTS:		190	40	0	16	20	14	17	38	0	10	14	38	28	
Total number of hours/ECTS:			78	0	30	20	38	30	48	0	10	14	48	30	
Total number of hours per semester (year):		286	166						120						
Number of examinations:		4	3						1						

Major: Management and production engineering
Specialization: Safety
Recruitment: 2010
Stationary
Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	75	15	15		15		5	15			15		2	Grade (1,2)
2	Machines engineering - manufacturing	75	15		15			4	30			15		4	Grade (1), Exam (2)
3	Foreign language	60		30				2		30				2	Grade
4	Computer aided design (CAD)	45	15		30			5							Grade
5	Forecasting and simulation in enterprise	60	30		30			7							Exam (1)
6	Systems of decision support and knowledge management	45	30				15	7							Exam (1)
7	Machines engineering - operation	30							30					2	Grade
8	Computer aided manufacturing (CAM)	45							15		30			4	Grade
9	Organisation of production systems	45							30			15		5	Exam (2)
10	Engineering-managerial transitional thesis	75										75		5	Grade
11	Management of project and innovations	45							30			15		5	Exam (2)
Total number of hours/ECTS:		600	105	45	75	15	15	30	150	30	30	135	0	29	
Subjects for speciality															
1	Diploma seminar	15											15	1	Grade
Total number of hours/ECTS:		15	0	0	0	0	0	0	0	0	0	0	15	1	
Total number of hours/ECTS:			105	45	75	15	15	30	150	30	30	135	15	30	
Total number of hours per semester (year):		615	255						360						
Number of examinations:		5	2						3						

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Management and production engineering**Specialization: Safety****Recruitment: 2010****Stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	45	30		15			5							Exam (3)
2	Strategic management	45	30				15	5							Exam (3)
3	Optional subject	60	15				15	3	15				15	2	Grade
Total number of hours/ECTS:		150	75	0	15	0	30	13	15	0	0	0	15	2	
Subjects for speciality															
1	Designing of safety systems	45	15	15		15		5							Grade
2	Diploma seminar	45					15	1					30	2	Grade
3	Contemporary problems of safety	45	15	30				5							Grade
4	Biological hazards in the work environment	60	30				30	6							Exam (3)
5	Technical safety of machines and devices	30							15	15				2	Grade
6	Physical and chemical hazards in the work environment	60							30				30	4	Exam (4)
7	Master's thesis													20	Grade
Total number of hours/ECTS:		285	60	45	0	15	45	17	45	15	0	0	60	28	
Total number of hours/ECTS:			135	45	15	15	75	30	60	15	0	0	75	30	
Total number of hours per semester (year):		435	285						150						
Number of examinations:		4	3						1						

Major: Management and production engineering

Specialization: Safety

Recruitment: 2010

Non-stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	70	14	14		14		5	14			14		2	Grade (1,2)
2	Machines engineering - manufacturing	64	14		14			4	20			16		4	Grade (1), Exam (2)
3	Foreign language	36		18				2		18				2	Grade
4	Computer aided design (CAD)	28	14		14			5							Grade
5	Forecasting and simulation in enterprise	36	20		16			7							Exam (1)
6	Systems of decision support and knowledge management	28	14				14	7							Exam (1)
7	Machines engineering - operation	20							20					2	Grade
8	Computer aided manufacturing (CAM)	28							14		14			4	Grade
9	Organisation of production systems	28							14			14		5	Exam (2)
10	Engineering-managerial transitional thesis	46										46		5	Grade
11	Management of project and innovations	28							14			14		5	Exam (2)
Total number of hours/ECTS:		412	76	32	44	14	14	30	96	18	14	104	0	29	
Subjects for speciality															
1	Diploma seminar	14											14	1	Grade
Total number of hours/ECTS:		14	0	0	0	0	0	0	0	0	0	0	14	1	
Total number of hours/ECTS:			76	32	44	14	14	30	96	18	14	104	14	30	
Total number of hours per semester (year):		426	180						246						
Number of examinations:		5	2						3						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering
Specialization: Safety
Recruitment: 2010
Non-stationary
Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	28	14		14			5							Exam (3)
2	Strategic management	28	14				14	5							Exam (3)
3	Optional subject	40	10				10	3	10				10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2	
Subjects for speciality															
1	Designing of safety systems	28	10	10		8		5							Grade
2	Diploma seminar	38					14	1					24	2	Grade
3	Contemporary problems of safety	28	14	14				5							Grade
4	Biological hazards in the work environment	36	20				16	6							Exam (3)
5	Technical safety of machines and devices	20							10	10				2	Grade
6	Physical and chemical hazards in the work environment	40							20				20	4	Exam (4)
7	Master's thesis													20	Grade
Total number of hours/ECTS:		190	44	24	0	8	30	17	30	10	0	0	44	28	
Total number of hours/ECTS:			82	24	14	8	54	30	40	10	0	0	54	30	
Total number of hours per semester (year):		286	182						104						
Number of examinations:		4	3						1						

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2009

Stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	45	30			15		5							Grade
2	Machines engineering - manufacturing	60	45			15		7							Exam (1)
3	Foreign language	60		30				2		30				2	Grade
4	Computer aided design (CAD)	45	15		30			4							Grade
5	Forecasting and simulation in enterprise	60	30		30			6							Exam (1)
6	Systems of decision support and knowledge management	45	30				15	6							Exam (1)
7	Machines engineering - operation	30							30					3	Grade
8	Computer aided manufacturing (CAM)	45							15		30			5	Grade
9	Organisation of production systems	45							30			15		6	Exam (2)
10	Engineering-managerial transitional thesis	90										90		8	Grade
11	Management of project and innovations	45							30			15		6	Exam (2)
Total number of hours:			150	30	60	30	15		105	30	30	120	0		
Total number of hours per semester (year)/ECTS:		570	285					30	285					30	
Number of examinations:		5	3						2						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2009

Stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	lb		lc	c	lb	p	s			
Main subjects																
1	Integrated systems of management	45	30		15			5								Exam (3)
2	Strategic management	45	30				15	5								Exam (3)
3	Optional subject	60	15				15	3	15				15	2		Grade
Total number of hours/ECTS:		150	75	0	15	0	30	13	15	0	0	0	15	2		
Subjects for speciality																
1	Non-renewable resources energetics	30	30					4								Grade
2	Basics of energy transformations	60	30	30				7								Exam (3)
3	Legal, economical and ecological aspects of energetics	45	15				30	5								Grade
4	Diploma seminar	45					15	1					30	2		Grade
5	Renewable hydropower and wind power	30							15	15				1		Grade
6	Renewable geothermal power	45							30	15				3		Exam (4)
7	Pro-ecological drives of machines and vehicles	30							30					2		Grade
8	Master's thesis													20		Grade
Total number of hours/ECTS:		285	75	30	0	0	45	17	75	30	0	0	30	28		
Total number of hours/ECTS:			150	30	15	0	75	30	90	30	0	0	45	30		
Total number of hours per semester (year):		435	270						165							
Number of examinations:		4	3						1							

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2009

Non-stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Main subjects																
1	Machines engineering - designing	28	14			14		5								Grade
2	Machines engineering - manufacturing	36	20		16			7								Exam (1)
3	Foreign language	36		18				2		18					2	Grade
4	Computer aided design (CAD)	28	14		14			4								Grade
5	Forecasting and simulation in enterprise	36	20		16			6								Exam (1)
6	Systems of decision support and knowledge management	28	14				14	6								Exam (1)
7	Machines engineering - operation	20							20						3	Grade
8	Computer aided manufacturing (CAM)	28							14		14				5	Grade
9	Organisation of production systems	28							14			14			6	Exam (2)
10	Engineering-managerial transitional thesis	60										60			8	Grade
11	Management of project and innovations	28							14			14			6	Exam (2)
Total number of hours:			82	18	46	14	14		62	18	14	88	0			
Total number of hours per semester (year)/ECTS:		356	174					30	182					30		
Number of examinations:		5	3						2							

Industrial Safety – I semester 4h
Library training - I semester 4h

Major: Management and production engineering
Specialization: Renewable resources energetics,
Recruitment: 2009

Non-stationary

Year II

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	28	14		14			5							Exam (3)
2	Strategic management	28	14				14	5							Exam (3)
3	Optional subject	40	10				10	3	10				10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2	
Subjects for speciality															
1	Non-renewable resources energetics	20	20					4							Grade
2	Basics of energy transformations	36	20	16				7							Exam (3)
3	Legal, economical and ecological aspects of energetics	28	14				14	5							Grade
4	Diploma seminar	38					14	1					24	2	Grade
5	Renewable hydropower and wind power	20							10	10				1	Grade
6	Renewable geothermal power	28							14	14				3	Exam (4)
7	Pro-ecological drives of machines and vehicles	20							20					2	Grade
8	Master's thesis													20	Grade
Total number of hours/ECTS:		190	54	16	0	0	28	17	44	24	0	0	24	28	
Total number of hours/ECTS:			92	16	14	0	52	30	54	24	0	0	34	30	
Total number of hours per semester (year):		286	174						112						
Number of examinations:		4	3						1						

Major: Management and production engineering

Specialization: Information Technologies in Production Engineering

Stationary

Recruitment: 2009

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Machines engineering - designing	45	30			15		5							Grade
2	Machines engineering - manufacturing	60	45			15		7							Exam (1)
3	Foreign language	60		30				2		30				2	Grade
4	Computer aided design (CAD)	45	15		30			4							Grade
5	Forecasting and simulation in enterprise	60	30		30			6							Exam (1)
6	Systems of decision support and knowledge management	45	30				15	6							Exam (1)
7	Machines engineering - operation	30							30					3	Grade
8	Computer aided manufacturing (CAM)	45							15		30			5	Grade
9	Organisation of production systems	45							30			15		6	Exam (2)
10	Engineering-managerial transitional thesis	90										90		8	Grade
11	Management of project and innovations	45							30			15		6	Exam (2)
Total number of hours:			150	30	60	30	15		105	30	30	120	0		
Total number of hours per semester (year)/ECTS:		570	285					30	285					30	
Number of examinations:		5	3						2						

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering**Specialization: Information Technologies in Production Engineering****Stationary****Recruitment: 2009****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	45	30		15			5							Exam (3)
2	Strategic management	45	30				15	5							Exam (3)
3	Optional subject	60	15				15	3	15				15	2	Grade
Total number of hours/ECTS:		150	75	0	15	0	30	13	15	0	0	0	15	2	
Subjects for speciality															
1	Intelligent optimization methods	60	30			30		8							Grade
2	Computer aided organization of production I	60	30		30			8							Exam (3)
3	Diploma seminar	45					15	1					30	2	Grade
4	Computer aided organization of production II	45							15				30	3	Exam (4)
5	Optional subject (for speciality)	30							15		15			1	Grade
6	Information systems in production management	45							15			30		2	Grade
7	Master's thesis													20	Grade
Total number of hours/ECTS:		285	60	0	30	30	15	17	45	0	15	30	60	28	
Total number of hours/ECTS:			135	0	45	30	45	30	60	0	15	30	75	30	
Total number of hours per semester (year):		435	255						180						
Number of examinations:		4	3						1						

Major: Management and production engineering

Specialization: Information Technologies in Production Engineering

Non-stationary

Recruitment: 2009

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Main subjects																
1	Machines engineering - designing	28	14			14		5							Grade	
2	Machines engineering - manufacturing	36	20			16		7							Exam (1)	
3	Foreign language	36		18				2		18				2	Grade	
4	Computer aided design (CAD)	28	14		14			4							Grade	
5	Forecasting and simulation in enterprise	36	20		16			6							Exam (1)	
6	Systems of decision support and knowledge management	28	14				14	6							Exam (1)	
7	Machines engineering - operation	20							20					3	Grade	
8	Computer aided manufacturing (CAM)	28							14		14			5	Grade	
9	Organisation of production systems	28							14			14		6	Exam (2)	
10	Engineering-managerial transitional thesis	60										60		8	Grade	
11	Management of project and innovations	28							14			14		6	Exam (2)	
Total number of hours:			82	18	40	30	14		62	18	14	88	0			
Total number of hours per semester (year)/ECTS:		356	174					30	182					30		
Number of examinations:		5	3						2							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering**Specialization: Information Technologies in Production Engineering****Non-stationary****Recruitment: 2009****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit
			lc	c	lb	p	s		lc	c	lb	p	s		
Main subjects															
1	Integrated systems of management	28	14		14			5							Exam (3)
2	Strategic management	28	14				14	5							Exam (3)
3	Optional subject	40	10				10	3	10				10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2	
Subjects for speciality															
1	Intelligent optimization methods	40	20			20		8							Grade
2	Computer aided organization of production I	36	20		16			8							Exam (3)
3	Diploma seminar	38					14	1					24	2	Grade
4	Computer aided organization of production II	28							14				14	3	Exam (4)
5	Optional subject (for speciality)	20							10				10	1	Grade
6	Information systems in production management	28							14			14		2	Grade
7	Master's thesis													20	Grade
Total number of hours/ECTS:		190	40	0	16	20	14	17	38	0	0	14	48	28	
Total number of hours/ECTS:			78	0	30	20	38	30	48	0	0	14	58	30	
Total number of hours per semester (year):		286	166						120						
Number of examinations:		4	3						1						

Major: Management and production engineering

Specialization: Safety

Recruitment: 2009

Non-stationary

Year I

No.	Name of subject	Number of hours	Semester 1					ECTS	Semester 2					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Main subjects																
1	Machines engineering - designing	28	14			14		5							Grade	
2	Machines engineering - manufacturing	36	20			16		7							Exam (1)	
3	Foreign language	36		18				2		18				2	Grade	
4	Computer aided design (CAD)	28	14		14			4							Grade	
5	Forecasting and simulation in enterprise	36	20		16			6							Exam (1)	
6	Systems of decision support and knowledge management	28	14				14	6							Exam (1)	
7	Machines engineering - operation	20							20					3	Grade	
8	Computer aided manufacturing (CAM)	28							14		14			5	Grade	
9	Organisation of production systems	28							14			14		6	Exam (2)	
10	Engineering-managerial transitional thesis	60										60		8	Grade	
11	Management of project and innovations	28							14			14		6	Exam (2)	
Total number of hours:			82	18	30	30	14		62	18	14	88	0			
Total number of hours per semester (year)/ECTS:		356	174					30	182					30		
Number of examinations:		5	3						2							

Industrial Safety – I semester 4h

Library training - I semester 4h

Major: Management and production engineering**Specialization: Safety****Recruitment: 2009****Non-stationary****Year II**

No.	Name of subject	Number of hours	Semester 3					ECTS	Semester 4					ECTS	Form of credit	
			lc	c	lb	p	s		lc	c	lb	p	s			
Main subjects																
1	Integrated systems of management	28	14		14			5								Exam (3)
2	Strategic management	28	14				14	5								Exam (3)
3	Optional subject	40	10				10	3	10					10	2	Grade
Total number of hours/ECTS:		96	38	0	14	0	24	13	10	0	0	0	10	2		
Subjects for speciality																
1	Designing of safety systems	30	10	10		10		5								Grade
2	Diploma seminar	38					14	1						24	2	Grade
3	Contemporary problems of safety	28	14	14				5								Grade
4	Biological hazards in the work environment	36	20				16	6								Exam (3)
5	Technical safety of machines and devices	20							10	10					2	Grade
6	Physical and chemical hazards in the work environment	40							20					20	4	Exam (4)
7	Master's thesis														20	Grade
Total number of hours/ECTS:		190	44	24	0	10	28	17	30	10	0	0	44	28		
Total number of hours/ECTS:			82	24	14	10	52	30	40	10	0	0	54	30		
Total number of hours per semester (year):		286	182						104							
Number of examinations:		4	3						1							

Main subjects:

ECTS credits
5

1. Course title

Engineering of machines – design (sem. I)

2. Course contents

1. The principles of statics. Degrees of freedom and constraints
2. Convergent and arbitrary system of forces. Determination of reaction forces support beams and trusses
3. Subject matter and scope of the strength of materials. Allowable stress. Hooke's Law
4. Tensile and compressive stress. Cutting and bending stresses. Torsion.
5. The complex stress states. Theories. Buckling. The safety factor of the structure.
6. The process of design - design and its structure. The principles of constructing machinery and equipment.
7. Ways to support the concept of seeking a solution - a review.
8. Methods for evaluating and selecting solution options.
9. Selected items from fields of design industry.
10. Connections - principles of operation of calculation and design

Tasks

1. The basic concept of geometry. Throws: central (perspective), parallel oblique (axonometry) throws Monge.
2. Mapping of elements: points, lines and planes in space, in axonometry and rectangular projections.
3. Normal arrangement of rectangular projections (European method). Examples of projections of elements of varying complexity.
4. Sections and permanent establishment of machine parts.
5. Fundamentals of dimensioning of objects: the dimensions of elements of drawing, principles of dimensioning, dimensioning elements characteristic ways.
6. Tolerance of size and fit. Tolerances on shape and location. Surface roughness.
7. Construction drawings of typical components: threaded connections, shafts, wheels and gears, bearings and sliding bearings, etc.
8. Assembly drawings - the rules for reading and drawing.

3. Prerequisites

The basic knowledge and abilities from material science, mechanics and endurance of materials, fluid mechanics and thermodynamics.

4. Learning outcomes

Students can solve simple beams and trusses and also perform strength calculations of simple elements. The scope of engineering graphics can reproduce the spatial blocks in a plane, in accordance with the convention of technical drawing.

5. Recommended reading

1. Osiński Z., Bajon W., Szucki T.: *Podstawy konstrukcji maszyn*. PWN 1978
2. Branowski B.(red): *Wprowadzenie do projektowania*. Wyd Nauk. PWN. Warszawa 1998
3. Moguncki K., Szyk W.: *Wytrzymałość materiałów*. PWN. Warszawa 1997.
4. Misiak J.: *Mechanika techniczna, Tom I. Statyka i wytrzymałość materiałów*. WNT 2003
5. Lewandowski T.: *Rysunek techniczny dla mechaników*. WSzIP, Warszawa 2003.

6. Type of course: Compulsory

7. Teaching team: Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	year
Lecture	15/14	I	1
Classes	15/14	I	1
Laboratory			
Project	15/14	I	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Tasks: realization of topics on classes and homework, written final test e.g. picture of the set object

10. Language of instruction: Polish

ECTS credits

2

1. Course title

Engineering of machines – design (sem. II)

2. Course contents

Lecture

1. The basic elements of movement
 - 1.1. Axles and shafts
 - 1.2. Deposition of the wheels on the ramparts - Push connections, wedge, keyways, etc.
 - 1.3. Plain bearings and bearings
2. Transmissions: the principle of basic relations, examples of constructions
 - 2.1. Gearing, Friction: cylindrical and conical
 - 2.2. Belt and chain transmissions
3. Clutches and brakes
4. Propulsion and control systems of hydraulic and pneumatic
5. Selection rules chips propulsion and steering
6. Problems of design manufacturability

Tasks

Design teams selected machinery such as clutch or gear

3. Prerequisites

Mechanical engineering design, engineering machinery manufacturing.

4. Learning outcomes

Students can calculate and design the selected nodes or groups of machines. They can analyze functional and energy propulsion systems.

5. Recommended reading

1. Osiński Z., Bajon W., Szucki T.: *Podstawy konstrukcji maszyn*. PWN 1978
2. Branowski B.(red): *Wprowadzenie do projektowania*. Wyd Nauk. PWN. Warszawa 1998
3. Moguncki K., Szyc W.: *Wytrzymałość materiałów*. PWN. Warszawa 1997.
4. Misiak J.: *Mechanika techniczna, Tom I. Statyka i wytrzymałość materiałów*. WNT 2003
5. Dobrzański T.: *Rysunek techniczny maszynowy*. Warszawa: WNT 2000
6. Lewandowski T.: *Rysunek techniczny dla mechaników*. WSzIP, Warszawa 2003.

6. Type of course

Compulsory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	year
Lecture	15/14	II	1
Classes			
Laboratory			
Project	15/14	II	1
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture written test. Project: on the basis of the design task

10. Language of instruction

Polish

ECTS credits

4

1. Course title

Engineering of machines – production (sem. I)

2. Course contents

Lecture

1. The essence of materials science. Classification and characteristics of different groups of materials: metal alloys, polymers, glass and composite materials.
2. Physico-chemical basis for construction materials. Phase transitions of metal alloys. The structure and properties.
3. Ferroalloy: classification, chemical composition, properties and applications.
4. Non-ferrous alloys: classification, chemical composition, properties and applications.
5. Polymeric materials and ceramics, and composites.
6. Principles of material selection in terms of design and technology
7. Raw materials and semi-finished and the rules of their selection in the construction machinery

Laboratory

Activities in the Laboratory of Materials consist of observations and experiments and then carrying out analysis of the structure and properties of materials used in construction machinery

3. Prerequisites

Basic knowledge of physics and chemistry in the field of study and degree or high school.

4. Learning outcomes

Students understand the essence of materials science is the relationship between the properties of strength, tribological, thermal, electrical, construction, etc. and the internal structure of materials. They can examine and analyze the test characteristics of different types of metallic and nonmetallic materials, depending on the requirements set. They can make the choice of materials in accordance with the requirements of design and technology.

5. Recommended reading

1. Ashby M.F., Johnes D.R. Materiały inżynierskie, WNT, Warszawa 1995
2. Ashby M.F. Dobór materiałów w projektowaniu inżynierskim, WNT Warszawa 1998
3. Dobrzański L.A. Materiałoznawstwo z podstawami nauki o materiałach, WNT, Warszaw 1996
4. Feld M.: Podstawy projektowania procesów technologicznych typowych części maszyn. WNT. Warszawa 2003
5. Erbl J.(red): Encyklopedia technik wytwarzania w przemyśle maszynowym Tom I i II. Wydawnictwo Politechniki Warszawskiej 1982

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	year
Lecture	15/14	I	1
Classes			
Laboratory	15/14	I	1
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture - written test,

Laboratory - the inclusion of a set of laboratory exercises

10. Language of instruction:

Polish

ECTS credits

4

1. Course title

Engineering of machines – production (sem. II)

2. Course contents

Lecture

Production process and technology and its structure. Documentation design and technological documentation.

Technology chipless forming: casting, metal forming and welding, and welding.

Fundamentals of machining - machining.

Basic technologies machining: turning, drilling, milling, planing.

Finishing: polishing, lapping etc.

Other types of metal: electro, electrochemical, fluid jets, etc.

Fundamentals of manufacturing machine parts from materials nonmetals

The technological process of assembling teams of machines and machinery.

Automation of manufacturing processes components and machine assemblies, ESP.

Project

Classes consist of design development process of a typical element (unit) machine-type machine shaft, sprocket, clutch disc, etc.

3. Prerequisites

Mechanical engineering - designing sem. I, engineering-manufacturing-machinery sem. I

4. Learning outcomes

Students acquire basic knowledge of the technologies used in modern industrial machines and equipment. For some typical examples, the ability to acquire the development process. Master a basic ability to identify the processes involved in the manufacture of machine parts and assemblies.

5. Recommended reading

1. Żebrowski H.(red) : Techniki wytwarzania. Obróbka wiórowa, ścierna i erozyjna. Oficyna Wydawnicza Politechniki Wrocławskiej. Wrocław 2004
2. Łunarski J., Szabajkiewicz W.: Automatyzacja procesów technologicznych montażu maszyn. WNT. Warszawa 1993.
3. Feld M.: Podstawy projektowania procesów technologicznych typowych części maszyn. WNT. Warszawa 2003
4. Poradnik Inżyniera Mechanika Tom 3, Zagadnienia technologiczne. WNT. Warszawa 1970.
5. Erbl J.(red): Encyklopedia technik wytwarzania w przemyśle maszynowym Tom I i II. Wydawnictwo Politechniki Warszawskiej 1982
6. Puff T. i Sołtys W.: Podstawy technologii montażu maszyn i urządzeń. WNT 1980.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/20	II	1
Classes			
Laboratory			
Project	15/16	II	1
Seminar			
Other			
Total student's workload	120		

9. Assessment methods:

Lecture - written exam,

Project - the completion of its own theme: The project process engineering element.

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

English

2. Course contents

1. Autopresentation , telling about yourself in the professional context, about your future career ambitions, interests, contemporary world./ 2 hours
2. Earning a Living. / 4hours
 - 2.1 Wages and living standards.
 - 2.2 Job roles and types- agriculture, industry, services.
 - 2.3 Applying for a job. Job interviews. Employer/ employee relationships.
3. Business correspondence. Practicing writing business letters/ 4 hours
4. Production and Sale of Goods and Services. / 4 hours
 - 4.1 Distribution: origin and destination of product.
 - 4.2 Retail and wholesale outlets: competition between small shops and supermarkets.
 - 4.3 New markets and products. Quality and customer service.
5. Business correspondence. Practicing writing internal reports / 4 hours
6. Exam task. Business-related text comprehension (On the basis of the material of LCCI Examinations Board, *How to Pass English for Business Third Level*)/4 hours
7. International Trade. / 4 hours
 - 7.1 Description of imports/exports.
 - 7.2 Changes in international markets.
 - 7.3 Economic problems in developing countries. Trade blocks e.g. EU, ASEAN, NAFTA.
8. Money. / 4 hours
 - 8.1 Methods of paying/ purchasing.
 - 8.2 Inflation and price changes.
 - 8.3 Banking services. Savings and investment.

3. Prerequisites: none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Third Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course: Obligatory

7. Teaching team: Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods: written test

10. Language of instruction: Polish

ECTS credits
2

1. Course title

English

2. Course contents

1. Transport / 4 hours
 - 1.1 Types of transport in Poland
 - 1.2 Transport for the individual versus transport for commerce and industry
 - 1.3 Local infrastructure for: road, rail, sea and air transport
2. Basic reading comprehension: business-related text and data conversion and reformulation/4 hours.
(On the basis of LCCI Examinations Board materials, *How to Pass English for Business Third Level*)
3. Communications/4 hours
 - 3.1 Media: TV, newspapers, Internet, advertising
 - 3.2 Information Technology: computers
 - 3.3 Communications: telephone, fax, e-mail
4. Business correspondence: letter writing practice/ 4 hours
5. Education / 4 hours
 - 5.1 Personal education
 - 5.2 The education system
 - 5.3 Training and skills
6. Travel and Tourism/ 4 hours
 - 6.1 The importance of travel to the individual
 - 6.2 Tourism and the local area
 - 6.3 Tourism in a nation's economy
7. Revision Practice before final written and oral examination/6 hours

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2), needed in the cooperation with foreign business partners in the field of Business English taking into account preparation and practice for LCCI English for Business exams (preliminary level, level 1, level 2, level 3). The student acquires sufficient language competence to communicate easily in various business contexts.

5. Recommended reading

1. *How to Pass English for Business Third Level*. The Official LCCI Examinations Board Guide.
2. Trappe, T., G. Tullis and Ch. Johnson. 2005. *Intelligent Business Intermediate*. Longman.
3. Sweeney, S. 2000. Business English. *Marketing*. Longman.
4. Flinders, S. 2000. Business English. *Intermediate*. Longman.
5. McKellen, J.S. 2000. Business English. *General Usage*. Longman.
6. Viney, P. and K. Viney. 1997. *Handshake. A Course In Communication*. Oxford University Press.
7. Comfort, J. 1995. *Speaking Effectively*. Cambridge University Press.

6. Type of course: Obligatory

7. Teaching team: Teachers of English.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods: written test

10. Language of instruction: Polish

ECTS credits
2

1. Course title

French

2. Course contents

Thematic scope of the course:

- hosting French delegation: dialogues at the train station, in a taxi, at the hotel
- information exchange by fax, eg appointing the date of a meeting
- discussing a public survey
- introducing oneself / introducing a guest to other people
- writing a business card, giving a business card to other people
- making appointment for a business meeting
- showing the way, providing a guided tour in the company
- national holiday, church holiday and other bank holiday in France and Poland
- introducing the company: the history, activity, legal form, business sector
- request for connecting with a selected department in a company/connecting the client with an appropriate office
- personal employment history, education
- Job interview
- Job advertisement
- writing a CV and cover letter

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. J.Delcos, B.Leclercq, M.Suvanto, Carte de visite, Français des relations Professionnelles, Didier, Paris, 2000
2. M. Danilo, J.L. Penfornis, Le français de la communication professionnelle, CLE international, Paris, 1993
3. O. Grand, C. Mikles, La correspondance personnelle, administrative et commerciale, CLE international, Paris, 1991
4. R. Lescure i inni, DELF 450 activités, Le nouvel entraînez-vous, CLE international, 2001

6. Type of course

Obligatory

7. Teaching team

Teachers of French.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

French

2. Course contents

Thematic scope of the course:

- Business invitation to a restaurant (in a letter or a phone call)
- “Savoir a vivre” at the table, indicating seating places to the guests, reacting to news, providing information about eating habits
- analysis of graph data, describing a graph (demography, economy, consumption, trade)
- selling a product and trade fair service: presentation, giving opinion, providing precise information about the product or service
- telephone or mail contact with a business partner: enquiry, request, offer
- formal elements of a business letter
- salutation and closing formula in private and business correspondence
- selected forms of commercial correspondence
- filling in a form, phrases typical for forms
- names of goods and services

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. J.Delcos, B.Leclercq, M.Suvanto, Carte de visite, Français des relations Professionnelles, Didier, Paris, 2000
2. M. Danilo, J.L. Penfornis, Le français de la communication professionnelle, CLE international, Paris, 1993
3. O. Grand, C. Mikles, La correspondance personnelle, administrative et commerciale, CLE international, Paris, 1991
4. R. Lescure i inni, DELF 450 activités, Le nouvel entraînez-vous, CLE international, 2001

6. Type of course

Obligatory

7. Teaching team

Teachers of French.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits
2

1. Course title

German

2. Course contents

Thematic scope of the course:

- hosting German delegation: dialogues at the train station, in a taxi, at the hotel
- information exchange by fax, eg appointing the date of a meeting
- discussing a public survey
- introducing oneself / introducing a guest to other people
- writing a business card, giving a business card to other people
- making appointment for a business meeting
- showing the way, providing a guided tour in the company
- national holiday, church holiday and other bank holiday in Germany and Poland
- introducing the company: the history, activity, legal form, business sector
- request for connecting with a selected department in a company/connecting the client with an appropriate office
- personal employment history, education
- Job interview
- Job advertisement
- writing a CV and cover letter

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

Kos J., Białek E.: *Niemiecki jako język biznesu. Vademecum z wzorami zdań i listów*, „Mit Vertrag zum Erfolg"

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

German

2. Course contents

Thematic scope of the course:

- Business invitation to a restaurant (in a letter or a phone call)
- “Savoir a vivre” at the table, indicating seating places to the guests, reacting to news, providing information about eating habits
- analysis of graph data, describing a graph (demography, economy, consumption, trade)
- selling a product and trade fair service: presentation, giving opinion, providing precise information about the product or service
- telephone or mail contact with a business partner: enquiry, request, offer
- formal elements of a business letter
- salutation and closing formula in private and business correspondence
- selected forms of commercial correspondence
- filling in a form, phrases typical for forms
- names of goods and services

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

Kos J., Białek E.: *Niemiecki jako język biznesu. Vademecum z wzorami zdań i listów*, „Mit Vertrag zum Erfolg”

6. Type of course

Obligatory

7. Teaching team

Teachers of German.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits
2

1. Course title

Russian

2. Course contents

Thematic scope of the course:

- hosting Russian delegation: dialogues at the train station, in a taxi, at the hotel
- information exchange by fax, eg appointing the date of a meeting
- discussing a public survey
- introducing oneself / introducing a guest to other people
- writing a business card, giving a business card to other people
- making appointment for a business meeting
- showing the way, providing a guided tour in the company
- national holiday, church holiday and other bank holiday in Russia and Poland
- introducing the company: the history, activity, legal form, business sector
- request for connecting with a selected department in a company/connecting the client with an appropriate office
- personal employment history, education
- Job interview
- Job advertisement
- writing a CV and cover letter

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedagog., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedagog., Warszawa 2006
3. Ałła Rodimkina, Zoya Rile, Nil Landsman, *Rossija siegodaynia. Teksty i upraźnienija*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course

Obligatory

7. Teaching team

Teachers of Russian.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	I	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits

2

1. Course title

Russian

2. Course contents

Thematic scope of the course:

- Business invitation to a restaurant (in a letter or a phone call)
- “Savoir a vivre” at the table, indicating seating places to the guests, reacting to news, providing information about eating habits
- analysis of graph data, describing a graph (demography, economy, consumption, trade)
- selling a product and trade fair service: presentation, giving opinion, providing precise information about the product or service
- telephone or mail contact with a business partner: enquiry, request, offer
- formal elements of a business letter
- salutation and closing formula in private and business correspondence
- selected forms of commercial correspondence
- filling in a form, phrases typical for forms
- names of goods and services

3. Prerequisites

none

4. Learning outcomes

The student acquires language abilities at one of the levels (A1-B2; depends on the language competence exam results). The student can describe selected professional situations, compare and discuss survey results, analyze tables, charts, statistics, provide main information presented in the professional texts. The student can present individual opinion and argument it. He acquires language skills needed in the cooperation with foreign business partners in the field of General English as well as acquires sufficient knowledge to pass TELC language examination (at appropriate level).

5. Recommended reading

1. Anna Pado, *Start. Ru. Język rosyjski dla początkujących*, 1, Wyd. Szkolne i Pedag., Warszawa 2006
2. Anna Pado, *Start. Ru. Język rosyjski dla średnio zaawansowanych*, 2, Wyd. Szkolne i Pedag., Warszawa 2006
3. Ałła Rodimkina, Zoya Rile, Nil Landsman, *Rossija siegodaynia. Teksty i upraźnienija*, wyd. Rea., Warszawa 2003
4. Czasopismo „Europa. Ru”

6. Type of course

Obligatory

7. Teaching team

Teachers of Russian.

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes	30/18	II	1
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

written test

10. Language of instruction:

Polish

ECTS credits
5

1. Course title

Computer Aided Design - CAD

2. Course contents

Lecture

1. Historical outline of the development of CAD/CAM systems.
2. Methods of representation of an engineering design.
3. Geometric constructions.
4. Methods of description of CAD 3D models in CAD systems.
5. Views, cross-sections and revolved sections, dimensioning.
6. Dimensional, geometrical and positional tolerances, as well as the principles of determining surface roughness.
7. Drawing joints.
8. Methods of modelling products.

Classes

The classes include practical exercises in solid modelling of geometry of machine parts in a CAD 3D system, assigning parameters and dimensions to the parts being designed, creating assemblies basing on previously modelled parts, and preparing 2D documentation.

3. Prerequisites

Getting credit for the subject "Computer-aided engineering work - CAM/CAD"

4. Learning outcomes

The students are familiar with the most recent CAD software for modelling 2D and 3D geometry, creating assemblies from previously designed components, and preparing 2D documentation for the designed machine parts. The students are familiar with basic problems connected with generating tool paths for NC machine tools. The students are familiar with procedure of defining a machining process on the example of 2D milling and drilling.

5. Recommended reading

Dobrzański T.: Rysunek techniczny maszynowy. Warszawa: WNT 2000

Zbiór Polskich Norm (PN) dotyczących rysunku technicznego, rysunku maszynowego i rysunku chemicznego.

Warszawa: Polski Komitet Normalizacyjny

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	I	1
Classes			
Laboratory	30/14	I	1
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Test, marks from individual classes

10. Language of instruction

Polish

ECTS credits

7

1. Course title

Forecasting and simulation in an enterprise

2. Course contents

Lecture

1. The role and possibilities of forecasting in an enterprise.
2. Macroeconomic conditions of energy input into production processes. Subjects of energy consumption.
3. Some problems of energy consumption determination in industry.
4. Measurability of economic categories the idea of quantitative variable.
5. Criteria of energy management in industrial plants.
6. Identification of energy input into industry.
7. Prognostic data and their analysis. Data base. Energetic audit.
8. Classification and characteristics of forecasting methods.
9. Methods of analysing the distribution of random variables.
10. Methods of analysing spatial diversity of energy demand. Econometric modelling. Taxonomic methods.
11. Computer systems aided energy management and forecasting in enterprise.
12. Description of computer programs.
13. Investigations with using computer program ENERGIA.
14. Characteristics of simulation methods and tools.
15. Examples of simulation and forecast in enterprises.

Classes

During the classes, students will learn in practice about methods of forecasting discussed during lectures.

3. Prerequisites

Fundamental knowledge of economy and mathematics

4. Learning outcomes

Students are able to define important problems in product processes, characterize and also compare analysis and forecast methods in enterprise, describe of computer programs aided forecasting, treat statistic data base, execute investigations with chosen computer program and interpret results.

5. Recommended Reading

1. Dittmann P., Prognozowanie w przedsiębiorstwie, Oficyna Wydawnicza, Kraków 2004.
2. Weiss Z.: Techniki komputerowe w przedsiębiorstwie. PWE, Warszawa 2004
3. Gajda J.: Prognozowanie i symulacja a decyzje gospodarcze. Wydawnictwo C.H.Beck, Warszawa 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	I	1
Classes			
Laboratory	30/16	I	1
Project			
Seminar			
Other			
Total student's workload	210		

9. Assessment methods

Laboratory - test, marks from individual classes; lecture – written exam

10. Language of instruction

Polish

ECTS credits

7

1. Course title

Decision - aiding systems and knowledge management systems

2. Course contents

Lecture

1. The core and structure of decision making process. Levels of making decision in organizations
2. Definition, functions and structure of decision aiding systems
3. Database for decision aiding system
4. Designing of decision aiding system
5. Techniques, tools and methods, used in decision aiding systems
6. Decision aiding systems and knowledge management
7. The core and aims of knowledge management in organization. Types of knowledge resources in organization
8. The structure of knowledge management process. Levels of knowledge management in organization.
9. Designing of knowledge management system.
 - a. Winning of knowledge
 - b. Recording and verification of knowledgebase
 - c. Knowledge measurement .
10. Implementation and use of knowledge management system in an organization.

Classes

1. Designing of knowledge management system.
2. Designing of decision-aiding systems
3. Knowledge measurement .

3. Prerequisites

To pass the subject: Basics of management

4. Learning outcomes

Student knows subject in introducing of scope of knowledge management and decision-aiding systems as well as methods and techniques used in these areas of organization management. Student knows and can development of abilities in designing of knowledge management systems and decision making processes, which use proper techniques and tools .

5. Recommended reading

1. Flakiewicz W. Systemy informacyjne w zarządzaniu. Uwarunkowania, technologie, rodzaje. Wyd. C.H.Beck, Warszawa 2002
2. Kowalczyk A., Nogalski B. Zarządzanie wiedzą. Koncepcja i narzędzia. Wyd. Difin, Warszawa 2007
3. Morawski M.. Zarządzanie wiedzą. Organizacja – system - pracownik . Wydawnictwo Akademii Ekonomicznej we Wrocławiu 2006

6. Type of course

Obligatory

7. Teaching team

Department of Sciences on Enterprise and Marketing

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	I	1
Classes			
Laboratory			
Project			
Seminar	15/14	I	1
Other			
Total student's workload	210		

9. Assessment methods

Test, project; written exam

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Engineering of machines - exploitation

2. Course contents

1. Problems of exploitation consuming materials
 - a. Endurance tiredness. Brittle cracking.
 - b. The friction and his kinds: wear and tear tribologiczne and erosional.
 - c. Corrosion wear and tear and kawitacyjne
2. The exploitation but the use
 - a. The definition of the exploitation and uses
 - b. The learning but the exploitation of technical buildings – of machines
3. Reliability of technical devices – of machines
 - a. Comprehending the reliability. Characteristics of the reliability of the machine.
 - b. The theory of the reliability, structures of the reliability and methods of estimating parameters of the reliability
 - c. Damage and survey methods of the reliability of technical buildings
 - d. Providing with the reliability rating
4. Technical diagnostics
 - a. Methods and techniques of diagnostics
 - b. Places and the role of diagnostics in the work of a machine and of machine systems
 - c. Computer systems of diagnostics of machines and devices
5. Monitoring
 - a. System structure of the monitoring
 - b. The task and functions of the monitoring system
 - c. Examples of monitoring machines and the production lines

3. Prerequisites

Basic knowledge in mathematical statistics, material science and engineering of machines – designing and producing.

4. Learning outcomes

Getting the basic knowledge about the process of the exploitation, inducers wearing out of elements and assemblies of machinery and about ways of diagnostics and monitoring. Purchasing of basic abilities analysing both identifying causes of the failure of machines and devices

5. Recommended reading

1. Lawrowski Z.: *Tribologia – tarcie zużycie i smarowanie*. Wyd. Naukowe PWN Warszawa 1993.
2. Dietrich M. (red): *Podstawy konstrukcji maszyn Tom I*. PWN Warszawa 1986
3. Murzewski J.: *Niezawodność konstrukcji inżynierskich*. Arkady Warszawa 1989
4. Przychodzień T.(red): *Eksplotacja maszyn roboczych w warunkach zimowych*. WNT. Warszawa 1990.
5. Kubiński W.: *Wprowadzenie do techniki. Rola i miejsce techniki w gospodarce oraz życiu społecznym*.

6. Character of the subject: Compulsory

7. Teaching team: Department of Production Engineering and Logistics.

8. Course structure:

Form	Number of hours	Semester	year
Lecture	30/20	II	1
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture run in the classic way with a large stake of visual means. Certain parts of material for independent drawing up by students

10. Lecture tongue: Polish

ECTS credits
4

1. Course name

Computer Aided Manufacturing (CAM)

2. Course contents

Lecture

Thematic scope:

1. Review of NC machine tools and control systems
2. Structure of a NC program, interpolations
3. Machining cycles, correction of a tool.
4. Methods of geometric modelling, modelling of assumptions, data exchange.
5. Paths of tools for NC machine tools.
6. Machining operations (drilling, milling, etc.).
7. Modelling of post-processors.
8. Designing and optimisation of manufacturing processes.

Laboratory

Preparing a drawing for the CAM module, generating a tool path for NC machine tools, generating a NC program basing on CLDATA data obtained in CAM software. Within learning about CAM systems, the milling and turning modules will be presented. In addition, participants in the classes will familiarize themselves with the post-processor generation module. The classes will be conducted with the use of CAD/CAM systems.

3. Prerequisites

Passed "Computer-aided engineering work - CAM/CAD" course.

4. Learning outcomes

Students are able to: specify the features and functionalities of CAM systems, describe the rules of machine tool controlling, use the geometry modeling methods in technological processes design, operate CAM tools on semi-advanced level, among others: prepare a drawing for the CAM module, evaluate the drawing correctness and accuracy, generate a tool path for NC machine tools, generate a NC program basing on CLDATA data obtained from CAM software, use the milling module for preparing a tool path, use turning module for preparing a tool path, describe the role and application of post-processors, develop the post-processor using creator, apply the post-processor. Analyze the optimization problems of manufacturing processes, choose optimal machining method and motivate the choice.

5. Recommended reading

1. Laboratory instructions
2. Micielić M., Wiśniewski W.: „Komputerowe wspomaganie projektowania procesów technologicznych”, PWN, Warszawa, 2005
3. Grzesik W., Niesłony P., Bartoszek M.: „Programowanie obrabiarek NC/CNC”, WNT, Warszawa, 2006
4. Fitzpatrick M., "Machining and CNC technology", McGraw-Hil, Boston, 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Networks, Electronics and Telecommunication

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	II	1
Classes			
Laboratory	30/14	II	1
Project			
Seminar			
Total student's workload	120		

9. Assessment methods

Lecture: test, Laboratory: marks from individual classes

10. Language of instruction

Polish

ECTS credits

5

1. Course title

Organization of Production Systems

2. Course contents

Lecture

1. Introduction to design of modern production systems (goals and principles of design, methodology of design of manufacturing systems)
2. Conditionings of organizing of production systems (organization of production to stock, on order, specifics of design of mass, serial and single-unit production)
3. Constructional preparation of production (procedure of product design, descriptions of product structure)
4. Technological preparation of production (procedure of technical preparation of production, descriptions of processing and treatments, descriptions of resources)
5. Designing production structure (meaning and principles of production structure design, organizing technological and objective structures)
6. Design of production layout
7. Organizing of production timing (procedure for single processes timing, planning of recurring processes – scheduling)
8. Modelling and simulation of production systems (principles and procedures of simulation of production)
9. Future concepts of organization of production systems (agile production, mass customization)

3. Prerequisites

Introduction to Production Management

4. Learning outcomes

Students are able to order procedures of production management in plants, define conditionings of organizing of production systems, classify and compare the methods adapted in organizing of production systems, design of technological structures, also model and simulate production systems.

5. Recommended reading

1. Weiss Z.: Techniki komputerowe w przedsiębiorstwie. Wyd. Politechniki Poznańskiej, Poznań 2008.
2. Sławińska M.: Podstawy ekonomiki przedsiębiorstwa. Wyd. Akademii Ekonomicznej, Poznań 2005.
3. Pająk E.: Zarządzanie produkcją. Produkt, technologia, organizacja. PWN, Warszawa, 2006.
4. Bozarth C. i in.: Wprowadzenie do zarządzania operacjami i łańcuchem dostaw. Hellion, Gliwice, 2007.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	II	1
Classes			
Laboratory			
Project	15/14	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Tests, projects, examinations

10. Language of instruction

Polish

ECTS credits
5

1. Course title

Pre – Final Project: Design – Managerial Project

2. Course contents

1. Mini lecture dealing with systems propulsive
2. Design technique
3. Designing the arrangement of the system propulsive.
 - a. Preliminary structural-technological.
 - b. Choice of the best answer according to dominant criteria.
 - c. Calculations – selection of elements.
 - d. Appointing static characteristics of arrangement
4. Technology of carrying out the agreement of the plumbing drive
 - a. Technology of the assembly
 - b. Establishing the concept of automation of production.
 - c. Establishing the production plan of the product.
 - d. Establishing specifications of workmanship and costs account
5. Economic-managerial issues.
 - a. Estimating production costs.
 - b. Ways of advertising products.
 - c. Forms of technological documentation.
 - d. Methods of production planning.
 - e. Preparing specifications of workmanship and costs account

3. Prerequisites

Engineering of machines – designing and producing, costs account, marketing

4. Learning outcomes

Abilities: their purpose is getting mechanical, economic and managerial abilities in the synthesis of the knowledge in many diverse areas.

5. Recommended reading

1. Garbacik A.: Studium projektowania układów hydraulicznych, Ossolineum 1997.
2. Kurmaz L. W., Kurmaz O. L. Projektowanie węzłów i części maszyn
3. Osiński Zb. Podstawy Konstrukcji Maszyn PWN Warszawa 1999.
4. Projektowanie procesów technologicznych – seria skryptów PWR.
5. Kotler F.: Marketing. Zarządzanie. Analiza. Planowanie. Wdrażanie, PWE 1994

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Presentations of stages of labor, report of accomplished project.

10. Language of instruction:

Polish

ECTS credits
5

1. Course title

Semester project

Design of a hydraulic installation in the water heat distribution system.

2. Course contents

Project:

Components of the water heat distribution systems – heat sources, heat-carrying agents, thermal centre, heat transfer and distribution networks. Principles of heat distribution networks selection and design – determination of quantity of the heat required, selection of structural components – pipes, pumps and devices for network operation control. Operation of heat distribution systems. Adjustment of parameters required for optimum heat distribution network operation. Investment and operational costs analysis of designed system and assessment of possibilities for their minimization.

3. Prerequisites

Basic knowledge about energy auditing

4. Learning outcomes

Skills in formulating main problems concerning construction and exploitation of the water heat distribution system. Ability of indication of technical modernization directions for operational costs minimization of the heat distribution system.

5. Recommended reading

1. Górecki J., *Sieci ciepłne*, Oficyna wydawnicza Politechniki Wrocławskiej, Wrocław 1997
2. Strzechowiak E., *Energooszczędne układy zaopatrzenia budynków ciepło*, Envirotech, Poznań 1994
3. Krygier K., *Sieci ciepłownicze*, Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 1999
4. Kotler F., *Marketing, zarządzanie, analiza, planowanie, wdrażanie*, PWE, Warszawa 1994
5. Materiały konferencyjne, *Racjonalne zaopatrzenie w ciepło*, Politechnika Rzeszowska, Rzeszów 1998
6. Siuta B., *Strategia zarządzania produktem*, Oficyna Wydawnicza Ośrodka Postępu Organizacyjnego, Bydgoszcz 1996.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Semester report and activity

10. Language of instruction

Polish

ECTS credits
5

1. Course name

Project of logistic processes in supply logistics - transitional work engineering-managerial

2. Course description

1. Supply activities in supply chain
2. Supply in enterprises
3. Purchase
4. Business negotiation
5. Strategic decisions in supply logistics
6. Warehousing
7. Logistic costs in supply activities
8. Logistic centres as an element of supply chains

Classes

Complex project of logistics processes in supply logistics

1. Choice of trade: description and strategic analysis
2. Description and activities of firm
3. Identification of logistic processes in supply logistics
4. Methods, techniques of purchasing
5. Classification of purchasing goods
6. Organization of purchasing
7. Quality of purchasing goods
8. Warehousing designing
9. Stock management
10. Prices and costs
11. Evaluation and choice of suppliers
12. Measurement of supply logistics processes' efficiency

3. Prerequisites: Logistics in Enterprise, Supply Chain Management, Supply Logistics

4. Learning outcomes

Students can project logistic process in enterprises based on strategic analysis which they can also do by themselves. They can also do critical analysis of existing solutions in firm.

5. Recommended reading

1. C. Bozarth, R.B. Handfield: *Wprowadzenie do zarządzania operacjami i łańcuchem dostaw*, Wyd. Helion, Gliwice 2007.
2. J.J. Coyle, E.J. Bardi, C.J. Langley Jr.: *Zarządzanie logistyczne*, Wyd. PWE, Warszawa 2002.
3. J. Bendkowski, G. Radziejowska: *Logistyka zaopatrzenia w przedsiębiorstwie*, Wyd. Politechniki Śląskiej, Gliwice 2005.
4. J. Bendkowski, M. Kramarz: *Logistyka stosowana. Metody, techniki, analizy. Część I i II*, Wyd. Politechniki Śląskiej, Gliwice 2006.
5. K. Lyons: *Zakupy zaopatrzeniowe*, Wyd. PWE, Warszawa 2004.

6. Type of course: Obligatory

7. Teaching team: Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	Year
Lectures			
Classes			
Laboratories			
Projects	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods: Classes - projects

10. Language of instruction: Polish

ECTS credits

5

1. Course title

Engineering – management promotion study

2. Course contentsLecture and Classes

Minilecture of basic methods of products design: process and structure of project, types of products, design of products. Design of products, start claims of construction and technology for selected assortment of products, productions and technological requirements, calculation and selection of project parts (balance sheet) determination of products characteristic due to recent technical and economical achievements, selection of production technology, technical design of product. Production technology of selected parts and semiproducts, elaboration of conception of product. Elaboration of technical condition of product manufacturing and packaging. Management – economical problems of creating product: estimation of production costs, series size and organization of production, methods of production planning. Marketing of designed product.

3. Prerequisites

Costs account. Marketing.

4. Learning outcomes

The students are familiar with the basic concepts and theories of many sciences, first of all technical, economical and management. Lecture and classes contain introduction-minilecture of resigning of products project classes – calculation, selection of parts, technological process, elaboration of documentation presentation and defense of project

5. Recommended reading

BASIC LITERATURE:

1. *Wprowadzenie do projektowania*. Red. B. Baranowski. PWN Warszawa 1998.
2. Szymczak Cz.: *Elementy teorii projektowania*. PWN Warszawa 1998.
3. Rutkowski J.P.: *Rozwój nowego produktu. Metody i uwarunkowania*. PWE Warszawa 2007.
4. Gorchels L : *Zarządzanie produktem. Od badań i rozwoju do budżetowania i reklamy*. Wyd. Helion, Gliwice, 2007.
5. Kotler F.: *Marketing. Zarządzanie. Analiza. Planowanie. Wdrażanie*, PWE 1994.

SUPPLYING LITERATURE:

1. Zuber R.: *Planowanie i kierowanie przygotowaniem produkcji*. PWN Warszawa 2000.
2. Pająk E.: *Zarządzanie produkcją. Produkt, technologia, organizacja*. PWN Warszawa 2006.
3. Waters D.: *Zarządzanie operacyjne. Towary i usługi*. WN PWN Warszawa 2001.
4. Katalogi, normy i zarządzania dotyczące produktów.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Realization, presentation and defense of project.

10. Language of instruction

Polish

ECTS credits
5

1. Course title

Project of a plumbing drive – transitional work engineering-managerial

2. Course contents

6. Mini lecture dealing with plumbing systems (HS)
7. Design technique
8. Designing the arrangement of the plumbing drive of a chosen machine.
 - a. Preliminary structural-technological HS assumptions.
 - b. Choice of the best answer according to dominant criteria.
 - c. Calculations – selection of elements.
 - d. Appointing static characteristics of arrangement
9. Technology of carrying out the agreement of the plumbing drive
 - a. Technology of the assembly
 - b. Establishing the concept of automation of production.
 - c. Establishing the production plan of the product.
 - d. Establishing specifications of workmanship and costs account
10. Economic-managerial issues.
 - a. Estimating production costs.
 - b. Ways of advertising products.
 - c. Forms of technological documentation.
 - d. Methods of production planning.
 - e. Preparing specifications of workmanship and costs account

3. Prerequisites

Engineering of machines – designing and producing, costs account, marketing

4. Learning outcomes

Acquisition of basic knowledge of hydraulic systems. Understanding hydraulic drive system based on its schedule. Ability to make calculations and selection of typical components of the system. Ability to sketch and installation of hydraulic power. Ability to estimate the manufacturing costs and expenses of its operation

5. Recommended reading

1. Garbacik A.: Studium projektowania układów hydraulicznych, Ossolineum 1997.
2. Stryczek S.: Napęd hydrauliczny, WNT Warszawa 1984.
3. Projektowanie procesów technologicznych – seria skryptów PWR.
4. Kotler F.: Marketing. Zarządzanie. Analiza. Planowanie. Wdrażanie, PWE 1994

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Presentations of stages of labor, report of accomplished project.

10. Language of instruction:

Polish

ECTS credits
5

1. Course name

Industrial product design – intermediate engineering- managers work

2. Course contents

Presentation of the product design principles, including types, characteristics, life cycle and packaging products. Basic elements of the design process is established, the requirements, design, plan production and technology of production and economic and managerial issues.

3. Prerequisites

Designing and manufacturing of products, cost accounting, marketing.

4. Learning outcomes

Students are able to characterize the essential elements of process design and product design. They are able to develop a preliminary assumptions and general technological requirements, choose the best solution and develop correct production technology and production plan as well as to develop conditions for the implementation and delivery. Estimate the cost of production, offer a means to promote, identify the volume in relation to the organization of production and prepare the technical implementation and delivery.

5. Recommended reading

1. *Wprowadzenie do projektowania*. Red. B. Baranowski. WN PWN: Warszawa 1998
2. Szymczak Cz. *Elementy teorii projektowania*. WN PWN Warszawa 1998
3. Rutkowski J.P., *Rozwój nowego produktu. Metody i uwarunkowania*. PWE Warszawa 2007
4. *Projektowanie procesów technologicznych – seria skryptów PWr.*
5. Kotler F., *Marketing. Zarządzanie. Analiza. Planowanie. Wdrażanie*. PWE Warszawa 2001

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics.

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials			
Laboratory			
Project	75/46	II	1
Seminar			
Other			
Total student's workload	150		

9. Assessment methods:

Completion of the assumed stages of writing a paper.

10. Language of instruction:

Polish

ECTS points
5

1. Course title

Project and innovation management.

2. Course contents

Lectures:

The essence and kinds of projects (undertakings) and their features. Functional problems of project management. Institutional problems of project management. Personnel problems of project management. Selected methods of project management. The essence of innovation and factors shaping innovativeness. Organisation and structure of the process of innovation management. Methods and techniques of creative thinking used in innovation management. Technical and economic evaluation of innovative projects.

Project:

Case exercises based on the subject curriculum.

3. Prerequisites

Passing the "Decision support systems and knowledge management" course.

4. Learning outcomes:

Having acquired the project and innovation management knowledge and other areas of studies the students are able to:

- identify the essence and kinds of projects (undertakings) and their features,
- organise the process of preparation and implementation of projects,
- prepare organisational structures for the implementation of projects and organise a project team,
- plan the process of project implementation (project cost estimate) and estimate the implementation risk,
- compare project management information systems,
- identify the essence of innovation and factors shaping innovativeness,
- present selected methods and techniques of creative thinking used in innovation management,
- make a technical and economic evaluation of innovative projects, depending on market conditions and the type of organization.

5. Recommended reading

1. Burton c., Michael N.: *Zarządzanie projektami* [Project Management], Wyd. ASTRUN [ASTRUN Publishing House], Wrocław 1999,
2. Davidson F.I. *Zarządzanie projektami w organizacjach* [Project Management in Organisations], WIG – Press, Warszawa 2001.
3. Drucker P.F. *Innowacje a przedsiębiorczość* [Innovations and entrepreneurship], Wyd. PWE [PWE Publishing House], Warszawa 1996.
4. Chony Y., Brown E.M. *Zarządzanie ryzykiem projektu* [Project risk management], Wydawnictwo ABC [ABC Publishing House], Kraków 2001.
5. Kasprzak W. Pelc K.: *Wyzwania technologiczne- prognozy i strategie* [Technological challenges – prognoses and strategies], Wydawnictwo Profesjonalnej
6. Szkoły Biznesu [Profesjonalna Szkoła Biznesu Publishing House], Kraków 1999.
7. M. Brzeziński red., *Zarządzanie innowacjami technicznymi i organizacyjnymi* [Management of technical and organisational innovations], Wydawnictwo Difin [Difin Publishing House], Warszawa 2001

6. Type of course: Obligatory

7. Teaching team: Department of Business Administration and Marketing Management

8. Course structure:

Form	Number of hours	Semester	Year of studies
Lectures	30/14	II	1
Exercises			
Laboratories			
Projects	15/14	II	1
Seminars			
Other			
Total student workload	150		

9. Assessment methods: lectures – pass/fail, seminar – pass/fail

10. Language of instruction: Polish

ECTS credits
5

1. Course title

Integrated management systems

2. Course contents

Lecture

Introduction to the integration of the processes management, classifications, the areas of uses MIS and TI. Phasis for the methodology of the analysis, preparation, projecting, implementation, evaluation and modification. The integrated systems of the management and of the quality , environment, safety management (ISO 9001, 14001, 27001, 22000, 20000, OHSAS 18001). Functions and business scenarios, tool environment. Business processes modelling methods.

Chain of the value analysis (chain value and mapping). MRP, MRPII, ERP systems, implemented methods and algorithms. Functionality and algorithms for chosen modules (MM, SD, PP, FI, CO). The conceptions of the virtual enterprise (VE), extended enterprise (EE), fractal enterprise (FE). The systems of the class BI, MIS, DSS, KBS. Outsourcing and hosting services. Information safety management, the critical factors of the safety.

Laboratory

Optimisation and simulation in the business management. Algorithms, tools and solving methods.

3. Prerequisites

Production systems organization; Decision support and knowledge management systems.

4. Learning outcomes

Be able to use the basic algorithms of optimization, simulation and other operation research methods. Understanding the functionality of the MIS, EIS, DSS and BI systems .

5. Recommended reading

1. Pod red. E. Kolbusza, W. Olejniczaka, Z. Szyjewskiego, Inżynieria systemów informatycznych w e-gospodarce, Polskie Wydawnictwo Ekonomiczne, Warszawa, 2005
2. P.Adamczewski, Zintegrowane systemy informatyczne w praktyce, Wyd. Mikom, Warszawa, 2003
3. P. Lech, Zintegrowane systemy zarządzania ERP i ERP II – wykorzystanie w biznesie, wdrażanie, Wyd. Difin, Warszawa, 2003
4. A. Kijewska, Systemy informatyczne w zarządzaniu, Wyd. Politechniki Śląskiej, Gliwice, 2005
5. E. Oz, Management Information Systems, International Thomson Publishing, Cambrige, 1998
6. C. Evans, Zarządzanie wiedzą, PWE, Warszawa, 2005

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	III	2
Classes			
Laboratory	15/14	III	2
Project			
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

Exam, laboratory reports.

10. Language of instruction

Polish

ECTS credits
5

1. Course title

Strategic management

2. Course contents

Lecture

Basics of strategy and strategic management. Strategic management schools review. Modern management concepts vs. strategic management. Strategic planning. Strategic Information System. Growth and defense strategy review. Competitive strategy review. Relations strategy review. Internationalization and globalization strategy review. Formulation and assessment of strategic options. Strategy implementation. Strategic controlling.

Seminar

Macro-environment analysis methods. Competitive environment analysis methods. Resource and competence analysis methods. Strategic positioning methods.

3. Prerequisites

Basics of management.

4. Learning outcomes

Skills and competences: ability to use strategic management rules while formulating strategy.

5. Recommended reading

1. Gierszewska G., Romanowska M., Analiza Starewicza przedsiębiorstwa, PWE, Warszawa 2009.
2. Pierścionek Z., Strategie konkurencji i rozwoju przedsiębiorstwa, PWN, Warszawa 2009.
3. Romanowska M., Planowanie strategiczne w przedsiębiorstwie, PWE, Warszawa 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Enterprise Studies and Marketing Management.

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	III	2
Classes			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Total student's workload	150		

9. Assessment methods

seminar assignment and lecture exam

10. Language of instruction

Polish

ECTS credits
3

1. Course title

Employee motivation within production systems

2. Course contents

Lecture and Classes

Meaning of motivation and motivating. Motivational tools and instruments. Principles of human resources management as the basis for modern motivation. Specifics of motivation in production systems. Motivation by wages. Meaning, structure and functions of wages. Non-financial material motivation. Modern tendencies in motivation by wages. Centres of responsibility in production systems and principles of their creation. Non-material motivation, its meaning, tools and instruments.

3. Prerequisites

none

4. Learning outcomes

Knowledge of the range of tools on methods of motivation in production systems. Ability to assess and design motivational systems.

5. Recommended reading

1. Borkowska S. Strategie wynagrodzeń Dom Wydawniczy ABC, 2001
2. Kopertyńska M. W. *Motywowanie pracowników . Teoria i praktyka .* Wyd. Placet, 2008

6. Type of course

Optional subject

7. Teaching team

Department of Economics and Management

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	III	2
Classes			
Laboratory			
Project			
Seminar	15/10	III	2
Other			
Total student's workload	90		

9. Assessment methods

Test

10. Language of instruction

Polish

Punkty ECTS
3

1. Course title

Logistic Project Management

2. Course contents

Lecture

1. Intruduction to project management
2. Functional problems of project management
3. Institutional problems of project management
4. Personal problems of project management
5. Methods of project management
6. Project risk

Seminar

Creating the logistic project of chosen problem based on tools, which were known during lectures.

3. Prerequisites:

None

4. Learning outcomes

Students are able to plan the project work, to create the path of activities, point the time of project, estimate the project risk, to evaluate the project

5. Recommended reading

1. M. Kasperek, *Planowanie i organizacja projektów logistycznych*. Wyd. AE, Katowice 2006
2. N. Mingus, *Zarządzanie projektami*. Wyd. Helion, Gliwice 2009
3. M. Trocki, B. Grucza, K. Ogonek, *Zarządzanie projektami*. Wyd. PWE, Warszawa 2003

6. Type of course:

Optional lecture

7. Teaching team:

Departament of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lectures	15/10	III	2
Classes			
Laboratories			
Projects			
Seminar	15/10	III	2
Other			
Total student's workload	90		

9. Assessment methods:

lectures – written test, seminar - project

10. Language of instruction:

Polish

ECTS credits
2

1. Course title

Energy saving modernization of building with using of renewable sources of energy

2. Course contents

Lecture

Techniques and technologies of solar power energy usage as well as energy usage of water, air, soil and energy of renewable fuels. Sun collectors and photovoltaic cells, heat pumps, fans and micro – water plants, cogeneration devices. Economical evaluation of energy saving projects allowing usage of energy out of renewable sources.

Seminar

Presentation of devices and installations used to conversion of energy from renewable sources to the form of energy that could be used in buildings. Economical evaluation of profitability of renewable energy out of selected sources considering climate conditions of Poland. Modernization conception of chosen buildings.

3. Prerequisites

None

4. Learning outcomes

The student is able to develop on his own technical and economical assumptions of chosen Energy saving projects where solar power, thermal energy of soil, water or air is used; kinetic energy of wind or water; energy of renewable fuels.

5. Recommended reading

1. *Ogrzewnictwo, klimatyzacja, ciepła woda, chłodnictwo 2008/2009*, Recknagel, Sprenger, Schramek, Omni-Scala 2008
2. *Termomodernizacja budynków dla poprawy jakości środowiska: poradnik dla audytorów energetycznych, inspektorów środowiska, projektantów oraz zarządców budynków i obiektów budowlanych*, Norwisz J., et al., Gliwice 2004.
3. Bonca Z., Lewiński A., *Termorenowacja budynków mieszkalnych: Aspekt techniczny i ekonomiczny*, IPPU MASTA, 2000.

6. Type of course

Optional subject

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes			
Laboratory			
Project			
Seminar	15/10	IV	2
Other			
Total student's workload	60		

9. Assessment methods

Lecture - written test,

Seminar – self conception of energy saving modernization.

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Management and rationalization in production plants

2. Course contents

Lecture

1. The ideas applied in management theory. Definition of effective management in enterprises. New trends in management methods.
2. Integrated system of management procedures. Systems of quality management – ISO.
3. Interior and exterior connections in production plant. The marketing operation.
4. The technical-economic potential of the plant. The evaluation of effective management.
5. The actual problems of rationalization in production process – definition and purpose.
6. Stages of rationalization in production processes. The economic effects of rationalization.
7. The economic research into administration of saving energy machines, devices and technology.
8. Functions and rules product prices determination. The mathematical model of economic plant.
9. The competition in supply market. The suppliers certificates.
10. The ecological damage of production processes – allowable limits according to UE.

Seminar

Students describe organizational and production schemes of the chosen plant. They consider management system, define interior and exterior connections in production plant (bank, cooperation) and also marketing operation. They conduct auditing and propose examples of rational waste utilization in industrial plants.

3. Prerequisites

Elementary knowledge of physics, mathematics and economy.

4. Learning outcomes

Students can specify the ideas applied in management and rationalization theory. They are able to compare the economic effect in industrial plants, define the criterions of price determination and make analysis the they estimate possibility of rational waste utilization in industry.

5. Recommended reading

1. Wnukowska B.: Metodyka analizy i prognozowania potrzeb energetycznych odbiorców przemysłowych na rynku energii. Wyd. Politechniki Wrocławskiej, Wrocław 2005.
2. Szargut J. i in.: Racjonalizacja w zakładach przemysłowych. Fundacja Poszanowania Energii, Warszawa 2004.
3. Górzyński J.: Audyting energetyczny obiektów przemysłowych. Fundacja Poszanowania Energii, Warszawa 2005.
4. Kumider J.: Utylizacja odpadów przemysłowych. Aspekty towaroznawcze i ekologiczne. Wyd. AE, Poznań 2006.

6. Type of course

Optional subject

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes			
Laboratory			
Project			
Seminar	15/10	IV	2
Other			
Total student's workload	60		

9. Assessment methods

Lecture – written test, seminar - presentation

10. Language of instruction

Polish

Subjects for speciality: Renewable resources energetics

ECTS credits
4

1. Course title

Energetics of the unrenrenewable sources

2. Course contents

Lecture

1. Energy in the world - resources and exploitation of energy.
2. The unrenrenewable energy.
 - 2.1. Chemical energy – solid, fluid and gaseous fuels.
 - 2.2. Nuclear energy- splited fuels.
3. The usefulness sorts of energy carriers.
 - 3.1. The secondary energy carriers.
 - 3.2. Electric energy.
 - 3.3. The thermal energy.
4. Generation of thermal energy - classic thermal and nuclear power stations.
5. Electric current generation.
 - 5.1. Classic power stations (condensing stations).
 - 5.2. Gaseous power stations.
 - 5.3. Gaseous-steam power stations.
 - 5.4. Nuclear power stations.
6. Associated generation of energy carriers.
 - 6.1. Steam electrothermal power stations.
 - 6.2. Gaseous electrothermal power station.
 - 6.3. Gaseous-steam electrothermal power stations.
 - 6.4. Small cogeneration blocks (CHP)
7. Energetics in natural environment.
 - 7.1. Conversion process reaction with natural environment.
 - 7.2. Examination of environment charges.

3. Prerequisites: Basic knowledge of fluid mechanics and thermal-dynamics.

4. Learning outcomes

Students can classify unrenrenewable energy resources, compare power stations and analyze usefulness sorts of energy carriers.

5. Recommended reading

1. Chmielniak T.: Technologie energetyczne. WNT, Warszawa 2008.
2. Laudyn D. i in.: Elektrownie. WNT, Warszawa 2007.
3. Wnukowska B.: Analiza i prognozowanie potrzeb energetycznych odbiorców przemysłowych. Wyd. Politechniki Wrocławskiej, Wrocław 2005.
4. Górzyński J.: Podstawy analizy środowiskowej wyrobów i obiektów. WNT, Warszawa 2007.

6. Type of course: Obligatory

7. Teaching team: Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	III	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	120		

9. Assessment methods: Grading

10. Language of instruction: Polish

ECTS credits

7

1. Course title

Basics of energy transformations

2. Course contents

Lecture

1. Characters and energy carriers. Balances and the energy unit. Energy analogies. Efficiency and effectiveness of change.
2. Energy resources and energy demand.
3. Transformation of chemical energy to heat and biochemical. Combustion process.
4. Transformation of thermal energy into mechanical
 - a) The principles of thermodynamics. Carnot and Rankine cycles
 - b) Transformation of energy in the displacement and centrifugal machines
5. Transformation of mechanical energy into electricity and vice versa. Electric motors and generators.
6. Transformation of water and wind energy
7. Photovoltaics and the changes taking place in them.
8. Transformation of nuclear energy in heat
9. Fuel cells
10. Other types of energy transformations
11. Storage (accumulation) of energy in its various forms: mechanical, electrical, thermal, chemical, etc.

Exercises

Activities of an analytical calculation involving the formulation and solving illustrating the content of lectures.

3. Prerequisites

Knowledge of engineering mechanics, solids and liquids and fluids, thermodynamics, electrical engineering.

4. Learning outcomes

Students master the basic knowledge about the nature of changes occurring in the nature of energy and a correlation occurring between the different forms of energy. Ability to gain a quantitative description of energy states and processes in different forms of energy as well as between them,

5. Recommended reading

1. Marecki J.: Podstawy przemian energetycznych. WNT Warszawa 2007
2. Lewandowski W.M.: Proekologiczne odnawialne źródła energii. WNT. Warszawa 2007.
3. Szafran R.: Podstawy procesów energetycznych. Oficyna Wyd. Politechniki Wrocławskiej. Wrocław 1998
4. Hryniewicz. A. Energia. Wyzwanie XXI wieku. Wydawnictwo Uniwersytetu Jagiellońskiego. Kraków 2002
5. Jastrzębska G.: Odnawialne źródła energii i pojazdy proekologiczne. WNT. Warszawa 2007.

6. Type of course

Compulsory for specialty Renewable Sources Energetics

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/20	III	2
Classes	30/16	III	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	210		

9. Assessment methods:

Lecture - written exam

Tasks - solutions for independent tasks

10. Language of instruction:

Polish

ECTS credits
1

1. Course title

Diploma seminar – semester III

2. Course contents

Lecture and classes

1. Engineer profession and academic education: civilizational, juridical and ethical aspects.
2. Test – organizational preferences.
3. Skills in presentation of each other, plant and product.
4. The person and offer subject matter the card of master diploma work preparation.
5. Description the prepared cards from point 4.
6. Analysis and discussion in formulated subjects of master diploma works.
7. Document elaboration. Application of the subject master diploma work.

3. Prerequisites

Passed courses of previous semesters.

4. Learning outcomes

Students know how acquire knowledge and skills deals mainly problems their master diploma works. They can find books and the papers tied with subject matter of diploma works. They can also chose a plant where the research is realized.

5. Recommended reading

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław 2006.
2. Rajczyk J. i in.: Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich. Wyd. Politechniki Częstochowskiej, Częstochowa 2004.
3. Zenderowski R.: Technika pisanie prac magisterskich. CEPEW. Warszawa 2002.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Total student's workload	30		

9. Assessment methods

Presentation, questions ask, discussion.

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma seminar – semester IV

2. Course contents

Lecture and classes

1. The meritum-substantial structure of master diploma work.
2. Analysis of knowledge state:
 - a. objects, processes and systems,
 - b. instruments, methods (determined, measurement), programmes, examining stand),
 - c. results and achievements,
 - d. illustrative solutions and cases,
 - e. conclusions and suggestions.
3. Diplomants presentation of knowledge state in the range and meritum investigation deals to necessary instruments, methods and manners of diploma works.
4. Students introduction of solution conception deals to main problem in diploma work. Presentation and critical analysis of obtained results. Description of the diploma works and participants discussion.
5. Master diploma work presentation, test questions and experimental diploma examination.

3. Prerequisites

Passed special courses from semester III.

4. Learning outcomes

The students know how acquire knowledge and skills deals mainly problems their master diploma works. They tested and study special cases. The students are able to propose interesting solutions, choice necessary instruments and methods. They prepare for presentation master diploma works and experimental diploma examination.

5. Recommended Reading

1. Kenny P.: Panie Przewodniczący, Panie, Panowie. Wyd. Politechniki Wrocławskiej, Wrocław 2003.
2. Majchrzak J. i in.: Metodyka pisania prac magisterskich i dyplomowych. Wyd. AE, Poznań 1999.
3. Pułło A.: Prace magisterskie i licencjackie. Wskazówki dla studentów. PWN, Warszawa 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	IV	2
Other			
Total student's workload	60		

9. Assessment methods

Presentation, test questions, experimental diploma examination.

10. Language of instruction

Polish

ECTS credits
1

1. Course name

Diploma seminar - Semester III

2. Course description

1. Deepening the knowledge and skills in specialized renewable energy
2. Familiarize themselves with the standards of graduation thesis on the direction ZiIP
3. Arrangements with the selected company, institution or organization and the determination of the thesis topic
4. Presentations of thesis topics and developing on submissions of the thesis
5. Finding sources of information related to the topic of work and their analysis

3. Prerequisites

finished 2 first semesters of studies

4. Aim of the course

Ability to acquire independently and evaluate sources of information, analysis and critical evaluation of their contents. The ability to formulate a thesis and develop its guidelines.

5. Literature

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław, 2006.
2. Bielcowie E. i J.: Podręcznik pisanie prac albo technika pisanie po polsku. Wyd. EJB, Kraków, 2004.
3. Kuc. B.R., Paszkowski J.: Metody i techniki pisanie prac dyplomowych. Wyd. AE, Poznań, 2005.
4. Majchrzak J., Mendel T.: Metodyka pisanie prac magisterskich i dyplomowych. Wyd. AE, Poznań, 2005.
5. Rajczyk J., Rajczyk M., Respondek Z.: Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej. Wyd. Politechniki Częstochowskiej, 2004.
6. Węglińska M.: Jak pisać dobrą pracę magisterską. Poradnik dla studentów. Oficyna Wydawnicza IMPULS, Kraków, 2007.
7. Zenderowski R.: Technika pisanie prac magisterskich. CEPEWU Sp. z o.o. Warszawa.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Total student's workload	30		

9. Conditions of the course acceptance:

Introductions, tests, presentations and discussions. Attendance, active in-class involvement, preparation and completion of the presentation of stages of the diploma.

10. Language:

Polish

ECTS credits

2

1. Course name

Diploma seminar - Semester IV

2. Course description

1. Presentation of the essential content of a dissertation thesis - a discussion of the content
2. Presentation and analysis of results obtained in the thesis - to prove the thesis, demonstrate the superiority, to propose solutions: technical, organizational, economic.
3. Editorial principles of an M.A. theses - comments and advice
4. Presentation of the thesis and answering questions - discussion

3. Prerequisites

finished 3 first semesters of studies

4. Aim of the course

A student is able to analyze critically resources and on this basis formulate the purpose and scope of their work in the area of renewable energy technologies. S/he can use the methods in the way that the expert techniques and tools necessary to resolve the substantive: technical, economic and / or organizational problems in the area of the topic are involved. S/he gains the ability to choose optimal solutions because of the accepted system of values. S/he can adopt critical thinking and innovation in connection to the related problem.

5. Literature

1. Urban S., Ładoński W.: Jak napisać dobrą pracę magisterską. Wyd. AE, Wrocław, 2006.
2. Bielcowie E. i J.: Podręcznik pisanie prac albo technika pisanie po polsku. Wyd. EJB, Kraków, 2004.
3. Kuc. B.R., Paszkowski J.: Metody i techniki pisanie prac dyplomowych. Wyd. AE, Poznań, 2005.
4. Majchrzak J., Mendel T.: Metodyka pisanie prac magisterskich i dyplomowych. Wyd. AE, Poznań, 2005.
5. Rajczyk J., Rajczyk M., Respondek Z.: Wytoczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej. Wyd. Politechniki Częstochowskiej, 2004.
6. Węglińska M.: Jak pisać dobrą pracę magisterską. Poradnik dla studentów. Oficyna Wydawnicza IMPULS, Kraków, 2007.
7. Zenderowski R.: Technika pisanie prac magisterskich. CEPEWU Sp. z o.o. Warszawa.

6. Type of course

Compulsory for specialty power renewable energy sources

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	IV	2
Other			
Total student's workload	60		

9. Conditions of the course acceptance:

Minimum of two presentations on the implementation of the thesis, written dissertation

10. Language:

Polish

ECTS credits

1

1. Course title

Diploma master seminar – semester III

2. Course contents

The students are familiar with the range of their specialization and theme of research. They adjust with selected firm the subject of master thesis. The students are familiar with the collecting of literature solving the problem of master thesis, performing observation and concluding. The students are familiar with using the achievement of other authors and looking for this literature.

3. Prerequisites

In IIIrd semester – achievement ranking of two first semesters.

4. Learning outcomes

Presentation of state of knowledge analysis in range of master thesis and aim of study, planned tools, methods and procedures.

5. Recommended reading

BASIC LITERATURE:

1. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*. Wyd. AE Wrocław, 2006
2. Rajczyk J., Rajczyk M., Respondek Z.: *Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej*. Wyd. Politechniki Częstochowskiej, 2004.
3. Zenderowski R.: *Technika pisania prac magisterskich*. CEPEWU SP. zoo. Warszawa.

ADDITIONAL LITERATURE:

1. Bielcowie E i J.: *Podręcznik pisania prac albo technika pisania po polsku*. Wyd. EJB, Kraków, 2004
2. Wiszniewski A.: *Sztuka pisania*. Poradnik. Videogra II Sp. Zoo. Katowice, 2003
3. Kenny P.: *Panie Przewodniczący, Panie, Panowie*. Oficyna Wydawnicza Politechniki Wrocławskiej, Wrocław 2003.
4. Zimnach Ł.: *Marketing dla inżyniera i naukowca*. Wyd. Politechniki Śląskiej, Gliwice, 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Total student's workload	30		

9. Assessment methods

Selection of knowledge and theme of master thesis.

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma master seminar.

2. Course contents

The students are familiar with the critical review of own research results and comparing obtained results with source material and are familiar with proper elaboration and redaction of their diploma thesis. Students are familiar with the proper (due to actual rules) presentation in written and in multimedial form of their thesis, results and conclusions. Students are encourage for using achieved abilities in job practice and for further improving.

3. Prerequisites

In IVth semester – achievement of ranking of III rd semester.

4. Learning outcomes

Presentation and critical analysis of obtained results. Results discussion. Master thesis presentation and trial of master thesis defence.

5. Recommended reading

BASIC LITERATURE:

1. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*. Wyd. AE Wrocław, 2006
2. Rajczyk J., Rajczyk M., Respondek Z.: *Wytyczne do przygotowania prac dyplomowych magisterskich i inżynierskich na Wydziale Budownictwa Politechniki Częstochowskiej*.Wyd. Politechniki Częstochowskiej, 2004.
3. Zenderowski R.: *Technika pisania prac magisterskich*. CEPEWU SP. zoo. Warszawa.

ADDITIONAL LITERATURE:

1. Bielcowie E i J.: *Podręcznik pisania prac albo technika pisania po polsku*. Wyd. EJB, Kraków, 2004
2. Wiszniewski A.: *Sztuka pisania*. Poradnik. Videogra II Sp. Zoo. Katowice, 2003
3. Kenny P.: *Panie Przewodniczący, Panie, Panowie*. Oficyna Wydawnicza Politechniki Wrocławskiej, Wrocław 2003.
4. Zimnach Ł.: *Marketing dla inżyniera i naukowca*. Wyd. Politechniki Śląskiej, Gliwice, 2005.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	IV	2
Other			
Total student's workload	60		

9. Assessment methods

Writing and defence of master thesis

10. Language of instruction

Polish

ECTS credits

1

1. Course title

Water and renewable energy

2. Course contents

Lecture

World quantities of water and hydroenergetics. Energetic potential of water. Methods of using. Types of water power stations. Law, economic and ecologic problems. Other kinds of water energy: energy of sea waves, sea flow and sea current. Energy of wind and its using. Characteristic of wind energy. Wind turbines: base construction and regulations. Review of construction of small wind farms. Law economic and ecologic problems.

Classes

Methods of using of water potential energy. Kinds of water electrocities and their possibilities to energetics. Dissension about other kinds of water energy. Wind energy and its to renewable energetics. Kinds and base of importune construction of wind turbines. Economics of small wind farms.

3. Prerequisites

Base of energy transformation.

4. Learning outcomes

Students are familiar with the basic concepts of construction and technology of wind and water energy sources. They are familiar with the basic information and possibilities how to use in practice wind and water renewable energy.

5. Recommended reading

1. Lewandowski W.M.: *Proekologiczne odnawialne źródła energii*. Warszawa: WNT, 2007.
2. Marecki J.: *Podstawy przemian energetycznych*. Warszawa: WNT, 2007.
3. Jastrzębska G.: *Odnawialne źródła energii i pojazdy proekologiczne*. Warszawa: WNT, 2007.
4. J. Bogdanienko: *Odnawialne źródła energii*. Biblioteka Problemów (tom 290). PWN Warszawa 1989.
5. J. Cieśliński, J. Mikielwicz: *Niekonwencjonalne źródła energii*. Wyd. Politechniki Gdańskiej, Gdańsk 1996.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes	15/10	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Lecture-grading, classes – written test is the condition of ranking the classes.

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Thermal source renewable energy.

2. Course contents

Lecture

General characteristic and classification of energy sources – conventional, renewable and unrenovable. Potential and possibility of uses energy renewable sources. Direct and undirect ways of energy usage. Characteristic of original sources of renewable energy. Geothermal energy. Methods of using sun energy. Biomass energy. Biofuel and biogas. Hydrogen as a fuel. Sun fuel cells. Storage of energy.

Classes

Supply and characteristic renewable energy sources with particular using of biomass. Sun fuel cells. Biomass energy. Agriculture substrates as a source to liquid biofuels and biocomponents production. Cultivation of biomass as source to obtain solid biofuel. Methane fermentation of solid and liquid residuals. Agriculture – energetics and heating systems. Project of energetics potential of renewable energy sources and their usage on local scale. Bioenergetics innovation investments.

3. Prerequisites

Base of energy measurement. The law, economical and ecological aspects of energetics.

4. Learning outcomes

Students are familiar with the resources, characteristic and technology of using thermal renewable energy sources. Students are familiar with using this energy sources in practice.

5. Recommended reading

1. Lewandowski W.M.: *Proekologiczne odnawialne źródła energii*. Warszawa: WNT, 2007.
2. Marecki J.: *Podstawy przemian energetycznych*. Warszawa: WNT, 2007.
3. Jastrzębska G.: *Odnawialne źródła energii i pojazdy proekologiczne*. Warszawa: WNT, 2007.
4. J. Bogdanienko: *Odnawialne źródła energii*. Biblioteka Problemów (tom 290). PWN Warszawa 1989.
5. J. Cieśliński, J. Mikielewicz: *Niekonwencjonalne źródła energii*. Wyd. Politechniki Gdańskiej, Gdańsk 1996.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/14	IV	2
Classes	15/14	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	90		

9. Assessment methods

Lecture – examination, classes – written test is the condition of ranking the classes.

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Greening the drives of machines and vehicles

2. Course contents

Lecture

1. Functions realized by power systems: transmission, transformation, distribution, accumulation, and recuperation.
2. Characteristics of the load of machines and vehicles
3. Energy and ecological characteristics of primary sources of mechanical energy - motors
4. Power systems of machines and vehicles
5. Hybrid power systems
6. Review and analysis of propulsion system solutions and classical Hybrid power
7. Provisions for fuel gas energy alternative-fueled vehicles

3. Prerequisites

Basics of energy transformations. Legal, economic and environmental aspects of energy

4. Learning outcomes

Students to master basic knowledge of the components and propulsion systems of modern machinery and vehicles. Will be able to carry out an analysis of the propulsion system in different aspects: functional, energy, environmental. Ability to acquire the selection of the propulsion system for a machine with a set of qualitative and quantitative requirements

5. Recommended reading

1. Merksiz J., Pielecha I.: Alternatywne napędy pojazdów. Wyd. Polit. Poznańskiej. Poznań 2006.
2. Siłka W. Energochłonność ruchu samochodu. WNT. Warszawa 1997.
3. Szumanowski A.: Akumulacja energii w pojazdach. WKiŁ. Warszawa 1984.
4. Jastrzębska G.: Odnawialne źródła energii i pojazdy proekologiczne. WNT. Warszawa 2007.
5. Marecki J.: Podstawy przemian energetycznych. WNT Warszawa 2007
6. Lewandowski W.M.: Proekologiczne odnawialne źródła energii. WNT. Warszawa 2007.
7. Pawelski Z.: Modelowanie i obliczenia napędu hydrobusu. Monografie Politechniki Łódzkiej. Łódź 2000
8. Gnutek Z.: Gazowe objętościowe maszyny energetyczne. Oficyna Wydawnicza Politechniki Wrocławskiej. Wrocław 2004.
9. Szczepaniak C.: Motoryzacja na przełomie epok. Wyd. Naukowe PWN. Warszawa – Łódź 2000

6. Type of course

Compulsory

7. Teaching team

Department of Production Engineering and Logistics.

8. Course structure

Form	Number of hours	Semester	year
Lecture	30/20	IV	2
Classes			
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods:

Colloquium presentation of self-written or prepared papers

10. Language of instruction:

Polish

Subjects for speciality: Information Technologies in Production Engineering

ECTS credits
8

1. Course title

Intelligent optimization methods

2. Course contents

Lecture

Introduction to practical aspects of optimization methods. Linear programming task. Problem description.

Two methods of solution: graphic and simplex. Examples of practical applications.

Nonlinear programming task. Problem description. Unconstrained problem.

Problems with different constraints.

Analytical optimization methods (Lagrange multipliers, Kuhn-Tucker method)

Numerical methods.

Minimax tasks.

Basics of dynamic optimization.

Genetic algorithms for optimization tasks

Classes

Practical optimization tasks solution by numerical methods. Computational experiments. Results study.

3. Prerequisites

Complete of mathematics course

4. Learning outcomes

After course students can describe and solve optimization tasks. In particular students can build criterion function for practical optimization problems. They know how to select right method to practical tasks.

5. Recommended reading

1. Fiendeisen W., Szymanowski J., Wierzbicki A., *Teoria i metody obliczeniowe optymalizacji*, PWN, Warszawa, 1980
2. Michalewicz Z., Fogel D.B., *Jak rozwiązać czyli nowoczesna heurystyka*, WNT, Warszawa 2006.
3. Miettinen K., *Multiobjective Optimization*, Kluwer Academic Publisher, Boston 1999.
4. Stachurski A., Wierzbicki A., *Podstawy optymalizacji*, OWPW, Warszawa, 2001
5. Michalewicz Z., *Algorytmy genetyczne + struktury danych = programy ewolucyjne*, WNT, Warszawa, 1999
6. Ehrgott M., *Multicriteria Optimization*, Berlin-Heidelberg, Springer, 2005.
7. Kalinowski K., *Metody optymalizacji*, PKJS, Warszawa, 2001

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems and Informatics Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	III	2
Classes			
Laboratory			
Project	30/20	III	2
Seminar			
Other			
Total student's workload	240		

9. Assessment methods

credit

10. Language of instruction

Polish

ECTS credits

8

1. Course title

Computer-aided organization of production I

2. Course contents

Lecture

1. Character of production organization.
2. Character of production systems.
3. Character of productive processes within "narrow bounds".
4. Component elements of basic productive process.
5. Classification of product processes.
6. Production characters and forms.
7. Components of production program.
8. Character of ERP systems.

Laboratory

The students work in integrated environment of ERP computer system, where is generated virtual production plant with make allowance for production and organization structures and also elements of environment. In base of production orders the demand substance plan and production timetable are generated, and also production resources are planned.

3. Prerequisites

General knowledge of economy and mathematics.

4. Learning outcomes

Students are able to characterize production organization, define main conditions of component elements in basic product systems, classify the forms of production also analyze production programs and recognize ERP systems.

5. Recommended reading

1. Adamczewski P.: Zintegrowane systemy informatyczne w praktyce. Wyd. IV , Warszawa 2004.
2. Knosala R.: Komputerowe systemy zarządzania produkcją. Wyd. Politechniki Śląskiej, Gliwice 1995.
3. Durlak I.: Inżynieria zarządzania. Strategia i projektowanie systemów produkcyjnych. Cz. 2.
4. Wydawnictwo Placet, Warszawa 2005.
5. Klonowski Z.: Systemy informatyczne zarządzania przedsiębiorstwem. Modele rozwoju i właściwości funkcjonalne. Wyd. Politechniki Wrocławskiej, Wrocław 2004.

6. Type of course

Obligatory

7. Teaching team

Department of Basic Sciences

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	III	2
Classes			
Laboratory	30/16	III	2
Project			
Seminar			
Other			
Total student's workload	240		

9. Assessment methods

Lecture – exam, classes and written test, reports

10. Language of instruction

Polish

ECTS credits

3

1. Course title

Computer-aided organization of production II

2. Course contents

Lecture

1. The role of inventories in companies (definition and classification of inventories, the impact of inventory volume on the manufacturing process, inventory costs, systems and computer applications for inventory management)
2. Principles of planning and scheduling (inventory planning in companies, production planning and scheduling, MRP algorithm, JIT system, ERP - integrated management systems)
3. Methods of production control (pull, push and twist control systems)
4. Lean Management (LM methods and techniques, lean manufacturing)
5. Virtual Enterprises (logistics chains, enterprise networks, development trends in ERP systems, the future of companies)

Seminar

Students independently develop and present selected methods of production organization and management, discuss the role and possibilities of using IT systems in management. Students discuss development trends in contemporary enterprises.

3. Prerequisites

Computer-aided organization of production I

4. Learning outcomes

After completing the course, the students will be able to define and analyse problems of control and organization in any (continuous or discrete) production system. In addition, they will be able to indicate and put into practice some method of production organization, which in turn will allow reorganizing and streamlining the production process.

5. Recommended reading

1. Adamczewski P.: „Zintegrowane systemy informatyczne w praktyce”, Wyd. IV rozszerzone, Warszawa, 2004
2. Ireneusz Durlik.: „Inżynieria zarządzania: strategia i projektowanie systemów produkcyjnych. Cz. 1 i 2, Warszawa, wydawnictwo "Placet", 2004.
3. Muhlemann A. P., Oakland J. S., Lockyer K. G.: „Zarządzanie. Produkcja i usługi”, Wydawnictwo Naukowe PWN, Warszawa 1997

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	IV	2
Classes			
Laboratory			
Project			
Seminar	30/14	IV	2
Other			
Total student's workload	90		

9. Assessment methods

An exam, assessment of student's individual work on the basis of individual speeches and reports prepared by students, activity during discussion on the reports

10. Language of Instruction

Polish

ECTS credits
1

1. Course title

Diploma seminar – semester III

2. Course contents

Seminar

Students will learn methodology of running research and methods of results presentation and interpretation essential for working out master thesis

3. Prerequisites

None

4. Learning outcomes

Students will properly define master thesis goals, tasks and thesis.

Students will correctly prepare the thesis structure suitable for selected domain

Students will present the work background required for working out theoretical part of the work.

5. Recommended reading

1. Pułło A.: *Prace magisterskie i licencjackie. Wskazówki dla studentów*. Warszawa: PWN, 2001.
2. Piotrek P., Zieleniecka B.: *Technika pisanie prac dyplomowych*. Poznań, 1997.
3. Urban S., Ładoński W.: *Jak napisać dobrze pracę magisterską*. Wrocław: Wyd. AE, 2001.
4. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa, 1995.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems and Informatics Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Total student's workload	30		

9. Assessment methods

Assessment of presentations

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Diploma seminar – semester IV

2. Course contents

Seminar

Students will learn method of working out and presentation of master thesis

3. Prerequisites

None

4. Learning outcomes

Students will correctly define research scope and apply necessary amendments.

Students will prepare presentations of work progress and will run presentation under conditions implied by the form of presentation

Students will effectively discuss and defend presented thesis and results of research

5. Recommended reading

1. Pułło A.: *Prace magisterskie i licencjackie. Wskazówki dla studentów*. Warszawa: PWN, 2001.
2. Piotrek P., Zieleniecka B.: *Technika pisanie prac dyplomowych*. Poznań, 1997.
3. Urban S., Ładoński W.: *Jak napisać dobrze pracę magisterską*. Wrocław: Wyd. AE, 2001.
4. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa, 1995.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems and Informatics Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	IV	2
Other			
Total student's workload	60		

9. Assessment methods

Assessment of presentations

10. Language of instruction

Polish

ECTS credits
1

1. Course title

Computer-aided project management

2. Course contents

Lecture

The goal of the lecture is to present selected method of computer-aided project management on basis of MSProject. Selected functions of the software are presented on the background of the project management theory.

Laboratory

During the Classes students learn and test in practice selected aspects of project management with means of MSProject system.

3. Prerequisites

Basic knowledge on project management.

4. Learning outcomes

Students will analyze the project they are to manage and work out
goals definition,
realization plan,
definition and estimation of required resources,
risk analysis,
templates of the documentation used during the Project life cycle,
cost (budget) estimation.

Students will work out Project in MSProject consisting of
detailed scheduler,
resources,
workload.

5. Recommended reading

1. Wilczewski S., *MS Project 2007 i MS Project Server 2007 efektywne zarządzanie projektami*, Helion, Gliwice 2008.
2. Philips J., *Zarządzanie projektami IT*, Helion Gliwice, 2005.
3. Baine K.R., *Integrated IT Project Management*, Artech House, Boston, 2003.

6. Type of course

Optional subject

7. Teaching team

Department of Computer Systems and Informatics Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes			
Laboratory	15/10	IV	2
Project			
Seminar			
Other			
Total student's workload	30		

9. Assessment methods

Assessment of realized projects (classes).

Final test (lectures)

10. Language of instruction

Polish

ECTS credits
2

1. Course title

Informative systems in the production management

2. Course contents

Lecture

Profile of informative systems and their part in the enterprise. The profile of the CASE tools. Modelling the functions and the processes. Modelling the entity-relationship diagrams. Modelling the data-flow diagram

Project

Choice and the description of the productive enterprise. Study of the general and detailed diagrams hierarchy of the function (DHF). Study of the data-flow diagram (DFD). Study of the entity-relationship diagrams (ERD). Proposing the reengineering changes in the enterprise. The study of competence map.

3. Prerequisites

Computer aided production organization I

4. Learning outcomes

The student be able to define the informative needs of the productive system. Using the CASE tools he be able to describe them and build the suitable model.

5. Recommended reading

1. Ireneusz Durlak.: „Inżynieria zarządzania: strategia i projektowanie systemów produkcyjnych. Cz.1 i 2”, Warszawa, wydawnictwo "Placet", 2005;
2. Richard Barker, Cliff Longman.: „CASE Method: modelowanie funkcji i procesów”, Warszawa, Wydawnictwa Naukowo-Techniczne
3. Fuglewicz P.: *CASE dla ludzi*, Lopus, Warszawa, 1995.

6. Type of course

Obligatory

7. Teaching team

Department of Computer Systems and Informatics Applications

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/14	IV	2
Classes			
Laboratory			
Project	30/14	IV	2
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

The performance of the project, test from the lecture

10. Language of instruction

Polish

Subjects for speciality: Safety

ECTS Points
5

1. Course title

Designing of safety management systems

2. Course contents

Lecture

Safety systems subject characteristics. Identifying of risks with consideration of the intensity prevalence and resulting from those properties. Elements of systems for rescue guidance and crisis management. Identifying methods for system's desirable properties. Software methods and tools.

Classes

Skills development, testing, implementing and controlling the security systems.

3. Prerequisites

No requirements

4. Learning outcomes

Students are able to classify entities in terms of specific features of threats. They are able to design and interpret a map of an automated risk management system in emergencies and crisis management. They can apply the methods and software tools supporting the implementation of the work in the various phases of system design.

5. Recommended reading

1. *Bezpieczeństwo pracy i ergonomia*. t.1 i 2, Koradecka D. (red.), CIOP, Warszawa 1999
2. Hansen K., *Kompleksowa ocena poziomu bezpieczeństwa i higieny pracy*, Wyd. CRZZ, Warszawa 1977
3. Liderman K., *Analiza ryzyka i ochrona informacji w systemach komputerowych*, Wyd.Naukowe PWN/MIKOM, 2008
4. Liderman K., *Analiza ryzyka i ochrona informacji w systemach komputerowych*, Wyd.Naukowe PWN/MIKOM, 2008

6. Type of course

Compulsory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	15/10	III	2
Classes	15/10	III	2
Laboratory			
Project	15/8	III	2
Seminar			
Other			
Total student's workload	150		

9. Assessment methods

The lecture - written examination / oral examination, the credit of design classes

10. Language of instruction

Polish

ECTS Credits

1

1. Course title

Diploma Seminar – semester III

2. Course contents:

Semester 3:

Methodological Workshop, the choice of the work topic, determination of the work aim and thesis, developing of the work plan, aims and objectives of engineering work, clarification of the subject of the work, its structure, a review of research methods in the thesis topic.

3. Prerequisites

No requirements.

4. Effects of learning:

Students acquire skills to apply the rules governing the writing of theses, the formulation of problems and design research. They can analyze and interpret scientific texts from the scope defined by the theme of thesis and use research tools to solve the basic problems, describe their results, analyze and formulate conclusions.

5. Recommended reading

1. Pułło A: Prace magisterskie i licencjackie. Wskazówki dla studentów: Warszawa: PWN 2001
2. Piotrek P., Zieleniecka B.: *Technika pisania prac dyplomowych*. Poznań 1997
3. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*: Wrocław, Wyd. AE 2006
4. Zaczyński W.: Poradnik autora prac semestralnych, dyplomowych i magisterskich. Warszawa 1995

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Tutorials			
Laboratory			
Project			
Seminar	15/14	III	2
Other			
Student total workload	30		

9. Assessment methods:

Completion of the assumed stages of writing a diploma paper

10. Language of instruction:

Polish

ECTS Credits

2

1. Course title

Diploma Seminar – semester IV

2. Course contents:

Semestr 4:

Writing, reporting the pieces of work: the adjustment ranges of problem and design work, writing and reporting to the next chapters of work, evaluation of the accuracy of the methods of research, study and discussing the results of research, consultation, correction and evaluation of work by the promoter, preparation for the final exam.

3. Prerequisites

No requirements.

4. Effect of Learning

Students acquire skills to apply the rules governing the writing of theses, the formulation of problems and design research. They can analyze and interpret scientific texts from the scope defined by the theme of thesis and use research tools to solve the basic problems, describe their results, analyze and formulate conclusions.

5. Recommended reading

1. Urban S., Ładoński W.: *Jak napisać dobrą pracę magisterską*: Wrocław, Wyd. AE 2006
2. Pułło A: *Prace magisterskie i licencjackie. Wskazówki dla studentów*: Warszawa: PWN 2001
3. Pioterek P., Zieleniecka B.: *Technika pisania prac dyplomowych*. Poznań 1997
4. Zaczyński W.: *Poradnik autora prac semestralnych, dyplomowych i magisterskich*. Warszawa 1995

6. Type of the course:

Obligatory

7. Teaching team:

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture			
Classes			
Laboratory			
Project			
Seminar	30/24	IV	2
Other			
Total student's workload	60		

9. Assessment methods:

Completion of the assumed stages of writing a diploma paper

10. Language of instruction:

Polish

ECTS credits

6

1. Course title

Biological hazards in work environment

2. Course contents

Lecture

Presence of biological factors in work environment. Action of biological factors versus respiratory system and skin diseases. Presence of insects in work environment. Dirty man and materials derivate from people versus exposure of personnel. Dirty animal and materials from animals versus exposure of personnel. Exposure on action of infective factors in hydrous and humid environment. Non-infective biological factors and their damaging influence on employee. Exposure of employees in new and dynamic developed industry using biological materials. Bioterrorism. Exposure employee on biological factors form tropical and subtropical countries. Exposure on damaging biological factors in dynamic changing environment. General characteristic of microorganisms and their acting on human environment. Microflora of air, water and soil.

Seminar

Classification of damaging biological factors. Review of the most damaging biological factors. Sources of biological hazards. *Chlamydia* species and their contribution to circulatory system disease. *Legionella* species and their contribution to diseases induction. Detection of damaging biological factors in work environment. Basis of exposure evaluation. Evaluation of vocational risks.

3. Prerequisites

None

4. Learning outcomes

Students achieved basic knowledge in field of identification and evaluation of hazards of damaging biological factors, like substances produced by microorganisms, plants and animals, occur in work environment and influence negative on human body.

5. Recommended reading

- Łuczak M., Zużewicz M.A.: Zagrożenia biologiczne. Wybrane zagadnienia. Warszawa: Wyd. CIOP, 2001.
- Mikrobiologia i higiena w przemyśle spożywczym. Red. Z. Żakowska i H Stobińska. Łódź: Wyd. Politechniki Łódzkiej, 2000.
- Uzarczyk A.: Czynniki szkodliwe i uciążliwe w środowisku pracy. Warszawa: ODDiK, 2006.
- Zyska B.: Katastrofy, awarie i zagrożenia mikrobiologiczne w przemyśle i budownictwie. Łódź: Wyd. Politechniki Łódzkiej, 2001.

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	30/20	III	2
Classes			
Laboratory			
Project			
Seminar	30/16	III	2
Other			
Total student's workload	180		

9. Assessment methods

Lecture – exam in written form; seminar – credit on base of semester work

10. Language of instruction

Polish

ECTS credits

2

1. Course title

Technical safety of machinery and equipment

2. Course contents

Lecture

Safety of machinery/equipment and working environment. Machinery and other technical facilities. General requirements. Control systems. Elements of the machine. Protection and protective devices. Energy. Dangerous and harmful factors. Instructions. The essential requirements for safety and health. Machinery intended for contact with food products. Portable machines. Conformity assessment procedures. EC-type examination. Full quality assurance. Technical Documentation of machines. Categories of machines to which one of the procedures for conformity are related. The main risks during the use of machinery. Minimum requirements for the machines. Controls. Protection against risks. Control of machines.

Classes

General safety requirements for machinery and equipment. Controls of production machinery. Seats for machinery and equipment manufacturing. General principles for design of machinery. Machinery - Safety - risk assessment principles. The role of the Office of Technical Inspection in safety of equipment. Assessment of compliance of a device. Declaration of Conformity.

3. Prerequisites

None.

4. Learning outcomes

Students acquire basic knowledge of safety of work with machines and equipment. Also be familiarized with the risks caused by physical and chemical factors in the workplace with machines and equipment.

5. Recommended reading

1. Uzarczyk A., *Czynniki szkodliwe i uciążliwe w środowisku pracy*, ODDiK 2006
2. Dyrektywa 2006/42/WE Parlamentu Europejskiego i Rady z dnia 17 maja 2006 r. w sprawie maszyn, zmieniająca dyrektywę 95/16/WE

6. Type of course

Obligatory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure

Form	Number of hours	Semester	Year
Lecture	15/10	IV	2
Classes	15/10	IV	2
Laboratory			
Project			
Seminar			
Other			
Total student's workload	60		

9. Assessment methods

Lecture - written credit, exercises - based on semester project.

10. Language of instruction

Polish

ECTS Points
4

1. Course title

Physical and chemical hazards in the workplace

2. Course contents

Physical and chemical factors characteristics which adversely affect the human body. The general rules in work safety and hygiene in relating to the harmful agents, tests and measurements. The ability to identify of physical and chemical hazards. Development of a selected group of agents to the detailed evaluation of their impact and countermeasures in the form of the work semester.

3. Prerequisites

No requirements

4. Learning outcomes

Students know the most important physical and chemical factors, are able to identify them in the work environment and determine the nature of the hazard posed by these factors. Know how to interpret the emerging threats and evaluate risks associated with it.

5. Recommended reading

1. Uzarczyk A., *Czynniki szkodliwe i uciążliwe w środowisku pracy*, ODDiK Gdańsk 2006
2. *Ryzyko zawodowe. Metodyczne podstawy oceny*. Red. W.M. Zawieski CIOP-PIB Warszawa 2007
3. Borysiewicz M., Kacspryż W., Żurek J., *Ocena ryzyka i zarządzanie zagrożeniami w obszarach przemysłowych*. CIOP-PIB Warszawa 2001

6. Type of course

Compulsory

7. Teaching team

Department of Production Engineering and Logistics

8. Course structure:

Form	Number of hours	Semester	Year
Lecture	30/20	IV	2
Classes			
Laboratory			
Project			
Seminar	30/20	IV	2
Other			
Total student's workload	120		

9. Assessment methods

The lecture - written examination / oral examination, the credit of design classes

10. Language of instruction

Polish

GENERAL INFORMATION FOR STUDENTS

COST OF LIVING

The currency of Poland is the Polish new zloty (PLN or zł). 1 PLN = 0.25 Euro, 1 Euro = 3,95 PLN (September 2010). Money can be exchanged at banks, hotels, airports, railway stations or exchange offices.

Minimal living costs in Poland amount to 300-500 PLN per month, accommodation excluded. For your information, below we provide average prices of major products, which however, may vary depending on location.

- Bread – 2,00 - 3,00 zł / loaf
- Butter - 3,50 zł / packet
- Eggs - 0,30 zł / each
- Yoghurt - 1,50 zł
- Milk - 2,00 zł / litre
- Juice - 3,50 zł / litre
- Coke - 2, 50 zł / 0,5 bottle
- Rice - 1,50 zł / kg
- Sugar - 3,00 zł / kg
- Chocolate - 2,00 zł
- Apples – 3,50 zł / kg
- Bananas - 5,00 zł / kg
- Potatoes 1,00 – 1,50 zł / kg
- Chicken - 6,00 zł / kg
- Cigarettes - 9,00 zł / packet
- Beer - 4,00 – 5,00 zł / 0,5 bottle
- Cinema / theatre ticket - 15 zł

ACCOMMODATION

The Witelon University of Applied Sciences in Legnica provides accommodation for students in the University's dormitories. All rooms have free Internet access. They are equipped with new furniture, beds, desks, chairs, pillows and quilts; there is no bed linen.

More information can be found in the section “Study facilities” below.

Accommodation for Polish students

The detailed information on the accommodation of Polish students can be found at the website <http://www.pwsz.legnica.edu.pl/strona-960-akademik-2>.

Accommodation for Erasmus Students

The Witelon University of Applied Sciences in Legnica provides accommodation for all exchange students in the University's Dom Studenta (Hall of residence).

Dom Studenta (Hall of residence)

Address: ul A. Mickiewicza 10, 59 -220 Legnica, Poland

Deadline

The accommodation deadline for the winter semester is May 31st, and for the summer semester – November 30th.

Accommodation cost for Erasmus students

Room		Per month	Day
Rooms with shared bathroom and a kitchen on the floor			
	Single room	400 zł per person	35 zł per person
	Double room	350 zł per person	30 zł per person
	Room for three	300 zł per person	
Rooms with bathroom and a kitchen on the floor			
	Single room	425 zł per person	40 zł per person
	Double room	375 zł per person	35 zł per person
	Room for three	325 zł per person	
	Room for four	275 zł per person	
Rooms with bathroom and a kitchen			
	Single room	450 zł per person	45 zł per person
	Double room	400 zł per person	40 zł per person

Method of Payment

Payment should be made in cash at the Dormitory Office before 10th of each month.

Deposit

Student has to pay a security deposit of 200 zł in beginning. The deposit will be returned to you before your departure if the accommodation is vacated without any damage.

PUBLIC TRANSPORTATION**Bus**

The best way to move around the city is by bus (MPK). The fares are the following:

- single ticket – 2,00 PLN,
- day pass – 7,00 PLN,
- monthly pass (one line) – 66,00 PLN,
- monthly pass (all lines) – 90,00 PLN.

Students under 26 are entitled to a 50% discount, provided that they hold a valid Polish student card.

Train

Outside destinations can easily be reached by train – National Rail (PKP). The schedule can be checked on: <http://rozklad-pkp.pl/?q=en/node/143>. Students under 26 are entitled to a 37% discount for 2nd class tickets in all types of trains except InterCity and EuroCity. Please remember about your ID: a valid Polish student card.

Taxi

Taxi ranks are marked with the TAXI sign. Higher rates are charged for travel out of city limits, on Sundays and holidays, a special night fare is also applied between 10 pm to 6 am.

76 196 22 - Super Radio-Taxi

76 199 23 - Radio-Tele-Taxi

76 196 28 - Radio Taxi

INSURANCE

Medical insurance is obligatory for all foreign students.

European Students

The European Health Insurance Card makes it easier for citizens of the 27 EU Member States (plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during their temporary stays abroad.

The Card grants them the same access to public sector health care (e.g. a doctor, a pharmacy, a hospital or a health care centre) as the one enjoyed by the nationals of the country they are visiting. Those receiving medical attention in a country that charges fees for health care, will be reimbursed either immediately, or after they return to their home countries.

Non-European Students

Prior to their departure, non-European students should purchase relevant health insurance in their home country, covering the duration of their stay in Poland. It is also possible to purchase such insurance on the spot from National Health Fund (NFZ), which amounts to approx. 49 PLN per month. NFZ website - <http://www.nfz.gov.pl/ue/?katnr=5&dzialnr=2&artnr=716&czartnr=2>

STUDY FACILITIES

The didactic base of the Witelon University of Applied Sciences in Legnica comprises buildings located in the building complex situated between Hutników Street and Sejmowa Street with total area exceeding 5 hectares. The following four objects have been located on this territory: three didactic buildings (5A, 5C and 5E) and one to be adapted for a didactic building (5B).

The Building at 5A Sejmowa Street. Its usable area is 9.275 square meters. The following rooms have been located in this building: 7 lecture halls, 6 language rooms, 25 class rooms, 5 computer study rooms.

In the didactic rooms academic teachers can use dry wipe green boards, screens, computers, multimedia equipment, TV sets and videos, radio tape-recorders and CD-players. Students are educated in comfortable conditions in spacious rooms. In the classrooms and language rooms there are 2- and 3-person tables with chairs.

The lecture rooms are equipped with OHPs, boards, sound systems with microphone stations, audio-visual systems, multimedia projectors integrated with computers, electronically controlled curtains and blinds, automatically operated projection screens linked with projectors, tape-recorders, videos, CD players and tuners, tablet arm chair desks and ventilation systems.

Language classrooms have been fitted out with audio-visual equipment. TV sets, videos, tape-recorders and CD-players.

Computer laboratories are equipped with 16 independent computer desks with individual access to the Internet, and at the same time linked with one another to form one network.

In addition building 5A houses rector's office, chancellery, Administration, Humanities, Medicine and Political Science faculty offices, faculty directors' offices and the administration offices.

This is also the place where the students can use student's café, fitness bar, selling point and the cloakroom. Students may also use Internet café equipped with fourteen independent computer desks with individual broadband Internet access (100 Mb/s). This is where you can also watch TV on a wall screen, play pool, table football or chess.

Since October 2007 one can have free Internet access on the territory of building 5A and on the whole campus of the Witelon University of Applied Sciences in Legnica. Units of WiFi network have been set up. Thanks to that the students who have been equipped with wireless network card can use Internet on the territory of campus free of charge.

Since April 2008 in the hall building there has been an Internet kiosk – a multifunctional device managed by intelligent program, providing Internet access. The kiosk has been equipped with modern Internet search engine with the same functionality as Internet Explorer.

The main building at 5A Sejmowa Street was awarded in the all-Poland competition organized under the patronage of the President of Poland called The Modernization of the Year 2000 in the category „Objects of Science” and in the competition „Lower Silesia Investment of the year 2001”.

The building at 5B Sejmowa Street. The building at 5B Sejmowa Street has the area of nearly 9 000 square meters.

It is going to house the school library and reading rooms for 70 people, the archives and 28 teaching rooms- including 5 lecture rooms, 5 seminar rooms, 7 classrooms and 11 language study rooms. The school library is to serve both the students and the teaching staff of the School, collecting above all academic school books, course books and scientific literature corresponding with the fields of study.

The construction of the library and of the reading room is one of the primary tasks connected with the carrying out didactic activities. The adaptation of the building at 5B Sejmowa will contribute to the improvement of conditions and quality of education, the increase of attraction of studying, the improvement of conditions of using the library collections, the increase of the role of the Witelon University of Applied Sciences in Legnica in the regional development processes and the increase of possibilities of studying for young people from rural areas and small towns of the western part of the province.

Additionally, the project includes the construction of an underground garage with the total usable area of 6 580,02 square meters and courtyard development with the area of 12 485,00 square meters. The planned investment comprises altogether the area of 27 991,34 square meters. The planned project also includes green land development like planting trees, bushes and hedges.

The building at 5C Sejmowa Street. In June 2005 year the whole building was made available for use. The building at 5C Sejmowa Street has the area of over 9000 square meters. There are, among others, 4 lecture rooms, 2 computer laboratories, 4 language study rooms and 49 classrooms.

In this building temporarily there is also the school library. The Scientific Reading Rooms may be used at the same time by 56 people, Newspapers and Periodicals Reading Room - by 22 people and the Computer Reading Room – by 10 people. Library collection includes around 50 thousand of volumes and 144 Polish and foreign titles. Moreover, the library acquires special collections.

The school's library is fully computerized. It has 18 computer workstations with the permanent Internet access. All the computer workstations are provided with PROLIB basis, which is the source of all information containing descriptions of books, periodicals and articles stocked at the PWSZ Library.

Additionally, in the building there are specialist chemistry, physics and materials science laboratories, which allow students and didactic staff to conduct scientific research.

In addition building 5C houses Pedagogy, Organization of Tourism and Recreation faculty office and Management and Computer Science faculty office, faculty directors' offices and the administration offices.

This is also the place where the students can use student's café. Two pool tables and a dart board have been made available for students' use. The recording studio has been placed on the third floor.

In the hall building there is another Internet kiosk. Thanks to that students have access to student announcements and study schedule.

The building also houses the Academic Grammar School. The school's profile allows pupils to acquire competencies necessary to undertake higher studies, providing the pupils with perspective of employment on the demanding European job market.

The building at 5C Sejmowa Street was awarded in the competition Modernization of 2005 Year in category “The School Buildings in Poland”. Also in December 2007 the building at 5C Sejmowa

Street was awarded in the competition Lower Silesia Investment of the year 2005-2006 in category „Monumental Buildings”.

Multi-purpose halls at 5E Sejmowa Street. The total area of the building is 1900 square meters. There are four lecture rooms there for over 1 000 people in total. The rooms take up 916,2 square meters of the area.

It is the most modern building of the kind both in the Lower Silesia and in Poland, and some of the used technical solutions are unique in Europe. Its modular construction enables a free configuration, depending on the needs, it is possible to combine the three halls into one which will hold up to 700 people or to divide into three smaller ones, for 250 people each. After the division each hall is independent with its own lectern with full equipment and is separated from the others with a sound-proof sliding wall. When the halls are connected the vision from one lectern is transmitted into the three screens. It is also possible to transmit the sound and vision to the fourth hall. This way nearly a thousand people can participate in one lecture at the same time.

The used solution is the only in Poland and perhaps in Europe system of telescopic collapsible stands with the semi-circular setting of seats. Before such a system has only been used with the straight spaces. The hall is multifunctional because the full folding and sliding of the stands creates the hall where sports events, trade fairs, exhibitions and cultural events can be organized. All didactic rooms have been equipped with state-of-the-art appliances for the needs of education, visualizers, multimedia computer projectors, visual screens, cameras, etc.

The Students Dormitory at 10 Adama Mickiewicza Street. The building was erected in 1874 and primarily served as Spa -Balneotherapy Institution.

The building is located in the city centre in Ochota District, under the protection of conservator, in the immediate vicinity of the park and sporting facilities (stadium, tennis courts). Thanks to its location the students do not have to cruise around the town. It takes them ten minutes to get from Mickiewicza Street to School at Sejmowa Street. There are also shops, banks and a post office in the proximity of the students' dormitory.

The students dormitory covers the area of 4,500 square meters and can accommodate 152 students in single, double and three-person rooms. Living modules equipped with sanitary units and kitchen annexes have been designed.

The object will fulfill a function complementing education and will provide accommodation for students, which will enable the increase of enrollment of students from more remote parts of the country. The building also holds a canteen and students' club.

During refurbishment every effort was made to maintain the historical urban layout and to emphasize its architectural quality.

Sports-rehabilitative centre of cubature of 75 000 square meters is to enable the students to use a Olympic swimming pool (16 m x 50m + spectators' stands), recreational swimming pools and water back up of total water surface of 1400 square meters, to use a bar, medical facility and a biological renewal centre.

In addition to that the complex is going to hold a sports hall, a gym, a weight training room, a bowling hall and an outdoor pitch. The object is going to constitute the sports, rehabilitation, medical and didactic base. It is intended to increase comfort of students and will facilitate the planning of the sports classes. The object is also going to be made available to schools, institutions and the inhabitants of Legnica and its region.

Rector's office at 20 Rataja Street. The planned transfer of the School authorities to a new building is aimed at separation of administrative functions from didactic functions.

LIBRARY

The Library began its organizational and serving activities in May 2000. The first business seat was located in the Legnica Piast Castle. Since February 2004 the Library has been continuing its didactic, scientific-technical and service activity in its new premises at 5C Sejmowa Street.

Within ten years of its existence, the Library has collected 60 thousand volumes. The library subscribes to professional journals and newspapers. In the academic year 2009/2010 Library subscribed to 144 titles in print journals, 17 titles in electronic journals and electronic archives. Moreover, the Library stores special collection, such as: diskettes, audio cassettes, video cassettes, maps, CDs and DVDs. Currently, there is accumulated over 2 500 units of special collections.

The organizational structure of the library is as follows: Cataloguing Department, Scientific Reading Room No.1, Scientific Reading Room No.2, Newspapers and Periodicals Reading Room, Computer Reading Room, Lending Room.

The school's Library is fully computerized. It has 32 computer workstations and 2 notebooks with permanent Internet access and access to databases. All the workstations are equipped with modern computers.

In the Scientific Reading Rooms there is free access to racks. Modern and comfortably furnished reading rooms create favourable conditions for learning. The Scientific Reading Rooms and the Newspapers and Periodicals Reading Room have been equipped with 56 and 22 places, respectively.

Since the year 2000 the Library has been equipped with a Complex Library Management System PROLIB – an integrated, professional software that makes it possible to automate various library procedures, such as: acquisition, cataloguing, searching, circulation, managing check-out and check-in functions of the books and magazines, as well as managing users and collections. The library's own catalogues are made available on the Internet (OPAC graphic module).

The program guaranties as follows: friendly and unified way of communication with the user, who is additionally supported by catchwords, the work based on client-server configuration with the observance of norms and standards for library and Information Science, systems and equipment independence as well as full security of the system and databases. The „OPACWWW” module is the source of all information containing descriptions of books, periodicals and articles stocked at the Witelon University of Applied Sciences in Legnica Library, which provides the aforementioned information online. Thanks to this module it is possible to search through the database wherever and whenever you want to, and therefore it makes the library user friendly. In the Newspapers and Periodicals Reading Room the readers can use the electronic issues of journals – e-newspapers: Gazeta Prawna, Gazeta Wyborcza, Polska Gazeta Wrocławska, Rzeczpospolita.

Since 2008 the Library has made available full-text newspaper databases, such as: EBSCO, PROQUEST and SCOPUS. EBSCO and PROQUEST are the biggest information consortiums that offer electronic access to bases with full-text scientific periodicals from a wide scope of fields: sciences, humanities, social sciences, psychology, religion, theology, education, economic sciences, business, computer science, technical science, biology, chemistry, physics, medical sciences, biomedical sciences and many others. SCOPUS, the abstract and citation database, developed by Elsevier company, contains 29 million abstracts from over 15,000 titles of journals from over 4,000 publishers. The base contains scientific literature from such fields like: technical science, medicine and social sciences.

Since January 2010 Library of the Witelon University of Applied Sciences in Legnica has the ability to use the new electronic databases of journals included in the nationwide academic license.

These databases are funded by the Ministry of Science and Higher Education and be made available within the Virtual Library of Science:

1. ScienceDirect

Elsevier journals are available in the form of database Science Direct on Site (SDOS) on the Science Server in the ICM and in a parallel database Science Direct On Line (SDOL) on the publisher's server. Since 2010 the license covers all academic journals from a list of Science Direct Freedom Collection, including about 1,650 titles with annals since 1995 and the archives of over 370 non-pursued titles. The license does not include journals from Science Direct database, which would be issued directly by Elsevier.

2. Springer

1140 titles of Springer electronic journals are available in parallel on a server in the ICM and the publisher's server SpringerLink. Access to the server SpringerLink comprises a set of archival annals, on the ICM server are stored by now annals since 1996.

3. Base on the Web of Knowledge platform

Database includes package Web of Science and CPCI and JCR databases. Databases are available with two servers:

- On the ICM server:
 - Science Citation Index Expanded (since 1996, on-going)
 - Social Sciences Citation Index (since 1996, on-going)
 - Arts & Humanities Citation Index (since 1996, on-going)
- On the Thomson Reuters Web of Knowledge server:
 - Science Citation Index Expanded (a test since 1975 , on-going)
 - Social Sciences Citation Index (a test since 1975 , on-going)
 - Arts & Humanities Citation Index (a test since 1975, on-going)
 - Conference Proceedings Citation Index - Science (a test since 1990, on-going)
 - Conference Proceedings Citation Index - Social Science & Humanities (a test since 1990, on-going)
 - Journal Citation Reports (born 2003)

LOWER SILESIAN DIGITAL LIBRARY

Since February 2010, Library of the Witelon University of Applied Sciences in Legnica proceeded to the Lower Silesian Digital Library Consortium, working at Wrocław University of Technology.

The aim of DBC is:

- development of the collection of digital library collections in the Lower Silesia;
- ensuring universal access to the collections of a scientific - educational, cultural and regional character;
- create projects related to the dissemination of knowledge through electronic media;
- promoting the development of information society and distance learning.

In addition, since 11.12.2009 the resources from the DBC are shown in EUROPEANA - the European multimedia digital library, a gateway to nearly 5 million digital objects from the collections of libraries and institutions in twenty-seven Member States of EU (including the British Library in London and the Louvre in Paris).

Under the agreements made between other universities, the students may also use the collections of libraries of Wrocław, such as: Wrocław University, Wrocław University of Economics, Wrocław University of Technology and Legnica branch of Wrocław University of Technology and the library of Higher Theological Seminary of Legnica Diocese.

PRACTICAL INFORMATION FOR MOBILE STUDENTS

All exchange students are asked to fill in an Arrival Form and send it to the International Office well ahead of the planned arrival date. Information in the form will help to organize best your arrival. If you plan to come to Legnica by train or bus, there will be a person waiting for you at the place to take you to the dormitory.

Please be prepared to obtain a Residence Permit at the beginning of your stay in Poland. Such a Permit is issued for one year. Your student guide will offer you assistance in the procedure. Required documents:

- proof of insurance (European Health Insurance Card)
- Identity Card or International passport (EU citizens)
- passport valid for minimum 1 year + Visa (non-EU citizens)

LANGUAGE COURSES

The University offers free Polish language courses for exchange students. The courses are provided during each semester, have one level for the student: beginners, without ECTS credits.

STUDENT ORGANIZATIONS

The Witelon University of Applied Sciences in Legnica, apart from its educational and didactic function for the youth, also plays a role of a cultural centre not only on the map of Lower Silesia, that is, the region on which it has the strongest influence, but also on a larger scale – on the whole country. Since its beginning the principal aim of the school and its people, has been to emphasize the role it plays, among others as an initiator of social life of local inhabitants of Legnica, its areas, and the Lower Silesia province. Therefore, the whole academic society has a chance of participating in various kinds of initiatives and projects such as exhibitions, private views, concerts, or lectures given by famous people of culture, art and science.

The school has the Student Self-government, which is responsible for organization of students' events of cultural and entertaining character, charitable actions and many more. The School's self-government always begins its work with the organization of the initiation ceremonies aiming at welcoming first year students to the School.

Apart from organizing ordinary discos, other occasional parties are held, such as the celebrations of St. Andrew's Day, St. Valentine's Day, Halloween, the carnival or ceremonies on the occasion of Women's Day. The Student Self-government also organizes cyclical theme Film Nights, Computer Games Tournament and the Review of Students Amateur Cabarets' Session. Moreover, Santa Clause charitable action „Students for the Children” is held at the Witelon University of Applied Sciences in Legnica.

The main point of the Students' Self-Government is the organization of the annual Student's celebrations „Juvenalia”, which this year will have been held for the tenth time. The students will have a chance of participating in many interesting events. The concerts will be given in the courtyard of the Witelon University of Applied Sciences in Legnica. During such events many stars of popular music have performed here, among others, Russian band Code Red, Velvet, East Clubbers duet, Uniting Nations, Romanian band – Akcent, East West rockers, Paprica Corps, Kult and Kazik, Urszula, Maryla Rodowicz, Lady Pank, or Łzy. On the stage also performed: Jay Delano, Tiddey, Carsten Hell&Kolona, Alchemist project, East Clubbers, DJ W, Strachy na Lachy, COMA, Muhy, Siddhartha, Hope.

Moreover the students can develop their interests by participating actively in the works of numerous scientific circles. The following scientific circles have been established: Young Administrators, Ordo et Ius, Consumer Rights Protection, Earth Enthusiasts, Constitutional Law, Pro Publico Bono, Friends of the UN, Young Political Scientists, Graphic specialists, Contemporary

Computer Science, Quality Management, Logistics and Transport, Amicus Arte, Negotiators, Young Pedagogians Alternatywa.

The Academic Tourist Club (AKT) established in November 2002 also operates at the School. The club embraces students interested in broadening their knowledge of tourism and recreation both through organizing and participating in various events, such as: white water canoeing, trekking expeditions, extreme rally, sightseeing tours. The club is governed by a statute, and embraces the students, graduates and the School staff. The statutory objectives are as follows: popularization and broadening the knowledge of different forms of active leisure, popularization of natural, cultural and esthetical values, organization of different forms of qualified tourism, dissemination of tourist skills through participation and organization of tourist events, whose addressees are the students of the whole School.

The students can also develop their sports interests in the Club of Academic Sports Association of the Witelon University of Applied Sciences in Legnica (AZS PWSZ). The AZS PWSZ im. Witelona Club was established in May 2001, and began its activities in December 2001. In the period of seven years there have been 520 both students and employees engaged in the Club. This number places the Club on the first position among students' organizations operating at school in relation to its number of members.

The following sport sections operate at the club: volleyball, basketball, football for men, futsal for women, table tennis, swimming, cross-country running, cheerleaders and breakdance. Moreover, our student sportsmen have participated in taekwondo, karate, chess, sport climbing, tennis as well as triathlon strength and men's handball.

Since the year 2001 the students have been taking part in the Polish Championships of Higher Schools', achieving great success. Since year 2002 KU AZS also participates in the Lower Silesia Inter-School League. AZS PWSZ has organized three PWSZ Championships in men's Volleyball, four Students Relay Street Runs of PWSZ and the 12th and 13th editions of Men's Volleyball Polish Championships of Higher Schools. The Club has also organized matches of the Lower Silesia Inter-School League.

The Club also organizes lectures and meetings with famous sportsmen and AZS activists. Since November 2006 the School's Club KU AZS PWSZ in cooperation with the Student Self-government have organized blood collection – „Vampires at PWSZ” under the patronage the European Blood Donor Foundation. Each such action carried out helps to collect from 30 to 40 liters of precious blood.

The Club also organizes lectures and meetings with famous sportsmen and AZS activists.