



## Subject card

Subject name and code	Essentials of Management, PG_00050184						
Field of study	Engineering Management						
Date of commencement of studies	October 2021	Academic year of realisation of subject				2021/2022	
Education level	first-cycle studies	Subject group				Obligatory subject group in the field of study Subject group related to scientific research in the field of study	
Mode of study	Part-time studies	Mode of delivery				blended-learning	
Year of study	1	Language of instruction				Polish	
Semester of study	1	ECTS credits				5.0	
Learning profile	general academic profile	Assessment form				exam	
Conducting unit	Department of Management -> Faculty of Management and Economics						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Elżbieta Karwowska				
	Teachers		dr Elżbieta Karwowska				
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	16.0	16.0	0.0	0.0	0.0	32
	E-learning hours included: 16.0						
Podstawy zarządzania 2021/22 - Moodle ID: 17472 <a href="https://enauczanie.pg.edu.pl/moodle/course/view.php?id=17472">https://enauczanie.pg.edu.pl/moodle/course/view.php?id=17472</a>							
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	32		8.0		85.0	125
Subject objectives	Backgrounds of organisation management theories with external and internal environment						
Learning outcomes	Course outcome	Subject outcome			Method of verification		
	[K6_U13] can improve oneself through the systematic acquisition of knowledge and skills	The student uses a variety of sources of information and knowledge gained objectifies, shares knowledge, and is open for different opinions			[SK4] Assessment of communication skills, including language correctness		
	[K6_W03] has a basic knowledge of the relationship both within the organisation and between the organisation and the environment	Environmental factors internal to the firm usually can be classified as strengths (S) or weaknesses (W) and those external to the firm can be classified as opportunities (O) or threats (T)			[SW1] Assessment of factual knowledge		
	[K6_U01] interprets and analyses the phenomena and processes taking place in the economy and organisation using basic theoretical knowledge of economics, management and science	Student creates scenarios for problem-solving in the organization in the short and long time span			[SU2] Assessment of ability to analyse information		
	[K6_W06] has a basic knowledge of methods and tools for conducting research and analyses related to particular areas of the enterprise's operations and its environment	Student uses analysis methods; SWOT, 5 Porter's forces, PEST			[SW2] Assessment of knowledge contained in presentation		
	[K6_K03] initiates creative and entrepreneurial activities in the organization using the knowledge of engineering management	Using engineering knowledge to innovative resolve problem			[SK5] Assessment of ability to solve problems that arise in practice		
Subject contents	1. Basic theories of management 2. Effective executive 3. Planning 4. Organizing 5. Motivation 6. Controlling 7. Organizational culture 8. Decision-making 9. Change management 10. HR 11. Resources management 12. Crisis management 13. Success management						

Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Test	60.0%	50.0%
	Exercises	50.0%	50.0%
Recommended reading	Basic literature	R. W. Griffin: Podstawy zarządzania organizacjami, PWN Warszawa 1996 i nowsze wydania.	
	Supplementary literature	<p>P.F.Drucker, Menedżer skuteczny, 20004, MT Biznes</p> <p>M. Sidor-Rządkowska, Zarządzanie personelem w małej firmie, 2020, Wolters Kluwer</p> <p>H. Steinmann, G. Schreyogg, Zarządzanie, 2001, Oficyna Wydawnicza PW</p> <p>W. Czakon, Krótkowzroczność strategiczna menedżerów, 2020, Wydawnictwo UJ</p> <p>L. Zbiegień-Maciąg, Kultura w organizacji, 2013, PWN</p> <p>M. Sidor-Rządkowska, Kształtowanie przestrzeni pracy, 2021, Wolters Kluwe</p>	
	eResources addresses		
Example issues/ example questions/ tasks being completed	Culture and strategy, the role of conflict, elastic planning, knowledge management, problem solving		
Work placement	Not applicable		