



Subject card

|  |  |  |   |   |   |            |     |
|--|--|--|---|---|---|------------|-----|
| Subject name and code  | Teamwork methodology, PG_00056492  |  |   |   |   |            |     |
| Field of study   | Mechatronics   |  |   |   |   |            |     |
| Date of commencement of studies  | October 2021   | Academic year of realisation of subject  |   |   | 2021/2022   |            |     |
| Education level  | first-cycle studies  | Subject group  |   |   | Optional subject group<br>Humanistic-social subject group   |            |     |
| Mode of study  | Full-time studies  | Mode of delivery   |   |   | at the university   |            |     |
| Year of study  | 1  | Language of instruction  |   |   | English   |            |     |
| Semester of study  | 1  | ECTS credits   |   |   | 1.0   |            |     |
| Learning profile   | general academic profile   | Assessment form  |   |   | assessment  |            |     |
| Conducting unit  | Department of Manufacturing and Production Engineering -> Faculty of Mechanical Engineering and Ship Technology  |  |   |   |   |            |     |
| Name and surname of lecturer (lecturers)   | Subject supervisor   |  |   |   |   |            |     |
|  | Teachers   |  |   |   |   |            |     |
| Lesson types and methods of instruction  | Lesson type  | Lecture  | Tutorial  | Laboratory  | Project   | Seminar    | SUM |
|  | Number of study hours  | 15.0   | 0.0   | 0.0   | 0.0   | 0.0        | 15  |
|  | E-learning hours included: 0.0   |  |   |   |   |            |     |
|  | Adresy na platformie eNauzanie:  |  |   |   |   |            |     |
| Additional information:<br>Parts (up to 20%) can be used with the use of multimedia tools within the eNauzanie platform. It is also possible to remotely execute (final) pass.                                 |  |  |   |   |   |            |     |
| 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  | 15   |   | 1.0   |   | 9.0        | 25  |
| Subject objectives   | The aim of this course is a gaining of knowledge on team work principles and of skills necessary for preparation of the team project.  |  |   |   |   |            |     |
| Learning outcomes  | Course outcome   |  | Subject outcome   |   | Method of verification  |            |     |
|  | [K6_K02] is aware of social role of the technical university alumni, the importance of professional attitudes, obeying ethic rules with respect to diverse point of views and cultures, understands the need for permanent self-learning   |  | The student understands the need to update their knowledge and is able to identify and use the sources of knowledge. The student knows the principles of continuous improvement and the benefits of skilful use of the potential of human resources in terms of creativity and innovation. The student correctly identifies and resolves the dilemmas related to the profession of an engineer and is able to assess the effects of the performed activity in the field of the profession of an engineer. |   | [SK4] Assessment of communication skills, including language correctness<br>[SK5] Assessment of ability to solve problems that arise in practice<br>[SK1] Assessment of group work skills<br>[SK2] Assessment of progress of work |            |     |
| [K6_K01] is aware of non-technical aspects, individual and collaborative work responsibility and is capable to comply to rules of team cooperation and to take responsibility for collectively performed tasks |  | The student knows, understands and is able to apply various methods of working with a group in order to solve existing problems and stimulating team members to work effectively. The student understands the complexity of social relations and is able to apply the acquired knowledge to define and modify his position in the group. |   | [SK3] Assessment of ability to organize work<br>[SK4] Assessment of communication skills, including language correctness<br>[SK5] Assessment of ability to solve problems that arise in practice<br>[SK1] Assessment of group work skills |   |            |     |
| Subject contents   | Definition and cycle of personnel management. Management styles. Job description. Employers selection, recruitment process. Employers motivating and evaluating. Employers development, training, career planning. Teamwork. Changes and conflict management. Elements of labor law. |  |   |   |   |            |     |

|  |  |  |                               |
|--|--|--|-------------------------------|
| Prerequisites and co-requisites                                |  |  |                               |
| Assessment methods and criteria                                | Subject passing criteria   | Passing threshold  | Percentage of the final grade |
|  | test of knowledge (in class or on-line)  | 60.0%  | 100.0%                        |
| Recommended reading  | Basic literature   | <ol style="list-style-type: none"> <li>1. Jon Gordon, The Power of a Positive Team: Proven Principles and Practices that Make Great Teams Great, Amazon 2018</li> <li>2. John C. Maxwell, 17 Indisputable Laws of Teamwork Autor John C Maxwell. HarperCollins Focus, 2013</li> <li>3. Matthew Skelton, Manuel Pais, Team Topologies, It Revolution Press, 2019</li> </ol>   |                               |
|  | Supplementary literature   | <ol style="list-style-type: none"> <li>1. Zarządzanie zasobami ludzkimi pr. zb. red.H. Król i A.Ludwiczyski, PWN Wa-wa 2006</li> <li>2. Koźmiński A. K.Piotrowski W. : Zarządzanie. Teoria i praktyka. PWN Wa-wa 2006</li> <li>3. Zarządzanie pracą. pr zb. red. Z.Jasiński, Agencja wydawnicza Placet Wa-wa 1999r</li> <li>4. Pocztowski A., Zarządzanie zasobami ludzkimi</li> <li>5. S. Robbins: Zachowania w organizacji</li> <li>6. R. Cialdini Wywieranie wpływu na ludzi</li> <li>7. Griffin R.W., Podstawy zarządzania organizacjami</li> <li>8. Armstrong: Zarządzanie zasobami ludzkimi</li> <li>9. pod red. Listwan T., Zarządzanie kadrami. Ćwiczenia</li> </ol> |                               |
|  | eResources addresses   |  |                               |
| Example issues/<br>example questions/<br>tasks being completed | <p>Materials such as examples, case studies and other will be available on-line via Moodle.</p> <ol style="list-style-type: none"> <li>1. The issue of human resource management-the main concepts</li> <li>2. Tools used in HRM: a) observation, b) research / Socio. behavior analysis service staff.</li> <li>3. The research project: testing the degree of satisfaction of employees (method, technique, tools)</li> <li>4. Construction of communication systems in groups of workers. Interpersonal Communication</li> <li>5. Building effective teams</li> <li>6. Employee assessment: methods, techniques, tools</li> <li>7. Motivating in HRM. Individual motivation system.</li> <li>8. Recruitment of staff. Conducting the interview.</li> <li>9. The leader and the leader of the group - the construction of the authority of the group leader.</li> <li>10. Harmful phenomena in management: bullying, conflict-solving. Culture of organization and management</li> </ol> |  |                               |
| Work placement   | Not applicable   |  |                               |