



## Subject card

|  |  |  |                        |  |  |            |     |
|--|--|--|------------------------|--|--|------------|-----|
| Subject name and code  | Essentials of Management, PG_00050184  |  |                        |  |  |            |     |
| Field of study   | Engineering Management   |  |                        |  |  |            |     |
| Date of commencement of studies  | October 2022   | Academic year of realisation of subject  |                        |  | 2022/2023  |            |     |
| Education level  | first-cycle studies  | Subject group  |                        |  | Obligatory subject group in the field of study<br>Subject group related to scientific research in the field of study |            |     |
| Mode of study  | Part-time studies  | Mode of delivery   |                        |  | at the university  |            |     |
| 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 hab. Beata Basińska |  |  |            |     |
|  | Teachers   |  | dr hab. Beata Basińska |  |  |            |     |
| 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: 0.0   |  |                        |  |  |            |     |
| 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_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_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_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. Organizational strategies. 5. Organizing 6. Motivation and Leadership 7. Controlling 8. Organizational culture |  |                        |  |  |            |     |
| Prerequisites and co-requisites  |  |  |                        |  |  |            |     |

| Assessment methods and criteria                                | Subject passing criteria  | Passing threshold   | Percentage of the final grade |
|--|---|---|-------------------------------|
|  | Exercises   | 50.0%   | 50.0%                         |
|  | Test  | 60.0%   | 50.0%                         |
| Recommended reading  | Basic literature  | <p>Griffin, R.W. (2017). Podstawy zarządzania organizacjami. PWN Warszawa.</p> <p>Zakrzewska-Bielawska, A. (red.) (2020). Podstawy zarządzania: teoria i ćwiczenia. Warszawa: Wydawnictwo Nieoczywiste.</p>   |                               |
|  | Supplementary literature  | <p>Drucker, P.F. (2004). Menedżer skuteczny. MT Biznes</p> <p>Sidor-Rządkowska, M. (2020). Zarządzanie personelem w małej firmie. Wolters Kluwer</p> <p>Czakon, W (2020). Krótkowzroczność strategiczna menedżerów. Wydawnictwo UJ</p> <p>Zbiegień-Maciąg, L. (2013). Kultura w organizacji. PWN</p> <p>Krzakiewicz, K., Cyfert, Sz. (2020). Podstawy zarządzania organizacjami. Poznań: Uniwersytet Ekonomiczny.</p> <p>Michalski, E. (2022). Zarządzanie przedsiębiorstwem: podręcznik akademicki. Warszawa: Wydawnictwo Naukowe PWN.</p> |                               |
|  | eResources addresses  | <p>Adresy na platformie eNauczenie:<br/> Podstawy zarządzania 2022/2023 - Moodle ID: 26237<br/> <a href="https://enauczenie.pg.edu.pl/moodle/course/view.php?id=26237">https://enauczenie.pg.edu.pl/moodle/course/view.php?id=26237</a></p>   |                               |
| Example issues/<br>example questions/<br>tasks being completed | Culture and strategy, the role of conflict, elastic planning, knowledge management, problem solving |   |                               |
| Work placement   | Not applicable  |   |                               |

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