



Subject card

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|---|--|--|--|-------------------------------------|---|--|-----|
| Subject name and code | Computer Science in Management, PG_00044151 | | | | | | |
| 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 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 | | | | 3.0 | |
| Learning profile | general academic profile | Assessment form | | | | assessment | |
| Conducting unit | Department of Informatics in Management -> Faculty of Management and Economics | | | | | | |
| Name and surname of lecturer (lecturers) | Subject supervisor | | dr inż. Kamil Brodnicki | | | | |
| | Teachers | | dr inż. Kamil Brodnicki | | | | |
| Lesson types and methods of instruction | Lesson type | Lecture | Tutorial | Laboratory | Project | Seminar | SUM |
| | Number of study hours | 0.0 | 0.0 | 16.0 | 0.0 | 0.0 | 16 |
| | 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 | 16 | | 6.0 | | 53.0 | 75 |
| Subject objectives | Using office applications for business data processing | | | | | | |
| Learning outcomes | Course outcome | | Subject outcome | | Method of verification | | |
| | [K6_W05] knows the statistical and IT methods and tools that enable the acquisition and presentation of data on the organisation's resources, including technical resources | | Student knows IT tools used for business problem solution | | [SW2] Assessment of knowledge contained in presentation | | |
| | [K6_U09] obtains data for analysis and interpretation of results using information technology | | Student can use IT tools for data processing and analysing | | [SU2] Assessment of ability to analyse information | | |
| Subject contents | <p>A set of exercises using the potential of a spreadsheet in data processing and extracting information.</p> <p>EXCEL</p> <ol style="list-style-type: none"> Improving business tasks using IT applications. Importing external data, operations of data sorting and filtering, conditional formatting, pivot tables, subtotals. Functions (mainly mathematical, text, statistics, search and address). Nesting functions. Advanced data analysis using functions. Makros. Building applications in Excel with the use of formants. | | | | | | |
| Prerequisites and co-requisites | Basic knowledge of operating systems (like Windows) and office application (i.e. MS Excel) | | | | | | |
| Assessment methods and criteria | Subject passing criteria | | Passing threshold | | Percentage of the final grade | | |
| | Midterm colloquium | | 60.0% | | 100.0% | | |

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| Recommended reading | Basic literature | <p>1. Walkenbach J., Excel 2013 PL. Biblia, Wydawnictwo Helion.</p> <p>2. Cox J., Frye C., Lambert S., Preppenau J., Murray K., Microsoft Office 2007 wersja polska Krok po kroku, Microsoft Press, 2007.</p> <p>3. Kopertowska M., W. Sikorski W., Arkusze Kalkulacyjne, Poziom zaawansowany. Mikom – Wydawnictwo Naukowe PWN.</p> |
| | Supplementary literature | <p>1. Walkenbach J., Excel 2007 PL. Biblia, Wydawnictwo Helion 2007.</p> <p>2. Walkenbach J., Excel 2007 PL. Programowanie w VBA. Vademecum profesjonalisty, Wydawnictwo Helion.</p> |
| | eResources addresses | <p>Adresy na platformie eNauczanie:</p> <p>Informatyka w zarządzaniu (NST, 2022-2023) - Moodle ID: 26421 https://enauczanie.pg.edu.pl/moodle/course/view.php?id=26421</p> |
| Example issues/ example questions/ tasks being completed | Using logical functions in Excel for reasoning based on data. | |
| Work placement | Not applicable | |

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