



Subject card

Subject name and code		Micro-enterprises, PG_00037934						
Field of study		Management, Management						
Date of commencement of studies		February 2023	Academic year of realisation of subject			2023/2024		
Education level		second-cycle studies	Subject group			Optional subject group Subject group related to scientific research in the field of study		
Mode of study		Full-time studies	Mode of delivery			at the university		
Year of study		1	Language of instruction			Polish		
Semester of study		2	ECTS credits			3.0		
Learning profile		general academic profile	Assessment form			assessment		
Conducting unit		Department of Entrepreneurship and Business Law -> Faculty of Management and Economics						
Name and surname of lecturer (lecturers)		Subject supervisor		dr hab. Julita Wasilczuk				
		Teachers		dr hab. Julita Wasilczuk dr hab. inż. Krzysztof Zięba				
Lesson types and methods of instruction		Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
		Number of study hours	30.0	15.0	0.0	0.0	0.0	45
		E-learning hours included: 0.0						
		Mikroprzedsiębiorczość 2023/2024 - Moodle ID: 33035 https://enauczanie.pg.edu.pl/moodle/course/view.php?id=33035						
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	45	6.0	24.0	75		
Subject objectives		Familiarize students with the theory and practice of entrepreneurial microenterprises management						
Learning outcomes		Course outcome	Subject outcome			Method of verification		
		[K7_W14] has a broadened knowledge of the principles of creation and development of forms of individual entrepreneurship and determinants shaping the effectiveness of economic activity	Student knows what is the difference between the relationship between the legal form of micro-enterprise and the accounting and tax requirements in micro-operations. The student has an extensive knowledge of the principles of quality management in micro enterprises.			[SU2] Assessment of ability to analyse information		
		[K7_W02] has an in-depth knowledge of classical and modern management concepts and their application in the management of modern organizations of various types	The student has an extensive knowledge of the selection of appropriate quality control systems in the company, Internet tools supporting business activities at every stage of the company's operations and legal regulations on public procurement, taxation and employment.			[SU2] Assessment of ability to analyse information		
		[K7_U12] applies selected theoretical management concepts in the management of the organisation	Student can use IT tools to analyze the situation of the company and on that basis develops the strategy of the company.			[SU4] Assessment of ability to use methods and tools		
		[K7_U02] analyses complex economic processes and phenomena using selected methods and techniques for analysing socio-economic data, and formulates their own opinions and conclusions concerning these processes and phenomena	Student can indicate the appropriate form of taxation corresponding to the needs, micro-enterprises, use the Internet tools for marketing purposes, elaborate a reply to the public procurement notice.			[SU1] Assessment of task fulfilment		

Subject contents	<p>Lecture: 1. Choice of legal form from the point of view of accounting and tax records, 2. Taxes in small businesses. 3. Use of online tools and business support programs (7 hours). 4. Quality systems for small businesses. 5. Quality management in small businesses - basic information.</p> <p>Exercise 2:</p> <p>1. Choice of legal form from the point of view of accounting and tax records; 2. Taxes in small businesses. 3. Differences between traditional and flexible employment - benefits for the employee and employer, 4. Ways of establishing and terminating the employment relationship as part of the employee selection strategy, 5. Rights and obligations of the employee and employer, 6. Public procurement as an instrument for supporting enterprises in Poland, Public procurement and innovation. 8. Use IT tools to analyze and develop strategies within the company (8 h). 9. Quality systems for small businesses. 10. Quality management in small businesses - basic information.</p>														
Prerequisites and co-requisites	Lack														
Assessment methods and criteria	<table border="1" data-bbox="451 461 1487 595"> <thead> <tr> <th data-bbox="451 461 794 495">Subject passing criteria</th> <th data-bbox="794 461 1137 495">Passing threshold</th> <th data-bbox="1137 461 1487 495">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="451 495 794 528"></td> <td data-bbox="794 495 1137 528">60.0%</td> <td data-bbox="1137 495 1487 528">40.0%</td> </tr> <tr> <td data-bbox="451 528 794 562"></td> <td data-bbox="794 528 1137 562">60.0%</td> <td data-bbox="1137 528 1487 562">30.0%</td> </tr> <tr> <td data-bbox="451 562 794 595"></td> <td data-bbox="794 562 1137 595">60.0%</td> <td data-bbox="1137 562 1487 595">30.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade		60.0%	40.0%		60.0%	30.0%		60.0%	30.0%
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Example issues/ example questions/ tasks being completed	<p>Describe the methods of promoting a microenterprise using web tools.</p> <p>Describe the basic methods of accounting records</p> <p>Identify ways to hire employees.</p> <p>It will propose a quality system for the sample company</p>														
Work placement	Not applicable														