



## Subject card

Subject name and code	COMPUTER SCIENCE IN MANAGEMENT, PG_00061395						
Field of study	Engineering Management						
Date of commencement of studies	October 2023	Academic year of realisation of subject			2023/2024		
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	2	ECTS credits			4.0		
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	24.0	0.0	0.0	24
	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	24	3.0		73.0		100
Subject objectives	Identifies sources of reliable information, performing their advanced analysis and using the results to evaluate and support management processes						
Learning outcomes	Course outcome		Subject outcome			Method of verification	
	[K6_U07] applies information technology to improve critical analysis and evaluation of data and management processes		uses BPMN notation, MS Office suite, improving criticality and management management assessment			[SU2] Assessment of ability to analyse information	
	[K6_W03] identifies reliable sources of information relevant to the analyzed issues		solves advanced problems by selecting reliable data relevant to the subject under study			[SW1] Assessment of factual knowledge	
Subject contents	BPMN: application of notation in organization modeling, process optimization  EXCEL: Streamlining business tasks with the use of the Excel application Basic data operations (importing external data, sorting and filtering operations) Functions (mainly math, text, statistics, search and address). Nesting functions Advanced data processing using functions Macros Building applications in MS Excel						
Prerequisites and co-requisites							
Assessment methods and criteria	Subject passing criteria		Passing threshold		Percentage of the final grade		
	Final work covering the components of individual laboratories		60.0%		100.0%		

Recommended reading	Basic literature	Walkenbach J., Excel 2013 PL. Biblia, Helion Cox J., Microsoft Office 2010 dla użytkowników domowych i uczniów. Krok po kroku, RM 2010 Drejewicz Sz. Zrozumieć BPMN. Modelowanie procesów biznesowych. Wydanie 2 rozszerzone, Helion 2017 Wrotek W., Excel 2010 PL. Rozwiązywanie problemów dla każdego, Helion 2010
	Supplementary literature	Walkenbach J., Excel 2013 PL. Biblia, Helion Cox J., Microsoft Office 2010 dla użytkowników domowych i uczniów. Krok po kroku, RM 2010 Drejewicz Sz. Zrozumieć BPMN. Modelowanie procesów biznesowych. Wydanie 2 rozszerzone, Helion 2017 Wrotek W., Excel 2010 PL. Rozwiązywanie problemów dla każdego, Helion 2010
	eResources addresses	Adresy na platformie eNauczanie: Informatyka w zarządzaniu NST 2023/2024 - Moodle ID: 37457 <a href="https://enauczanie.pg.edu.pl/moodle/course/view.php?id=37457">https://enauczanie.pg.edu.pl/moodle/course/view.php?id=37457</a>
Example issues/ example questions/ tasks being completed	Automation of spreadsheet activities	
Work placement	Not applicable	