GDAŃSK UNIVERSITY OF TECHNOLOGY

Subject card

Subject name and code	Self-presentation, learning and managing talents and professional skills, PG_00062793
Field of study	Mathematics

Date of commencement of studies	October 2022	Academic year of realisation of subject	2023/2024
Education level	second-cycle studies	Subject group	
Mode of study	Full-time studies	Mode of delivery	e-learning
Year of study	2	Language of instruction	Polish
Semester of study	4	ECTS credits	2.0
Learning profile	general academic profile	Assessment form	assessment

Conducting unit	Institute of Naval Architecture -> Faculty of Mechanical Engineering and Ship Technology

Name and surname of lecturer (lecturers)	Subject supervisor	dr Anna Dembicka
	Teachers	dr Anna Dembicka

Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	0.0	0.0	30
	E-learning hours included: 30.0						

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	30	2.0	18.0	50

Subject objectives	To familiarize the student with the meanders of self-presentation, optimal communication with the labor market and elements of the employee talent management process.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[K7_U71] is able to apply knowledge from humanistic, social, economic or legal sciences in order to solve problems	The student is able to create a CV and a cover letter along with the ability to present his/her strengths and interests during individual speeches.	[SU5] Assessment of ability to present the results of task [SU4] Assessment of ability to use methods and tools [SU2] Assessment of ability to analyse information
	[K7_W71] has general knowledge in humanistic, social, economic or legal sciences, including their fundamentals and applications	The student has knowledge of the methods used to identify, assess, develop and retain talent in the modern labor market.	[SW3] Assessment of knowledge contained in written work and projects [SW2] Assessment of knowledge contained in presentation
	[K7_K71] is able to explain the need to apply knowledge from humanistic, social, economic or legal sciences in order to function in a social environment	The student has competences in interpersonal communication in the era of ubiquitous globalization.	[SK5] Assessment of ability to solve problems that arise in practice [SK4] Assessment of communication skills, including language correctness [SK3] Assessment of ability to organize work [SK1] Assessment of group work skills

Subject contents	1. Employee's professional potential in the light of the challenges of the knowledge-based economy.2. Employee talents - ways of discovering, systematizing and developing them. 3. Organizational and individual competences. Qualifications and competences. 4. 34 Gallup Talents - definitions and analysis. 5. The importance of effective communication - overcoming communication barriers and conflict management. 6. Specificity of cooperation between virtual teams - factors that strengthen and weaken team creativity. 7. Employee self-presentation (stage fright, the art of speaking, winning the audience's favor). 8. Features of successful public speaking (body language, language errors, graphic elements in speeches, etiquette and savoir vivre).9. Rules for writing CVs and cover letters. 10. Stimulators and inhibitors of successful job interviews. 11. Examples of personality tests and analytical thinking tests.12. Features of future leaders and shaping employee involvement.13. Time management - a way to increase work efficiency. 14. Causes of burnout - counteraction.
Prerequisites and co-requisites	Willingness to work individually and in groups. Basic knowledge of psychology, sociology and management as well as motivation for self-development.

Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Attendance and activity in classes	70.0%	50.0%
	Essay	70.0%	50.0%

Recommended reading	Basic literature	M. Oczkoś, Sztuka mówienia bez bełkotania i faflunienia, Wydawnictwo RM, 2015.
		D. Carnegie, Jak stać się doskonałym mówcą i rozmówcą, Wydawnictwo Studio EMKA, 2012.
		W. Daniecki, Talenty w firmie, czyli jak rekrutować i motywować najlepszych, PWN. Warszawa 2015.
		M. Miller, Przyciąganie talentów, MT Biznes, Warszawa 2020.
	Supplementary literature	P. Kutnyj, Sztuka autoprezentacji i wystąpień publicznych. Na żywo i online, PWN, Warszawa 2021.
		A. Więcka, Jak mówić o sobie dobrze, Wydawnictwo Zwierciadło, Warszawa 2020.
		M. Rusinek, A. Załazińska, Jak się dogadać, czyli retoryka codzienna, Wydawnictwo Znak, Kraków 2018.
		A. Miś, Zarządzanie talentami w polskich organizacjach, Wolters Kluwer 2020.
		O. Fox Cabane, Mit charyzmy, Dom Wydawniczy REBIS, Poznań 2016.
	eResources addresses	Podstawowe https://enauczanie.pg.edu.pl/moodle/course/view.php?id=36461 - Link Adresy na platformie eNauczanie: Autoprezentacja, poznanie i zarządzanie talentami oraz umiejętnościami zawodowymi (DK 00171 HS), W, ogólnoakademicki, humanistyczno-społeczny, sem. letni 23/24 - Moodle ID: 36461 https://enauczanie.pg.edu.pl/moodle/course/view.php?id=36461

Example issues/ example questions/ tasks being completed	talent, job interview, time management, employee involvement, self-presentation, burnout
Work placement	Not applicable

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