http://www.put.poznan.pl/

Title (Zarządzanie i organizacja pracy)	Code 10102513410102202406
Field Mechatronics	Year / Semester 2 / 4
Specialty -	Course
Hours Lectures: 1 Classes: 1 Laboratory: - Projects / seminars: -	Number of credits 2
	Language polish

Lecturer:

DSc PhD MSc Eng. Edward Pająk Prof. PP

tel. +48(61) 6652052

e-mail: edward.pajak@put.poznan.pl

Faculty:

Faculty of Mechanical Engineering and Management

ul. Piotrowo 3 60-965 Poznań

tel. (061) 665-2361, fax. (061) 665-2363 e-mail: office_dmef@put.poznan.pl

Status of the course in the study program:

Mandatory course in the field of Mechatronics? 1st degree of studies.

Assumptions and objectives of the course:

The student will acquire knowledge of production management, work organization and engineering cost accounting.

Contents of the course (course description):

Basic concepts of management. National economies, globalization, concepts of management. Evolution of business development; importance of innovation. Production system - resources and their transformation. Processes in the production system. Process and product quality. Company surrounding and customer relationships. The role of marketing in the organization. Planning (types of plans), budgeting. Production costing. Relationship between costs and prices. The principles of management, enterprise performance indicators. Decision making process. Centralized and decentralized organizations. Human resource management - the role and tasks of the manager. Motivational methods. Ethics in business. Elements of project management.

Introductory courses and the required pre-knowledge:

Basic knowledge of production engineering.

Courses form and teaching methods:

Lectures with audio-visual materials, discussion and problem solving assignments.

Form and terms of complete the course - requirements and assessment methods:

Written examination (multiple-choice test and cases).

Basic Bibliography:

Additional Bibliography: