

<b>STUDY MODULE DESCRIPTION FORM</b>		
Name of the module/subject <b>Management of the investment process</b>		Code <b>1010101161010115149</b>
Field of study <b>Civil Engineering First-cycle Studies</b>	Profile of study (general academic, practical) <b>general academic</b>	Year /Semester <b>3 / 6</b>
Elective path/specialty <b>-</b>	Subject offered in: <b>Polish</b>	Course (compulsory, elective) <b>elective</b>
Cycle of study: <b>First-cycle studies</b>	Form of study (full-time, part-time) <b>full-time</b>	
No. of hours Lecture: <b>15</b> Classes: <b>-</b> Laboratory: <b>-</b> Project/seminars: <b>15</b>		No. of credits <b>2</b>
Status of the course in the study program (Basic, major, other) <b>other</b>		(university-wide, from another field) <b>from another field</b>
Education areas and fields of science and art <b>technical sciences</b> <b>Technical sciences</b>		ECTS distribution (number and %) <b>2 100%</b> <b>2 100%</b>
<b>Responsible for subject / lecturer:</b>  mgr inż. Paweł Łukaszewski email: marcin.gajzler@put.poznan.pl tel. 61 6652190 Civil and Environmental Engineering PL60965 Poznan, Piotrowo 5		
<b>Prerequisites in terms of knowledge, skills and social competencies:</b>		
1	<b>Knowledge</b>	Student has a basic knowledge from bases of civil engineering
2	<b>Skills</b>	Student is able to obtain information from indicated sources and to make analysis of taken engineering action
3	<b>Social competencies</b>	The student is aware of a need for constant updating both supplementing the construction knowledge and taking the responsibility in the career
<b>Assumptions and objectives of the course:</b> Getting to know the investment process and handing over to the knowledge concerning managing the investment process on his different stages		
<b>Study outcomes and reference to the educational results for a field of study</b>		
<b>Knowledge:</b>		
1. Student knows essential issues from the scope of spatial planning, real estate management, building code and administrative proceedings - [K_W06, K_W08, K_W10]		
2. Student knows fundamentals and discipline of acting in all phases of the construction process (on the stage of planning, design, structure and the use of the civil structure) - [K_W15]		
3. Student knows participants in the investment-building process (their rights and obligations) - [K_W15]		
<b>Skills:</b>		
1. Student is able to prepare documentation under the formal-legal account on various stages of the investment process - [K_U01, K_U20]		
2. Student is able to manage construction works - [K_U16, K_U21]		
3. Student is able to document the course of construction - [K_U14]		
<b>Social competencies:</b>		
1. Student is purchasing abilities of the teamwork - [K_K01]		
2. Student is responsible for the reliability of achieved results - [K_K02]		
3. Student is aware of a need for systematic supplementing and expanding its knowledge - [K_K06]		

<b>Assessment methods of study outcomes</b>		
<p>- written test during last lecture            Scale of the evaluation in %:            excellent (A) 90% and up            good (B) 85%-89%            average (C) 75%-84%            passing (D) 65%-74%            near failed (E) 55%-64%            failed (F) 0%-54%</p>		
<b>Course description</b>		
<p>Basic definitions: construction investments, investment process, investment cycle, building investment activity. Classification of investment undertakings. Stages of the investment process. Competence and connections in the investment process. Scope of documentation on various stages of the investment process. Ways of financing the investment process. Tenders, agreements and building contracts. Fundamentals and modes of the award of public contracts. Elements of risk in the investment activity. Participants in the investment process and the scope of their duties. Managing the life cycle of the construction project of the development in the aspect diversified. Managing the investment process on different his stages.</p>		
<b>Basic bibliography:</b>		
<ol style="list-style-type: none"> <li>1. Organizacja procesu inwestycyjnego, Żywica R., Meszek W., Żywica A., Politechnika Poznańska, Poznań, 2003</li> <li>2. Przygotowanie inwestycji budowlanych. Stadium przedprojektowe, Korzeniewski W., Polcen, Warszawa, 2004</li> <li>3. Inwestycje budowlane, Weiss I. Jurga R., C.H. Beck, Warszawa , 2005</li> <li>4. Zarządzanie w procesie inwestycyjnym, Werner W., Oficyna Wydawnicza Politechniki Warszawskiej, Warszawa 2008</li> </ol>		
<b>Additional bibliography:</b>		
<ol style="list-style-type: none"> <li>1. Ustawa - Kodeks postępowania administracyjnego</li> <li>2. Ustawa - O planowaniu i zagospodarowaniu przestrzennym</li> <li>3. Ustawa - O planowaniu i zagospodarowaniu przestrzennym</li> <li>4. Ustawa - Prawo zamówień publicznych</li> </ol>		
<b>Result of average student's workload</b>		
Activity	Time (working hours)	
1. participation in lectures	15	
2. participation in classes	15	
3. preparation for classes	10	
4. participation in consultations	5	
5. preparation for final test	15	
<b>Student's workload</b>		
Source of workload	hours	ECTS
Total workload	50	2
Contact hours	35	1
Practical activities	25	1