STUDY MODULE DESCRIPTION FORM

Name of the module/subject **Training and instruction**			Code **1011105231011006448**

Field of study **Safety Engineering - Part-time studies - Second-**	Profile of study (general academic, practical) **(brak)**	Year /Semester **2 / 3**

Elective path/specialty **Work Safety Management**	Subject offered in: **Polish**	Course (compulsory, elective) **elective**

Cycle of study: **Second-cycle studies**	Form of study (full-time,part-time) **part-time**

No. of hours Lecture: **-** Classes: **12** Laboratory: **-** Project/seminars: **-**	No. of credits **1**

Status of the course in the study program (Basic, major, other) **(brak)**	(university-wide, from another field) **(brak)**

Education areas and fields of science and art	ECTS distribution (number and %**)**

Responsible for subject / lecturer:

Marcin Wojciechowski
email: marcin.wojciechowski@put.poznan.pl
tel. 509953199
Wydział Inżynierii Zarządzania
ul. Strzelecka 11 60-965 Poznań tel: (61) 665-33-74 fax:
(61) 665-33-75 email: office_demf@put.poznan.pl

Prerequisites in terms of knowledge, skills and social competencies:

1	**Knowledge**	Generel knowledge of social subjects
2	**Skills**	Of learning with understanding and making use of knowledge in practice
3	**Social competencies**	Motivation to earn skills an make use of them during leading trainings

Assumptions and objectives of the course:

To communicate knowledge and skills needful in trainings and it's theoretical context

Study outcomes and reference to the educational results for a field of study

Knowledge:

1. Study knows the categories from definition of training in pedagogical and psychological context - [-]

2. Student knows types of trainings and it's specificity - [-]

3. Student knows the stages of training cycle - [-]

4. Student knows traditional and activating training methods and knows when to use it - [-]

Skills:

1. Student can plan chosen type of training - [-]

2. Student can practise traditional and activating methods - [-]

3. Student can make a good presentation - [-]

Social competencies:

1. Student can choose relevant devices of control and grading the training - [-]

2. Student obey the rules of verbal and unverbal communication - [-]

Assessment methods of study outcomes

Project of the training prepared in pairs and presented publicly

Course description

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

1. Categories of knowledge and skills in pedagogical perspective
2. Categories of attitudes and social behaviours in the perspective of social psychology
3. Determinats of adult-learning
4. Stages of training cycle
5. Training methods

Basic bibliography:

1. . Łaguna M., Szkolenia. Jak je prowadzić...GWP Gdańsk 2004

Additional bibliography:

1. Zubrzycka-Nowak M., Ryszczyńska K., Monostori S., Czym (nie) jest coaching?, GWP 2010
2. Rogers J., Coaching, GWP 2009
3. Detz J., Sztuka przemawiania, GWP 2008
4. Fortuna P., Łaguna M., Przygotowanie szkolenia, GWP Sopot 2009

Result of average student's workload	
Activity	**Time (working hours)**
1. Participation in classes	15
2. Individual work on project	5
Student's workload	

Source of workload	hours	ECTS
Total workload	20	1
Contact hours	15	0
Practical activities	15	0