STUDY MODULE DESCRIPTION FORM

Name of the module/subject	Code
Basics of Management	**1011101231011100180**

Field of study	Profile of study (general academic, practical)	Year /Semester
Safety Engineering - Full-time studies - First-	**(brak)**	**2 / 3**
Elective path/specialty	Subject offered in:	Course (compulsory, elective)
-	**Polish**	**elective**

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

No. of hours	No. of credits
Lecture: **-** Classes: **-** Laboratory: **-** Project/seminars: **30**	**5**

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

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

Responsible for subject / lecturer:

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Prerequisites in terms of knowledge, skills and social competencies:

1	**Knowledge**	Lack of precursor in earliest semesters.
2	**Skills**	Student owns abilities of detection, associating (joining) and in social rates interpreting of phenomenon. It is able to work in group.
3	**Social competencies**	Student understands and it is prepared for incurring of social liability (pesponsibility) for decisions in area of management organizations.

Assumptions and objectives of the course:

Familiarization of student with bases of problems of managements enterprises, in functions of managements it and manners of realization .

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

Knowledge:

1. Knows basic methods and techniques of organizations of work - [K1A_W24]
2. Has a basic knowledge of management, including financial risk management and security work in the company - [K1A_W31]
3. Knows the basic tools and techniques used to solve simple engineering tasks with the use of information technology, information security and computer support - [K1A_W26]

Skills:

1. He is able to employ different techniques for communicating in professional environment and in other environments - [K1A_U02]
2. Can apply the techniques of information and communication to perform tasks typical of engineering activities - [K1A_U07]

Social competencies:

1. He is aware of and understands the validity of non-technical aspects and effects of engineering activities, including its impact on the environment and the associated responsibility for decisions - [K1A_K02]
2. He can see the cause and effect in the implementation of its goals and rangować importance of alternative or competing tasks - [K1A_K04]
3. Consciousness of importance of behavior has to professional manner, observances of principles of professional ethics and respect of diversity of view and cultures - [K1A_K05]
4. He is able to plan and administer business ventures - [K1A_K06]

Assessment methods of study outcomes
In range of exercise: 1. During meetings with students on occupance current tasks control systematically. 2. On last meeting of test from range accomplished during semester of realized material In range of lecture: 1. Estimate of acquaintance of problems discussed during accomplished lectures on base of answer of student 2. Final examination carried in session or including as of right of examinations during last meeting with students in the form of test of choice, attachments, truth - falsity, during lectures including material introduced
Course description
Management - essence and meaning. History of science about organization and management. Functions of managements. Enterprise as system - people, processes, technologies. Directed and motivating. Taking a management decision. Chosen methods of executing of analyses for decision. Organizational structures. Information and communication in management. Ethical and cultural context of management. Safety of work in context of management.
Basic bibliography:
Additional bibliography:

Result of average student's workload

Activity	**Time (working hours)**
1. Lecture	30
2. Exercises	30
3. Consultations of exercises	3
4. Preparation for exercises	24

Student's workload

Source of workload	**hours**	**ECTS**
Total workload	120	5
Contact hours	66	3
Practical activities	54	2