



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Training and teaching

Course

Field of study

Safety Engineering

Area of study (specialization)

Integrated Management of Safety in Organization

Level of study

Second-cycle studies

Form of study

part-time

Year/Semester

2/3

Profile of study

general academic

Course offered in

Polish

Requirements

elective

Number of hours

Lecture

Laboratory classes

Other (e.g. online)

Tutorials

Projects/seminars

10

Number of credit points

1

Lecturers

Responsible for the course/lecturer:

Ph.D., D.Sc., Joanna Sadłowska-Wrzesińska,
University Professor

Responsible for the course/lecturer:

Mail to: joanna.sadlowska-
wrzesinska@put.poznan.pl

Faculty of Engineering Management

ul. J. Rychlewskiego 2, 60-965 Poznań,

Prerequisites

The student has basic knowledge of ergonomics and occupational safety and the ability to apply



theoretical issues in practice, selection of available information and the use of various sources of knowledge. The student demonstrates cognitive openness and readiness to transfer acquired knowledge.

Course objective

Transfer of basic knowledge in the field of adult teaching and key methodical skills to conduct training in the field of occupational health and safety and ergonomics.

Course-related learning outcomes

Knowledge

1. Student knows the legal requirements for education in the field of safety, health and ergonomics in the work environment [P7S_WG_03].
2. Student knows the structure of training classes, types and characteristics of the most important principles of education and the range of traditional and activating methods of education, useful in education in the field of OHS [P7S_WG_03].

Skills

1. Student is able to properly choose the sources and information from them in relation to educational methods, techniques and tools, also in remote mode [P7S_UW_01].
2. Student is able to prepare and present a selected fragment of a training module in the field of occupational health and safety [P7S_UW_02].
3. Student is able to present a technical / organizational problem within ergonomics and occupational safety by means of properly selected means [P7S_UK_01]

Social competences

1. Student is aware of the responsibility for the education processes of other people, understands the non-technical effects of engineering activities, including the humanistic aspects of work in the field of occupational health and safety [P7S_KR_02].

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment:

- knowledge is verified by a colloquium on modern didactic techniques (after the third didactic unit). The colloquium has a written form and a mixed nature of tasks (open and closed questions),
- skills are verified by assessing the implementation of independent and team tasks and activity,
- social competences are verified during discussions with students.

Summative assessment:

- oral final test including presentation of a fragment of the training module in the area of occupational health and safety and / or ergonomics and the average of partial grades.



The first and second approach pass threshold - 50% + 1.

Programme content

1. Didactics as a process. Adult didactics - Kolb series in teaching. 2. Teaching methods used during trainings (giving, problematic, displaying, programming, practical). 3. Games and exercises activating the group ("energizers", socializing, verification, e-learning). 4. Stages of the training cycle. Group dynamics. 5. Instruction as an example of training on occupational safety. 6. Situations difficult to work with a group. 7. Practical guidelines for designing security training and crisis management.

Teaching methods

- multimedia presentation constituting the background for seminar and panel discussions; case method, simulation method, staging method.

Bibliography

Basic

1. Sadłowska-Wrzesińska J., Lewicki L., Podstawy bezpieczeństwa i zdrowia w pracy, Wydawnictwo WSL, Poznań, 2018.
2. Łaguna M., Szkolenia. Jak je prowadzić, by..., GWP, Gdańsk, 2014.
3. Sadłowska-Wrzesińska J., Nejman Ż., Krupa P., Szkolenia w roli pozapłacowego czynnika motywacji pracowniczej, *Ekonomika i Organizacja Przedsiębiorstwa*, nr 8 (811), 2017, s. 105- 113.
4. Nauka o Pracy - Bezpieczeństwo, Higiena, Ergonomia. Pakiet edukacyjny dla uczelni wyższych, dostęp: <http://nop.ciop.pl>.

Additional

1. Detz J., Sztuka przemawiania. Nie co mówić, ale jak mówić, GWP, Gdańsk, 2008.
2. Fortuna P., Łaguna M., Przygotowanie szkolenia, GWP, Sopot, 2015.

Breakdown of average student's workload

	Hours	ECTS
Total workload	25	1,0
Classes requiring direct contact with the teacher	10	0,5
Student's own work (literature studies, preparation for laboratory classes/tutorials, preparation for tests) ¹	15	0,5

¹ delete or add other activities as appropriate