



COURSE DESCRIPTION CARD - SYLLABUS

Course name

SME Management

Course

Field of study

Year/Semester

Engineering Management

1/2

Area of study (specialization)

Profile of study

Enterprise resource and process management

general academic

Level of study

Course offered in

Second-cycle studies

Polish

Form of study

Requirements

full-time

compulsory

Number of hours

Lecture

Laboratory classes

Other (e.g. online)

10

Tutorials

Projects/seminars

10

Number of credit points

2

Lecturers

Responsible for the course/lecturer:

Prof. Teresa Łuczka, Ph.D., D.Sc.,

Mail to: teresa.luczka@put.poznan.pl

Faculty of Engineering Management

ul. J. Rychlewskiego 2, 60-965 Poznań

Responsible for the course/lecturer:

Ph.D., Joanna Małecka

Mail to: joanna.malecka@put.poznan.pl

Faculty of Engineering Management

ul. J. Rychlewskiego 2, 60-965 Poznań

Prerequisites

The student knows the basic concepts of corporate finance and management. Has general knowledge about entrepreneurship and the functioning of companies in a market economy

The student has the ability to perceive, associate and interpret phenomena occurring in enterprises and the economy

The student understands and is prepared to take social responsibility for decisions in the field of managing a small enterprise

Course objective

To familiarize students with the specifics of creating and managing a small and medium enterprise.

Paying attention to the problem of growth and financing of enterprises in this category



Course-related learning outcomes

Knowledge

Student has in-depth knowledge of legal norms, their sources, changes and ways of influencing organizations, with particular emphasis on small and medium sized enterprises [P7S_WG_01],

- deeply knows methods and tools for modeling information and decision-making processes in an enterprise [P7S_WG_02];

- has in-depth knowledge of the determinants of organizational structures, knows structure-forming mechanisms, and methods of modeling and changing organizational structures, including small and medium sized enterprises [P7S_WG_05]

- has knowledge of connections occurring in network organizations (concerns, holdings, clusters, etc.) and in-depth knowledge of organizational dependencies occurring between organizational units of an enterprise, as well as virtual units [P7S_WG_06]

- knows the general principles of creating and developing forms of individual entrepreneurship using knowledge of economics and management [P7S_WK_03].

Skills

The Student has the ability to use the acquired knowledge in various fields and forms, extended by a critical analysis of the effectiveness and usefulness of applied knowledge [P7S_UW_03],

- has the ability to independently propose solutions to a specific management problem and carry out the procedure to make decisions in this regard [P7S_UW_04],

- is able to correctly interpret and explain social and economic phenomena and mutual relations between social phenomena [P7S_UW_06],

- can be responsible for own work and jointly implemented tasks, and manage team work [P7S_UO_01],

- is able to identify the need and use opportunities for continuous training (second and third cycle studies, post-graduate studies, courses) - improving professional, personal and social competences; can argue before others the need for lifelong learning [P7S_UU_01].

Social competences

The Student is aware of the interdisciplinary knowledge and skills needed to solve complex organization problems and the need to create interdisciplinary teams [P7S_KK_01],

- can see the cause-and-effect relationships in achieving the goals and rank the importance of alternative or competitive tasks [P7S_KK_02],

- can make a substantive contribution to the preparation of social projects and manage projects resulting from these projects [P7S_KO_01],

- can plan and manage business ventures [P7S_KO_03.]



Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

LECTURE:

- formative assessment: discussions summarizing individual lectures, giving the student the opportunity to assess the understanding of the problem
- final grade: written test of the subject or summary grade based on partial grades

EXERCISES:

- formative assessment: activity during classes
- final grade: written / online assessment or summative assessment based on partial grades / project assessment

Programme content

1. The essence of small and medium-sized enterprises (Definitions of the SME sector, Development and significance of SMEs in capitalist economies, SME structure in Poland)
2. SMEs in global economy.
3. Strategic management in SMEs (Strategy formulation, Factors facilitating and hindering strategy building in a small company, Strategy selection areas, Characteristics of strategic management in SMEs)
4. Company building (Business development barriers, Functions and recipients of a business plan, Business plan structure)
5. SME financial management (Fundamentals of SME financial management, Investment profitability and the business cycle, Review of financing sources)
6. Clusters (Cluster definitions, Operation and financing of clusters)

Teaching methods

LECTURE: conversational lecture, interactive discussion

TUTORIALS: interactive discussion, case studies, business simulation, auditorium exercises, project method

Bibliography

Basic

1. Dębicka A., Łuczka T., Zarządzanie sytuacją kryzysową w małych i średnich przedsiębiorstwach. Diagnostyka i procedury, Wydawnictwo Politechniki Poznańskiej, 2019
2. Olejniczak K., Łuczka T., Czynniki konkurencyjności subregionu, Wydawnictwo Politechniki Poznańskiej, 2019



3. Łuczka T. (red.), Małe i średnie przedsiębiorstwa. Szkice o współczesnej przedsiębiorczości, WPP, wyd.II i wyd. I, Poznan, 2007
4. Łuczka T. , Mikro- i makroekonomiczne determinanty struktury kapitału w małych i średnich przedsiębiorstwach. Wyd.PP, Poznań, 2013
5. Łuczka T, Kapitał jako przedmiot gospodarki finansowej małego i średniego przedsiębiorstwa prywatnego. Wprowadzenie do finansów przedsiębiorstwa, WPP, Poznań, 1997
6. Łuczka T, Kapitał obcy w małym i średnim przedsiębiorstwie. Wybrane aspekty mikro- i makroekonomiczne, PWN, 2001
7. Matejun M., Zarządzanie małą i średnią firmą w teorii i w ćwiczeniach, DIFIN, Warszawa 2012
8. Małecka, J. (2018). Alternative Sources of Financing for SMEs in Poland in the Light of Empirical Research. Proceedings, Volume 2, EFERIC 2018. The 2nd Entrepreneurship and Family Enterprise Research International Conference. <https://doi.org/10.3390/proceedings2241521>
<https://www.mdpi.com/2504-3900/2/24>
9. Małecka, J. (2017). NewConnect as a Source of Financing form Small and Medium-Sized Enterprises. Proceedings Paper IMECS 2017, pp.: 540-552. Praha: Vysoka Skola Ekonomicka & Praze. http://imes.vse.cz/wp-content/uploads/2015/08/Conference_Proceedings_IMES_2017.pdf
WOS:000427316100048

Additional

1. A Dębicka, K. Olejniczak (2021), Research Directions of SMEs and Entrepreneurship in Conditions of So-cio-Economic Change. Selected Issues, Proceedings of the 37th International Business Information Man-agement Association Conference (IBIMA), April, Cordoba, Spain. / red. Khalid S. Soliman
2. K. Olejniczak, A. Dębicka (2020), Selected Features of Small And Medium-Sized Enterprises Related To International Entrepreneurship: An Empirical Analysis, Prace Naukowe Uniwersytetu Ekonomicznego we Wrocławiu,64,6,153-167, <https://doi.org/10.15611/pn.2020.6.12>
3. Olejniczak K., Dębicka A., Entrepreneurship and competitiveness of subregions. The case of the Wielkopolska Region in Poland, Biblioteka Regionalisty, nr 19, Wrocław, 2019
4. K. Olejniczak, A. Dębicka (2020), Supporting Entrepreneurial Attitudes at Technical Universities Through Simulation Games. Evidence from Poland, Horyzonty Polityki,49-63, <https://doi.org/10.35765/HP.1976>
5. A. Dębicka, K. Olejniczak (2020), Znaczenie otoczenia biznesu w zarządzaniu sytuacją kryzysową w małych i średnich przedsiębiorstwach, WYBRANE PROBLEMY NAUK O ZARZĄDZANIU I JAKOŚCI (red. A. Borowiec), Instytut Naukowo-Wydawniczy „SPATIUM”, Radom, e-ISBN: 978-83-66550-11-7



Breakdown of average student's workload

	Hours	ECTS
Total workload	50	2,0
Classes requiring direct contact with the teacher	20	1,0
Student's own work (literature studies, preparation for tasks/ classes/tutorials, preparation for tests, project preparation) ¹	30	1,0

¹ delete or add other activities as appropriate