



## DESCRIPTION OF THE OBJECT

<b>FIELD OF STUDY</b>	<b>Management</b>
<b>SPECIALISATION</b>	Trade and services
<b>MODE OF STUDY</b>	Full-time studies / Part-time studies
<b>SEMESTER</b>	4

<b>Name of the subject</b>	<b>Proseminar</b>	
<b>Hourly dimension of particular forms of classes</b> • lectures • other forms	Full-time studies – 30 Part-time studies - 18	
	Full-time studies – 30 Part-time studies - 18	

<b>Learning objectives:</b>	- acquaintance with theoretical aspects of the thesis - formulation of the subject of the diploma thesis
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<b>Learning outcomes for the subject</b>	
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<b>Number</b>	<b>Learning outcomes, a student who has successfully completed the course will be able to:</b>	<b>Reference of learning outcomes for the programme</b>	<b>The reference to the learning outcomes for the area</b>
EK_W01	knows basic methods and techniques of preparing diploma theses	K_W01	P6S_WG
EK_W02	define rules for the protection of intellectual property in the process of preparing a diploma paper	K_W16	P6S_WK
EK_U03	is able to formulate objectives and research assumptions	K_U01 K_U09	P6S_UW
EK_U04	is able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research	K_U04	P6S_UW
EK_K05	the student recognizes the need to learn and expand his/her knowledge	K_K03	P6S_KK
EK_K06	is able to acquire knowledge and data from various fields in the process of searching for a research area and problem	K_K07	P6S_KR

<b>Content number</b>	<b>Educational/ curricular content</b>	<b>Reference to learning outcomes for the subject</b>
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	<b>Konwersatorium</b>	
T_01	Presenting the essence and scope of the diploma paper. Getting acquainted with the formal principles and requirements of preparing a diploma paper. Presentation of methods and sources of literature research. Discussion of the thesis conception. Presenting the thesis conception.	EK_W01 EK_W02 EK_U03 EK_U04 EK_K05 EK_K06

Methods and forms of teaching	Educational and curricular content
Lecture with multimedia presentation of selected issues	
Conversation lecture	
Problem-based lecture	
Informative lecture	
Discussion	
Working with text	
Case study method	
Problem-based learning	
Didactic/simulation game	
Exercise method	T_01
Workshop method	
Project method	
Multimedia presentation	
Audio and/or video demonstrations	
Activation methods (e.g. brainstorming, SWOT analysis technique, decision tree technique, „snowball” method, constructing „mind maps”)	
Other (which ones?) - ...	
...	

Evaluation criteria in relation to particular learning outcomes				
Learning outcome	For assessment 2	For assessment 3	For assessment 4	For assessment 5
EK_W01	The student is not able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance	The student is able to formulate principles for the preparation of a diploma paper in the studied discipline of management sciences, economics and finance	The student is not only able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance, but also applies them practically	The student is not only able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance, but also practically applies and justifies them during the diploma seminar
EK_W02	The student is not able to determine the rules of intellectual property protection in the process of preparing the diploma thesis	The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice	The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice	The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice

EK_U03	The student is unable to formulate the aims and objectives of the research	The student is able to formulate the aims and objectives of the research	The student is not only able to formulate the aims and objectives of the research, but also applies it in the process of preparing the thesis	The student is not only able to formulate the aims and objectives of the research, but also applies it in the process of preparing the thesis and justifies its choice
EK_U04	Students are unable to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research.	Students will be able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research.	Students will not only be able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research, but also apply it in the process of work preparation	Students will not only be able to express opinions on social and economic phenomena and formulate conclusions resulting from literature research, but also apply them in the process of preparing a paper and justify their choice
EK_K05	The student does not see the need to learn and complement his/her knowledge	The student recognises the need to learn and complement his/her knowledge	The student recognizes the need to learn and complement his/her knowledge, but also applies it in the process of work preparation	The student not only perceives the need to learn and supplement his/her knowledge, but also applies it in the process of work preparation and justifies his/her choice
EK_K06	The student is not able to acquire knowledge and data from various fields in the process of searching for a research area and problem	The student is able to acquire knowledge and data from various fields in the process of searching for a research area and problem	The student is able to acquire knowledge and data from various fields in the process of searching for the area and research problem, but also to apply it in the process of preparing the work	The student is not only able to acquire knowledge and data from various fields in the process of searching for a research area and problem, but also applies it in the process of preparing the paper and justifies his/her choice

Verification of learning outcomes	EK symbols for the module/subject					
	W01	W02	U03	U04	K05	K06
Written examination						
Oral examination						
Written credit	X	X	X	X	X	X
Oral credit						
Written colloquium						
Oral colloquium	X	X	X	X	X	X
Test						
Project						
Written work						
Report						
Multimedia presentation						
Work during exercise	X	X	X	X	X	X
Other (which?) -						

Hourly teaching load and student workload	Full-time studies	Part-time studies
1. Lectures (joint participation of academics and students)	-	-
2. Other forms (joint participation of academic staff and students)	30	18
3. Consultation with the teacher	-	-
<b>Total 1+2+3</b>	<b>30</b>	<b>18</b>

4. Internships (carried out by students on their own)	—	—
5. Student's own work (including homework and project work, preparation for a credit/exam)	5	5
<b>Total 4+5</b>	<b>5</b>	<b>5</b>
<b>SUMMARY 1+2+3+4+5</b>	<b>35</b>	<b>35</b>
<b>Total ECTS credits according to the study plan</b>	<b>1</b>	

<b>Reference literature</b>	<ol style="list-style-type: none"> <li>1. Boć J. <i>Jak pisać pracę magisterską</i>, Kolonia Limited 2001.</li> <li>2. Gazda Z., <i>Poradnik metodyczny i przewodnik bibliograficzny do pisania prac dyplomowych na kierunku ekonomia</i>, Kielce 2005.</li> <li>3. Majchrzak J., Mendel T., <i>Metodyka pisania prac magisterskich i dyplomowych</i>, Poznań 1995.</li> <li>4. Sztumski J., <i>Wstęp do metod i technik badań społecznych</i>, Katowice 1999.</li> <li>5. <i>Zasady dyplomowania</i>, Wydawnictwo Wyższej Szkoły Handlu i Usług w Poznaniu, Poznań 2010.</li> </ol>
<b>Complementary literature</b>	<ol style="list-style-type: none"> <li>1. Czakon W., <i>Podstawy metodologii badań w naukach o zarządzaniu</i>, WoltersKluwer Polska 2011.</li> <li>2. Lofland J., Snow Dawid A., Anderson L., Lofland LynH., <i>Analiza układów społecznych. Przewodnik metodologiczny po badaniach jakościowych</i>, Warszawa 2009.</li> <li>3. Nowak S., <i>Metodologia badań socjologicznych</i>, Warszawa 2007.</li> <li>4. Pieter J., <i>Ogólna metodologia pracy naukowej</i>, Wrocław-Warszawa 1967.</li> <li>5. Wosik E. (red.), <i>Raport o zasadach poszanowania autorstwa w pracach dyplomowych oraz doktorskich w instytucjach akademickich i naukowych</i>, Warszawa 2005.</li> </ol>