

# ITEM CARD

Attachment No. 1 to Regulation No. 3/07/2020  
of 13 July 2020 *on the model card*  
*subject at the Higher School of Management*  
*in Warsaw*

I. GENERAL BASIC INFORMATION ABOUT THE SUBJECT (MODULE)										
<b>ITEM NAME</b> Finance / Finances										
<b>Name of the organizational unit leading the course:</b>			Faculty of Management and Technical Sciences							
<b>Name of the field of study, level of education:</b>			Management, first cycle							
<b>Learning profile:</b>			General Academic							
<b>Name of the specialty:</b>			-							
<b>Type of learning module:</b>			primary							
<b>Year/Semester:</b>			Year I, Semester III							
<b>Person coordinating the subject:</b>			Elżbieta Kotowska, PhD							
<b>Prerequisites (resulting from the succession of items):</b>			Knowledge, skills and competences acquired as a result of teaching existing related subjects (law, basics of management).							
II. FORMS OF CLASSES AND NUMBER OF HOURS										
	Lecture	Exercise	Seminar	Laboratory	Workshop	Project	Seminar	Consultation	Exam/Passing	Total hours
Full-time studies	25	25								50
Part-time studies	12	12								24
III. METHODS OF TEACHING ACTIVITIES										
Forms of classes			Didactic methods							
Lecture			Multimedia presentations, discussions, , work with literature, inthe assumptions of hypothetical-deductive thinking of listeners							
Practiceda			tasks, case-study, problem methods							
IV. OBJECTIVE LEARNING OUTCOMES IN RELATION TO LEARNING OUTCOMES FOR THE FIELD OF STUDY AND AREAS										
Lp.	Description of the learning outcomes in question								Directional effect reference	
Knowledge:										
1.	Knows and understands the basic financial and monetary categories in the context of their economic functions.								P6S_WK ZO1_W02	
2.	He has basic knowledge in the field of public finance, corporate finance, household finance.								P6S_WK ZO1_W04	
3.	He has a basic knowledge of the financial system in the state.								P6S_WK ZO1_W08	
4.	He has in-depth knowledge of finance and financial institutions in the modern world.								P6S_WG ZO1_W11	
Abilities:										
1.	Is able to use his knowledge – formulate and solve basic problems in the field of finance , determine the functions of finance.								P6S_UW ZO1_U01	
3.	Uassess the socio-economic usefulness of financial instruments .								P6S_UW	

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		ZO1_U09
<b>Social competences:</b>		
1.	He is aware of his knowledge and is able to critically assess its level and understands the need for further education.	P6S_KK ZO1_K01
2.	is aware of the importance and importance of finance in the economy and society, as well as the opportunities and threats posed by globalization and deregulation of global finance.	P6S_CO ZO1_K02
<b>V. CURRICULAR CONTENT (LEARNING)</b>		
Lp.	Lecture:	Reference to the learning outcomes in question
1.	The subject of finance science and the role of finance in a market economy. The concept of finance, the functions of finance, the financial system in the state and in the economy.	ZO1_W02 ZO1_W08
2.	Basic financial and monetary categories, financial flows and resources in the economy, money – its forms and functions, characteristics of money capital, financial flows in the economy.	ZO1_W06 ZO1_U01 ZO1_K01
3.	Public finances: central (state), local (local government units), public finance functions: allocation, redistribution, stabilization; fiscal policy and its importance.	ZO1_W04 ZO1_W08 ZO1_U09 ZO1_K02
4.	Public funds and their purpose. Structure of public revenue and revenue Structure of expenditure and expenditure. Public deficit and debt Principles of raising revenue/revenue and incurring expenses.	ZO1_W04 ZO1_U01 ZO1_U09
5.	Public levies and the tax system, taking into account the regulations resulting from EU membership.	ZO1_W04 ZO1_W11 ZO1_U09 ZO1_K01 ZO1_K02
6.	State budget and local budgets: revenue and expenditure of the State and local government units; budgetary functions and principles; Financing of the public sector: rules for disposing of public funds – transparency.	ZO1_W04 ZO1_W08 ZO1_U01
7.	Finances of the population and enterprises – basic categories, structure, financial services market.	ZO1_W08 ZO1_U09
8.	Central banking: structure and functioning of the banking system; the central bank and its role in the creation of monetary policy (Monetary Policy Council); Monetary policy transmission mechanism – impact on financial markets and the real economy.	ZO1_W02 ZO1_U01 ZO1_K01
9.	Commercial banking: types, organizational and legal forms and functions (tasks) of banks in a market economy; banking operations (active, passive, intermediary).	ZO1_W08 ZO1_U09 ZO1_K02
10.	Financial markets: money market, capital market, foreign exchange market; Characteristics and in-depth analysis of individual segments of the financial market.	ZO1_W11 ZO1_U01 ZO1_K02
11.	Financial market supervision. Polish Financial Supervision Authority (KNF) organization	ZO1_W02 ZO1_W17 ZO1_U09
12.	Basics of international finance: international markets and financial institutions (World Bank, International Monetary Fund); European Economic and Monetary Union (ECB, ESCB, single currency euro.	ZO1_W06 ZO1_W11 ZO1_K02
Lp.	Exercises/workshops:	Reference to the learning outcomes in question
1	Structure of public revenue and revenue . Structure of expenses and expenses.	ZO1_W04

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		ZO1_U01 ZO1_U09
2	Analysis of financial market segments	ZO1_W11 ZO1_U01 ZO1_K02
3	Finances of population and enterprises - case study	ZO1_W08 ZO1_U09
4	Capital market analysis – case study	ZO1_W11 ZO1_U01 ZO1_K02
5	Foreign currency settlements	ZO1_W04 ZO1_U01 ZO1_U09
6	Documentation of settlements with contractors	ZO1_W11 ZO1_U01 ZO1_K02
7	Analysis of the insurance financial system	ZO1_W08 ZO1_U09
8	Public finance system – case study	ZO1_W11 ZO1_U01 ZO1_K02
9	International Finance Case Study	ZO1_W04 ZO1_U01 ZO1_U09
10	Banking system - case study	ZO1_W11 ZO1_U01 ZO1_K02
11	Personal and corporate income tax	ZO1_W08 ZO1_U09
12	Analysis of financial statements of listed companies	ZO1_W11 ZO1_U01 ZO1_K02
VI. METHODS OF ASSESSMENT OF LEARNING OUTCOMES		
Learning outcomes	Verification method	Form of classes in which EUS is verified (Learning outcome)
<b>Knowledge:</b>		
ZO1_W02 ZO1_W04 ZO1_W08 ZO1_W11	Written test, presentation, discussion activity, project	Lecture/Tutorials
<b>Abilities:</b>		
ZO1_U01 ZO1_U09	Written test, presentation, discussion activity, project	Lecture/Tutorials

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Social competences:				
ZO1_K01 ZO1_K02	Written test, presentation, discussion activity, project			Lecture/Tutorials
VII. CRITERIA FOR ASSESSING ACHIEVED LEARNING OUTCOMES				
Learning outcomes	Unsatisfactory assessment The student does not know and does not understand/cannot/is not ready:	Grade range 3.0-3.5 The student knows and understands / can / is ready:	Grade range 4.0-4.5 The student knows and understands / can / is ready:	Very good rating The student knows and understands / can / is ready:
For each of the learning outcomes identified for the Knowledge, Skills and Competences module	The student gets less than 51% max. the number of points for a given effect	The student obtains from 52 to 60% max. the number of points for a given effect on grade 3 and the student obtains from 61 to 70% max. the number of points for a given effect per grade 3.5	The student obtains from 71 to 80% max. the number of points for a given effect on grade 4 and the student obtains from 81 to 90% max. the number of points for a given effect per rating 4.5	The student obtains more than 90% max. the number of points for a given effect
VIII. STUDENT'S WORKLOAD – NUMBER OF HOURS AND BALANCE OF ECTS CREDITS				
Type of activity ECTS	Student load			
	Studies Stationary	Part-time studies		
Participation in didactic activities (lectures, exercises, tutorials, project, laboratories, workshops, seminars) – SUM of hours – from point II	50	24		
Exam/Passing				
Participation in the consultation	5	6		
Project / Essay	10	20		
Independent preparation for didactic classes	15	25		
Preparing to pass a teaching class	20	25		
<b>Total student workload (25h = 1 ECTS) TOTAL hours/ECTS</b>	<b>4pktECTS/100h</b>	<b>4pktECTS/100h</b>		
Student load in classes in direct contact with the teacher	50	24		
Student load in practical classes				
Student load in practical vocational preparation classes				
Student load in research preparation classes				
IX. LITERATURE AND OTHER DIDACTIC MATERIALS				
<b>Basic literature:</b>				
1. Dorota Korenik, Stanisław Korenik, Fundamentals of finance, Wydawnictwo Naukowe PWN 2022 2. W. Bień, Corporate Financial Management, Difin 2018				
<b>Supplementary literature:</b>				
1. Rutkowski, Financial Management. PWE , W_wa 2007, 2. W. Szczęśny , Finance and management , Oficyna Wydawnicza WSM , Warsaw 2007 3. A. Sławiński (ed.). Monetary Policy ,C.H. Beck, Warszawa 2011 4. E. Kotowska, Fundamentals of knowledge about taxes in Poland in the period of applying for membership in the European Union, WSM, W_wa 2001r 5. Finanse przedsiębiorstwa / praca zbiorowa ed. Lech Szyszko, ed. Jan Szczepański. - Ed. 3 d. and ch. - Warsaw : Polskie Wydawnictwo Ekonomiczne, 2007.				

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6. J. Ostaszewski (ed.). Finance, Difin, Warsaw 2013.
7. W. Szczęsny, Finance . Outline of the lecture.. Difin 2009
8. Z. Dobosiewicz, Introduction to finance and banking, PWN, Warsaw 2009
9. M. Daniluk , Fundamentals of finance, W-wa 2005

**Other teaching materials:**

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