

ITEM CARD

Attachment No. 1 into 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)										
ITEM NAME: Social system of work										
Name of the organizational unit leading the course:		Faculty of Management and Technical Sciences								
Name of the field of study, level of education:		Management, second cycle								
Learning profile:		general academic								
Name of the specialty:		Human Resources Management								
Type of learning module:		specialty								
Year/Semester:		Year 2 semester 3								
Person coordinating the subject:		Dr. Marzena Kacprzak								
Prerequisites (resulting from the succession of items):		substantive scope of undergraduate and graduate subjects								
II. FORMS OF CLASSES AND NUMBER OF HOURS										
	Lecture	Exercise	Seminar	Laboratory	Workshop	Project	Seminar	Consultation	Exam/Passing	Total hours
Full-time studies	15	15								30
Part-time studies	12	12								24
III. METHODS OF TEACHING ACTIVITIES										
Forms of classes			Didactic methods							
Lecture			Feeding methods, multimedia presentations, discussions							
exercise			Work with literature, activating exercises, problematic and activating methods of projects implemented on the basis of assumptions given by the lecturer							
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 in depth the best practices in the field of management in the fields covered by the study program Knows and understands to a deeper degree the characteristics of man as a subject constituting social structures and the principles of their functioning								FROM02_W01 P7S_WG	
3.	Knows and understands the complexity of processes and phenomena occurring in organizations and their environment								ZO2_W04 P7S_WG P7S_WK	

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4.	Knows and understands to a deeper degree social phenomena and human behavior in the organization and the factors causing these phenomena and behaviors	ZO2_W11 P7S_WG P7S_WK
Abilities:		
1.	Is able to use the acquired knowledge in professional activities, including innovative performance of professional tasks, as well as in running a business on their own account	ZO2_U02 P7S_UW
2.	Can integrate knowledge from various fields to create innovative solutions to problems	ZO2_U01 P7S_UW
3.	Is able to participate constructively in organisational decision-making processes at all levels of management	ZO2_U04 P7S_UW; P7S_UK P7S_UO
4.	Is able to observe phenomena and processes in the organization as well as their analysis and interpretation using advanced theoretical approaches and research paradigms	ZO2_U01 P7S_UW
5.	Can organize teamwork and lead teams and effectively communicate, negotiate and persuade	ZO2_U13 P7S_UK P7S_UO
Social competences:		
1.	He is ready to fulfill social commitments, inspire and organize activities for the benefit of the social environment	ZO2_K03 P7S_KO
2.	is ready to perform professional roles responsibly, taking into account changing social needs, including: developing the achievements of the profession, maintaining the ethos of the profession, observing and developing the principles of professional ethics and acting to comply with these principles	ZO2_K04 P7S_KR
3.	He is ready to work in a team, taking on various roles and functions m.in leader, leader, innovator	ZO2_K08 P7S_KO
V. CURRICULAR CONTENT (LEARNING)		
Lp.	Lecture:	Reference to the learning outcomes in question
1.	Organization as a social system (definitions, meaning, characteristics, norms, values, roles)	ZO2_W01 ZO2_U02 ZO2_K03
2.	Workplace in traditional and contemporary terms (concept, functions, structure, features, workplace as a system, formal organization, formal and informal employee groups, roles and professional positions of employees)	ZO2_W01 ZO2_W04 ZO2_U01 ZO2_U04 ZO2_U13 ZO2_K03 ZO2_K04

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3.	Ethical aspects of professional work, professional ethics, pathological phenomena in professional work – pathological social groups, addictions, crime, mobbing, abuse, AIDS, drugs, health problems and computers, accidents, occupational stress)	ZO2_W01 ZO2_W11 ZO2_U01 ZO2_U13 ZO2_K04 ZO2_K08
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Lp.	exercises:	Reference to the learning outcomes in question
1	Work in human life and its value for the employee, the essence of professional work, new phenomena in the area of work, non-standard ways of employing employees	ZO2_W01 ZO2_W11 ZO2_U02 ZO2_U13 ZO2_K03 ZO2_K04 ZO2_K08
2	Employees towards work (selection, motivation, evaluation, attitudes towards work, job satisfaction / satisfaction)	ZO2_W01 ZO2_W11 ZO2_U13 ZO2_K04 ZO2_K08
3.	Job search and support for job seekers, employee development (job search, unemployment, institutions and forms of support, work of Poles abroad)	ZO2_W04 ZO2_W11 ZO2_U01 ZO2_U01 ZO2_U13 ZO2_K04 ZO2_K08
4.	Social interaction at work (communication in the work environment, negotiation of professional situations, conflicts and their resolution)	ZO2_W01 ZO2_W04 ZO2_W11 ZO2_U02 ZO2_U01 ZO2_U13 ZO2_K04 ZO2_K08
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VI. METHODS OF ASSESSMENT OF LEARNING OUTCOMES				
Learning outcomes	Verification method	Form of classes in which EUS is verified (Learning outcome)		
Knowledge:				
ZO2_W01 ZO2_W04 ZO2_W11	Discussions, brainstorming, test	Lecture/ Tutorials		
Abilities:				
ZO2_U02 ZO2_U01 ZO2_U04 ZO2_U13	discussions, brainstorming, test, project	Lecture/ Tutorials		
Social competences:				
ZO2_K03 ZO2_K04 ZO2_K08	discussions, brainstorming, test, project	Lecture/Exercises		
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 obtains less than 50% max. the number of points for a given effect	The student gets from 50 to 59% max. the number of points for a given effect on a grade of 3 and The student gets from 60 to 69% max. the number of points for a given effect per grade 3.5	The student gets from 70 to 79% max. the number of points for a given effect per grade 4, and The student obtains from 80 to 89% max. the number of points for a given effect per rating 4.5	The student obtains more than 89% 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		30	24	
Exam/Passing		1	1	
Participation in the consultation		1	1	
Project / Essay		10	10	

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Independent preparation for didactic classes	28	38
Preparing to pass a teaching class	25	45
Total student workload (25h = 1 ECTS) TOTAL hours/ECTS	5 ECTS points/ 125 h	5 ECTS points/ 125h
Student training in direct contact with the teacher	30	24
Student load in practical classes	45	50
Student load in practical vocational preparation classes		
Student load in research preparation classes	50	51
IX. LITERATURE AND OTHER DIDACTIC MATERIALS		
Basic literature:		
<ol style="list-style-type: none"> 1. Worm E., Working time and its social references Related to the penetration of the professional and personal sphere of employees, <i>Studia Economic. Scientific Journals of the University of Economics in Katowice</i>, No. 257, Katowice 2016. 2. Drzeżdżon W., Work as a fundamental human activity. Interpretative Study, <i>Gdańsk Studies. Visions and Reality</i>, 2015, vol. XII. 		
Supplementary literature:		
<ol style="list-style-type: none"> 1. Magala S., <i>Intercultural competences</i>, Wolters Kluwer Polska, Warsaw 2011. 2. Kłós B., Working time in Poland against the background of other Member States of the European Union, <i>Studia BAS</i>, No. 4(36)/2013. 3. Lachowska B., <i>Work and family, conflict or synergy?</i>, Wydawnictwo KUL, Lublin 2012. 4. Kwiatkowski S. M., Bogaj A., Baraniak B., <i>Pedagogika pracy</i>, Wydawnictwa Akademickie i Profesjonalne, Warszawa 2007. 5. Niemiec B., Dignity of man [in:] <i>Wielka encyklopedia nauczania Jana Pawła II</i>, Wyd. POLWEN, Radom 2014 6. Kacprzak M., Król A., Strategic competences of managerial staff and the labor market, <i>Management. Theory and Practice</i> 2014, No. 10 (2). 7. Biegańska K., The nuisance of work as a determinant of the quality of life of entrepreneurs [in:] L. Golińska, E. Bielawska-Batorowicz (eds.), <i>Family and work in conditions of crisis</i>, Wydawnictwo UŁ, Łódź 2011. 8. Nowacki T. W., <i>Lexicon of work pedagogy</i>, Institute of Sustainable Technologies, Wyższa Szkoła Pedagogiczna TWP, Wyższa Szkoła Pedagogiczna ZNP, Wydawnictwo Instytut Technologii Eksploatacji w Radomiu, Radom 2004. 		
Other teaching materials:		
– MS Teams, Moodle		