

FACULTY OF ELECTRICAL
ENGINEERING**SUBJECT CARD**

Name in Polish: **Podstawy Zarządzania**
 Name in English: **Fundamentals of Management**
 Main field of study (if applicable): **Electrical Engineering**
 Specialization (if applicable): **Renewable Energy Systems**
 Level and form of studies: **2nd level, full-time**
 Kind of subject: **optional / university-wide**
 Subject code: **ZMZ001499**
 Group of courses: **NO**

	Lecture	Classes	Laboratory	Project	Seminar
Number of hours of organized classes in University (ZZU):	15				
Number of hours of total student workload (CNPS):	50				
Form of crediting:	crediting with grade				
For group of courses mark (X) final course:					
Number of ECTS points:	2				
including number of ECTS points for practical (P) classes :					
including number of ECTS points for direct teacher-student contact (BK) classes:	1.40				

PREREQUISITES RELATING TO KNOWLEDGE, SKILLS AND OTHER COMPETENCES

- Has a basic knowledge about management processes, functions, principles and tools and identifies the basic management issues

SUBJECT OBJECTIVES

- C1. To ensure fundamental knowledge (including application aspects) about: setting up the business
 C2. To ensure fundamental knowledge (including application aspects) about: organization as a system
 C3. To ensure fundamental knowledge (including application aspects) about: organizational development dynamics and characteristics of the organization in various development phases
 C4. To ensure fundamental knowledge (including application aspects) about: change and project management

SUBJECT LEARNING OUTCOMES*relating to knowledge:*

- PEU_W01 Has a basic knowledge about setting up and running the business.
 PEU_W02 Has a basic knowledge about managing organization as a system.
 PEU_W03 Has a basic knowledge about introducing changes in organizations.

*relating to skills:**relating to social competences:*

- PEU_K01 Is aware how important is the cooperation in completing complex tasks.

PROGRAMME CONTENT

Form of classes - lecture		Number of hours:
Lec 1	Scope of lecture, conditions of crediting and literature Introduction: challenges of contemporary management	2
Lec 2	How to set up the business? The essence of entrepreneurship.	2
Lec 3	Organization as a system of functions, processes and operations.	2
Lec 4	Managing organizational environment.	2
Lec 5	Organizational transformations: birth, growth, decline, and death. Change management	2
Lec 6	Project management	2
Lec 7	Effective teams building	2
Lec 8	Final assessment	1
Total hours:		15

TEACHING TOOLS USED

- N1. Traditional lecture with multimedia presentations
- N2. Case studies presented during lecture
- N3. Self-study: final assessment preparation

EVALUATION OF SUBJECT LEARNING OUTCOMES ACHIEVEMENT

Evaluation <i>F – forming (during semester)</i> <i>P – concluding (at semester end)</i>	Educational effect number	Way of evaluating educational effect achievement
F1(w)	PEU_W01 PEU_W02 PEU_W03	Final assessment
F2(w)	PEU_K01	Scoring students' involvement during lecture
P(w)	$P=0,9F1+0,1F2$	

PRIMARY AND SECONDARY LITERATURE**PRIMARY LITERATURE:**

- [1] McKee A.: Management: a focus on leaders, Pearson, Boston 2012

SECONDARY LITERATURE:

- [1] Griffin R.W.: Management, Houghton Mifflin Company, New York 2008.
[2] Jones G.R., George J.M., Essentials of contemporary management, McGraw-Hill Irwin, Boston 2007 (2006).
[3] Osterwalder A., Pigneur Y., Business model generation: a handbook for visionaries, game changers, and challengers, John Wiley & Sons, 2010.
[4] Robbins S.P., DeCenzo D.: Fundamentals of management: essential concepts and applications, Pearson/Prentice Hall, 2008.

SUBJECT SUPERVISOR

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