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| 1. | Field of study | Human Resource Management in Organisation |
| 2. | Faculty | Faculty of Social Sciences |
| 3. | Academic year of entry | 2023/2024 (winter term), 2024/2025 (winter term) |
| 4. | Level of qualifications/degree | first-cycle studies |
| 5. | Degree profile | general academic |
| 6. | Mode of study | full-time |

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| 7. General information about the module | |
| Module name | Warsztat specjalnościowy VIB: Menedżer i jego rozwój |
| Module code | W3-ZZ-S1-WS-VIB |
| Number of the ECTS credits | 2 |
| Language of instruction | |
| Purpose and description of the content of education | Celem modułu jest praca warsztatowa nad pogłębieniem kompetencji studentów w zakresie własnego samorozwoju, kreowania marki osobistej (personal branding), autoprezentacji oraz komunikacji interpersonalnej. W ramach modułu studenci nabędą umiejętności niezbędne menedżerom w dobie czwartej rewolucji przemysłowej. |
| List of modules that must be completed before starting this module (if necessary) | not applicable |

| 8. Learning outcomes of the module | | | |
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| Code | Description | Learning outcomes of the programme | Level of competenc (scale 1-5) |
| K01 | rozumie potrzebę doskonalenia swoich kompetencji i umiejętności zawodowych; podejmuje aktywne działania na rzecz samorozwoju | K01 K02 K06 | 5 4 2 |
| U01 | potrafi określić swoje mocne strony, styl komunikowania oraz zidentyfikować obszary własnej aktywności wymagające wzmocnienia | U08 U09 | 5 5 |
| U02 | potrafi przyjmować rolę lidera w zespole, efektywnie komunikować się z zespołem pracowniczym oraz budować wizerunek menedżera | U02 U07 | 3 4 |
| W01 | posiada wiedzę na temat ról i zadań kadry menedżerskiej; zna specyfikę roli lidera i menedżera oraz identyfikuje różne style zarządzania | W02 W04 W07 W12 | 4 4 3 3 |

| 9. Methods of conducting classes | | |
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| Code | Category | Name (description) |
| b04 | Problem-solving methods | Activating method – discussion / debate <i>an exchange of views supported by substantive arguments leading to a clash of different views, a compromise or the identification of common positions; it proceeds according to previously agreed-upon rules regarding the time, manner and turn-taking as well as the principles of civil discourse; a discussion is not a competition but aims at finding the best solutions or presenting different points of view; its varieties include brainstorming, Oxford-style debate, panel discussion, decision tree, conference discussion; a debate is an orderly dispute between supporters and opponents of a viewpoint, usually specialists in the field or pre-selected representatives of a group dealing with a common problem</i> |
| c07 | Demonstration methods | Screen presentation <i>a presentation of synthetic image content using computer graphics, e.g., a series of slides or other multimedia forms, usually accompanied by a commentary; typical components of a screen presentation include text organized into bulleted points, charts, images and animations, sometimes sound effects or music; a multimedia illustration of course content presented in the form of a projected image</i> |
| f02 | Methods of self-learning | Individual work with a text <i>searching for and acquiring new information using textbooks and other written sources (including their digital versions); searching for texts, selecting fragments for analysis/interpretation, using other texts to solve a problem related to the studied issue</i> |
| f03 | Methods of self-learning | Conceptual work <i>a (mainly intellectual) activity carried out independently (or in a selected group) resulting in the creation of a concept, idea or project; creating a plan based on a vision; developing a general outline of a project; producing a simplified sketch of the variant versions of a procedure/product/work</i> |

| 10. Forms of teaching | | | | | |
|-----------------------|----------|-----------------|---|---------------------------------|-------------------------------|
| Code | Name | Number of hours | Assessment of the learning outcomes of the module | Learning outcomes of the module | Methods of conducting classes |
| 01 | workshop | 20 | course work | K01, U01, U02, W01 | b04, c07, f02, f03 |

| 11. The student's work, apart from participation in classes, includes in particular: | | | |
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| Code | Category | Name (description) | Is it part of the BUNA? |
| a01 | Preparation for classes | Search for materials and review activities necessary for class participation <i>reviewing literature, documentation, tools and materials as well as the specifics of the syllabus and the range of activities indicated in it as required for full participation in classes</i> | No |
| a02 | Preparation for classes | Literature reading / analysis of source materials <i>reading the literature indicated in the syllabus; reviewing, organizing, analyzing and selecting source materials to be used in class</i> | No |
| a03 | Preparation for classes | Developing practical skills <i>activities involving the repetition, refinement and consolidation of practical skills, including those developed during previous classes or new skills necessary for the implementation of subsequent elements of the curriculum (as preparation for class participation)</i> | No |
| a05 | Preparation for classes | Production/preparation of tools, materials or documentation necessary for class participation <i>developing, preparing and assessing the usefulness of tools and materials (e.g. aids, scenarios, research tools, equipment, etc.) to be employed in class or as an aid when preparing for classes</i> | No |

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| b01 | Consulting the curriculum and the organization of classes | Getting acquainted with the syllabus content <i>reading through the syllabus and getting acquainted with its content</i> | No |
| b02 | Consulting the curriculum and the organization of classes | Verification / adjustment / discussion of syllabus provisions <i>consulting the content of the syllabus, possibly in the presence of the year tutor or members of the class group, and, if necessary, reassessing the provisions concerning special conditions for class participation, e.g., space and time requirements, technical and other requirements, including conditions for participation in classes outside the walls of the university, classes organized in blocks, organized online, etc.</i> | Yes |
| b03 | Consulting the curriculum and the organization of classes | Consulting the schedule <i>getting acquainted with the class schedule, possibly in the presence of the year tutor, in order to optimize participation in classes, including those supplementary to the core subjects listed in the pursued study programme</i> | Yes |
| c01 | Preparation for verification of learning outcomes | Determining the stages of task implementation contributing to the verification of learning outcomes <i>devising a task implementation strategy embracing the division of content, the range of activities, implementation time and/or the method(s) of obtaining the necessary materials and tools, etc.</i> | No |
| c02 | Preparation for verification of learning outcomes | Studying the literature used in and the materials produced in class <i>exploring the studied content, inquiring, considering, assimilating, interpreting it, or organizing knowledge obtained from the literature, documentation, instructions, scenarios, etc., used in class as well as from the notes or other materials/artifacts made in class</i> | No |
| c03 | Preparation for verification of learning outcomes | Implementation of an individual or group assignment necessary for course/phase/examination completion <i>a set of activities aimed at performing an assigned task, to be executed out of class, as an obligatory phase/element of the verification of the learning outcomes assigned to the course</i> | No |
| d01 | Consulting the results of the verification of learning outcomes | Analysis of the corrective feedback provided by the academic teacher on the results of the verification of learning outcomes <i>reading through the academic teacher's comments, assessments and opinions on the implementation of the task aimed at checking the level of the achieved learning outcomes</i> | Yes |
| d02 | Consulting the results of the verification of learning outcomes | Development of a corrective action plan as well as supplementary/corrective tasks <i>reviewing and selecting tasks and activities enabling the elimination of errors indicated by the academic teacher, their verification or correction resulting in completing the task with at least the minimum passing grade</i> | No |

Information on the details of the module implementation in a given academic year can be found in the syllabus available in the USOS system: <https://usosweb.us.edu.pl>.