

1.	Field of study	Scientific Information and Library Science
2.	Faculty	Faculty of Humanities
3.	Academic year of entry	2024/2025 (winter term)
4.	Level of qualifications/degree	first-cycle studies
5.	Degree profile	general academic
6.	Mode of study	full-time

7.	General information about the module	
Module name		Basics of representation and organization of information
Module code		W1-BN-S1-PRIO03
Number of the ECTS credits		4
Language of instruction		Polish
Purpose and description of the content of education		In this module, students will become acquainted with the issues of representation and organization of information and knowledge, including concepts, methods, processes, and tools for ensuring effective access to information in various information systems. Students will learn about the structure, functions, and pragmatics of knowledge organization systems—including information retrieval languages—against the background of their typical applications and will learn to design such tools. The knowledge and skills included in the course content are presented in a broad context of information processes, including as a prelude to the processing of library collections and other information resources.
List of modules that must be completed before starting this module (if necessary)		not applicable

8.	Learning outcomes of the module			
Code	Description	Learning outcomes of the programme	Level of competenc (scale 1-5)	
PRIO03_1	student zna koncepcje, metody i narzędzia reprezentacji i organizacji informacji i wiedzy oraz rozumie ich znaczenie dla efektywnego zarządzania procesami informacyjnymi	K_W04 K_W05	3 4	
PRIO03_2	student potrafi dokonać analizy struktury, funkcjonalności i pragmatyki typowych systemów organizacji wiedzy (w tym języków informacyjno-wyszukiwawczych)	K_U08	3	
PRIO03_3	student zna założenia metodyki projektowania narzędzi służących organizacji informacji; potrafi zaprojektować prosty system organizacji wiedzy (w tym: opracować fragment słownika, odwzorować relacje semantyczne, podać instrukcję indeksowania, omówić zakres zastosowań i pragmatykę)	K_U05	4	
PRIO03_4	student dostrzega problemy natury językowej związane z reprezentacją i organizacją dostępu do informacji oraz potrafi analizować te zagadnienia w kontekście rozwoju technologii informacyjno-komunikacyjnych	K_K01 K_W04	3 3	

9.	Methods of conducting classes		
Code	Category	Name (description)	
a01	Lecture methods / expository methods	Formal lecture/ course-related lecture <i>a systematic course of study involving a synthetic presentation of an academic discipline; its implementation assumes a</i>	

		<i>passive reception of the information provided</i>
a05	Lecture methods / expository methods	Explanation/clarification <i>explication involving the derivation of a predetermined theorem from other, already known ones, in the number of steps specified by the person teaching the course</i>
b02	Problem-solving methods	Lecture-discussion <i>transmission of content involving interaction with the lecture audience; discussion of lecture-related issues is one of its elements or constitutes its follow-up</i>
b07	Problem-solving methods	Activating methods: a case study <i>a comprehensive description of a phenomenon connected with the selected discipline; reflecting the reality, presenting the 'what', 'where' and 'how' of the phenomenon, i.e., all of its key aspects to be discussed in class; used as a reproduction, presentation, discussion or diagnosis of factors that shape the phenomenon or interact with it; an in-depth qualitative analysis and evaluation of a selected phenomenon</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>
d01	Programmed learning methods	Working with a computer <i>e.g., Webquest; implementation of educational tasks using electronic and digital devices, computer programs and Internet applications; the academic teacher acts as a consultant; students' work is carried out step by step according to the plan laid own by the person teaching the course and following his instructions, and proceeds towards producing the indicated results within the set deadline</i>
e04	Practical methods	Project scheduling <i>proceeding according to the steps proposed within a specific methodology for the completion of a task; e.g., identifying project objectives, determining the result, identifying strengths, limitations, opportunities and threats (SWOT), establishing a schedule of activities, assessing resources, establishing an implementation plan; the initial diagnosis; the reassessment of assumptions; the process of preparing the practical implementation of a project</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
PRI003_fs_1	lecture	15	exam	PRI003_1, PRI003_4	a01, b02, c07
PRI003_fs_2	laboratory classes	30	course work	PRI003_1, PRI003_2, PRI003_3, PRI003_4	a05, b07, d01, e04, f02, f03

11. The student's work, apart from participation in classes, includes in particular:			
Code	Category	Name (description)	Is it part of the BUNA?
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
a04	Preparation for classes	Consulting materials complementary to those indicated in the syllabus <i>agreeing on materials complementary to those indicated in the syllabus, supporting the implementation of tasks resulting from or necessary for class participation</i>	Yes
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>	Yes
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

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>.