

1.	<b>Field of study</b>	<b>Administration</b>
2.	Faculty	Faculty of Law and Administration
3.	Academic year of entry	2024/2025 (winter term), 2025/2026 (winter term)
4.	Level of qualifications/degree	second-cycle studies
5.	Degree profile	general academic
6.	Mode of study	part-time

7.	<b>General information about the module</b>	
<b>Module name</b>		<b>Public procurement (case study)</b>
Module code		zp_a2_04
Number of the ECTS credits		5
Language of instruction		Polish
Purpose and description of the content of education		The subject of the module is the principles, forms and mode of public procurement. Selected institutions of Polish public procurement law are analyzed. The course also covers the issues of public procurement regulated by international law, mainly Community law. The aim of the course is for the student to master the basic knowledge of public procurement procedures, primarily the rights and obligations of participants in the procurement procedure, modes of awarding contracts for supplies, works and services. The student is introduced to the issues of the public procurement contract, legal remedies available to the participants in the proceedings, and the principles of procurement control.
List of modules that must be completed before starting this module (if necessary)		not applicable

8.	<b>Learning outcomes of the module</b>			
Code	Description	Learning outcomes of the programme		Level of competenc (scale 1-5)
K01	is ready to carry out procurement procedures in the course of his professional work, as well as to use the knowledge of experts in this area	K_K01		3
		K_K02		3
		K_K03		3
U01	analyzes the legal regulations on the procedure for the award of public contracts and the rules of operation of administrative institutions in the field of award, control of public procurement	K_U04		3
		K_U07		3
U02	recognizes legal and financial instruments in the expenditure of public funds for the implementation of public procurement	K_U08		4
W01	knows the basic concepts of public procurement law	K_W02		1
W02	knows the sources of Polish public procurement law in the legal system	K_W07		3

9.	<b>Methods of conducting classes</b>		
Code	Category	Name (description)	
a01	Lecture methods / expository methods	Formal lecture/ course-related lecture	

		a systematic course of study involving a synthetic presentation of an academic discipline; its implementation assumes a passive reception of the information provided
a05	Lecture methods / expository methods	Explanation/clarification 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
b04	Problem-solving methods	Activating method – discussion / debate 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
b08	Problem-solving methods	Activating method – peer learning learning through the exchange of knowledge in a group/team/pair of students, i.e., in the so-called learning cell; a kind of mutual learning; an approach focused on student activity under the guidance of the person teaching the course; a learning situation where students with a similar level of experience learn from one another
e07	Practical methods	Simulation an indirect method; imitating reality in order to gain experience approximating a real one; recreating a real-world situation so that its participant can acquire an experience close to the authentic one; work on “replacement” material
f02	Methods of self-learning	Individual work with a text 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

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	lecture	20	course work	U01, W01, W02	a01
02	practical classes	14	course work	K01, U01, U02, W01	a05, b04, b08, e07, f02

11. The student's work, apart from participation in classes, includes in particular:			
Code	Category	Name (description)	Is it part of the BUNA?
a01	Preparation for classes	Search for materials and review activities necessary for class participation 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	No
a02	Preparation for classes	Literature reading / analysis of source materials reading the literature indicated in the syllabus; reviewing, organizing, analyzing and selecting source materials to be used in class	No
a03	Preparation for classes	Developing practical skills 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)	No
a04	Preparation for classes	Consulting materials complementary to those indicated in the syllabus agreeing on materials complementary to those indicated in the syllabus, supporting the implementation	No

		<i>of tasks resulting from or necessary for class participation</i>	
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
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

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>.