

1.	Field of study	Administration
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. General information about the	General information about the module	
Module name	Real estate management	
Module code	zn_a2_03	
Number of the ECTS credits	4	
Language of instruction	Polish	
Purpose and description of the content of education	The aim of the lecture is to introduce the audience to property management, starting with a discussion of basic concepts. The lecture will be divided into two parts, the first of which will deal with property management. In view of the lack of general provisions on management and the existence of this institution in various branches of law, it is important to define the competence of the real estate manager by indicating the factual and legal acts, distinguishing between acts of ordinary management and those exceeding ordinary management and indicating the types of management. This part of the lecture will discuss the general concept of joint administration in the Civil Code and the Code of Civil Procedure, the division of joint administration activities and the types of joint administration known to Polish law: contractual joint administration, statutory joint administration, judicial joint administration, administration of jointly-held assets, administration of inherited assets, and joint administration of real estate in housing communities. The second part of the lecture will discuss the legal status of an administrator, i.e. a person who professionally manages real estate. The basic (theoretical) considerations will be supplemented by a discussion of problems which occur in practice or are of fundamental importance for it.	
List of modules that must be completed before starting this module (if necessary)	not applicable	

8. Learning	Learning outcomes of the module				
Code	Description	Learning outcomes of the programme	Level of competent (scale 1-5)		
U01	constructs civil law claims of the parties to such contracts	K_U02	3		
U02	determines the legal status of a real estate agent	K_U03	4		
W01	knows and understands the basic concepts of real estate (including agriculture and forestry) and land parcel and defines the concept of turnover in a broad and narrow sense	K_W02	4		
W02	knows the basic principles of real estate trading	K_W12	4		
W03	knows and understands basic contracts in real estate transactions such as sale, donation, exchange, life tenancy, contribution in kind to a company, but also lease and tenancy	K_W11	3		

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
b07	Problem-solving methods	Activating methods: a case study 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
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
b09	Problem-solving methods	Activating method – flipped classroom anticipatory learning; work in class is based on previously studied material indicated by the person teaching the course; preparation outside the classroom serves the purpose of getting familiar with the issues whose knowledge is necessary for participating in the in-class discussion and the training in the related practical skills; the activity is based on the work of students under the guidance of the person teaching the course
c07	Demonstration methods	Screen presentation 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
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

Ŀ	LO. Forms of teach	Forms of teaching					
	Code	Name		Assessment of the learning outcomes of the module	Learning outcomes of the module	Methods of conducting classes	
(01	lecture	16	exam	W01, W02, W03	a01	
()2	practical classes	10	course work	U01, U02, W01, W02	a05, b07, b08, b09, c07, f02	

11. The student's	The student's work, apart from participation in classes, includes in particular:		
Code	Category	Name (description)	Is it part of the BUNA?
a01		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 of tasks resulting from or necessary for class participation	No
a05	Preparation for classes	Production/preparation of tools, materials or documentation necessary for class participation 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	No
b01	Consulting the curriculum and the organization of classes	Getting acquainted with the syllabus content reading through the syllabus and getting acquainted with its content	No
b02	Consulting the curriculum and the organization of classes	Verification / adjustment / discussion of syllabus provisions 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.	No
b03	Consulting the curriculum and the organization of classes	Consulting the schedule 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	No
c02	Preparation for verification of learning outcomes	Studying the literature used in and the materials produced in class 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	No
c03	Preparation for verification of learning outcomes	Implementation of an individual or group assignment necessary for course/phase/ examination completion 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	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.