DESCRIPTION OF THE COURSE OF STUDY FOR EXCHANGE STUDENTS

Kod przedmiotu	0413.4.LOG1.B/C28.PPR					
	English					
Name of the course in	Polish	Processes Design Projektowanie procesów				

1. LOCATION OF THE COURSE OF STUDY WITHIN THE SYSTEM OF STUDIES

1.1. Field of studies	Logistics
1.2. Form of studies	Full Time / Part Time
1.3. Level of studies	I degree (Bachelor's Degree)
1.4. Profile of studies	Academic
1.5. Person responsible for the card	Joanna Łabędzka, PhD
1.6. Contakt	joanna.labedzka@ujk.edu.pl

2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY

2.1. Language	English, Polish		
2.2. Prerequisites	none		

3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY

3.1. Form of classes		ses	Lecture, practical classes				
3.2.	3.2. Place of classes		Lecture and practical classes at University				
3.3.	3.3. Form of assessment		Lecture – exam, practical classes – graded credit				
3.4. Didactic methods		hods	Lecture with presentation				
		1	Practical classes – workshops				
			1. Bitkowska A., Od klasycznego do zintegrowanego zarządzania				
		Basic	procesowego w organizacjach, C.H. Beck, 2019.				
	2. Piotrowski M., Procesy Biznesowe w Praktyce. Projektowanie, testowanie						
			i optymalizacja, Onepress, 2016.				
			3. Ficon K., Logistyka ekonomiczna Procesy logistyczne, BEL Studio, 2016				
3.5. Literature	Literature	Additional	1. Drejewicz S., Zrozumieć BPMN. Modelowanie procesów biznesowych,				
			Onpress, 2017.				
			2. Bitkowska A., Weiss E., Wielowymiarowość podejścia procesowego w				
			zarządzaniu, Wydawnictwo AEH, rok wydania: 2016.				
			3. Slack N., Chambers S., et.al, Operations and Process Management:				
			Principles and Practice for Strategic Impact, Pearson, 2018.				

4. OBJECTIVES, SYLLABUS CONTENT

4.1. Subject objectives

Lecture:

C1. Knowledge – getting acquainted with the concept of the process and its practical use in management, logistics and scientific research in these areas.

C2. Skills – process design and management.

C3. Social competences – sensitizing to the social role of management support models.

Practical classes and e-learning:

C1. Knowledge - has knowledge of the notation systems used.

C2. Skills – can present a process diagram using notation.

C3. Social competences – understands the need to use complex but clearly readable process coding systems in the enterprise

4.2. Detailed syllabus

Lecture:

- 1. Functional and process orientation in enterprise management
- 2. Definition and generic classification of processes
- 3. Process approach
- 4. The essence and goals of process management
- 5. Models and standardization of processes
- 6. Designing processes and implementing changes
- 7. Methods and techniques of process improvement
- 8. Process management

9. Methodology of managing economic processes

10. Implementation of the process approach in the enterprise and process management methodologies

Practical classes:

- 1. Enterprise management in the functional and process system
- 2. Models and standardization of processes
- 3. Process modeling BPMN notation
- 4. Process improvement methods
- 5. Process management
- 6. Methodology of managing economic processes
- 7. Process approach in the enterprise and its implementation.

4.3. Subjects' learning outcomes

01	A student who has passed a subject	Reference to directional learning outcomes				
	In terms of KNOWLEDGE:					
W01	Identifies knowledge in process design	LOG1A_W14				
W02	has knowledge in the field of marketing in the design of logistics processes	LOG1A_W15				
in terms of SKILLS:						
U01	understands the relationship between logistics processes and the efficiency of the company's operation and the need for their proper design	LOG1A_U01				
U02	Can make a critical assessment of the functioning of logistics processes in the company	LOG1A_U09				
In terms of SOCIAL COMPETENCES:						
K01	Has the ability to use the acquired knowledge to solve dilemmas arising in the creation, improvement and ongoing management of logistics processes	LOG1A_K06				

Ways of verifying the achievement of the learning outcomes in question										
	Way of verifying (+/-)									
Learning	Writtne exam			Logistics project			Test			
outcome	Form of classes		Form of classes		Form of classes					
	W	C		W	C		W	C		
W01	+				+			+		
W02	+				+			+		
U01	+				+			+		
U02					+			+		
K01					+					

4.5. Criteria for assessing the degree of achievement of learning outcomes

Form of classes	Grade	Assessment criteria		
	3	The student obtained 51-60% of points. from the written exam.		
re	3,5	The student obtained 61-70% of points. from the written exam		
ctu	4	The student obtained 71-80% of points. from the written exam		
Le	4,5 The student obtained 81-90% of points. from the written exam			
	5	The student obtained 91-100% of points. from the written exam		
ses	3	The average grade of the logistic project in the BPMN notation and the colloquium.		
clas	3,5	The average grade of the logistic project in the BPMN notation and the colloquium		
cal	4	4 The average grade of the logistic project in the BPMN notation and the colloquium		
Ictio	4,5	The average grade of the logistic project in the BPMN notation and the colloquium		
Pra	5	The average grade of the logistic project in the BPMN notation and the colloquium		

4. ECTS POINTS BALANCE - STUDENT WORKLOAD

	Student workload			
Category	Full time	Part time		
	studies*	studies*		
NUMBER OF HOURS IMPLEMENTED WITH DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/	65	30		

Participation in lectures	30	15
Participation in practical classes	30	10
Participation in the exam / test	3	3
Other: consultancy	2	2
STUDENT'S INDEPENDENT WORK /NON-CONTACT HOURS/	85	120
Preparation for the lecture	10	10
Preparation for the practical classes	30	40
Preparation to the exam / test	45	70
TOTAL HOURS	150	150
ECTS Credits	6	6