

**DESCRIPTION OF THE COURSE OF STUDY  
FOR EXCHANGE STUDENTS**

<b>Kod przedmiotu</b>	0413.4.ZARZ1.E36.SEM	
<b>Name of the course in</b>	English	<i>Bachelor's seminar</i> Seminarium dyplomowe
	Polish	

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

<b>1.1. Field of studies</b>	Management
<b>1.2. Form of studies</b>	Full Time / Part Time
<b>1.3. Level of studies</b>	I degree (Bachelor's Degree)
<b>1.4. Profile of studies</b>	Academic
<b>1.5. Person responsible for the card</b>	Prof. Barbara Zbroińska, PhD
<b>1.6. Kontakt</b>	barbara.zbroinska@ujk.edu.pl

**2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY**

<b>2.1. Language</b>	English, Polish
<b>2.2. Prerequisites</b>	Basics of Management

**3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY**

<b>3.1. Form of classes</b>	practical classes	
<b>3.2. Place of classes</b>	practical classes at University	
<b>3.3. Form of assessment</b>	graded credit	
<b>3.4. Didactic methods</b>	Workshops, presentations, discussion	
<b>3.5. Literature</b>	<b>Basic</b>	1. Zbroińska B., Piszę pracę licencjacką i magisterską. Praktyczne wskazówki dla studenta, Wyd. IV zmienione, Wydawnictwo Uniwersytetu Jana Kochanowskiego, Kielce 2014. 2. Literature depending on the subject of the diploma thesis.
	<b>Additional</b>	

**4. OBJECTIVES, SYLLABUS CONTENT**

<p><b>4.1. Subject objectives</b></p> <p><b>Seminar:</b>  <b>C1. Knowledge</b> – Mastering the principles of creating the text of a scientific work.  <b>C2. Skills</b> – Acquiring the skills of writing a diploma thesis. Acquisition of the ability to formulate the problem, self-assessment and conclusions, and to argue their position..  <b>C3. Social competences</b> – Preparation for independent solving of theoretical and practical problems.</p>
<p><b>4.2. Detailed syllabus</b></p> <p><b>Seminar:</b>  Methodical issues.  Discussion of the purpose of writing a diploma thesis. Presentation of the editorial principles of writing a scientific work with examples of the use of various variants of bibliographic footnotes, including citations, dates, abbreviations, foreign names. Examples and principles of description of tables and figures. Providing practical comments on the acquisition of source materials.  Substantive issues.  Discussion of the subject of research in the field of economic sciences. Indication of research areas that may be the subject and topic of postgraduate work in order to inspire students to take up a topic in line with their interests. Determining topics and work plans. Working with students on the substantive content of the work. Discussion on selected theoretical problems and their empirical verification. Presentation of fragments of works</p>

**4.3. Subjects' learning outcomes**

LO	A student who has passed a subject	Reference to directional learning outcomes
In terms of <b>KNOWLEDGE</b> :		
W01	knows the principles of preparing a diploma thesis, its layout, elements of the main text, bibliographic description and footnotes.	ZARZ1A_W13
W02	knows how to formulate a research problem..	ZARZ1A_W13

W03	knows research methods used in economic sciences.	ZARZ1A_W13
in terms of <b>SKILLS:</b>		
U01	Can search for literature on the subject and use various sources and conduct independent research work.	ZARZ1A_U17
U02	Has the ability to formulate a research problem, solve it and write a thesis on a given topic related to the field of study and specialization	ZARZ1A_U02 ZARZ1A_U17
U03	knows how to select research methods appropriate to the problem	ZARZ1A_U02
In terms of <b>SOCIAL COMPETENCES:</b>		
K01	Has the habit of independent work, self-education and updating and accumulation of knowledge from various sources	ZARZ1A_K05
K02	is focused on his own development and teamwork.	ZARZ1A_K05 ZARZ1A_K04

Ways of verifying the achievement of the learning outcomes in question										
Learning outcome	Way of verifying (+/-)									
	Own work									
	Form of classes									
	W	C	...							
W01		+								
W02		+								
W03		+								
U01		+								
U02		+								
U03		+								
K01		+								
K02		+								

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

Form of classes	Grade	Assessment criteria
Seminar	3	Obtaining from 50% to 59% of the required progress in the preparation of the thesis, specified in a given semester, and attendance at classes.
	3,5	Obtaining from 60% to 69% of the required progress in the preparation of the thesis, specified in a given semester, and attendance at classes.
	4	Obtaining from 70% to 79% of the required progress in the preparation of the thesis, specified in a given semester, and attendance at classes.
	4,5	Obtaining from 80% to 89% of the required progress in the preparation of the thesis, specified in a given semester, and attendance at classes.
	5	Obtaining from 90% to 100% of the required progress in the preparation of the thesis, specified in a given semester, and attendance at classes.

#### 4. ECTS POINTS BALANCE - STUDENT WORKLOAD

Category	Student workload	
	Full time studies*	Part time studies*
NUMBER OF HOURS IMPLEMENTED WITH DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/	65	45
Participation in practical classes	60	40
Consultancy	5	5
STUDENT'S INDEPENDENT WORK /NON-CONTACT HOURS/	185	205
Preparation for the practical classes	185	205
<b>TOTAL HOURS</b>	<b>250</b>	<b>250</b>
<b>ECTS Credits</b>	<b>10</b>	<b>10</b>