



## DESCRIPTION OF THE SUBJECT

<b>FIELD OF STUDY</b>	<b>Management</b>
<b>SPECIALISATION</b>	ALL
<b>MODE OF STUDY</b>	Full-time / Part-time
<b>SEMESTER</b>	2/3/4

<b>Name of the subject</b>	<b>Master seminar</b>	MW_2_11	
<b>Hourly dimension of particular forms of classes</b>	Full-time studies – 90 Part-time studies -54		
	<ul style="list-style-type: none"> <li>• lectures</li> <li>• other forms</li> </ul>	Full-time studies – 90 Part-time studies - 54	
<b>Learning objectives:</b>	– To impart the range of substantive, methodological and editorial knowledge necessary for the preparation of the Master's thesis.		
<b>Learning outcomes for the subject</b>			
<b>Number</b>	<b>Learning outcomes, a student who has successfully completed the course will be able to:</b>	<b>Reference of learning outcomes for the programme</b>	<b>The reference to the learning outcomes for the area</b>
K_W01	to define the essence of knowledge about the nature of social sciences, their place in the system of sciences and their relation to other sciences, as well as to show the subject matter and methodological specificity,	K_W01	P7S_WG
K_W02	present the essence of research in the social sciences, the complexity and multidimensionality of this process,	K_W14	P7S_WG
K_W03	Formulate principles for the preparation of a Master's thesis in the studied discipline of social sciences and in the specialization of finance and accounting of enterprises,	K_W11	P7S_WG
K_W04	Define the principles for the protection of intellectual property in the process of preparing a Master's thesis,	K_W17	P7S_WK
K_U05	use the knowledge used in the social sciences,	K_U04	P7S_UW
K_U06	apply social science research models and methods and to shape and develop their own research in the field of business finance and accounting,	K_U07	P7S_UW
K_U07	prepare a master's thesis in WORD and EXCEL using the standards for using the intellectual output of other authors,	K_U08	P7S_UW
K_U08	independently acquire scientific knowledge using various sources in the field of finance and business accounting,	K_U11	P7S_UK
K_U09	is aware of the level of his/her knowledge of corporate finance and accounting and the skills necessary to conduct research and prepare a master's thesis	K_U14	P7S_UO

K_K10	is fully responsible for his/her own professional preparation, decision-making and performance of tasks in corporate finance and accounting,	K_K06	P7S_KR
K_K11	is ready to communicate with the public in order to carry out scientific research,	K_K01	P7S_KK
K_K12	is aware of the need to respect ethical principles in research.	K_K06	P7S_KR

Content number	Educational/ curricular content	Reference to learning outcomes for the subject
	<b>Seminarium</b>	
T_01	<ol style="list-style-type: none"> <li>1. WSHiU requirements for master's theses and examinations.</li> <li>2. standards concerning the assessment of research independence and activity of students and the quality of independently produced written work.</li> <li>3. layout of the thesis content, text editing, development and captioning of figures, tables and diagrams, use of footnotes and references.</li> <li>4. definition of the topic of the master's thesis in the field of crisis management in administration and its problematic scope</li> <li>5. determination of the aim of the master's thesis and justification of the choice of the topic.</li> <li>6. formulation of the research problem and specific problems and their corresponding main hypothesis and working hypotheses.</li> <li>7. selection of research method, own research technique and tools.</li> <li>8. planning and implementation of research.</li> </ol>	K_W01 K_W02 K_W03 K_W04 K_U05 K_U06 K_U07 K_U08 K_K09 K_K10 K_K11 K_K12

Methods and forms of teaching	Educational and curricular content
Lecture with Multimedia presentation of selected issues	
Conversation lecture	T_01
Problem-based lecture	
Informative lecture	
Discussion	T_01
Work with text	
Case study method	
Problem-based learning	
Didactic/simulation game	
Exercise method	T_01
Workshop method	
Project method	
Multimedia presentation	
Audio and/or video demonstration	
Activating methods (e.g. brainstorming, SWOT analysis technique, decision tree technique, snowball method, constructing mind maps)	T_01
Working in groups	
Inne (jakie?) – napisanie i wygłoszenie referatu na temat związany z pisaną pracą dyplomową	T_01

<b>Evaluation criteria in relation to particular learning outcomes</b>				
<b>Learning outcome</b>	<b>For the assessment 2</b>	<b>For the assessment 3</b>	<b>For the assessment 4</b>	<b>For the assessment 5</b>
K_W01	Students will not be able to determine the essence of knowledge of the nature of social sciences, their place in the system of sciences and relations to other sciences, as well as to show the specificity of the subject and methodology	Students will be able to determine the essence of knowledge on the nature of social sciences, their place in the system of sciences and relations to other sciences, as well as showing the specificity of the subject matter and methodology.	Students will not only be able to determine the essence of knowledge about the nature of social sciences, their place in the system of sciences and relations to other sciences and show the specificity of the subject matter, but they will also be able to analyze it	Students will not only be able to determine the essence of knowledge about the nature of social sciences, their place in the system of sciences and relations to other sciences, as well as to show the subject and methodological specificity, but also to analyse them and justify the need for their application
K_W02	The student is not able to present the essence of social science research, its complexity and multidimensionality	Students will be able to present the essence of social science research, its complexity and multidimensionality	Students will not only be able to present the essence of social science research, the complexity and multidimensionality of this process, but also determine its conditions	Students will not only be able to present the essence of social science research, the complexity and multidimensionality of this process, but also determine its conditions and indicate common and divergent elements
K_W03	The student is not able to formulate the principles of preparation of a master's thesis in the studied discipline of social sciences and in the specialization of finance and accounting of enterprises	The student is able to formulate principles for the preparation of a master's thesis in the studied discipline of social sciences and in the specialization of finance and accounting of enterprises	The student not only knows how to formulate the principles of preparation of a master's thesis in the studied discipline of social sciences and in the specialization of finance and accounting of enterprises, but also practically applies them	The student is not only able to formulate the principles of preparation of a master's thesis in the studied discipline of social sciences and in the specialization of finance and accounting of enterprises, but also practically applies them and justifies them during the diploma seminar
K_W04	The student does not know how to determine the principle of protection of intellectual property in the process of preparing a thesis	-	Students will be able to identify the principles of intellectual property protection in the process of preparing a master's thesis and apply them in practice	-
K_U05	The student is not able to use the knowledge used in social sciences	The student is not able to use the knowledge used in social sciences	The student is not only able to use the knowledge used in social sciences, but also to apply it in the process of work preparation	The student is not only able to use the knowledge used in the social sciences, but also applies it in the process of preparing the work and justifies his/her choice
K_U06	The student is not able to apply the models and methods of social sciences and is not able to shape and develop his own research workshop in the field of finance and accounting of enterprises	The student is able to apply the models and methods of social sciences and is able to shape and develop his/her own research in the field of corporate finance and accounting	The student not only knows how to apply models and social sciences but also how to analyse them and is able to shape and develop his/her own research in the field of corporate finance and accounting by collecting literature	The student not only knows how to apply the models and social sciences but also analyses and justifies them and is able to shape and develop his/her own research in the field of corporate finance and accounting by collecting literature
K_U07	The student is not able to prepare a master's thesis in WORD and EXCEL with the application of	-	The student is able to prepare a master's thesis in WORD and EXCEL with the application of norms	-



Report													
Multimedia presentation													
Work during exercises													
Inne (jakie?) – praca dyplomowa	X	X	X	X	X	X	X	X	X	X	X	X	X

<b>Number of ECTS credits with their calculation for <u>Full-time studies</u></b>	20 points ECTS
	<p>Balance of workload of the average student:</p> <ul style="list-style-type: none"> <li>- participation in the seminar: .....90 x 1 hours = 90 hours,</li> <li>- establishing the aim of the thesis and the rationale for the choice of the topic: .....1 x 10 hours = 10 hours,</li> <li>- preparation of the thesis concept: ...1 x 10 hours = 10 hours,</li> <li>- udział w konsultacjach: .....30 x 1 hours = 30 hours,</li> <li>- collecting material for the master's thesis: .....1 x 180 hours = 180 hours,</li> <li>- planning and implementation of studies: .....1 x 50 hours = 50 hours,</li> <li>- writing a master thesis: .....1 x 100 hours = 100 hours,</li> <li>- preparation of the autoreference: .....1 x 10 hours = 10 hours,</li> <li>- preparation for the defence of the master's thesis and attendance at the master's examination: .....1 x 20 hours = 20 hours</li> </ul>
Total student workload	500 hours

<b>Number of ECTS credits with their calculation for <u>Part-time studies</u></b>	20 points ECTS
	<p>Bilans nakładu pracy przeciętnego studenta:</p> <ul style="list-style-type: none"> <li>- participation in the seminar: .....54 x 1 hours = 54 hours,</li> <li>- establishing the aim of the thesis and the rationale for the choice of the topic: .....1 x 10 hours = 10 hours,</li> <li>- preparation of the thesis concept: ...1 x 10 hours = 10 hours,</li> <li>- participation in consultations: .....66 x 1 hours = 66 hours,</li> <li>- collecting material for the master's thesis: .....1 x 180 hours = 180 hours,</li> <li>- planning and implementation of studies: .....1 x 50 hours = 50 hours,</li> <li>- writing a master thesis: .....1 x 100 hours = 100 hours,</li> <li>- preparation of the autoreference: .....1 x 10 hours = 10 hours,</li> <li>- preparation for the defence of the master's thesis and attendance at the master's examination: .....1 x 20 hours = 20 hours</li> </ul>
Total student workload	500 hours

<b>Reference literature</b>	<ol style="list-style-type: none"> <li>1. Boć J. <i>Jak pisać pracę magisterską</i>, Kolonia Limited 2001.</li> <li>2. Budzeń H., <i>Przygotowanie pracy magisterskiej. Przewodnik metodyczny</i>, Radom 2000.</li> <li>3. Cieślarczyk M., <i>Teoretyczne i metodologiczne podstawy badania problemów bezpieczeństwa i obronności państwa</i>, Siedlce 2011.</li> <li>4. Gazda Z., <i>Poradnik metodyczny i przewodnik bibliograficzny do pisania prac dyplomowych na kierunku ekonomia</i>, Kielce 2005.</li> <li>5. Jemiolo T., Dawidczyk A., <i>Wprowadzenie do metodologii badań bezpieczeństwa</i>, Warszawa 2008.</li> </ol>
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	<p>6. Majchrzak J., Mendel T., <i>Metodyka pisania prac magisterskich i dyplomowych</i>, Poznań 1995.</p> <p>7. Muszyński H., <i>Jak pisać pracę magisterską z pedagogiki</i>, Poznań 1996.</p> <p>8. Sztumski J., <i>Wstęp do metod i technik badań społecznych</i>, Katowice 1999.</p> <p>9. Wiśniewski B. (red.), <i>Bezpieczeństwo w teorii i badaniach naukowych</i>, Szczytno 2011.</p> <p>10 <i>Zasady dyplomowania</i>, Wydawnictwo Wyższej Szkoły Handlu i Usług w Poznaniu, Poznań 2010.</p>
<p><b>Complementary literature</b></p>	<p>1. Czakon W., <i>Podstawy metodologii badań w naukach o zarządzaniu</i>, WoltersKluwer Polska 2011.</p> <p>2. Lofland J., Snow Dawid A., Anderson L., Lofland LynH., <i>Analiza układów społecznych. Przewodnik metodologiczny po badaniach jakościowych</i>, Warszawa 2009.</p> <p>2. Muszyński H., <i>Wstęp do metodologii badań pedagogicznych</i>, Warszawa 1973.</p> <p>3. Nowak S., <i>Metodologia badań socjologicznych</i>, Warszawa 2007.</p> <p>4. Pieter J., <i>Ogólna metodologia pracy naukowej</i>, Wrocław-Warszawa 1967.</p> <p>5. Such J., Szcześniak M., <i>Filozofia nauki</i>, Poznań 2006.</p> <p>6. Wosik E. (red.), <i>Report o zasadach poszanowania autorstwa w pracach dyplomowych oraz doktorskich w instytucjach akademickich i naukowych</i>, Warszawa 2005.</p> <p>7. Zaborowski Z., <i>Wstęp do metodologii badań pedagogicznych</i>, Warszawa 1973.</p> <p>8. Zaczyński W. P., <i>Poradnik autora prac seminaryjnych, dyplomowych i magisterskich</i>. Warszawa 1995.</p>