



DESCRIPTION OF THE OBJECT

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| FIELD OF STUDY | Management |
| SPECIALISATION | Accounting and finance in the company |
| MODE OF STUDY | Full-time studies / Part-time studies |
| SEMESTER | 4 |

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| Name of the subject | Proseminar | |
| Hourly dimension of particular forms of classes <ul style="list-style-type: none">lecturesother forms | Full-time studies – 30 Part-time studies - 18 | |
| | Full-time studies – 30 Part-time studies - 18 | |

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| Learning objectives: | - acquaintance with theoretical aspects of the thesis - formulation of the subject of the diploma thesis |
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| Learning outcomes for the subject | |
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| Number | Learning outcomes, a student who has successfully completed the course will be able to: | Reference of learning outcomes for the programme | The reference to the learning outcomes for the area |
|---------------|---|---|--|
| EK_W01 | knows basic methods and techniques of preparing diploma theses | K_W01 | P6S_WG |
| EK_W02 | define rules for the protection of intellectual property in the process of preparing a diploma paper | K_W16 | P6S_WK |
| EK_U03 | is able to formulate objectives and research assumptions | K_U01 K_U09 | P6S_UW |
| EK_U04 | is able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research | K_U04 | P6S_UW |
| EK_K05 | the student recognizes the need to learn and expand his/her knowledge | K_K03 | P6S_KK |
| EK_K06 | is able to acquire knowledge and data from various fields in the process of searching for a research area and problem | K_K07 | P6S_KR |

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| Content number | Educational/ curricular content | Reference to learning outcomes for the subject |
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| | Konwersatorium | |
| T_01 | Presenting the essence and scope of the diploma paper. Getting acquainted with the formal principles and requirements of preparing a diploma paper. Presentation of methods and sources of literature research. Discussion of the thesis conception. Presenting the thesis conception. | EK_W01 EK_W02 EK_U03 EK_U04 EK_K05 EK_K06 |

| Methods and forms of teaching | Educational and curricular content |
|--|---|
| Lecture with multimedia presentation of selected issues | |
| Conversation lecture | |
| Problem-based lecture | |
| Informative lecture | |
| Discussion | |
| Working 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 demonstrations | |
| Activation methods (e.g. brainstorming, SWOT analysis technique, decision tree technique, „snowball” method, constructing „mind maps”) | |
| Other (which ones?) - ... | |
| ... | |

| Evaluation criteria in relation to particular learning outcomes | | | | |
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| Learning outcome | For assessment 2 | For assessment 3 | For assessment 4 | For assessment 5 |
| EK_W01 | The student is not able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance | The student is able to formulate principles for the preparation of a diploma paper in the studied discipline of management sciences, economics and finance | The student is not only able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance, but also applies them practically | The student is not only able to formulate the principles of preparing a diploma paper in the studied discipline of management sciences, economics and finance, but also practically applies and justifies them during the diploma seminar |
| EK_W02 | The student is not able to determine the rules of intellectual property protection in the process of preparing the diploma thesis | The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice | The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice | The student is able to determine the rules of intellectual property protection in the process of preparing the diploma thesis and applies them in practice |

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| EK_U03 | The student is unable to formulate the aims and objectives of the research | The student is able to formulate the aims and objectives of the research | The student is not only able to formulate the aims and objectives of the research, but also applies it in the process of preparing the thesis | The student is not only able to formulate the aims and objectives of the research, but also applies it in the process of preparing the thesis and justifies its choice |
| EK_U04 | Students are unable to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research. | Students will be able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research. | Students will not only be able to express opinions on socio-economic phenomena and formulate conclusions resulting from literature research, but also apply it in the process of work preparation | Students will not only be able to express opinions on social and economic phenomena and formulate conclusions resulting from literature research, but also apply them in the process of preparing a paper and justify their choice |
| EK_K05 | The student does not see the need to learn and complement his/her knowledge | The student recognises the need to learn and complement his/her knowledge | The student recognizes the need to learn and complement his/her knowledge, but also applies it in the process of work preparation | The student not only perceives the need to learn and supplement his/her knowledge, but also applies it in the process of work preparation and justifies his/her choice |
| EK_K06 | The student is not able to acquire knowledge and data from various fields in the process of searching for a research area and problem | The student is able to acquire knowledge and data from various fields in the process of searching for a research area and problem | The student is able to acquire knowledge and data from various fields in the process of searching for the area and research problem, but also to apply it in the process of preparing the work | The student is not only able to acquire knowledge and data from various fields in the process of searching for a research area and problem, but also applies it in the process of preparing the paper and justifies his/her choice |

| Verification of learning outcomes | EK symbols for the module/subject | | | | | |
|-----------------------------------|-----------------------------------|-----|-----|-----|-----|-----|
| | W01 | W02 | U03 | U04 | K05 | K06 |
| Written examination | | | | | | |
| Oral examination | | | | | | |
| Written credit | X | X | X | X | X | X |
| Oral credit | | | | | | |
| Written colloquium | | | | | | |
| Oral colloquium | X | X | X | X | X | X |
| Test | | | | | | |
| Project | | | | | | |
| Written work | | | | | | |
| Report | | | | | | |
| Multimedia presentation | | | | | | |
| Work during exercise | X | X | X | X | X | X |
| Other (which?) - | | | | | | |

| Hourly teaching load and student workload | Full-time studies | Part-time studies |
|---|-------------------|-------------------|
| 1. Lectures (joint participation of academics and students) | - | - |
| 2. Other forms (joint participation of academic staff and students) | 30 | 18 |
| 3. Consultation with the teacher | - | - |
| Total 1+2+3 | 30 | 18 |

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| 4. Internships (carried out by students on their own) | — | — |
| 5. Student's own work (including homework and project work, preparation for a credit/exam) | 5 | 5 |
| Total 4+5 | 5 | 5 |
| SUMMARY 1+2+3+4+5 | 35 | 35 |
| Total ECTS credits according to the study plan | 1 | |

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|---------------------------------|---|
| Reference literature | <ol style="list-style-type: none"> 1. Boć J. <i>Jak pisać pracę magisterską</i>, Kolonia Limited 2001. 2. Gazda Z., <i>Poradnik metodyczny i przewodnik bibliograficzny do pisania prac dyplomowych na kierunku ekonomia</i>, Kielce 2005. 3. Majchrzak J., Mendel T., <i>Metodyka pisania prac magisterskich i dyplomowych</i>, Poznań 1995. 4. Sztumski J., <i>Wstęp do metod i technik badań społecznych</i>, Katowice 1999. 5. <i>Zasady dyplomowania</i>, Wydawnictwo Wyższej Szkoły Handlu i Usług w Poznaniu, Poznań 2010. |
| Complementary literature | <ol style="list-style-type: none"> 1. Czakon W., <i>Podstawy metodologii badań w naukach o zarządzaniu</i>, WoltersKluwer Polska 2011. 2. Lofland J., Snow Dawid A., Anderson L., Lofland LynH., <i>Analiza układów społecznych. Przewodnik metodologiczny po badaniach jakościowych</i>, Warszawa 2009. 3. Nowak S., <i>Metodologia badań socjologicznych</i>, Warszawa 2007. 4. Pieter J., <i>Ogólna metodologia pracy naukowej</i>, Wrocław-Warszawa 1967. 5. Wosik E. (red.), <i>Raport o zasadach poszanowania autorstwa w pracach dyplomowych oraz doktorskich w instytucjach akademickich i naukowych</i>, Warszawa 2005. |