

Subject card

Subject name and code	Business management - lecture, PG_00134060						
Field of study	Taxes and Tax Consultancy						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2024/2025		
Education level	Bachelor's studies	Subject group			Obligatory subject group in the field of study		
Mode of study	part-time studies	Mode of delivery			at the university		
Year of study	1	Language of instruction			Polish		
Semester of study	1	ECTS credits			2.0		
Learning profile	academic	Assessment form			exam		
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Emilia Dobrowolska				
	Teachers		dr Emilia Dobrowolska				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	10.0	0.0	0.0	0.0	0.0	10
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	10		0.0		40.0	50
Subject objectives	The aim of the subject is to provide students knowledge regarding the essence, scope and structure of the management process in relation to the formal and legal specifics.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[PiDPL3_W04] He/she has elementary knowledge and knows the terms describing the most important economic and social phenomena, understands the basic processes taking place in market economy, understands the basic dilemmas of modern civilization	The student has elementary knowledge and knows the concepts describing the most important economic and social phenomena, moreover the student understands the basic economy processes, and fundamental dilemmas of modern civilization in the context of identifying and managing organizational and environmental conditions.	[SW4] test/exam - oral or written
	[PiDPL3_K03] He/she is ready to think and act in an entrepreneurial way, with particular emphasis on the specificity of professional activities of a tax advisor and the possibility of using tax optimization rules	Student jest gotów do myślenia i działania w sposób przedsiębiorczy, ze szczególnym uwzględnieniem specyfiki działalności zawodowej doradcy podatkowego oraz możliwości wykorzystywania reguł optymalizacji podatkowej w celu kreowania rozwoju organizacji.	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written
	[PiDPL3_K01] The graduate understands the complexity of problems occurring in the field of tax law, finance and accounting and related disciplines, and therefore is ready to assess the problems critically. He/she understands the importance of knowledge in solving cognitive and practical problems and - in case of difficulties with solving the problem independently - consulting experts in tax law, finance, accounting and related disciplines (especially scientists, expert tax advisors, lawyers dealing with disciplines other than tax law and balance sheet), and, if necessary, also expert specialists in disciplines other than legal and economic sciences	The student understands the complexity of problems occurring in the management and related disciplines, and is therefore ready to critically evaluate his knowledge in this area. Moreover, the student understands the importance of knowledge in solving cognitive and practical problems and, in case of difficulties in solving the problem independently, seeks the opinion of business experts.	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written
	[PiDPL3_U03] The graduate can communicate using specialized legal, financial and tax terminology	Student communicates with other students using specialized management terminology.	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PiDPL3_U06] He/she can plan and organize work individually and in a team, as well as cooperate with other people as part of team work, in particular relevant for the application of tax and balance sheet law (also interdisciplinary work, in particular legal and economic)	The student plans and organizes individual and team work, as well as cooperates with other students as part of team work, in particular in the area of managing the organization.	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PiDPL3_W07] He/she has elementary knowledge of the principles of creating and developing basic forms of individual entrepreneurship and taxing such activities	Student has elementary knowledge of the principles of individual entrepreneurship and knows the possibilities of organizational development.	[SW4] test/exam - oral or written
	[PiDPL3_U07] He/she can plan and implement independently the need for lifelong learning	The student independently plans and implements the need for lifelong learning in the field of business management.	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written
	[PiDPL3_W02] He/she knows the basic terminology and basic concepts in the field of tax law and finance, has elementary knowledge of substantive and formal tax law.	The student knows the basic concepts of management and types of organizations.	[SW4] test/exam - oral or written

Subject contents	<ol style="list-style-type: none"> 1. Origin of management sciences - interdisciplinary nature of management, basic management problems and concepts. 2. Organized action features of organized action, organized action cycle. 3. Management (roles of a manager in an organization, leadership in an organization, features of management styles, managerial skills). 4. Planning (the role of planning in management, factors shaping the organization's plan: mission, vision, organizational strategy, types of plans in the organization). 5. Organizing (the process of building an organization model - creating organizational positions and combining them into groups, structural factors, types of organizational structures - classic, basic and modern organizational structures). 6. Motivation (essence and mechanisms of human motivation, human needs: classification and individualization, tools of material and non-material motivation, remuneration system - goals, components, determinants). 7. Control (stages of the control process, types of tasks and functions of control). 		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	discussion	51.0%	10.0%
	exam	51.0%	90.0%
Recommended reading	Basic literature	<ol style="list-style-type: none"> 1. A. Czermiński, M. Czerska, B. Nogalski, R. Rutka, J. Apanowicz, Zarządzanie organizacjami, TNOiK, Toruń 2001. 2. L. F. Korzeniowski, Podstawy zarządzania organizacjami, Difin, Warszawa 2019. 3. J. A. F. Stoner, R. E. Freemanm , D.G. Gilbert, Kierowanie, PWE, Warszawa 2011. 4. R. W. Griffin, Podstawy zarządzania organizacjami, PWN, Warszawa 2017. 5. A. Zakrzewska Bielawska, Podstawy zarządzania teoria i ćwiczenia, Wydawnictwo Nieoczywiste, Warszawa 2020 	
	Supplementary literature	<ol style="list-style-type: none"> 1. P. F. Drucker, Zarządzanie w XXI wieku, Muza, Warszawa 2000. 2. P. F. Drucker, Praktyka zarządzania, Czytelnik, Nowoczesność, Kraków, 2005. 3. P. F. Drucker, Menedżer skuteczny. Efektywności można się nauczyć, MT Biznes, Warszawa, 2017. 4. K. Blanchard, S. Johnson, Nowy jednodominutowy menedżer, MT Biznes, Warszawa 2015. 5. S. R. Covey, 7 nawyków skutecznego działania, Dom Wydawniczy Rebis, Poznań 2007. 5. H. Steinmann, G. Schreyogg, Zarządzanie. Podstawy kierowania przedsiębiorstwem Koncepcje, funkcje, przykłady, Oficyna Wydawnicza Politechniki Wrocławskiej, Wrocław 2001. 	
	eResources addresses		
Example issues/ example questions/ tasks being completed	<ol style="list-style-type: none"> 1. What basic stages can be distinguished in the cycle of organized action? 2. What skills should a manager have? 3. What is the role of planning in organizational management? 4. What is the importance of material motivation and non-material motivation? 5. What are the types of organizational structures? 6. What are the characteristics of effective control in an organization? 		
Work placement	Not applicable		

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