

Subject card

Subject name and code	Employee Compensation and Appraisal, PG_00178793						
Field of study	Management						
Date of commencement of studies	October 2025		Academic year of realisation of subject		2026/2027		
Education level	Master's studies		Subject group		Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
Mode of study	part-time studies		Mode of delivery		at the university		
Year of study	2		Language of instruction		Polish		
Semester of study	4		ECTS credits		6.0		
Learning profile	academic		Assessment form		credit		
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Joanna Litwin				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	8.0	24.0	0.0	0.0	0.0	32
	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	32		2.0		116.0	150
Subject objectives	To impart the knowledge and develop the skills necessary for managers and professionals to effectively manage people in organisations with regard to the design of payroll and employee appraisal systems.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZMU2_U06] Students can utilize and integrate structured, detailed knowledge of management, quality sciences, economics, and finance to address dilemmas and formulate solutions, including innovative ones, to complex or atypical management problems that arise in professional settings.	The student identifies and analyses problems concerning the creation of an employee remuneration system at various stages and the implementation of an employee appraisal system and, on this basis, makes rational decisions about the actions to be taken in order to increase the likelihood of achieving organisational goals.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report
	[ZARZMU2_W06] The student possesses a thorough understanding of the principles of rational decision-making related to individual resources, functional areas within the organization, processes, and management levels. This understanding is based on a well-structured and theory-supported foundation in management, quality sciences, economics, and finance.	The student identifies principles and makes appropriate choices in terms of methods of procedure and adequate organisational arrangements when designing a payroll system and setting up an employee appraisal system.	[SW4] test/exam - oral or written
	[ZARZMU2_U05] The student can identify and correctly apply legal, professional, and ethical standards in business decision-making.	The student independently obtains and analyses data and then uses it to design and implement systems: reward and appraisal of employees.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report
Subject contents	1. Employee Compensation • The essence of employee remuneration: concept, functions and forms of pay • The design of the remuneration system: selection of forms of remuneration, remuneration components and non-wage benefits based on legal acts for the standardisation of employee remuneration • Incentive role of remuneration - setting up a bonus system for employees; opportunities and constraints • Decision game - making variant pay decisions • Job evaluation - stages of the process, procedure, methods, rules of conduct, construction of a qualification tariff, construction of pay scales based on the results of job evaluation 2. Employee evaluation • Essence, features and functions of periodic appraisal of employees • Objectives and criteria of appraisal - benefits, selection principles and limits to use. • Appraisal methods - relative and absolute, conditions of use • Appraisal interview - stages, principles of preparation and conduct, mistakes limiting effectiveness • Actors involved in assessment - selection and preparation for assessment • Evaluation procedure, principles and mistakes made during the evaluation • Use of assessment results		
Prerequisites and co-requisites	Basic knowledge of people management in organisations, the role of managers in this process and intra-organisational relations.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	written project - completion of individual and student group work during class	51.0%	50.0%
	written colloquium	51.0%	50.0%
Recommended reading	Basic literature	1. Zarządzanie zasobami ludzkimi, pod red. W. Golnau, wyd. 3, CeDeWu, Warszawa 2012. 2. S. Borkowska, Strategie wynagrodzeń, Oficyna Ekonomiczna, Dom Wydawniczy ABC, Kraków 2001. 3. F. Poels, Wartościowanie stanowisk pracy i strategie wynagrodzeń. Jak wprowadzić efektywny system, Oficyna Ekonomiczna, Dom Wydawniczy ABC, Kraków 2000. 4. M. Sidor-Rządkowska, Kompetencyjne systemy ocen pracowników. Przygotowanie, wdrażanie i integrowanie z innymi systemami ZZL, Wolters Kluwer Polska, Warszawa 2020.	
	Supplementary literature	1. M. Juchnowicz, Ł. Sienkiewicz, Jak oceniać pracę? Wartościowanie stanowisk i kompetencji, Difin, Warszawa 2006. 2. M. Kopertyńska, Motywowanie pracowników: teoria i praktyka, Placet, Warszawa 2009.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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