

**Subject card**

<b>Subject name and code</b>	Leadership & Communication, PG_00178429						
<b>Field of study</b>	Management						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>				2027/2028	
<b>Education level</b>	Bachelor's studies	<b>Subject group</b>				Optional subject group Subject group related to scientific research in the field of study	
<b>Mode of study</b>	part-time studies	<b>Mode of delivery</b>				at the university	
<b>Year of study</b>	2	<b>Language of instruction</b>				Polish	
<b>Semester of study</b>	3	<b>ECTS credits</b>				7.0	
<b>Learning profile</b>	academic	<b>Assessment form</b>				exam	
<b>Conducting unit</b>	Department of Organisational Behaviour -> Faculty of Management -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Sylwia Białas				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	16.0	16.0	8.0	0.0	0.0	40
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	40		2.0		133.0	175
<b>Subject objectives</b>	To provide students with knowledge that will facilitate taking on and performing the role of a lower- or middle-level manager.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZL3_W04] To an advanced degree, the student knows and understands a person's role, place, and behaviour in an organization, both in individual, group, and organizational dimensions.	The student identifies and explains the roles of leaders and team members within an organization and recognizes the impact of personality traits, leadership styles, and communication on the functioning of the individual, the group, and the entire organization.	[SW1] oral statement/ conversation/discussion [SW2] presentation/project/paper/ report
	[ZARZL3_U11] The student can engage and collaborate in teams, assuming different roles.	The student works effectively in a project team, assuming different roles and adapting their communication style to the needs of the group.	[SU2] presentation/project/paper/ report [SU5] implementation of a problem task
	[ZARZL3_U10] The student can convey information clearly and effectively, presenting their opinions using management and quality sciences terminology across various media.	The student formulates and presents arguments and conclusions regarding the role of leadership and effective communication, using appropriate language and communication tools.	[SU1] oral statement/conversation/ discussion [SU5] implementation of a problem task
	[ZARZL3_U02] The student can identify problems related to the organization's functioning, its processes, and its relations with the environment and propose adequate solutions.	The student identifies issues related to leadership and communication in the organization and proposes appropriate actions in the areas of leadership and change management.	[SU5] implementation of a problem task
	[ZARZL3_K01] The student is prepared to acquire the knowledge necessary to tackle cognitive and practical problems, particularly in management and quality sciences. Additionally, the students are ready to assess their current knowledge and the information they receive critically and consult with experts in case they have difficulties solving the problem independently.	The student demonstrates readiness to independently expand their knowledge in the field of leadership and communication and to critically analyze their own communication and leadership competencies.	[SK5] implementation of a problem task
[ZARZL3_K02] The student is ready to perform professional roles responsibly, observe professional ethics and require this of others, and care for the achievements and traditions of the management profession.	The student understands the importance of ethics in communication and leadership, as well as the consequences of unethical behavior	[SK2] presentation/project/paper/ report [SK5] implementation of a problem task	
Subject contents	<ol style="list-style-type: none"> <li>Leadership vs. management. Personality and behavioral theories of leadership. Transactional and transformational leadership. Servant leadership. Power in organizations: sources of power (authority, influence, coalitions). Analysis of the history and leadership styles of selected leaders. Development paths for managers and leaders. Building one's own career path.</li> <li>Principles of personal effectiveness (S. Coveys principles). Time management. Creativity training.</li> <li>Empowerment objectives, managerial actions and practices, outcomes. Participation in management advantages and disadvantages, scope of application, attitudes of participants.</li> <li>Organizational communication direct, written, electronic. Models, tools, principles of application. Barriers to communication. Providing employee feedback. Conducting business meetings, including remote meetings. Business presentations use of voice and body language, presentation preparation, presentation-related stress. Intercultural communication.</li> <li>Difficult situations in employee relations. Conflict management.</li> <li>Negotiations models and principles of conducting negotiations.</li> <li>The managers role in implementing organizational change. Change management models. Resistance to change and ways to minimize it. Communication in change management.</li> </ol>		
Prerequisites and co-requisites	Students should have a basic knowledge of organizational management.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Written exam	51.0%	50.0%
	Written project and its presentation	51.0%	20.0%
	Problem-based tasks	51.0%	30.0%

Recommended reading	Basic literature	<p>R.W. Griffin, Fundamentals of Organizational Management, PWN, Warsaw 2022</p> <p>K. Blanchard, R. Broadwell, Servant Leadership in Practice, MT Biznes, Warsaw 2019</p> <p>P. Prokopowicz, R. Stocki, G. Żmuda, Full Participation in Management: The Secret of the Worlds Greatest Managerial Experiments, Wolters Kluwer, Warsaw 2012</p> <p>P. Lencioni, The Five Dysfunctions of a Team, MT Biznes, Warsaw 2019</p> <p>S. Covey, The 7 Habits of Highly Effective People, Rebis Publishing, Warsaw 2022</p> <p>R. Rutka, P. Wróbel (eds.), Organization of Team Behaviors, PWE, Warsaw 2012</p>
	Supplementary literature	<p>S. Sinek, Leaders Eat Last, Helion Publishing, Warsaw 2021</p> <p>A. Rzędowska, J. Rzędowski, The Perfect Speaker: Public Speaking in Practice (2nd Edition), Gliwice: Helion Publishing, 2018</p> <p>M. Stączek, Public Presentation: Speak Clearly, Originally, Persuasively! (5th Revised Edition), Warsaw: EdisonTeam.pl, 2016</p> <p>C. Hamilton, Effective Business Communication, PWN, Warsaw 2011</p> <p>S.P. Morreale, B.H. Spitzberg, J.K. Barge, Human Communication, PWN, Warsaw 2007</p> <p>B. Kozyra, Practical Change Management in a Company: Its Not as Scary as It Seems, MT Biznes, Warsaw 2017</p> <p>J. Kotter, H. Rathgeber, P. Mueller, S. Johnson, Our Iceberg Is Melting: Changing and Succeeding Under Any Conditions, Onepress, Warsaw 2021</p> <p>S. Białas, Human Resource Management in an International Environment, PWN Academic Publishing, Warsaw 2013</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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