

**Subject card**

<b>Subject name and code</b>	Diploma Seminar 1, PG_00178451						
<b>Field of study</b>	Management						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2028/2029		
<b>Education level</b>	Bachelor's studies	<b>Subject group</b>			Obligatory subject group in the field of study 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>	3	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	5	<b>ECTS credits</b>			2.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>							
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr hab. Anna Dziadkiewicz				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	0.0	0.0	0.0	0.0	16.0	16
	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>	16		3.0		31.0	50
<b>Subject objectives</b>	The primary objective of the bachelor's seminar is to prepare students to independently write a bachelor's thesis of a high standard. The topics covered include issues related to the methodology of writing a scientific paper, in particular the characteristics of scientific style, the rules for compiling a bibliography and footnotes, as well as a discussion of the rules for working with sources and the rules for analyzing views expressed in the literature and legal regulations, which are necessary for drawing independent conclusions to be presented in the bachelor's thesis.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZL3_W05] The student has advanced knowledge and understanding of methods and techniques for acquiring, developing and using data in decision-making and management processes.	The student has in-depth knowledge and understanding of research methodology and terminology in the field of management and quality science, economics and finance, necessary to write a master's thesis, in particular in the area of management, economics and finance.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work
	[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 is ready to assess and critically approach complex situations and phenomena related to financial management in organizations, accounting, financial institution management, and financial institution strategies while preparing his master's thesis.	[SK1] oral statement/conversation/ discussion [SK3] text preparation/written work
	[ZARZL3_U07] The student can prepare written papers, presentations, and oral speeches on management issues.	The student can independently and as part of a team prepare analyses, diagnoses, and reports (including a bachelor's thesis) on financial management in organizations, accounting, financial institution management, and financial institution strategy, and present them in a communicative manner using information and communication tools.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work
	[ZARZL3_U10] The student can convey information clearly and effectively, presenting their opinions using management and quality sciences terminology across various media.	The student independently prepares an analysis and diagnosis of the issue in the context of the thesis topic, analyzes and discusses the results of their own research, and prepares a report on their research or analytical findings using IT tools.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work
	[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 is able to correctly interpret complex technological, social, political, legal, economic, and ecological processes and phenomena and their impact on financial decisions in organizations, the functioning of organizations, and the economy as a whole, using the appropriate selection of sources for the purposes of research in their master's thesis.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work
	[ZARZL3_U01] The student can analyze and interpret social and economic processes and phenomena in the context of business decision-making, using knowledge and tools from management and quality sciences, economics and finance.	The student is able to use the theory of management and quality science, economics, and finance to recognize, diagnose, and solve problems related to financial decisions in organizations and the management of financial institutions, using the appropriate selection of sources and adapting existing or developing new methods to develop the content of a master's thesis.	[SU1] oral statement/conversation/ discussion [SU3] text preparation/written work

Subject contents	1. Objectives of the thesis and tasks of the bachelor's seminar 2. Methodology of management sciences. 3. Rules for selecting a thesis topic. 4. Use of literature forms of scientific studies, stages of familiarization with literature, rules for taking notes, bibliographic description. 5. Using catalogs and the Internet. 6. Formal aspects of the thesis quotations, references and footnotes, bibliography, list of tables, list of figures, appendices. 7. Collecting empirical data, methods of analysis and presentation of results. Tables and charts. 8. Principles of constructing a scientific paper; a) selecting a research problem and formulating research questions hypotheses/research questions; b) construction and structure of the paper. Construction of the conclusion and introduction. Selecting and formulating the topic of the paper; structure of your own research topic. 9. Ongoing verification of the substantive content of the written thesis and its improvement based on the supervisor's comments.		
Prerequisites and co-requisites	Proseminarium		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Ongoing cooperation with students during seminars, including assessment of progress in writing their thesis.	51.0%	100.0%
Recommended reading	Basic literature	1. Zenderowski R., Technika pisania prac magisterskich i licencjackich, CeDeWu, Warszawa 2023. 2. Lisiński M., Szarucki M., Metody badawcze w naukach o zarządzaniu i jakości, PWE, Warszawa 2021.	
	Supplementary literature	1. Podstawy metodologii badań w naukach o zarządzaniu, (red.) W. Czakon, Wydawnictwo Nieoczywiste, 2016.  2. Other publications depending on the subject of the work.	
	eResources addresses		
Example issues/ example questions/ tasks being completed	Literature review and identification of research gaps in a selected area of the bachelor's thesis  Task description:  The student, together with their supervisor, selects a preliminary topic for their future bachelor's thesis and completes the following steps: <ul style="list-style-type: none"> <li>• Review of scientific literature (at least 10 sources from the last 5 years, including articles from scientific journals, conferences, reports).</li> <li>• Synthesis of the state of knowledge what has already been researched, what are the main trends, methods, results.</li> <li>• Identification of a research gap what is missing in existing research, what could be investigated further.</li> <li>• Proposal of a research question or hypothesis which could form the basis of the bachelor's thesis.</li> <li>• Short presentation (510 minutes) of the results of their analysis at a seminar.</li> </ul>		
Work placement	Not applicable		

Document generated electronically. Does not require a seal or signature.