

**Subject card**

<b>Subject name and code</b>	Public e-services and electronic records and registers - auditorium classes, PG_00198033						
<b>Field of study</b>	Administration						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2026/2027		
<b>Education level</b>	Master's studies	<b>Subject group</b>			Obligatory subject group in the field of study Subject group related to scientific research in the field of study		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	1	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	1	<b>ECTS credits</b>			1.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Department of Administrative Law -> Faculty of Law and Administration -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Paulina Glejt-Uziębło				
	<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	15.0	0.0	0.0	0.0	15
	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>	15		2.0		8.0	25
<b>Subject objectives</b>	The aim of the course is to present the concept and framework of e-administration in the context of the conceptual system of administrative law theory, as well as to familiarize the student with the regulations of substantive administrative law that include examples of public-law services delivered partially or entirely by electronic means, along with examples of electronic records and registers and the ways in which they are used.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINMU2_K04] He/she knows and understands the principles of entrepreneurship relevant to the effective organization of work in administration carrying out tasks with the use of new technologies.	knows and understands the functioning of public administration bodies, the principles of non-governance management, the role of entities outside public administration in exercising power using modern technologies	[SK4] test/exam - oral or written
	[ADMINMU2_U01] Using their own knowledge and other sources of information, they are able to identify, analyze, and resolve complex problems, formulate their own theses, and interpret phenomena related to the organization and functioning of public administration as well as selected domains of social and economic life, particularly those characteristic of the state and the information society.	is able to interpret the provisions of substantive administrative law, with particular emphasis on public-law services carried out partially or entirely electronically.	[SU4] test/exam - oral or written
	[ADMINMU2_W02] At an advanced level, identifies and understands the legal and administrative determinants of various forms of social and economic life, including those characteristic of the state and the information society, as well as issues relating to different aspects of the application of new technologies.	has an in-depth understanding of the functioning of public administration at the central and territorial levels, understands the impact of substantive administrative law on society, and the role of applying new technologies in public administration	[SW4] test/exam - oral or written
Subject contents	<ol style="list-style-type: none"> <li>1. The concept of administrative law and the types of its norms</li> <li>2. The concept of public administration and e-administration</li> <li>3. The concept of a public administration authority, an administrative body, and types of authorities</li> <li>4. Examples of legal regulations providing for electronic records and registers</li> <li>5. Examples of legal regulations concerning public-law services delivered partially or entirely electronically</li> </ol>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
		51.0%	100.0%
Recommended reading	Basic literature	During the course, students make use of the legislation governing the topics covered by the course syllabus;  J. Zimmermann, Prawo administracyjne, current edition	
	Supplementary literature	T. Bąkowski, K. Żukowski (eds.), Leksykon prawa administracyjnego materialnego. 100 podstawowych pojęć, Warszawa 2016;	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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