

**Subject card**

<b>Subject name and code</b>	IT Tools in Projects, PG_00199222						
<b>Field of study</b>	International Economic Relations						
<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>	full-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 Maciej Krzemiński				
	<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	15.0	0.0	30
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	<b>Participation in didactic classes included in study plan</b>		<b>Participation in consultation hours</b>		<b>Self-study</b>	<b>SUM</b>
	<b>Number of study hours</b>	30		0.0		20.0	50
<b>Subject objectives</b>	The aim of the course is to familiarize the student with exemplary IT tools supporting the process preparation and management of a project or project portfolio in various institutions.						
<b>Learning outcomes</b>	<b>Course outcome</b>		<b>Subject outcome</b>			<b>Method of verification</b>	
	[MSG3_W10] has an advanced understanding of selected methods and tools, including IT tools and data acquisition techniques, which make it possible to describe and analyse economic entities operating on the international market; knows the processes and phenomena occurring in them and between them, and processes supporting decision-making		The student identifies useful IT tools for implementing projects within the enterprise. They possess knowledge of project processes, considering the specifics of different types. During consultations with the lecturer, the student discusses the use of IT tools in the implementation of the project.			[SW2] presentation/project/paper/report	
	[MSG3_U08] uses methods and computer programmes as well as marketing techniques and tools to acquire and analyse data necessary in his/her professional work to diagnose economic processes and make adequate economic decisions		The student utilizes their knowledge of IT techniques to solve problems in business projects. Based on the acquired IT techniques, they assess the project's progress. They adapt IT methods to different types of projects and the organizations managing them.			[SU2] presentation/project/paper/report	
	[MSG3_K03] participates in the preparation of economic and social projects; can reconcile legal, economic, ecological, political and social requirements		Collaboration within the group teaches prioritization of specific tasks in the project being prepared. The student is active and entrepreneurial.			[SK2] presentation/project/paper/report	

Subject contents	<p>1. Introduction to IT tools supporting project management; essence and significance of IT solutions in the process of project planning and implementation.2. IT tools in project management processes. Criteria for selecting software supporting project management. Presentation of selected IT tools helpful in project management.3. Preparation of schedules using various IT platforms; reporting progress in project implementation using different tools.4. Projects requiring time, resource, and task management - Excel as a fundamental tool. Advantages and disadvantages.5. GanttProject - using a free tool for creating schedules and resource planning.6. MS Project as a fundamental IT tool in project management. Planning schedules, tasks, assigning resources to tasks, project progress control.7. OpenProject - internet platform in project management. Cost tracking and budget control using a selected example.8. Execution of project tasks related to: building schedules, creating task lists and structures, resource planning.</p> <p>Any doubts regarding the issues discussed in the subject, in particular those concerning the interpretation of definitions, may be clarified during consultations.</p>								
Prerequisites and co-requisites	he student should understand what a project is and how to plan it.								
Assessment methods and criteria	<table border="1" data-bbox="448 613 1487 689"> <thead> <tr> <th data-bbox="448 613 794 651">Subject passing criteria</th> <th data-bbox="794 613 1141 651">Passing threshold</th> <th data-bbox="1141 613 1487 651">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="448 651 794 689">Project</td> <td data-bbox="794 651 1141 689">51.0%</td> <td data-bbox="1141 651 1487 689">100.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	Project	51.0%	100.0%
Subject passing criteria	Passing threshold	Percentage of the final grade							
Project	51.0%	100.0%							
Recommended reading	Basic literature	<p>G. Cicala, The Project Managers Guide to Microsoft Project 2019, Covers Standard, Professional, Server, Project Web App, and Office 365 Versions, Apress, Wilmington 2020</p> <p>A. Karbownik, Zarządzanie projektami w przedsiębiorstwie, Wydawnictwo Politechniki Śląskiej, Gliwice 2017.</p> <p>Z. Handzel, M. Terlikowska, Informatyczne wspomaganie zarządzania projektami na przykładzie aplikacji P2ware Project Manager [w:] Zeszyty Naukowe / Wyższa Szkoła Ekonomii i Informatyki w Krakowie, Numer 12/2016, s. 107-123</p> <p>C. Chatfield, T. Johnson, Microsoft Project 2016 krok po kroku, Wyd. APN Promise, Warszawa 2016</p> <p>Marek Wirkus, Henryk Roszkowski, Ewa Dostatni, Wacław Gierulski, Zarządzanie projektem, PWE, Warszawa 2014 (rozdział 9)</p> <p>M. Trocki, Wsparcie informatyczne zarządzania projektami, Warszawa 2013 (rozdział 25)</p> <p>J.Pondel, Narzędzia informatyczne inteligencji biznesowej wspomagające realizację projektów w przedsiębiorstwach, 2015, DOI: 10.15611/NOZ.2015.4.06 J.</p> <p>Walas-Trębacz, T. Małkus, Zarządzanie organizacjami w społeczeństwie informacyjnym, Toruń 2018.</p>							
	Supplementary literature	Wróblewski P., Zarządzanie projektami z wykorzystaniem darmowego oprogramowania. Helion, Gliwice 2009							
	eResources addresses								
Example issues/ example questions/ tasks being completed									
Work placement	Not applicable								

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