

COURSE DESCRIPTION CARD

NOTE: If the course includes lectures and classes, the Course Description Card applies to both types of instruction.

1. Course title: SEMINAR
in Polish / in English: **SEMINARIUM**

2. Course code:
Number of ECTS credits: **4**
Course completion mode: **Z**
Course commenced/Year: **2021/22**

3. Major: Finance and Accounting for Business

4. Department of major coordinator: Department of Banking and Financial Markets

5. Name of course instructor:

Lecture: - Classes: Rafał Buła, Ph.D. Lab classes: - **Examiner: Rafał Buła, Ph.D.**

6. Department of course instructor: Investment

7. Number of contact hours with students:

| Type of instruction | Full-time study | Part-time study |
|--------------------------|-----------------|-----------------|
| lectures | - | - |
| classes | - | - |
| foreign language classes | - | - |
| lab classes | - | - |
| seminars | 15 | - |
| e-learning | - | - |
| other | - | - |
| Total hours | 15 | - |
| examination (hours) | - | - |

8. Course timeframe - no. of semesters: 1 semester

Course commencement / Year: **3rd year**

Course commencement / Semester: **5th – 6th semester**

9. Level of tertiary education: Bachelor

10. Course status

- Compulsory for the major
 Compulsory for the specialisation
 Elective

11. Course prerequisites

Compulsory:

Recommended:

12. Course objectives:

1. Gaining the ability to use the knowledge acquired during the studies to identify, describe and analyse the causes, course and consequences of economic changes occurring in companies, which are the subject of the thesis being prepared. Skills relate to theoretical reasoning, description, analysis and verification issues occurring in economy and business.
2. Gaining the skills required for conducting basic research and learning selected methods of scientific work.
3. Developing skills in the selection, use and critical analysis of literature on the subject and gaining the ability to gather, select and appropriate use empirical data.
4. Creating the awareness of compliance with the principles of intellectual property protection.
5. Developing scientific writing skills.

13. Teaching and learning methods:

A. Direct student-instructor contact:

| No. | Teaching methods | Description | Number of hours | |
|-------|------------------|---|-----------------|-----------------|
| | | | Full-time study | Part-time study |
| 1. | Discussion | Discussion on written sections of the bachelor thesis, obtained theoretical results and directions of further empirical research. | 12 | - |
| 2. | Presentation | Presenting theoretical sections of bachelor thesis. | 3 | - |
| Total | | | AS: 15 | AN: - |

B. Self-study:

| No. | Learning methods | Description | Number of hours | |
|-------|--|---|-----------------|-----------------|
| | | | Full-time study | Part-time study |
| 1. | Lectures' presentations and class notes analysis | Analysing notes on how to write bachelor thesis. | 2 | - |
| 2. | Individual computer-assisted learning | Individual work focus on writing the bachelor thesis.. | 53 | - |
| 3. | Textbook and handbook studying | Individual work for improving the knowledge concerning problems discussed in bachelor thesis. | 30 | - |
| Total | | | BS: 85 | BN: - |

Total AS+BS = 100

Examination (E) = 0

Total AS+BS+E= 100

Total AN+BN =

Examination (E) =

Total AN+BN+E =

14. Keywords: emotional intelligence, business communication, verbal and non-verbal communication, strategic thinking, self-development

15. Course content:

1. Substantive and formal rules for the preparation of the bachelor thesis.
2. Consultation during the writing of the theoretical part of the bachelor thesis.
3. Consultations during the preparation of the empirical part - discussion of the direction and scope of the research.
4. Presentation of the achieved results of theoretical research.

16. Course learning outcomes as related to the learning outcomes of the major and methods for assessing student attainment

| Intended learning outcomes of the major / Symbols | Intended learning outcomes of the course | Methods for assessing student learning outcomes | Documentation |
|---|--|---|---------------------------|
| <u>Knowledge</u> | | | |
| FAB1_K01# | A student has obtained the knowledge on the facts, phenomena, and processes influencing companies and methods used for data analysis, including the statistic ones, that are needed for preparing the bachelor thesis. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| FAB1_K03# | A student knows the primary terms and rules concerning the intellectual property protection and can apply them during preparing the bachelor thesis. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |

| <u>Skills</u> | | | |
|--|--|--|---------------------------------------|
| FAB1_S01# | A student can use obtained theoretical knowledge, methodology, and tools including IT ones, to description and analysis of selected social, economic financial, and accounting problems and phenomena addressed by the bachelor thesis. A student can individually plan the process of the bachelor thesis writing, and is aware of the necessity to update and develop knowledge continuously. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| FAB1_S04# | A student knows English at the B2 level that enables writing bachelor thesis using the financial and accounting terminology.. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| FAB1_S06# | A student can plan and implement a plan for writing his/her bachelor thesis in the field of finance and accounting. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| <u>Social competences</u> | | | |
| FAB1_C01# | A student can make a critical content, judgements and opinions' analysis collected for preparing the bachelor thesis. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| FAB1_C02# | A student can develop knowledge and skills for the bachelor thesis writing, accept the experts' opinions and this importance for solving research problems as well as ask for their opinion in case of difficulties with problem solving. | The assessment of bachelor thesis' chapters. | Bachelor thesis' chapters |
| 17. Method for determining the final course grade: | | | |
| No. | Methods for awarding credits and course completion requirements | Description | Percentage of the final course grade* |
| 1. | Other | Thesis chapters | 100% |
| * If students are required to obtain both a class grade and an exam grade, the class grade constitutes at least 30% of the final course grade. | | | |
| 18. Reading list | | | |
| Mandatory readings: | | | |
| 1. Kalita C.: Zasady pisania licencjackich i magisterskich prac badawczych. Poradnik dla studentów. Wyd. Arte, Warszawa, 2011. | | | |
| 2. Pułło Andrzej: Prace magisterskie i licencjackie Wskazówki dla studentów. Wyd. LexisNexis, Warszawa, 2007. | | | |
| Suggested readings: | | | |
| 19. Language of instruction: English | | | |
| 20. Course instructors' recommendations: multimedia classroom | | | |