**SYLLABUS TO THE SUBJECT/SYLABUS DO PRZEDMIOTU**

|  |  |
| --- | --- |
| Item Name/Nazwa przedmiotu | **Diploma seminar** |
| Direction/Kierunek | Management |
| Form of study/Forma studiów | Stationary |
| Level of education/Poziom kształcenia | Second degree |
| Year/Rok | 2 |
| Semester/Semestr | 3 |
| Guide unit/Jednostka prowadząca | Department of Management and Entrepreneurship |
| Drafter/Osoba sporządzająca  | Beata Skowron-Grabowska |
| Profile/Profil  | General academic |
| Number of ECTS credits/Liczba punktów ECTS | 4 |

**TYPE OF CLASSES - NUMBER OF HOURS PER SEMESTER/RODZAJ ZAJĘĆ – LICZBA GODZIN W SEMESTRZE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Lecture/Wykład | Exercise/Ćwiczenia | Laboratory/Laboratorium | Project/Projekt | Seminar/Seminarium |
| **-** | **-** | **-** | **-** | **30** |

**COURSE DESCRIPTION/OPIS PRZEDMIOTU**

**PURPOSE OF THE COURSE/CEL PRZEDMIOTU**

**C1.** Determination of students’ scientific interests and research area of the future diploma thesis

**C2.** General presentation of substantive / methodological assumptions regarding the preparation of the master’s diploma thesis.

**PREREQUISITES FOR KNOWLEDGE, SKILLS AND OTHER COMPETENCIES/WYMAGANIA WSTĘPNE W ZAKRESIE WIEDZY, UMIEJĘTNOŚCI I INNYCH KOMPETENCJI**

**1.** The student has general knowledge about the socio-economic situation.

**2.** The student knows the principles of management in the socio-economic environment.

**3.** The student is able to conduct analysis and make inferences about the characteristics of socio-economic phenomena.

**4.** The student has broad knowledge in the field of management

**LEARNING OUTCOMES/EFEKTY UCZENIA SIĘ**

**EU 1** – Student has knowledge of the formulation of research problems, the goal and research.

**EU 2** –Student has knowledge of substantive, technical and editorial elaboration of the master’s diploma thesis.

**EU 3 –** Student is able to develop a program of theoretical and empirical research in the field of master’s diploma thesis.

**EU 4** - Student is able to solve research problems set in master’s thesis on the basis of knowledge and skills shaped in the course of studies.

**CURRICULUM CONTENT/TREŚCI PROGRAMOWE**

|  |  |
| --- | --- |
| **Form of classes/Forma zajęć –SEMINAR/ SEMINARIUM** | **Number of hours/Ilość godzin** |
| **S 1 Introduction to the topic. Presentation of the basic conditions for passing the course. Discussion of the substantive and methodological basis for preparing a master's thesis.** | **2** |
| **S 2 Discussion about the detailed substantive scope of the master's thesis.** | **2** |
| **S 3 Student presentation and discussion of the detailed substantive scope of the master's thesis.** | **2** |
| **S 4 Presentation of research problems. Student presentations and discussion of research problems part 1** | **2** |
| **S 5 Presentation of research problems. Student presentations and discussion of research problems part 2** | **2** |
| **S 6 Presentation of research objectives and hypotheses. Student presentation and discussion of the research goals and hypotheses. Part 1** | **2** |
| **S 7 Presentation of research objectives and hypotheses. Presentation by students and discussion of the research goals and hypotheses. Part. 2****S 8 Development of a detailed program for conducting literature and empirical research. Clarifying the final structure of the master's thesis.** | **2** |
| **S 9 Student presentations and discussion of the structure of master's theses.** | **2** |
| **S 10 Presentation of the methodological bases used in the process of preparing a master's thesis, including: source materials, research methods and techniques, methods of processing materials and systematization of results. Student presentations and discussion on the substantive basis of master's theses.** | **2** |
| **S 11 Rules for the technical development of a master's thesis, including, among others: references to sources, the form of footnotes, a synthetic approach to the content in the form of tables, charts and graphs.** | **2** |
| **S 12.Student presentations and discussion on technical aspects of master's theses** | **2** |
| **S 13 Rules for creating an editorial master's thesis, including the entry and conclusion formula, content logic, style, graphic design, attachments.**  | **2** |
| **S 14 Presentation and discussion of chapters 1 and 2 regarding the preparation of diploma theses and conducting the diploma examination, applicable and practiced at the Faculty of Management of the Częstochowa University of Technology.**  | **2** |
| **S 15 Substantive consultations on the final versions of chapters 1 and 2.** | **2** |

**DIDACTIC TOOLS/NARZĘDZIA DYDAKTYCZNE**

1 Coursebooks, scientific papers, case studies.

2 Powerpoint presentations.

3 E-learning platform

**METHODS OF ASSESSMENT (F- FORMATIVE, P - SUMMATIVE)/SPOSOBY OCENY ( F – FORMUJĄCA, P – PODSUMOWUJĄCA)**

F1. Participation in the discussion (activity during classes)

P1.Preparation of a presentation, report or paper

**STUDENT WORKLOAD/OBCIĄŻENIE PRACĄ STUDENTA**

|  |  |
| --- | --- |
| **Form of activity/Forma aktywności** | **Average hours to complete an activity/Średnia liczba godzin na zrealizowanie aktywności**  |
| **[h]** | **ECTS** |
| Contact hours with the teacher (lecture, exercise)/Godziny kontaktowe kontaktowe z nauczycielem (wykłady, ćwiczenia) | 30 | 1,2 |
| Preparing for the exercise/Przygotowanie do ćwiczeń | 20 | 0,8 |
| Reading the indicated literature/Zapoznanie się ze wskazaną literaturą | 40 | 1,6 |
| Consultations**/**Konsultacje | 10 | 0,4 |
| **TOTAL NUMBER OF ECTS POINTS FOR ITEM/SUMARYCZNA LICZBA PUNKTÓW ECTS****DLA PRZEDMIOTU** | **100** | **4** |

**BASIC AND SUPPLEMENTARY LITERATURE/LITERATURA PODSTAWOWA I UZUPEŁNIAJĄCA**

 **Basic Literature/Literatura podstawowa:**

1. El-Chaarani, H., & El-Abiad, Z. (2021). How to write a master thesis. Journal of Contemporary Research in Business Administration and Economic Sciences.

2. Wiese, A. (2024). How to write a bachelor/master thesis.

3. Shahsavar, Z., & Kourepaz, H. (2020). Postgraduate students’ difficulties in writing their theses literature review. Cogent Education, 7(1), 1784620.

**Supplementary Literature/Literatura uzupełniająca:**

1. Sadowski A., Skowron-Grabowska B. (2024). Analysis of Frameworks for the Integration of Information and Communication Technology into Sustainability. In Adoption of Emerging Information and Communication Technology for Sustainability (pp. 50-67). CRC Press.

2. Łukasik-Stachowiak K. (2023). Uncertainties and challenges in human resource management in the era of artificial intelligence. Scientific Papers of Silesian University of Technology. Organization & Management/ Zeszyty Naukowe Politechniki Ślaskiej. Seria Organizacji i Zarzadzanie, (181).

**INSTRUCTOR OF THE COURSE (NAME, SURNAME, E-MAIL ADDRESS)/PROWADZĄCY ZAJĘCIA (IMIĘ, NAZWISKO, ADRES E-MAIL)**

1. dr hab. inż. Beata Skowron-Grabowska, Prof. PCz, b.skowron-grabowska@pcz.pl

2. dr Katarzyna Łukasik-Stachowiak k.lukasik-stachowiak@pcz.pl

**MATRIX OF THE IMPLEMENTATION OF LEARNING OUTCOMES/MACIERZ REALIZACJI EFEKTÓW UCZENIA SIĘ**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Learning Outcome/Efekt uczenia się** | **Reference an effect to program-wide defined effects/ Odniesienie danego efektu do efektów zdefiniowanych dla całego programu**  | **Course objectives/Cele przedmiotu** | **Curriculum content/Treści programowe** | **Teaching tools/Narzędzia dydaktyczne** | **Method of evaluation/Sposób oceny** |
| EU 1 | K\_W02, K\_U02, K\_U06, K\_K01 | C1, C2, | S1-S15 | 1,2,3 | F1, P1 |
| EU 2 | K\_W02, K\_U02, K\_U06, K\_U07, K\_K01,  | C1, C2 | S1-S15 | 1,2,3 | F1, P1 |
| EU 3 | K\_W02, K\_U02, K\_U06, K\_U07, K\_K01,  | C1,C2 | S1-S15 | 1,2,3 | F1, P1 |
| EU 4 | K\_W02, K\_U02, K\_U06, K\_K01 | C1-C2 | S1-S15 | 1,2,3 | F1, P1 |

**FORM OF ASSESSMENT - DETAILS/FORMY OCENY – SZCZEGÓŁY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Per grade 2/Na ocenę2** | **Per grade 3/Na ocenę3** | **Per grade 4/Na ocenę4** | **Per grade 5/Na ocenę5** |
| **Effect 1/ Efekt 1** | The student does not have knowledge in the field of formulating research problems, goals and research hypotheses for the master’s diploma thesis. | The student has elementary knowledge in the field of formulating research problems, the purpose and hypotheses of the MA thesis. | The student has the knowledge of formulating research problems, the purpose and hypotheses of the MA thesis, and is able to justify in detail the basis of the hypotheses with reference to contemporary socio-economic phenomena. | The student has the knowledge of formulating research problems, the purpose and hypotheses of the MA thesis and is able to justify in detail the basis of the hypotheses with reference to contemporary socio-economic phenomena together with detailed inference to the abovementioned topic. |
| **Effect 2/****Efekt 2** | The student does not have knowledge in the field of substantive, technical and editorial elaboration of the MA thesis. | The student has elementary knowledge in the field of substantive, technical and editorial elaboration of the MA thesis. | The student has the knowledge of detailed substantive, technical and editorial preparation of the master thesis. | The student has the knowledge of detailed substantive, technical and editorial elaboration of the MA thesis and practical application. |
| **Effect 3/****Efekt 3** | The student is not able to develop a program of theoretical and empirical research in the field of master thesis. | The student is able to develop an elementary program of theoretical and empirical research in the field of master thesis. | The student is able to develop a detailed program of theoretical and empirical research in the field of master thesis. | The student is able to develop a detailed program of theoretical and empirical research in the field of master thesis in relation to contemporary trends in the development of technology. |
| **Effect 4/****Efekt 4** | The student is not able to solve the research problems set out in the MA thesis. | The student is able to solve the elementary research problems set out in the MA thesis. | The student is able to solve the detailed research problems set out in the MA thesis with the application of the basis of cause and effect analysis. | The student is able to solve the detailed research problems set out in the MA thesis with the application of the basis of cause-and-effect analysis and inference based on the use of the latest trends in management. |

\*A 3.5 half grade is awarded in the case of full credit for the learning outcomes with a 3.0 grade, but the student has not fully absorbed the learning for a 4.0 grade. A half-grade of 4.5 is awarded in the case of full credit for the learning outcomes with a 4.0 grade, but the student has not fully assimilated the learning outcomes for a grade of 5.0./ \*Ocena połówkowa 3.5 jest wystawiana w przypadku pełnego zaliczenia efektów uczenia się na ocenę 3.0, ale student nie przyswoił w pełni uczenia się na ocenę 4.0. Ocena połówkowa 4.5 jest wystawiana w przypadku pełnego zaliczenia efektów uczenia się na ocenę 4.0, ale student nie przyswoił w pełni efektów uczenia się na ocenę 5.0.

**OTHER USEFUL INFORMAION ABOUT THE ITEM/INNE PRZYDATNE INFORMACJE O PRZEDMIOCIE**

Information where you can read presentations for classes, etc. - Information is provided during the first class and sent electronically to the addresses of individual dean’s groups./ Informacje, gdzie można zapoznać się z prezentacjami na zajęcia itp. - Informacje udzielane są podczas pierwszych zajęć i przesyłane drogą elektroniczną na adresy poszczególnych grup dziekańskich

Information on the place of classes - Information can be found on the website of the Faculty of Management and in the USOS system./ Informacja o miejscu zajęć – Informacje znajdują się na stronie internetowej Wydziału Zarządzania oraz w systemie USOS.

Information on the date of classes (day of the week/time) - Information can be found on the website of the Faculty of Management and in the USOS system./ Informacja o terminie zajęć (dzień tygodnia/godzina) – Informacje znajdują się na stronie internetowej Wydziału Zarządzania oraz w systemie USOS

Information about consultations (hours + place) - Information is given during the first classes, it is also available on the website of the Faculty of Management./ Informacje na temat  godzin i miejsca konsultacji znajdują się na stronie internetowej Wydziału Zarządzania oraz podawane są na pierwszych zajęciach ze studentami.