

Subject programme

1. Subject name / subject module: **Project management and team building**
2. Lecture language: **English**
3. The location of the subject in study plans:
 - Area or areas of the studies: **Computer Control Systems Engineering**
 - Degree of the studies: **2nd degree studies**
 - Field or fields (implementation of effects standard): **Mechatronics**
4. Supervision of subject implementation:
 - The Institute / Another unit: **The Institute of Informatics and Mechatronics**
 - The person responsible for the subject: **Pólkowski Zdzisław, dr inż.**
 - People cooperating in the development of the programme of the subject:
5. The number of hours and forms of teaching for individual study system and the evaluation method

Form of classes Mode of study	Teaching activities with the tutor																		Total ECTS			
	SOW	ECTS	Workshop	SOW	ECTS	...	SOW	ECTS	...	SOW	ECTS	Lecture – remote	SOW	ECTS	...	SOW	ECTS	...		SOW	ECTS	
Full-time studies			8	11	1							6										1
Part-time studies																						
Credit rigor	...		pass/fail grading																			

6. Student workload – ECTS credits balance

1 ECTS credit corresponds to 25-30 hours of student work needed to achieve the expected learning outcomes including the student's own work

Activity (please specify relevant work for the subject)	Hourly student workload (full-time studies/part-time studies)
Participation in workshop classes	8
Independent study of the subject	6
Preparing reports	9
Participation in an exam / graded assignment / final grading	2
Total student workload	25
ECTS credits	1
* Student's workload related to practical forms	25
Student's workload in classes requiring direct participation of academic teachers	8

7. Implementation notes: recommended duration (semesters), recommended admission requirements, relations between the forms of classes:

None

Recommended duration of the subject is taken from the course plan.

8. Specific learning outcomes – knowledge, skills and social competence

Specific learning outcomes for the subject		Form	Teaching method	Methods for testing of (checking, assessing) learning outcomes
Outcome symbol	Outcome description			
Knowledge				
K_W10	Student has knowledge of management, with particular emphasis on: quality management, applying the principles of work organization and management, taking into account the principles of ergonomics and occupational health and safety, task planning, project management.	Workshop	Expository methods	Final test, Student learning activities

Subject programme

K_W13	Student has the knowledge necessary to understand the ethical, economic, legal and other non-technical determinants of professional activity, with particular understanding of the legal and ethical responsibility related to the constructed mechatronic systems.			
Skills				
K_U08	Student is able to manage the work of project teams in solving typical and new problem situations during the implementation of interdisciplinary mechatronic projects and take a leading role in teams.	Workshop	Expository methods	Final test, Student learning activities
Social competence				
K_K03	Student correctly evaluates the scale of the challenges ordered or undertaken on his own initiative, typical and new, occurring in problematic situations, and skillfully indicates the priorities in solving them.	Workshop	Expository methods	Final test, Student learning activities

9. Assessment rules / criteria for each form of education and individual grades

Activity	Grades	Calculation	To Final
Exercise reports	bdb (5)	2*50%	2,5
Activity during classes	dst, db, bdb (3,4,5)	average (3+4+5)/3=4->4*20%	0,8
Completed tasks	ndst, dst, db (2, 3, 4)	average (2+3+4)/3=3->3*20%	0,6
Attendance	75% classes	attendance share 6/8=0,75*5->3,75*	0,375

10. The learning contents with the form of the class activities on which they are carried out

(Workshop)

1. identification of needs;
2. Management of issues;
3. Building of human relations;
4. Communication management;
5. Delegation of tasks;
6. Risk management;
7. Change management;
8. IT management support systems.

11. Required teaching aids

Exercises - a room adapted for conducting classes in the form of exercises / workshops, multimedia projector

12. Literature:

a. Basic literature:

Larson Erik W., Gray Clifford F., Project management : the managerial process, 7th ed., international ed., New York, 2018

a. Supplementary literature:

Wojtysiak-Kotlarski Marcin, Introduction to risk and value management in projects, Sygnatura: 35549 (WSG Library)

b. Internet sources:



Subject programme

<https://www.usaid.gov/sites/default/files/documents/1864/Team-Building-Module-Facilitators-Guide.pdf>

https://www.researchgate.net/publication/320101542_PROJECT_MANAGEMENT_HANDBOOK

13. Available educational materials divided into forms of class activities (Author's compilation of didactic materials, e-learning materials, etc.)
14. Teachers implementing particular forms of education

Form of education	Name and surname
1. Workshop classes	Pólkowski Zdzisław, dr inż.