

GENERAL INFORMATION ABOUT SUBJECTS (MODULES)

Module name:	<i>Foreign language</i>		
Module code:	<i>09.0-JA.0-1s</i>	ECTS credits:	<i>6</i>
University college:	<i>European University of Business in Poznan</i>		
Organisational unit:	<i>Faculty of Management and Economy</i>	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	<i>2017/2018</i>	Language of instruction:	<i>english</i>

DESCRIPTION OF THE SUBJECT (MODULE)

*Aims:*

*Reaching the basic skills in interpersonal and business communication in English language: understanding of reading and listening, constructing basic sentences; intensive overview of basic grammar rules useful in language communication learning.*

*Competencies:*

*Use of gained knowledge in practical situations in business and everyday life: listening and speaking, reading, use of English, writing, pronunciation, vocabulary development, principles of sentence construction, introduction to basic communication in business and everyday life, idioms, phrasal verbs, short stories.*

Module name:	<i>Psychology</i>		
Module code:	<i>14.4-PO.0-1s</i>	ECTS credits:	<i>4</i>
University college:	<i>European University of Business in Poznan</i>		
Organisational unit:	<i>Faculty of Management and Economy</i>	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	<i>2017/2018</i>	Language of instruction:	<i>english</i>

DESCRIPTION OF THE SUBJECT (MODULE)

*Aims:*

*Introducing students to the elements of psychological theory: typologies, methodology, statistics in assessing phenomenons; emphasising problems of ethics in psychology, research and experiments.*

*Competencies:*

*Practical application of individual skills of projection, introspection and retrospection.*

*Use of knowledge in business management. .*

<b>Module name:</b>	Interpersonal communication		
<b>Module code:</b>	04.9-KI-S-1s	<b>ECTS credits:</b>	3
<b>University college:</b>	European University of Business in Poznan		
<b>Organisational unit:</b>	Faculty of Management and Economy	<b>Course of study:</b>	management
<b>Course type:</b>	Full - time	<b>Course year:</b>	Rok I
<b>Year:</b>	2017/2018	<b>Language of instruction:</b>	english

#### DESCRIPTION OF THE SUBJECT (MODULE)

- *The ability to use different communication channels*
  - *the ability to use both verbal and nonverbal communication principles*
  - *the ability to construct basic written messages*
  - *recognition of communication barriers*
  - *the ability to solve interpersonal conflicts*
  - *communication – basic concepts*
  - *tools of communication*
  - *barriers in communication*
  - *verbal and nonverbal communication*
  - *written communication*
- Interpersonal conflicts solving*

<b>Module name:</b>	Library course		
<b>Module code:</b>	15.4-PB.0-1ns	<b>ECTS credits:</b>	0
<b>University college:</b>	European University of Business in Poznan		
<b>Organisational unit:</b>	Faculty of Management and Economy	<b>Course of study:</b>	management

Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>
<b>DESCRIPTION OF THE SUBJECT (MODULE)</b>			
<p><i>Aims:</i>  <i>Acquainting students with methods of using the university college library.</i></p> <p><i>Competencies:</i>  <i>Students know how to search for information, books, periodicals in electronic and traditional catalogues.</i></p>			
Module name:	<b>Safety and hygiene of work place</b>		
Module code:	<i>05.4-BP.0-1s</i>	ECTS credits:	<b>0</b>
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>
<b>DESCRIPTION OF THE SUBJECT (MODULE)</b>			
<i>Students participate in a specific sport section of their own choice depending on individual's physical abilities and health conditions</i>			
Module name:	<b>Microeconomics</b>		
Module code:	<i>14.3-MI.P-1s</i>	ECTS credits:	<b>9</b>
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

DESCRIPTION OF THE SUBJECT (MODULE)

*Aims:*

- *Mastering basic concepts, definitions and formulas*
- *Understanding cause-and-effect relationship in the market economy from the producers and consumer perspective.*

*Competencies:*

- *the ability to use annual statistics (GUS – Office for Statistics),*
- *methods of market analysis by producers and consumers,*
- *setting producer and consumer optimums,*
- *elaboration of statistical methods comparing supply and demand,*
- *drawing conclusions from the market analysis of both producers and consumers*
- *use of PowerPoint to present particular microeconomic issue.*

*Subject of economics. Positive and normative economics. Main schools of economics. Supply and demand. Ideal competition. Economic equilibrium. Supply and demand flexibility. Long-term and short-term costs. Organizational behavior in the market. The company and its economic functions. Economic rent. Organizational equilibrium in competitive markets and labor markets. The effect of economic factors on institutional safety and management processes. Social welfare programs. Economic aspects of non-profit organizations.*

Module name:	<i>Nazwa modułu/kursu: Mathematics</i>		
Module code:	<i>Kod modułu/kursu</i> <i>11.1-MT.P-1s</i>	ECTS credits:	9
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

DESCRIPTION OF THE SUBJECT (MODULE)

*Aims:*

- *Use of modern mathematics in management thanks to familiarization with such concepts as: function, function border, function derivative, integral, differential equation, matrix, linear equation and inequality.*
- *Use of mathematical methods in management. Formulating simple economic issues in mathematical language.*

*Competencies:*

- *Constructing function graphs (e.g. supply and demand function, costs, Törnquist's function)*
- *Researching elementary functions' features.*

- *Calculating function derivatives on the marginal calculation (e.g. ultimate cost, supply and demand flexibility, Cobba-Douglas' function).*
- *Cramer's formula, matrix, Gauss' elimination method – linear equation.*
- *Calculating linear inequality related to economic issues (e.g. production plan optimum).*
- *Calculating integrals (related to calculating differential equations).*

Module name:	<i>Information technologies</i>		
Module code:	<i>11.0-TI.O-1s</i>	ECTS credits:	3
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

#### DESCRIPTION OF THE SUBJECT (MODULE)

##### *Aims:*

*Aquainting students with the basic concepts concerning informatics, hardware and software types and computer use risks. Basics of graphics and computer music. Knowledge of IT history.*

##### *Competencies:*

*Use of computers in business, selection of different IT systems, software to support businesses, knowledge of storing and protecting quantitative and qualitative data*

Module name:	<i>Basic of management</i>		
Module code:	<i>04.0-PZ.P-1s</i>	ECTS credits:	7
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

#### DESCRIPTION OF THE SUBJECT (MODULE)

*Aims:*

*Familiarizing students with basic concepts and definitions of:*

- *management, processes and functions of management, planning, organizing, motivating and controlling,*
- *main theories of management,*
- *strategic planning*
- *types of organizational structures*
- *basic motivational theories.*

*Competencies:*

- *analyzing/solving problems – decision taking,*
- *analyzing organizational structures,*
- *use of motivation techniques,*
- *managing of information and communication in organizations,*
- *use of controlling in organizations*

<b>Module name:</b>	<i>Finance</i>		
<b>Module code:</b>	<i>04.3-FI.P-1s</i>	<b>ECTS credits:</b>	<i>6</i>
<b>University college:</b>	<i>European University of Business in Poznan</i>		
<b>Organisational unit:</b>	<i>Faculty of Management and Economy</i>	<b>Course of study:</b>	<i>management</i>
<b>Course type:</b>	<i>Full-time</i>	<b>Course year:</b>	<i>Rok I</i>
<b>Year:</b>	<i>2017/2018</i>	<b>Language of instruction:</b>	<i>english</i>

**DESCRIPTION OF THE SUBJECT (MODULE)**

*Aims:*

*The concept and basic functions of finance; typologies of finance based on subjective and objective criteria; functions and features of money; money stream and resources; basic elements of the financial system; financial balance building; fixing financial result stages; basic budget expenses and incomes; tax construction; basic types of taxes; banking concepts, types and structures; types of bank operations; basic forms of savings; Banking Guarantee Fund; the concept of loans, types and functions of loans; NBP (National Polish Bank); basic forms of settlements between economic subjects; basic types of shares and securities.*

*Competencies:*

*Assess financial balance, calculate basic financial indexes, calculate a company's financial result, assess a company's profitability, fill in the VAT form, calculate credit capacity, calculate the final cost of a loan, fix credit instalments, calculate interests and calculate bills of exchange.*

<b>Module name:</b>	<i>Logistics management</i>
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Module code:	04.9-ZL-S-1s	ECTS credits:	5
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>
<b>DESCRIPTION OF THE SUBJECT (MODULE)</b>			
<p><i>Familiarizing students with the basic concepts of logistics management, creation of logistics systems and logistics effectiveness formula.</i></p> <p><i>Achieving a sufficient skills set which enables the student to systemically assess and manage company logistics.</i></p>			
Module name:	<i>Nazwa modułu/kursu : Law</i>		
Module code:	10.0-PR.P-1s	ECTS credits:	6
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>
<b>DESCRIPTION OF THE SUBJECT (MODULE)</b>			
<p><i>Aims:</i></p> <p><i>Gaining knowledge of civil law, commercial law, administrative law, tax law, labor law, criminal law, shares and securities, constitutional law and civil and administrative procedures relevant to running a business.</i></p> <p><i>Competencies:</i></p> <p><i>Basic skills of legal acts interpretation and both creating and understanding the contents of contracts and legal documents.</i></p>			
Module name:	<i>Basics of EU</i>		
Module code:	10.0-FE.O-1s	ECTS credits:	2

University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

#### DESCRIPTION OF THE SUBJECT (MODULE)

*The primary objective of this course is to introduce students to the basics of the EU and its legal system and to familiarize them with central concepts and offer an opportunity to reflect upon some issues. The course is divided into 2 modules: lecture and workshop - assuming interactive participation. Lectures are intended to give students necessary knowledge concerning the EU, while workshops consist of discussions, text analyses and case studies interpretation. The main objective of a workshop is to instruct students on how to apply their knowledge, shape their attitudes and to encourage them to participate in discussion and defend their positions and opinions.*

Module name:	Ethics and etiquette of EWSB		
Module code:	04.9-EB.O-1 ns	ECTS credits:	0
University college:	European University of Business in Poznan		
Organisational unit:	Faculty of Management and Economy	Course of study:	<i>management</i>
Course type:	<i>Full - time</i>	Course year:	<i>Rok I</i>
Year:	2017/2018	Language of instruction:	<i>english</i>

#### DESCRIPTION OF THE SUBJECT (MODULE)

*Understanding the importance of ethics in business. Familiarizing students with basic concepts. Gaining the ability to use ethics in making and assessing business decisions.*