



MODULE DESCRIPTION

Module code	full-time studies:	Z-ZIP1-E-109
	part-time studies:	Z-ZIPN1-E-109
Module name	Information Technologies	
Module name in Polish	Technologie Informacyjne	
Valid from academic year	2019/2020	

MODULE PLACEMENT IN THE SYLLABUS

Field of study	MANAGEMENT AND PRODUCTION ENGINEERING
Level of education	1st degree
Studies profile	General
Form and method of conducting classes	Full-time and Part-time
Specialisation	All
Unit conducting the module	Department of Computer Science Technologies
Module co-ordinator	Sławomir Koczubiej, PhD
Approved by:	

MODULE OVERVIEW

Type of subject / group of subjects	Major
Module status	Compulsory
Language of conducting classes	English
Module placement in the syllabus - semester	Semester I
Initial requirements	No requirements
Examination (YES/NO)	NO
Number of ECTS credit points	2

Method of conducting classes		Lecture	Classes	Laboratory	Project	Other
Per semester	full-time studies:			30		
	part-time studies:			18		

TEACHING RESULTS AND THE METHODS OF ASSESSING TEACHING RESULTS

Category	Symbol	Learning outcomes	Assignations to the directional learning out-comes
Knowledge	W01	A student is familiar with the possibilities of the Internet in terms of browsing and gathering information as well as databases.	ZIP1_W04
	W02	A student knows the possibilities of applying a spread-sheet.	ZIP1_W01
	W03	A student knows the elements of the HTML language (creating websites).	ZIP1_W04
	W04	A student has basic knowledge as regards algorithmics.	ZIP1_W05
Skills	U01	Practical application of knowledge connected with information processing with the Excel spreadsheet.	ZIP1_U07
	U02	A student can do the following: acquire knowledge from the Internet, create a website with descriptions, tabular summaries, and a graphical presentation of a problem.	ZIP1_U04
	U03	A student can provide a graphical presentation of an algorithm of simple numerical calculations.	ZIP1_U07
Social competences	K01	A student is able to broaden and improve the acquired knowledge and skills from the field of computer studies.	ZIP1_K01

TEACHING CONTENTS

Method of conducting classes	Teaching contents
Laboratory	<p>WINDOWS system - desktop, application windows, folders and files, adapting the environment to individual user requirements. INTERNET services and information retrieval techniques.</p> <p>Excel spreadsheet - navigation, data entry, addressing, formulas and formula copying, mathematical expressions, table functions, sheet functions, graphs of functions of one variable, graphs of functions of two variables, statistical analysis.</p> <p>Practical introduction to the basics of HTML - the structure of an HTML document, elements of the HEAD section (title, encoding, etc.), tags and attributes, linear and block elements, lists, links, tables. Introduction to CSS - embedding styles in a document, formatting elements using classes and identifiers, selected style sheet properties.</p> <p>Algorithm - writing an algorithm in the form of a computer program, simple calculation algorithms, writing algorithms with branches (conditional instruction), building iterative algorithms (program loops), algorithms operating on complex data structures.</p>

METHODS OF ASSESSING TEACHING RESULTS

Symbol	Methods of checking the learning outcomes (select X)					
	Oral exam	Written exam	Test	Project	Statement	Other
W01			X			
W02			X			
W03				X		
W04			X			
U01			X			
U02				X		
U03			X			
K01			X	X		

FORM AND CONDITIONS OF PASSING

Form of classes	Form of credit	Passing conditions
Laboratory	Credit with grade	Obtaining at least 50% of the points from the tests during the class and at least 50% of the points for the website design.

STUDENT WORKLOAD

Balance of ECTS points												
No.	Type of student's activity	Student's workload										Unit
		full-time					part-time					
1.	Participation in the activities	Lc	C	Lb	P	O	Lc	C	Lb	P	O	h
				30					18			
2.	Other (consultation, exam)			2					2			h
3.	Number of hours of a student's as- sisted work	32					20					h
4.	Number of ECTS credit points which are allocated for assisted work	1,3					0,8					ECTS
5.	Number of hours of a student's un- assisted work	18					30					h
6.	Number of ECTS credit points which a student receives for unassisted work	0,7					1,2					ECTS
7.	Work input connected with practical classes	50					50					h
8.	Number of ECTS credit points which a student receives for practical classes	2,0					2,0					ECTS
9.	Total number of hours of a stu- dent's work	50					50					h
10.	Punkty ECTS za moduł <i>1 ECTS=25 hours</i>	2										ECTS

LITERATURE

1. Frain B., *Responsive Web Design with HTML5 and CSS - Fourth Edition: Build future-proof responsive websites using the latest HTML5 and CSS techniques*, Packt Publishing, Birmingham 2022.
2. Ernesti J., Kaiser P., *Python. The Comprehensive Guide*, Rheinwerk Publishing, Quincy, MA 2022.
3. Michael A., *Microsoft Excel 365 Bible*, John Wiley & Sons, New Jersey 2022.