Kielce University of Technology

FACULTY OF MANAGEMENT AND COMPUTER MODELLING

COURSE SPECIFICATION

Course code	full-time studies	**Z-ZB-E-207**
	part-time studies	**-**
Course title in English	**Organization and management**	
Course title in Polish	**Organizacja i zarządzanie**	
Valid from academic year	**2025/2026**	

PLACEMENT IN THE TEACHING PROGRAM

Programme of study	**BUSINESS MANAGAMENT**
Level of education	**1ˢᵗ degree**
Studies profile	**academic**
Form and mode of study	**full-time programme**
Scope	**all**
Academic unit responsible for the course	**Department of Management and Organization**
Course coordinator	**dr hab. Janusz Kot, prof. uczelni**
Approved by	**dr hab. inż. Dariusz Bojczuk, prof. uczelni**

GENERAL CHARACTERISTIC OF THE COURSE

Teaching block	**Directional subject**	
Course status	**Obligatory**	
Language of instruction	**English**	
Semester of delivery	full-time studies	**Semester II**
	part-time-studies	**-**
Prerequisites	**NO**	
Exam (YES/NO)	**YES**	
ECTS	**5**	

Method of conducting classes		lecture	classes	laboratory	project	other
Number of hours per semester	full-time	**30**	**30**			
	part-time					

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LEARNING OUTCOMES

Category	Outcome code	Course learning outcomes	Reference to the directional learning effect
Knowledge	W01	The student knows the basic concepts of organization and management and has the knowledge necessary to perform basic management functions.	ZB1_W01
	W02	The student has knowledge about the evolution of organization and management theory and its implications for business practice.	ZB1_W01
	W03	The student has knowledge of contemporary concepts of management and organization in a changing environment under conditions of risk and uncertainty.	ZB1_W07
Skills	U01	The student is able to use the basic principles and methods of management enabling the implementation of organizational goals and main management functions.	ZB1_U08
	U02	The student is able to use appropriately selected methods to solve organizational management problems.	ZB1_U02
	U03	The student is able to think creatively and analyze and forecast processes and phenomena occurring in the organization and its environment.	ZB1_U011
Social competences	K01	The student is able to work in a group and communicate effectively and act ethically within assigned organizational and social roles.	ZB1_K03
	K02	The student is aware of the importance of acting professionally and observing professional ethics.	ZB1_K03
	K03	The student improves management knowledge in connection with changing market conditions on a national and international scale. Makes managerial decisions under conditions of stress, risk and uncertainty.	ZB1_K04

COURSE CONTENT

Method of conducting classes	Course content
lecture	Issues introducing the theory of organization and management. Organization in a changing environment. Organizational life cycle. Evolution of theories and concepts of organization and management. Planning and decision making. Organizational strategy. Organizing as a management function. Types of organizational structures. Managerial roles and skills. Leadership and management styles. Theories of motivation. Selected motivation methods. Control and its importance in the organization. The essence and components of culture organizational. Contemporary management methods. The process of communicating in organization. Management ethics. Organization management – challenges of the future.
classes	Introduction to management. Development of management theory - from the classics to the present. The organization and its environment. The planning process in organizations. Quantitative decision making methods. Basics of strategic analysis. Types and design organizational structures. The role of the manager in the organization. Identification of leadership styles. Motivating employees to work. The control process – its types and importance. Models of organizational culture and communication. Ethical aspects of management. The organization of the future.

METHODS FOR VERIFYING LEARNING OUTCOMES

Outcome code	Learning outcomes verification methods					
	Oral examination	Written examination	Test	Project	Report	Other
W01	X		X			
W02	X		X			
W03	X		X			
U01			X			X
U02			X			X
U03			X			X
K01						X
K02						X
K03						X

FORM AND CONDITIONS OF ASSESSMENT

Form of classes	Assessment type	Assessment Criteria
lecture	Examination	Oral exam or written exam.
classes	Credit with grade	Case study. Practical exercises. Discussion on the group forum.

STUDENT WORKLOAD

ECTS Balance							
No.	Activity type	Student workload					Unit
		full-time					
1.	Scheduled contact hours	W	C	L	P	S	h
		30	30				
2.	Other (consultations, exams)	4	2				h
3.	**Total number of contact hours**	**66**					h
4.	**Number of ECTS credits for contact hours**	**2,6**					ECTS
5.	**Number of hours of independent student work**	**59**					h
6.	**Number of ECTS points that a student obtains through independent work**	**2,4**					ECTS
7.	**Workload related to practical classes**	**63**					h
8.	**Number of ECTS credit points which a student receives for practical classes**	**2,5**					ECTS
9.	**Total number of hours of a student's work**	**125**					
10.	**ECTS credits for the course** *1 1 ECTS credit =25 student learning hours*	**5**					ECTS

W - LECTURE   C – CLASSES   L – LABORATORY   P- PROJECT   S – SEMINAR

READING LIST

1. Drucker P.F., (2006), The practice of management, Collins, London.
2. Griffin J.W., (2021), Management, Cengage Learning.
3. Gutterman A.S., (2021), Organizations, Sustainable Impact Entrepreneurship Project.
4. Hamel G., (2007),The future of management, Harvard Business Publishing