



COURSE SPECIFICATION

Course code	full-time studies	Z-ZB-E-605
	part-time studies	-
Course title in English	Diploma seminar II	
Course title in Polish	Seminarium dyplomowe II	
Valid from academic year	2025/2026	

PLACEMENT IN THE TEACHING PROGRAM

Programme of study	BUSINESS MANAGMENT
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. Marianna Kotowska-Jelonek, 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 VI
	part-time-studies	-
Prerequisites	Diploma seminar I	
Exam (YES/NO)	NO	
ECTS	1	

Method of conducting classes		lecture	classes	laboratory	project	other
Number of hours per semester	full-time					15
	part-time					



LEARNING OUTCOMES

Category	Outcome code	Course learning outcomes	Reference to the directional learning effect
Knowledge	W01	Student has advanced knowledge of national, university and departmental formal and substantive requirements for bachelor's theses, including requirements for independent preparation of such theses and identification of own contribution.	ZB1_W11
	W02	Student knows the principles of construction and structuring of written bachelor's theses containing the results of own research, principles and methods of developing results of analyses and formulating own opinions and conclusions.	ZB1_W11
	W03	Student knows the procedure for completing and submitting a bachelor's thesis, provided for by university and faculty regulations, related to the functioning of the Diploma Theses Archiving System in PŚk. Student knows the rules for checking theses provided for by the Unified Anti-plagiarism System.	ZB1_W08 ZB1_W11
Skills	U01	Student is able to - under the supervision of an academic teacher - develop a bachelor's thesis, in accordance with the requirements formulated in the Task for the thesis and in accordance with the general methodological and formal requirements regarding the development of written promotional works	ZB1_U01 ZB1_U02 ZB1_U04 ZB1_U05 ZB1_U09 ZB1_U10 ZB1_U13
	U02	Student is able to independently develop a short multimedia presentation of a prepared diploma thesis (also other written works), taking into account the requirements for the necessary synthesis of information. Student is able to present it in public.	ZB1_U13
Social competences	K01	Student understands the importance of the ability to correctly develop and edit written statements, including promotional work, and the need to improve skills and supplement knowledge regarding the methodology and methodologies of creating such studies.	ZB1_K01 ZB1_K02
	K02	Student is aware of the need to comply with ethical, moral and legal standards regarding the use and documentation of someone else's intellectual achievements when developing written promotional works. Student identifies one's own contribution in the development of the diploma thesis and is aware of regulations regarding copyright protection.	ZB1_K06 ZB1_K07



COURSE CONTENT

Method of conducting classes	Course content
other (seminar)	1. Presentation by students of the results of previous research related to the preparation of the bachelor's thesis. Identification of research problems. 2. Tabular and graphical presentations – general principles. The purpose and form of tabular summaries – principles of creation, description and inference. Forms of graphical presentations – charts, diagrams, schemes, drawings, photographs. Author's comments. 3. Formal, editorial and linguistic requirements for diploma theses and methods of their verification. 4. Reporting by students of selected fragments of diploma theses – discussion of problems that arose during their development. 5. Principles of editing the Introduction, Conclusion and Summary of the bachelor's thesis. 6. Principles of constructing a multimedia presentation of theses. Preparation of a presentation for one's own diploma thesis. 7. University and faculty requirements regarding the procedure for submitting diploma theses using the APD system (Archiving of Diploma Theses).

METHODS FOR VERIFYING LEARNING OUTCOMES

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

FORM AND CONDITIONS OF ASSESSMENT

Form of classes	Assessment type	Assessment Criteria
other (seminar)	Credit with grade	Fulfillment of the following conditions simultaneously: - participation in the seminar in accordance with the requirements resulting from the Study Regulations; - presentation of a selected fragment of the diploma thesis at the seminar.



STUDENT WORKLOAD

ECTS Balance							
No.	Activity type	Student workload					Unit
		full-time					
1.	Scheduled contact hours	W	C	L	P	S	h
						15	
2.	Other (consultations, exams)					2	h
3.	Total number of contact hours	17					h
4.	Number of ECTS credits for contact hours	0,7					ECTS
5.	Number of hours of independent student work	8					h
6.	Number of ECTS points that a student obtains through independent work	0,3					ECTS
7.	Workload related to practical classes	25					h
8.	Number of ECTS credit points which a student receives for practical classes	1,0					ECTS
9.	Total number of hours of a student's work	25					
10.	ECTS credits for the course <i>1 1 ECTS credit =25 student learning hours</i>	1					ECTS

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

READING LIST

1. Bailay S. (2018), *Academic Writing. A Handbook for International Students*. Publishing Routledge. Fifth Edition.
2. Kane T.S. (2020), *The Oxford Essential Guide to Writing*. Berkley Pub Group.
3. Fitzgerald C. (2023), *A Guide to Writing for Advanced*, Preston Publishing.