I. GENERAL INFORMATION ABOUT THE COURSE

Methodology of Designing Organisational Systems in Enterprises

Name of the organisational unit offering the programme:	The University College of Tourism and Ecology in Sucha Beskidzka Wyższa Szkoła Turystyki i Ekologii w Suchej Beskidzkiej
Name of the field of study and level of education:	Management – First degree (bachelor's)
Profile of education:	Practical
Major:	Not applicable
Type of module: (please specify as appropriate)	Basic / Core / Professionally oriented
Year / Semester:	II / 3
Prerequisites (resulting from the sequence of courses):	Knowledge, skills and social competences acquired in the course Fundamentals of Management.

II. FORMS OF CLASSES AND NUMBER OF HOURS

	Lecture	Exercises	Seminar discussion	Laboratory	Workshop	Project	Seminar	Internship	Examination / Assessment	Total number of hours
Full-time studies	14				14	10			2	40
Part-time studies	8				8	8			2	26

III. TEACHING METHODS

Forms of classes	Teaching methods
Lecture / Workshop / Project:	Multimedia presentation, guided discussion, case study, project method, educational games.

IV. LEARNING OUTCOMES FOR THE COURSE WITH REFERENCE TO THE PROGRAMME AND DISCIPLINARY LEARNING OUTCOMES

No.	Description of the learning outcome for the course	Reference to the programme learning outcome

Knowledge:		
P_W01	The student characterises recognised concepts of organisation theory, types, features, functions, and processes occurring within organisations.	K1P_W04 K1P_W05
P_W02	The student distinguishes between individual components of an organisation.	K1P_W04 K1P_W05 K1P_W13
P_W03	The student explains the essence of entrepreneurship in human and team activity as well as its conditions.	K1P_W04 K1P_W05 K1P_W07
P_W04	Student klnows the rules of organization design.	K1P_W04 K1P_W05 K1P_W14
Skills:		
P_U01	The student is able to apply and evaluate the usefulness of selected methods and tools for describing and analysing the activity of an organisation and its environment.	K1P_U01 K1P_U02
		K1P_U08
P_U02	The student is able to apply organisational design methods in the process of change.	K1P_U01 K1P_U06 K1P_U07 K1P_U08 K1P_U11 K1P_U12
Social competences:		
P_K01	The student understands the necessity of thinking and acting in an entrepreneurial manner for the benefit of the organisation.	K1P_K01 K1P_K02 K1P_K05

V. COURSE CONTENT

No.	Lecture / Workshop / Project:	Reference to the programme learning outcome
T1	Theories of organisation and the science of organisation. The essence and concept of the discipline. Origins and objectives of the science of organisation. Types and kinds of organisations – their goals and characteristics. Functions and processes within organisations.	P_W01, P_W02
T2	Entrepreneurship, manager, organisation – essence and relationships. Social responsibility of organisations. Corporate governance and supervision.	P_W03, P_K01
T3	Legal and organisational forms and ownership structures – economic and social consequences. Classification of enterprises according to selected objectives. Criteria for choosing an organisational and legal form. Ownership forms of business and public organisations.	P_W01, P_W02, P_U01, P_U02
T4	The life cycle of an organisation – stages and events. Models of organisational life cycles.	P_W01
T5	Resources, assets, potential, and capital of organisations: material, technical, human, financial, and informational – tasks, principles of operation, interrelations, and development trends.	P_W02, P_U01, P_U02, P_K01

T6	The system of functions, processes, and projects within organisations. The architecture of organisational management systems. Contemporary concepts of organisational management. Principles of organisational design.	P_W01, P_W04, P_U01, P_U02, P_K01
T7	Basic methods and tools for designing organisations.	P_W01, P_W03, P_W04, P_U01, P_U02, P_K01
T8	Cooperation among organisations. The essence of collective organised action. Forms of cooperation between enterprises. The nature of cooperation among public and social organisations. New trends in approaches to organisation.	P_W01, P_W03, P_U02, P_K01

VI. METHODS OF VERIFYING LEARNING OUTCOMES

Learning outcomes	Verification method	Form of classes in which the learning outcome is verified
Knowledge:		
P_W01	Written assignment, presentation.	T1, T3, T4, T6, T7, T8
P_W02	Written assignment, presentation.	T1, T3, T5
P_W03	Written assignment, presentation.	T2,T7, T8
P_W04	Written assignment, presentation.	T6, T7
Skills:		
P_U01	Written assignment, presentation, class participation, observation of task performance.	T3, T5, T6, T7
P_U02	Written assignment, presentation, class participation, observation of task performance.	T3, T5,T6, T7, T8
Social competences:		
P_K01	Written assignment, presentation, class participation, observation of task performance.	T2, T5, T6,T7, T8

Final (summative) assessment:

The final grade consists of the assessment of the presentation, class participation, and observation of completed tasks (1/3), as well as the grade from the final written examination (2/3).

VII. ASSESSMENT CRITERIA FOR ACHIEVED LEARNING OUTCOMES

Learning outcomes	**Fail (2.0)** The student does not know, does not understand, is unable to, or is not ready to:	**Satisfactory range (3.0–3.5)** The student knows, understands, is able to, and is ready to:	**Good range (4.0–4.5)** The student knows, understands, is able to, and is ready to:	**Very good (5.0)** The student knows, understands, is able to, and is ready to:
P_W01	Characterise the basic concepts and theories of organisation, as well as the types, features, functions, and processes occurring within organisations.	Characterise the recognised concepts and theories of organisation, as well as the types, features, functions, and processes occurring within organisations.	Accurately characterise the recognised concepts and theories of organisation, as well as the types, features, functions, and processes occurring within organisations.	Comprehensively and thoroughly characterise the recognised concepts and theories of organisation, as well as the types, features, functions, and processes occurring within organisations, referring to academic literature.

P_W02	Distinguish between the individual components of an organisation.	Partially distinguish between the individual components of an organisation.	Fully distinguish between the individual components of an organisation.	Fully and accurately distinguish between the individual components of an organisation, referring appropriately to literature and practical examples.
P_W03	Discuss the essence of entrepreneurship in human and team activity and its conditions.	Partially discuss the essence of entrepreneurship in human and team activity and its basic conditions.	Correctly discuss the essence of entrepreneurship in human and team activity and its conditions.	Discuss extensively and exhaustively the essence of entrepreneurship in human and team activity and its conditions, correctly referencing academic sources and practical examples.

P_W04	Identify the principles of organisational design.	Identify the principles of organisational design.	Identify and discuss in detail the principles of organisational design.	Comprehensively identify and discuss the principles of organisational design, drawing upon literature and practical applications.
P_U01	Apply and evaluate the usefulness of selected methods and tools for describing and analysing organisations and their environments.	Apply and evaluate, at a basic level, the usefulness of standard methods and tools for describing and analysing organisations and their environments.	Correctly apply and assess the usefulness of selected methods and tools for describing and analysing organisations and their environments, and convincingly justify their reasoning.	Correctly apply, comprehensively and insightfully assess, and justify the usefulness of selected methods and tools for describing and analysing organisations and their environments, supporting arguments with theoretical and practical references.
P_U02	Apply organisational design methods in the process of change.	Apply some organisational design methods in the process of change.	Apply organisational design methods in the process of change.	Apply organisational design methods in the process of change, appropriately justifying their selection.
P_K01	Understand the necessity of thinking and acting in an entrepreneurial manner for the benefit of the organisation.	Understand the necessity of thinking and acting in an entrepreneurial manner in simple professional and everyday situations.	Understand the necessity of thinking and acting in an entrepreneurial manner in both simple and complex professional and everyday situations.	Understand the necessity of thinking and acting in an entrepreneurial manner in every complex professional and life situation.

VIII. STUDENT WORKLOAD – HOURS AND ECTS BALANCE

Type of ECTS activity	Student workload	
	Full-time studies	Part-time studies
Participation in teaching activities (lectures, exercises, conversation classes, projects, laboratories, workshops, seminars) – TOTAL number of hours – from section II	38h	24h
Examinations / Assessments	2h	2h
Participation in consultations	4h	2h
Project / Essay / Case study / Practical task	8h	8h

Independent preparation for classes	17h	31h
Preparation for course assessments	6h	6h
Total student workload (25 hours = 1 ECTS) TOTAL hours / ECTS	75 h / 3 ECTS	75 h / 3 ECTS
Student workload within classes involving direct contact with the lecturer	44 h / 1,8 ECTS	30 h / 1,2 ECTS
Student workload within classes of a practical nature	-/-	-/-
Student workload within classes related to professional training	50 h / 2 ECTS	50 h / 2 ECTS
Student workload within classes related to research preparation	-/-	-/-

IX. COURSE LITERATURE AND OTHER TEACHING MATERIALS

Basic literature:

- Kożuch B., Nauka o organizacji, CeDeWu, Warszawa 2015.
- Marek S. (red.), Białasiewicz M. (red.), Podstawy nauki o organizacji. Przedsiębiorstwo jako organizacja gospodarcza PWE, Warszawa 2011.
- Stabryła A. (red.), Metodologia projektowania systemów organizacyjnych przedsiębiorstwa, C.H. Beck, Warszawa 2015.

Supplementary literature:

- Brzeziński M., Wdrażnie innowacji technologicznych, Difin, Warszawa 2015.
- Brzeziński M., Wprowadzenie do nauki o przedsiębiorstwie, Difin, Warszawa 2007.
- Lichtarski J. (red.), Podstawy nauki o przedsiębiorstwie, AE, Wrocław 2007.
- Zimniewicz K., Teoria i praktyka zarządzania Analiza krytyczna, PWE, Warszawa 2014.
- Zimniewicz K., Współczesne koncepcje i metody zarządzania, PWE, Warszawa 2009.

Other teaching materials:

-multimedia presentations to the lectures,
- case studies.