

## Detailed course description/Syllabus

*Faculty: Faculty of Economics and International Relations*  
*Programme: International Business*

### I. General information

Name of the course	Computer Science	
Name of the course in English	Computer Science	
Language of instruction	English	
Code/Specialization	WE-ST1-MG-Ib-12/13Z-COMP <b>International Business</b>	
Profile of the course	General Academic	
Course category	General	
Type of studies	1. (Bachelor study)	
Number of semesters/semester no.	1/1	
Number of hours	Full-time:	Lectures: 0 Tutorials: 30
	Part-time:	Lectures: 0 Tutorials: 18
Number of ECTS	3	

### II. Preliminary requirements

No.	Description
1	Basic knowledge concerning computer hardware and operating system Windows.

### III. Objectives of the Course

Code	Description
<b>C1</b>	Acquaintance with basic theoretical knowledge of computer science
<b>C2</b>	Developing skills of practical fluent use of utility software
<b>C3</b>	Acquaintance with professional text editing, spreadsheet application in business and economy, making presentations and utilization of basic internet services.

### IV. Learning outcomes

Code	Category	Description	KEK
<b>E1</b>	<b>W</b>	possesses knowledge of basic quantitative and qualitative methods used in economic sciences	WE-ST1-MG-W06-12/13Z
<b>E2</b>	<b>U</b>	is able to make use of basic theoretical knowledge and collect data for analysing specific economic phenomena and processes in the area of economic sciences	WE-ST1-MG-U02-12/13Z
<b>E3</b>	<b>K</b>	understands the necessity of continuous learning	WE-ST1-MG-K01-12/13Z

### V. Course contents

#### *Tutorials*

Code	Description	D (30)	Z ( )
<b>C1</b>	Operating systems, acquaintance with system Windows 7 and its basic functions	2	2
<b>C2</b>	Fundamentals of Linux, network (Internet) services and their utilization (SSH, FTP, SCP, e-mail, Web browsing, etc.)	4	2
<b>C3</b>	Use of text editor, application of its particular functions (text formatting, graphics embedding, tables, equations, graphical objects, headers, footers, footnotes, styles, etc), important aspects of professional text editing	10	6
<b>C4</b>	Electronic spreadsheet and its capabilities. Acquaintance with useful operations available in this tool (contents of cells, formulas, functions, cell formatting, charts, selected methods of data analysis, simple databases, etc). Selected examples of spreadsheet application in business	12	6
<b>C5</b>	Making visual business presentations with special software	2	2

## *VI. Methods of teaching*

Code	Description
<b>N1</b>	Lecture
<b>N2</b>	Seminar <input checked="" type="checkbox"/>
<b>N3</b>	Presentation <input checked="" type="checkbox"/>
<b>N4</b>	Discussion
<b>N5</b>	Group work
<b>N6</b>	Simulation
<b>N7</b>	Case study
<b>N8</b>	Role playing
<b>N9</b>	Blackboard problem solving
<b>N10</b>	Field practice
<b>N11</b>	E-learning
<b>N12</b>	Work with books
<b>N13</b>	Laboratory classes <input checked="" type="checkbox"/>

## VII. Means of assessment

### *Tutorials' assessment*

Code	Description
<b>F1</b>	Test <input checked="" type="checkbox"/>
<b>F2</b>	Blackboard problem solving
<b>F3</b>	Oral assessment
<b>F4</b>	Presentation
<b>F5</b>	Group project
<b>F6</b>	Individual project <input checked="" type="checkbox"/>
<b>F7</b>	Paper
<b>F8</b>	Effort in class

<b>F9</b>	Practice	
<b>F10</b>	Report on lab exercises	√

*Lectures' assessment (final course grade)*

Code	Description	
<b>P1</b>	Oral examination	
<b>P2</b>	Written examination	
<b>P3</b>	Test	
<b>P4</b>	Weighted mean of constituent grades	√

VIII. Assessment criteria

*Learning outcome **E1** weight: 40%*

Not achieved required outcome (grade 2.0)	Does not possesses knowledge of basic quantitative and qualitative methods used in economic sciences
Achieved the outcome to a satisfactory degree (grade 3.0)	Possesses satisfactory knowledge of basic quantitative and qualitative methods used in economic sciences
Achieved the outcome to a good degree (grade 4.0)	Possesses good knowledge of basic quantitative and qualitative methods used in economic sciences
Achieved the outcome to a very good degree (grade 5.0)	Possesses very good knowledge of basic quantitative and qualitative methods used in economic sciences
Achieved the outcome to an exceptional degree (grade 5.5)	Possesses very good knowledge of basic quantitative and qualitative methods used in economic sciences, possesses excellent skills of applying computer sciences methods in economu and business.

*Learning outcome E2 weight: 40%*

Not achieved required outcome (grade 2.0)	Is not able to make use of basic theoretical knowledge and collect data for analysing specific economic phenomena and processes
Achieved the outcome to a satisfactory degree (grade 3.0)	Has satisfactory ability to apply basic theoretical knowledge and collect data for analysing specific economic phenomena and processes
Achieved the outcome to a good degree (grade 4.0)	Has good ability to apply basic theoretical knowledge and collect data for analysing specific economic phenomena and processes
Achieved the outcome to a very good degree (grade 5.0)	Has very good ability to apply basic theoretical knowledge and collect data for analysing specific economic phenomena and processes
Achieved the outcome to an exceptional degree (grade 5.5)	Has excellent ability to apply basic theoretical knowledge and collect data for analysing specific economic phenomena and processes

*Learning outcome E3 weight: 20%*

Not achieved required outcome (grade 2.0)	Does not understand the necessity of continuous learning
Achieved the outcome to a satisfactory degree (grade 3.0)	Poor understanding of necessity of continuous learning
Achieved the outcome to a good degree (grade 4.0)	Good understanding of necessity of continuous learning
Achieved the outcome to a very good degree (grade 5.0)	Very good understanding of necessity of continuous learning
Achieved the outcome to an exceptional degree (grade 5.5)	Very good understanding of necessity of continuous learning, confirmed by presented results

Student may be awarded a positive final grade from the course provided that they achieve all learning outcomes at least to a satisfactory degree. The final grade is calculated according to the following formula:

$$25\% * \text{learning outcome E1} + 25\% * \text{learning outcome E2} + 25\% * \text{learning outcome E3} + 25\% * \text{learning outcome E4}$$

## IX. Student workload

Type of activity	Number of hours	
	full-time	part-time
Contact hours with the teacher as set in the programme of study	30	18
Contact hours with the teacher during office hours (e.g. presentations, projects)	10	10
Contact hours with the teacher during tests and examinations	5	5
Preparation for classes (reading, preparing homework etc.)	10	15
Information gathering, preparation of results	4	5
Preparation of a report, project, paper, presentation, discussion	4	4
Preparation for a test, examination	12	18
Total	75	75
Number of ECTS	3	

## X. Course implementation matrix

Learning outcomes	KEK	Objectives of the course	Course contents	Methods of teaching	Means of assessment
<b>E1</b>	<b>WE-ST1-MG-W06-12/13Z</b>	<b>C2 C3</b>	<b>K1 K3 K4</b> <b>K5</b>	<b>N2 N3 N13</b>	<b>F1 F6 F10</b> <b>P4</b>
<b>E2</b>	<b>WE-ST1-MG-U02-12/13Z</b>	<b>C1</b>	<b>K2</b>	<b>N2 N3 N13</b>	<b>F1 F10</b> <b>P4</b>
<b>E3</b>	<b>WE-ST1-MG-K01-12/13Z</b>	<b>C1 C2</b>	<b>K2 K4</b>	<b>N2 N3 N13</b>	<b>F1 F10</b> <b>P4</b>

## XI. References

### *Primary references*

No.	Description
1	Own materials prepared for each lecture

## XII. Information on teachers

### *Person responsible for the course*

Dr inż. Janusz Morajda
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### *Teachers*

No.	Teacher
1	Dr inż. Janusz Morajda