

Subject card

Subject name and code	Information technologies, PG_00054150						
Field of study	Geography						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2024/2025		
Education level	undergraduate studies	Subject group			Obligatory subject group in the field of study		
Mode of study	full-time studies	Mode of delivery			at the university		
Year of study	1	Language of instruction			Polish		
Semester of study	1	ECTS credits			4.0		
Learning profile	academic	Assessment form					
Conducting unit	Miejskie Laboratorium Badań Środowiskowych (Coastal Cities L -> Katedra Hydrologii -> Faculty of Oceanography and Geography)						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Jacek Barańczuk				
	Teachers		mgr Marlena Pawłowska mgr Jakub Malicki dr Jacek Barańczuk dr Małgorzata Owczarek				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	0.0	30.0	0.0	0.0	30
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	30		20.0		50.0	100
Subject objectives	<p>1. Preparation for the independent use of computer hardware and software in the further course of studies.</p> <p>2. Learning the basic concepts and functions related to computer software, e.g. acquiring the ability to use Windows keyboard shortcuts, word processors and spreadsheets, programs for creating multimedia presentations and graphic software.</p> <p>3. Preparation to design and evaluate your own work.</p>						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[GEOGRL3-W09] basic concepts and principles in the field of copyright legislation and their application in professional practice	Knows the basic concepts and principles of copyright law and their application in professional practice.	[SW1] oral statement/ conversation/discussion [SW2] presentation/project/paper/ report
	[GEOGRL3-U05] find and select the necessary information from professional literature and other sources, including electronic sources	Is able to find and select necessary information from professional literature and other sources, including electronic sources.	[SU1] oral statement/conversation/ discussion [SU2] presentation/project/paper/ report [SU8] observation of student's independent or team work
	[GEOGRL3-K02] bear full responsibility for the actions taken actions and adhere to the principles of professional ethics and principles of intellectual honesty, is aware of the importance of a professional approach in professional life professional life	Is ready to take full responsibility for the actions taken and to comply with the principles of professional ethics and intellectual honesty, is aware of the importance of a professional approach in professional life.	[SK8] observation of student's independent or team work
	[GEOGRL3-U07] use geoinformatics techniques and simple statistical tools and methods of spatial analysis to determine relationships between a variety of variables specific to the geographic environment and present the results of the analyses performed	Is able to use geoinformatic techniques and simple statistical tools and spatial analysis methods to determine relationships between various variables characteristic of the geographical environment and to present the results of conducted analyses.	[SU2] presentation/project/paper/ report [SU8] observation of student's independent or team work
	[GEOGRL3-K01] to critically assess the level of one's knowledge, use it in professional activities and, in case of difficulties, to be assisted by the knowledge of experts	Is ready to critically assess the level of his knowledge, use it in his professional activity and, in case of difficulties, rely on the knowledge of experts.	[SK8] observation of student's independent or team work
	[GEOGRL3-K03] work in a group and perform various roles in it, take care of the entrusted equipment and the safety of themselves and others	Is ready to work in a group and perform various roles in it, taking care of the entrusted equipment and the safety of himself and others.	[SK8] observation of student's independent or team work
	[GEOGRL3-U09] develop a selected geographical problem in the form of a scientific text in Polish in the specified methodological convention, with correct documentation	Is able to develop a selected geographical problem in the form of a scientific text in Polish in a specific methodological convention, with correct documentation.	[SU2] presentation/project/paper/ report [SU8] observation of student's independent or team work

Subject contents	<p>1. MS-Windows operating system. Understanding the tasks of the Windows operating system. Organization of data on disk.</p> <p>2. MS Word software as a word processor.</p> <p>3. Creating/analysis of a scientific article based on MS-Word and scientific websites.</p> <p>4. MS Excel software. Using and creating formulas. Creating charts.</p> <p>5. Preparing presentations, working on the technical elements of a correct multimedia presentation (e.g. MS Power Point).</p> <p>6. Ability to compose text and graphics on scientific posters (e.g. MS Publisher). Scheme for placing content on posters. Font, margin, title and subtitle settings on the poster.</p> <p>7. ArcGIS, QGIS or MapInfo software as a tool for creating geographical analyzes and presenting them on maps. Basic programs of Geographic Information Systems and possibilities of their use. Geographic data analysis in software. Creating tables. Creating maps.</p>								
Prerequisites and co-requisites	<p>Knowledge in the field: basic information in the field of computer science.</p> <p>Skills: using a computer, ability to navigate software running on the Windows operating system.</p>								
Assessment methods and criteria	<table border="1" data-bbox="448 1234 1493 1301"> <thead> <tr> <th data-bbox="448 1234 799 1267">Subject passing criteria</th> <th data-bbox="804 1234 1139 1267">Passing threshold</th> <th data-bbox="1144 1234 1493 1267">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="448 1274 799 1301">project/presentation</td> <td data-bbox="804 1274 1139 1301">51.0%</td> <td data-bbox="1144 1274 1493 1301">100.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	project/presentation	51.0%	100.0%
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Recommended reading	Basic literature	<p>Wrotek W. Office 2021 Pl. Kurs, Helion, 2022.</p> <p>Curtis D. Frye, Microsoft Office 2007 Krok po Kroku, Wydawnictwo RM, 2007.</p> <p>Wrotek W., ABC Excel 2021 PL, Helion, 2022.</p>							
	Supplementary literature	<p>Lambert J., Word 2021 i Microsoft 365, Promise, 2024.</p> <p>Abd-Elhamid Hany F., Zeleňáková Martina, Barańczuk Jacek [i in.], Historical trend analysis and forecasting of shoreline change at the Nile Delta using RS data and GIS with the DSAS tool, Remote Sensing, vol. 15, nr 7, s.1-21, Numer artykułu:1737, 2023.</p>							
	eResources addresses	Adresy na platformie eNauczanie:							
Example issues/ example questions/ tasks being completed	<p>Ability to use MS EXcel.</p> <p>Ability to use MS Word.</p> <p>Ability to use MS Power Point.</p>								

Work placement	Not applicable
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