

**Subject card**

|  |   |  |                   |                                     |  |            |     |
|--|---|--|-------------------|-------------------------------------|--|------------|-----|
| <b>Subject name and code</b>                       | Software for public administration - auditorium classes, PG_00132143  |  |                   |                                     |  |            |     |
| <b>Field of study</b>                              | Law in administration and economy   |  |                   |                                     |  |            |     |
| <b>Date of commencement of studies</b>             | October 2024  | <b>Academic year of realisation of subject</b>           |                   |                                     | 2025/2026                                      |            |     |
| <b>Education level</b>                             | Master's studies  | <b>Subject group</b>                                     |                   |                                     | Obligatory subject group in the field of study |            |     |
| <b>Mode of study</b>                               | part-time studies   | <b>Mode of delivery</b>                                  |                   |                                     | at the university                              |            |     |
| <b>Year of study</b>                               | 2   | <b>Language of instruction</b>                           |                   |                                     | Polish   |            |     |
| <b>Semester of study</b>                           | 4   | <b>ECTS credits</b>                                      |                   |                                     | 3.0  |            |     |
| <b>Learning profile</b>                            | academic  | <b>Assessment form</b>                                   |                   |                                     |  |            |     |
| <b>Conducting unit</b>                             | Faculty of Law and Administration -> Rector   |  |                   |                                     |  |            |     |
| <b>Name and surname of lecturer (lecturers)</b>    | <b>Subject supervisor</b>   |  | mgr Patryk Ciurak |                                     |  |            |     |
|  | <b>Teachers</b>   |  | mgr Patryk Ciurak |                                     |  |            |     |
| <b>Lesson types</b>                                | <b>Lesson type</b>  | Lecture  | Tutorial          | Laboratory                          | Project  | Seminar    | SUM |
|  | <b>Number of study hours</b>  | 0.0  | 15.0              | 0.0                                 | 0.0  | 0.0        | 15  |
|  | E-learning hours included: 0.0  |  |                   |                                     |  |            |     |
| <b>Learning activity and number of study hours</b> | <b>Learning activity</b>  | Participation in didactic classes included in study plan |                   | Participation in consultation hours |  | Self-study | SUM |
|  | <b>Number of study hours</b>  | 15   |                   | 0.0                                 |  | 60.0       | 75  |
| <b>Subject objectives</b>                          | During classes students are provided with knowledge on selected specialised applications of IT solutions in public administration: electronic public registers and cloud computing. In the following part, students will learn about basic issues related to interoperability, use of standards and norms and knowledge management. |  |                   |                                     |  |            |     |

| Learning outcomes | Course outcome | Subject outcome   | Method of verification  |
|-------------------|----------------|---|---|
|                   | PAGMU2_UK05    | Students will be able to:<br>- assess the usefulness of a given IT solution in public administration practice<br>- prepare a basic knowledge management process in an organisation.   | [SU1] oral statement/conversation/discussion<br>[SU4] test/exam - oral or written |
|                   | PAGMU2_WG04    | Students have basic knowledge of:<br>- specialised applications of IT solutions in public administration: electronic public registers and cloud computing,<br>- interoperability as a paradigm for the development of IT solutions in public administration<br>- application of technical norms and standards<br>- knowledge management | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion |
|                   | PAGMU2_KR05    | The student is aware of the importance of ensuring features such as interoperability, independence from a single supplier, compliance with widely recognised technical standards in IT solutions used in administration.  | [SK1] oral statement/conversation/discussion<br>[SK4] test/exam - oral or written |
|                   | PAGMU2_WG05    | Students have basic knowledge of:<br>- specialised applications of IT solutions in public administration: electronic public registers and cloud computing,<br>- interoperability as a paradigm for the development of IT solutions in public administration<br>- application of technical norms and standards<br>- knowledge management | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion |
|                   | PAGMU2_UU08    | Students will be able to:<br>- assess the usefulness of a given IT solution in public administration practice<br>- prepare a basic knowledge management process in an organisation.   | [SU1] oral statement/conversation/discussion<br>[SU4] test/exam - oral or written |
|                   | PAGMU2_UW02    | Students will be able to:<br>- assess the usefulness of a given IT solution in public administration practice<br>- prepare a basic knowledge management process in an organisation.   | [SU1] oral statement/conversation/discussion<br>[SU4] test/exam - oral or written |
|                   | PAGMU2_UW01    | Students will be able to:<br>- assess the usefulness of a given IT solution in public administration practice<br>- prepare a basic knowledge management process in an organisation.   | [SU1] oral statement/conversation/discussion<br>[SU4] test/exam - oral or written |
|                   | PAGMU2_KR04    | The student is aware of the importance of ensuring features such as interoperability, independence from a single supplier, compliance with widely recognised technical standards in IT solutions used in administration.  | [SK1] oral statement/conversation/discussion<br>[SK4] test/exam - oral or written |
|                   | PAGMU2_WG02    | Students have basic knowledge of:<br>- specialised applications of IT solutions in public administration: electronic public registers and cloud computing,<br>- interoperability as a paradigm for the development of IT solutions in public administration<br>- application of technical norms and standards<br>- knowledge management | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion |

|  | Course outcome   | Subject outcome  | Method of verification  |
|--|--|--|---|
|  |  | PAGMU2_UW03  | Students will be able to:<br>- assess the usefulness of a given IT solution in public administration practice<br>- prepare a basic knowledge management process in an organisation. |
|  | PAGMU2_WG01  | Students have basic knowledge of:<br>- specialised applications of IT solutions in public administration: electronic public registers and cloud computing,<br>- interoperability as a paradigm for the development of IT solutions in public administration<br>- application of technical norms and standards<br>- knowledge management  | [SW4] test/exam - oral or written<br>[SW1] oral statement/conversation/discussion   |
| Subject contents   | 1 Data and information.<br>2 Public registers<br>3 Technical standards and norms<br>4 Interoperability<br>5. Cloud computing<br>6 Knowledge management |  |   |
| Prerequisites and co-requisites                                |  |  |   |
| Assessment methods and criteria                                | Subject passing criteria   | Passing threshold  | Percentage of the final grade   |
|  | test   | 51.0%  | 100.0%  |
| Recommended reading  | Basic literature   | Regulation (EU) 2024/903 of the European Parliament and of the Council of 13 March 2024 laying down measures for a high level of public sector interoperability across the Union (Interoperable Europe Act)<br><br>Act of 17 February 2005 on informatisation of the activity of entities performing public tasks (Journal of Laws of 2024, item 1557, as amended).<br><br>Regulation of the Council of Ministers of 21 May 2024 on the National Interoperability Framework, minimum requirements for public registers and information exchange in electronic form, and minimum requirements for ICT systems (Journal of Laws, item 773) |   |
|  | Supplementary literature   | P. Ciurak (red.), G. Wierczyński (red.), Nowe technologie w praktyce prawnika, Arche 2021<br><br>D. Szostek (red.), Legal tech. Czyli jak bezpiecznie korzystać z narzędzi informatycznych w organizacji, w tym w kancelarii oraz dziale prawnym, Beck 2021<br><br>J. Hilger, Z. Wahl, Making Knowledge Management Clickable, Springer 2022  |   |
|  | eResources addresses   | Adresy na platformie eNauczanie:   |   |
| Example issues/<br>example questions/<br>tasks being completed |  |  |   |
| Work placement   | Not applicable   |  |   |

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