

**Subject card**

<b>Subject name and code</b>	Editor in an educational publishing house, PG_00133634						
<b>Field of study</b>	Polish Studies						
<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 Optional subject group Specialty subject group		
<b>Mode of study</b>	full-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>			4.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Institute of Polish Philology -> Faculty of Languages -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Joanna Ginter				
	<b>Teachers</b>		dr Joanna Ginter				
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	0.0	30.0	0.0	0.0	0.0	30
	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>	30	21.0	49.0	100		
<b>Subject objectives</b>	Familiarizing students with the specific nature of work in an educational publishing house (dealing with publishing textbooks and other teaching materials for primary and secondary school students). Practical exercises: linguistic editing of textbooks, exercise books, curricula, multimedia materials, tests, teacher's books; substantive editing of educational materials in the field of the Polish language (understood as a school subject).						
<b>Learning outcomes</b>	<b>Course outcome</b>	<b>Subject outcome</b>		<b>Method of verification</b>			
	[FPMU2_K06] He consciously fulfills and develops his own professional competence in literary and linguistics studies, becoming ready for the changing reality.	He/She acquires competences necessary to work in an educational publishing house; is ready to initiate new publishing projects adapted to modern education.		[SK1] oral statement/conversation/discussion [SK5] implementation of a problem task [SK6] demonstration of practical skills			
	[FPMU2_W10] Has a structured and in-depth knowledge of literary and linguistic studies in the field of the chosen specialty.	He/She has knowledge in the field of editing, focused on the editorial development of educational materials.		[SW1] oral statement/conversation/discussion [SW3] text preparation/written work [SW5] implementation of a problem task			
	[FPMU2_W08] Recognizes in cultural texts the reflection of economic, legal and economic rules, governing the modern world and affecting the development of various forms of entrepreneurship in accordance with ethical standards.	He/She knows what educational materials prepared in accordance with the core curriculum should look like, taking into account legal and economic conditions (multi-year textbook) and respecting copyright law (including the selection of texts and illustrative material).		[SW1] oral statement/conversation/discussion [SW3] text preparation/written work			

Subject contents	<ul style="list-style-type: none"> <li>• Basic information about educational publishing houses in Poland, with particular emphasis on the Tricity market</li> <li>• Specificity of work in an educational/pedagogical publishing house</li> <li>• Stages of work on a school textbook (obtaining author's material, substantive and linguistic editing, graphic design, focus research, activities aimed at obtaining an approval number from the Ministry of National Education)</li> <li>• The textbook today and 15-20 years ago</li> <li>• Work on the textbook and its casing - editorial exercises</li> <li>• Rules for constructing tasks for transcripts, language exercises and tests</li> <li>• Basics of photo service - where to get photos from?</li> <li>• Creating and editing multimedia materials (multibooks), worksheets, infographics</li> </ul>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	preparation of a final paper consisting in substantive and linguistic editing of texts (lesson units) for the textbook in accordance with what was given and practiced during classes	51.0%	50.0%
	active participation in classes by doing partial work and taking part in discussions/brainstorming	51.0%	50.0%
Recommended reading	Basic literature	<ul style="list-style-type: none"> <li>• A series of school textbooks for the Polish language (i.e. "(Nowe) Słowa na start!", "To się czyta!", "Ponad słowami", "Między nami", "Sztuka wyrazu") and other subjects selected by the teacher</li> <li>• <i>Wielki słownik ortograficzny PWN</i>, ed. E. Polański, edition 4, Warszawa 2016.</li> <li>• <i>Wielki słownik poprawnej polszczyzny PWN</i>, ed. A. Markowski, Warszawa 2004.</li> </ul>	
	Supplementary literature	<ul style="list-style-type: none"> <li>• Karpowicz T., <i>Polszczyzna wzorcowa w praktyce wydawniczej redaktorów</i>, Warszawa 2020.</li> <li>• Wolański A., <i>Edycja tekstów. Praktyczny poradnik</i>, Warszawa 2008.</li> </ul>	
	eResources addresses	Basic <a href="https://bip.ore.edu.pl/pliki/zamowienia/ponizej/41-2017/za%C5%82.%20-WSKAZ%C3%93WKI%20i%20STANDARDY-KUL.pdf">https://bip.ore.edu.pl/pliki/zamowienia/ponizej/41-2017/za%C5%82.%20-WSKAZ%C3%93WKI%20i%20STANDARDY-KUL.pdf</a> - Tips for authors and publishers of school textbooks on how to prepare texts adapted to students' linguistic development and minimum standards for accessibility of the content of school textbooks for students with special educational needs (including disabilities, learning or communication difficulties)	
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

Document generated electronically. Does not require a seal or signature.