

Subject card

Subject name and code	ABC IT - lecture, PG_00134451						
Field of study	Criminology and Criminal Justice						
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			English		
Semester of study	1	ECTS credits			2.0		
Learning profile	academic	Assessment form					
Conducting unit	Faculty of Law and Administration						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Dorota Buchnowska				
	Teachers		dr Dorota Buchnowska				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	20.0	0.0	0.0	0.0	0.0	20
	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	20		0.0		30.0	50
Subject objectives	<ol style="list-style-type: none"> 1. Teach students to correctly apply terminology related to information technology. 2. Familiarize students with the principles of safe and effective use of information technology. 3. Familiarize students with the possibilities of applying basic information technologies in various domain areas. 4. Prepare students to use basic information technologies to the extent required by other subjects provided for in the study program. 5. Prepare students for the effective use of basic information technologies in supporting self-development, research work and professional work. 						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[CCJL3_KK01] He/she is aware of his/her level of knowledge and skills, as well as understands the need for lifelong learning.	The student is aware of the need to use information technology in order to deepen his knowledge, while conducting scientific and professional work; understands the need to continually supplement and deepen acquired knowledge and is open to new information technologies; is prepared for active, safe and consistent with the principles of functioning in a modern information society.	[SK2] presentation/project/paper/report [SK8] observation of student's independent or team work
	[CCJL3_UW01] He/she can observe and interpret correctly phenomena that appear in the area of etiology and phenomenology of crime, universal for various societies, analyzes their connections with various areas of criminology	The student is able to acquire information, collect it and process it using modern IT tools to the extent necessary to conduct scientific and business activities; is able to select and apply modern information and telecommunications technologies in the process of personal development, conducting scientific research and professional work; can communicate with the environment, share their knowledge and cooperate in a group using appropriate information and communication technologies; uses computer text composition techniques; uses selected techniques of calculations, analysis and data visualization supporting the processes of inference and decision making; uses multimedia techniques adequate to the needs and forms of presentation and transmission of information	[SU2] presentation/project/paper/report [SU8] observation of student's independent or team work
	[CCJL3_WG01] The graduate has fundamental knowledge of the nature of legal sciences and penal sciences, their place in the system of sciences and mutual relations	The student knows the principles of safe and correct use of information and communication technologies; He knows how to choose and apply information and communication technologies appropriate to the problem being solved	[SW2] presentation/project/paper/report
Subject contents	<ol style="list-style-type: none"> 1. Introduction to IT usage rules - file system, securing and archiving data, searching for information on the Internet. 2. Use of UG resources - Educational Portal, Library, software available at faculties. 3. Communication and teamwork - sharing resources, principles of using e-mail, benefits and security of using the services in the cloud. 4. Rules for editing texts - preparation for writing final papers, preparing a document for printing / making available. 5. Basics of calculations and data visualization - spreadsheets and tools for Business Intelligence data analysis and visualization (eg Power BI). 6. Presentation graphics - multimedia presentations (eg Power Point, Prezi), creating simple websites (eg Google Sites) 		
Prerequisites and co-requisites	none		

Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	final project	51.0%	50.0%
	tasks performed during classes	51.0%	50.0%
Recommended reading	Basic literature	Electronic materials available on the Educational Portal.	
	Supplementary literature	Wrycza S., Maślankowski J. (red.), Informatyka ekonomiczna, PWN, Warszawa 2019 Przeździecki K., Sikorski W., Treichel W., Technologie informacyjne dla studentów, WITKOM, Warszawa, 2017 Walkenbach J., Microsoft Excel 2016 PL. Biblia, Helion, Gliwice 2016	
	eResources addresses	Adresy na platformie eNauczanie:	
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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