

**Subject card**

<b>Subject name and code</b>	Methodology of the work of a civil and criminal judge - lecture, PG_00137281						
<b>Field of study</b>	Law						
<b>Date of commencement of studies</b>	October 2021	<b>Academic year of realisation of subject</b>			2024/2025		
<b>Education level</b>	uniform Master's studies	<b>Subject group</b>			Optional subject group		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	4	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	7	<b>ECTS credits</b>			4.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			exam		
<b>Conducting unit</b>	Faculty of Law and Administration -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		mgr Olga Zinkiewicz-Będźmirowska				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	30.0	0.0	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		0.0		70.0	100
<b>Subject objectives</b>	<ul style="list-style-type: none"> <li>• Deepening knowledge of the principles of practicing as a judge, the application of substantive and procedural criminal law, and substantive and procedural civil law.</li> <li>• Acquiring knowledge about the organization of work of a judge ruling in civil cases.</li> <li>• Gaining the skills to draft judgments and orders.</li> </ul>						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[PRAWOJ5_KR07] The graduate is ready to take up professional challenges, takes up efforts and is persistent in the implementation of individual and group activities in the creation, application or interpretation of legal regulations and related sciences	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
	[PRAWOJ5_UW03] The graduate demonstrates deepened skills of using complex theoretical points of view to analyze, interpret and plan strategies of legal activities; solves concrete problems connected with the creation, application and interpretation of legal regulations, anticipates the course of their solution and predicts the effects of planned activities	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
	[PRAWOJ5_KR05] He/she prepares responsibly to his/her work; can determine priorities in work and plan work appropriately	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
	[PRAWOJ5_UW02] The graduate utilizes theoretical knowledge in legal science and the connected academic disciplines to analyze and interpret complex legal issues	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
	[PRAWOJ5_UU12] He/she acquires knowledge efficiently and develops his/her professional skills using various sources (in native and foreign language) and modern technologies	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written

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[PRAWOJ5_KK01] The graduate is deeply aware of the level of his/her knowledge and skills, and also understands the need of lifelong learning	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
[PRAWOJ5_KK02] He/she is aware of the necessity to widen professional competences and qualifications, to improve skills, is able to indicate the direction of own development and education independently in widened and deepened way	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
[PRAWOJ5_WK12] He/she has knowledge of occupational health and safety in public administration institutions	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_UO11] He/she can work well in a team and can coordinate the team's work when solving legal problems, interpreting legal acts, and preparing written or oral opinions on a matter.	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
[PRAWOJ5_KO04] The graduate is ready to prepare own projects connected with the creation, application and interpretation of legal regulations, including projects co-financed by the European Union's funds	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written

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[PRAWOJ5_KO03] He/she is prepared for active participation in groups, organizations and institutions connected with law, is also able to communicate with specialists and non-specialists in the field of law	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
[PRAWOJ5_WG08] He/she has deepened knowledge of sources of Polish law, its changes and processes of law formation	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG07] The graduate knows methods and tools, including techniques of data and information acquisition, as well as research methods appropriate for the field of study and the related disciplines	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG06] He/she has systematic knowledge about the man as the subject establishing social structures and principles of their operation and about the man as the individual operating in these structures	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG05] The graduate demonstrates systematic knowledge about the types of legal relations and the governing regularities	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG09] He/she demonstrates deepened and systematic knowledge about the processes of changes of political systems and of individual authorities, as well as the consequences of these changes	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work

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[PRAWOJ5_UW07] He/she has the skills in understanding and analyzing social phenomena and utilizing this analysis in his/her professional work.	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
[PRAWOJ5_WG04] He/she knows the system of Polish law, mutual connections within the system and connections of Polish law with the European Union law and international law	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG03] He/she demonstrates deepened knowledge about the political system in Poland, about individual authorities with particular consideration of legislative authority and the judiciary,	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG02] He/she knows wide terminology and concepts in the scope of law and connected disciplines	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WG01] The graduate demonstrates deepened and systematic knowledge about the character of legal science, its place in the system of sciences and mutual relations.	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WK13] He/she has advanced knowledge of the functioning of professional self-governments in legal professions, is familiar with the principles of judges' and prosecutors' professions, and has knowledge of the organization of the judiciary in Poland.	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_UW01] He/she has advanced skills in observation and interpretation of social phenomena, analyzes their connections with various areas, activity of legal science and the related disciplines	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written

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[PRAWOJ5_WK10] He/she understands and knows the basic concepts and principles of industrial property protection and copyright law, as well as understands the need for proper protection of intellectual property and managing its resources	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_WK11] The graduate has deepened knowledge of the principles of creating and developing basic forms of individual entrepreneurship.	Student: - knows the terminology and concepts in the field of civil and criminal law and related areas at an advanced level necessary for the work of a judge; - is familiar with the practical application of the provisions of substantive criminal and civil law, as well as substantive and procedural civil law by a judge.	[SW4] test/exam - oral or written [SW3] text preparation/written work
[PRAWOJ5_KR06] He/she behaves in ethical and professional way, follows the principles of ethics	Student: - has a deepened awareness of the level of their knowledge and skills, and understands the necessity of lifelong learning; - has a profound respect for the principles of justice, the protection of human rights, and humanism; - is aware of the need to expand professional competencies and qualifications among judges, also hones skills, and is capable of independently setting directions for their own advanced and in-depth development and education; - believes in the importance of a judge's behavior being ethical and professional, and acts in accordance with ethical principles.	[SK3] text preparation/written work [SK4] test/exam - oral or written
[PRAWOJ5_UW05] He/she can observe and analyze moral, ethical and legal dilemmas in professional work	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
[PRAWOJ5_UK09] He/she demonstrates wide skills in preparing speeches in the field of law in Polish and foreign language	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
[PRAWOJ5_UW04] He/she efficiently observes and analyzes moral, ethical and legal dilemmas in professional work	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written
[PRAWOJ5_UW06] The graduate is able to assess the usefulness of typical procedures and good practice in the implementation of tasks connected with various spheres connected with law and related fields	Student: - can solve basic problems related to the application of criminal law and civil law provisions; - is able to recognize, analyze, and has the ability to diagnose moral and legal dilemmas in the professional work of a judge; - can draft judgments in civil and criminal cases.	[SU3] text preparation/written work [SU4] test/exam - oral or written

Subject contents	<p>1) Professional status of a judge.2) Act on the system of common courts, regulations of common courts' functioning, provisions on court clerical work.3) Record-keeping devices in court and the rules for their management.4) Jurisdiction of courts in civil cases and consequences of determining the court's lack of jurisdiction.5) Examination of the formal conditions of procedural documents and other parties' activities.6) Organization of a judge's work, reading case files, scheduling hearings, preparing for hearings and sessions, conducting hearings and sessions, issuing judgments, and other activities.7) Drafting of judgments.8) Principles of preparing justifications.9) Assistants, court referendaries, and court staff.</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	written exam (criminal part)	51.0%	50.0%
	written exam (civil part)	51.0%	50.0%
Recommended reading	Basic literature	<ol style="list-style-type: none"> <li>1. H. Pietrzkowski, "Methodology of a Judge's Work in Civil Cases", Wolters Kluwer, latest edition;</li> <li>2. W. Broniewicz, A. Marcianiak, I. Kunicki, "Civil Procedure in Outline", Wolters Kluwer, latest edition;</li> <li>3. E. Samborski, "Outline of Methodology for a Judge's Work in Criminal Cases", Wolters Kluwer, latest edition.</li> </ol>	
	Supplementary literature	<ol style="list-style-type: none"> <li>1. P. Hofmański, S. Zablocki, "Elements of Methodology for a Judge's Work in Criminal Cases", Wolters Kluwer, latest edition;</li> <li>2. U. Jaremba, "National Judges As EU Law Judges: The Polish Civil Law System", Martinus Nijhoff Publishers, latest edition.</li> </ol>	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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