

**Subject card**

<b>Subject name and code</b>	How to get a good job?, PG_00135414						
<b>Field of study</b>	Administration						
<b>Date of commencement of studies</b>	October 2024	<b>Academic year of realisation of subject</b>			2024/2025		
<b>Education level</b>	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>	1	<b>Language of instruction</b>			Polish polish		
<b>Semester of study</b>	1	<b>ECTS credits</b>			2.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Faculty of Law and Administration -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Marta Zbucka-Gargas				
	<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		20.0	50
<b>Subject objectives</b>	To teach how to apply in practice the principles of job search, labor law regulations and other employment rules. To distinguish between working conditions dependent on forms of employment, benefits and drawbacks. Apply active methods of job search, including using AI, career development, promotion.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINMU2_WK01] He/she knows and understands the most important dilemmas brought about by the development of civilization within the legal and administrative sciences	knows and understands the most important dilemmas that the development of civilization brings within the legal and administrative sciences and applies them	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
	[ADMINMU2_UU01] He/she has deeper awareness of the level of own knowledge and skills, and understands the need for lifelong learning and is able to plan and implement it	The student can independently assess the level of his knowledge and skills in the field of labor law.	[SU1] oral statement/conversation/ discussion [SU2] presentation/project/paper/ report [SU4] test/exam - oral or written
	[ADMINMU2_UW03] The graduate can use complex theoretical approaches to analyze, interpret and plan administrative action strategies; he/she can generate solutions to specific problems related to administration, forecast the course of their solution and predict the effects of planned activities	can use complex theoretical approaches to analyze, interpret and apply them	[SU1] oral statement/conversation/ discussion [SU4] test/exam - oral or written
	[ADMINMU2_WG02] He/she has in-depth knowledge of the subject of regulation of individual branches of law	has an in-depth knowledge of the subject matter of regulation of the various branches of law and applies them	[SW4] test/exam - oral or written [SW1] oral statement/ conversation/discussion
[ADMINMU2_KK02] He/she critically assesses his/her knowledge in the field of law, including administrative law	Critically assesses the knowledge possessed in the field of procedural labor law and can use it in practice	[SK1] oral statement/conversation/ discussion [SK2] presentation/project/paper/ report [SK3] text preparation/written work [SK4] test/exam - oral or written	
Subject contents	Being active professionally and in the job market. Creating a personal brand. Active job search, use of tools including AI. Good resume and other documents necessary in the process, Types of employment, advantages disadvantages		
Prerequisites and co-requisites	none		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	100	51.0%	100.0%
Recommended reading	Basic literature	A. Sobczyk, Labor Law, Commentary, CH Beck, 2023	
		materials available during the class - up to date to the time of the class	
	Supplementary literature	J. Stelina, Labor Law, CH Beck, 2023	
	eResources addresses		
Example issues/ example questions/ tasks being completed	how to choose a path of development, after graduation how to apply effectively for a job how to be invited to a recruitment how to prepare for a job interview		
Work placement	Not applicable		

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