University of Gdańsk

Subject card

Subject name and code	The tools of modern informatics, PG_00150243		
Field of study	English Studies		
Date of commencement of studies	October 2024	Academic year of realisation of subject	2024/2025
Education level	Master's studies	Subject group	Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study
Mode of study	full-time studies	Mode of delivery	at the university
Year of study	1	Language of instruction	Polish Polish 100%
Semester of study	1	ECTS credits	2.0
Learning profile	academic	Assessment form	
Conducting unit	Division of Corpus Linguistics and Glottodidactics -> Institute of English and American Studies -> Faculty of Languages -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	Kamil Soliwoda	
	Teachers	Kamil Soliwoda	

Lesson types

Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
Number of study hours	0.0	30.0	0.0	0.0	0.0	30

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	30	0.0	15.0	45

Subject objectives

The aim of the course is to acquaint students with essential aspects of the functioning and use of computer tools, particularly spreadsheets, and to present the theoretical foundations in computer science and mathematics required for other subjects.

Learning outcomes

Course outcome	Subject outcome	Method of verification
[FAMU2_U04] Can select and apply information and communication techniques (ICT) during the acquisition and processing of information for research and professional purposes within the framework of English Studies.	The student is capable of analyzing and interpreting gathered data using computer programs (e.g., Excel, Google Sheets), as well as creating and editing text documents, multimedia presentations, and reports.	[SU2] presentation/project/paper/ report [SU5] implementation of a problem task
[FAMU2_K01] Is ready to critically evaluate the extent of their knowledge and skills, in particular in the field of English-language linguistics and literature and English.	The student is aware of their own knowledge and skills limitations and understands the need for lifelong learning, as well as deepening and complementing acquired knowledge and skills. They set directions for their own development and learning.	[SK2] presentation/project/paper/ report [SK5] implementation of a problem task
[FAMU2_W12] Knows and understands the main development trends in literature, in particular with regard to research into English-language literature.	The student has the knowledge of the applications of the skills acquired in basic programming in their daily work as an English philologist.	[SW2] presentation/project/paper/ report [SW5] implementation of a problem task
[FAMU2_U10] Can independently plan and implement their own lifelong learning and guide others in this area within the framework of English philology and their chosen field of professional activity.	The student possesses the ability to plan their own work and systematically prepare for tasks assigned by the instructor.	[SU2] presentation/project/paper/ report [SU5] implementation of a problem task
[FAMU2_U05] Can use and present orally and in writing knowledge in the field of auxiliary and related sciences, which is a context for English linguistic and literary studies and supports the professional work of an English philologist.	The student can apply and utilize acquired skills in basic programming in their daily work as an English philologist in a written and oral form.	[SU2] presentation/project/paper/ report [SU5] implementation of a problem task
[FAMU2_K02] Is prepared to recognise the importance of knowledge and skills in English Studies in solving cognitive and practical problems and to seek the advice of a supervisor in their chosen place of work in the event of difficulty in solving problems on their own.	The student can identify encountered cognitive and practical difficulties and seeks assistance when facing problems.	[SK2] presentation/project/paper/ report [SK5] implementation of a problem task

Subject contents

- Basic information about operating systems (mainly Linux)
- Advanced applications of spreadsheets
- Useful concepts in computer science and mathematics: regular expressions, graphs, matrices, sets

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	• Witold Wrotek, ABC Excel 2016 PL, wyd. Helion, 2015, ISBN 978-83-283-1733-8 • Michael Fitzgerald, Wyrazenia regularne. Wprowadzenie, wyd. Helion, 2013, ISBN 978-83-246-6868-7
Supplementary literature	• Krzysztof Masłowski, Excel 2021. Ćwiczenia praktyczne, wyd. Helion, 2022, ISBN 978-83-283-8932-8
eResources addresses	Adresy na platformie eNauczanie:

Example issues/ example questions/ tasks being completed	1. **Basic Linux Commands**: • What are the basic commands in Linux (e.g., ls, cd, cp, mv, rm) and what are they used for? 2. **File and File System Management**: • How to create, delete, copy, and move files and directories in Linux? 3. **Permissions and User Management**: • How to change permissions for files and directories (using commands like chmod, chown)? **Advanced Spreadsheet Applications** 1. **Functions and Formulas**: • How to use advanced spreadsheet functions such as XLOOKUP, FILTER, INDEX, MATCH, SUMIF, COUNTIF? • How to create and apply custom formulas for data analysis? 2. **Creating and Analyzing Charts**: • How to create different types of charts (column, line, pie) in a spreadsheet? • How to customize charts to better represent data? 3. **Data Processing and Pivot Tables**: • How to sort and filter large datasets? • How to create and use pivot tables for data analysis?
Work placement	Not applicable

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