University of Gdańsk

Subject card

Subject name and code	ABC of IT, PG_00153651		
Field of study	Biotechnology		
Date of commencement of studies	October 2024	Academic year of realisation of subject	2024/2025
Education level	undergraduate studies	Subject group	
Mode of study	full-time studies	Mode of delivery	at the university
Year of study	1	Language of instruction	Polish
Semester of study	1	ECTS credits	1.0
Learning profile	academic	Assessment form	
Conducting unit			
Name and surname of lecturer (lecturers)	Subject supervisor	dr Leszek Kadziński	
	Teachers	dr Weronika Babińska-Wensierska dr Leszek Kadziński	

Lesson types

Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
Number of study hours	0.0	0.0	20.0	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	10.0	30

Subject objectives

- teach students the correct use of terminology related to information technology
- familiarize students with the principles of safe and effective use of information technologies
- introduce students to the possibilities of applying basic information technologies in various fields
- prepare students to use basic information technologies at the level required by other subjects included in the study program
- 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
[BIOTECHL3_U04] The graduate is able to use scientific information, including English-language information, on biotechnology in the fields of exact and natural sciences, as well as medical sciences and health sciences; use electronic sources; use appropriate databases	To have the ability to use scientific information, including English-language information, related to biotechnology in the fields of exact and natural sciences as well as medical sciences and health sciences; to use electronic sources; to have basic skills in using appropriate databases.	[SU2] presentation/project/paper/ report [SU4] test/exam - oral or written
[BIOTECHL3_K04] The graduate is willing to understand the importance of work safety rules, in particular laboratory work; apply the principles of work safety; be responsible for his/her own safety and that of others; be able to act in emergency situations.	Be aware of the importance of work safety rules, especially in the laboratory. Apply work safety rules. Be responsible for the safety of oneself and others. Be able to act in emergency situations.	[SK8] observation of student's independent or team work
[BIOTECHL3_W07] The graduate knows and understands basic techniques and research tools used in biotechnology.	To have knowledge in the basic research techniques and tools used in biotechnology.	[SW1] oral statement/ conversation/discussion

<table>
<tr><td>Subject contents</td><td>

Using UG resources - Student Portal, Educational Portal, Library, software available at the faculties.
Communication and teamwork - resource sharing, email usage guidelines, benefits, and security of using cloud services.
Text editing principles - preparation for writing term papers, preparing documents for printing/sharing.
Basics of calculations and data visualization - spreadsheets and data analysis and visualization tools
Presentation graphics - multimedia presentations (e.g., PowerPoint, Prezi), creating simple websites (e.g., Google Sites).
Introduction to IT usage principles - searching for information on the Internet, searching for scientific publications, specialized databases.

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<tr><td>Prerequisites and co-requisites</td><td>Basic knowledge of computer operation and Internet usage.</td></tr>
<tr><td>Assessment methods and criteria</td><td>
<table>
<tr><th>Subject passing criteria</th><th>Passing threshold</th><th>Percentage of the final grade</th></tr>
<tr><td>Exam</td><td>50.0%</td><td>50.0%</td></tr>
<tr><td>Activity</td><td>25.0%</td><td>25.0%</td></tr>
<tr><td>Project/presentation</td><td>50.0%</td><td>25.0%</td></tr>
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</td></tr>
<tr><td>Recommended reading</td><td>
<table>
<tr><td>Basic literature</td><td>Żarowska Mazur A., Węglarz W., ECDL Base na skróty. Edycja 2014, Wydawnictwo Naukowe PWN, Warszawa 2014
Sokół R., Jak pozostać anonimowym w sieci, Helion, Gliwice 2015</td></tr>
<tr><td>Supplementary literature</td><td>Żarowska-Mazur A., Węglarz W. (red.), ECDL Advanced na skróty. Edycja 2015, Warszawa: Wydawnictwo Naukowe PWN, 2015
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</td></tr>
<tr><td>eResources addresses</td><td>Adresy na platformie eNauczanie:</td></tr>
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</td></tr>
<tr><td>Example issues/ example questions/ tasks being completed</td><td></td></tr>
<tr><td>Work placement</td><td>Not applicable</td></tr>
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