

Subject card

Subject name and code	Preparation to apply for a job, PG_00154760						
Field of study	Biology						
Date of commencement of studies	October 2024		Academic year of realisation of subject		2025/2026		
Education level	Master's 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	2		Language of instruction		Polish		
Semester of study	4		ECTS credits		1.0		
Learning profile	academic		Assessment form		credit		
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		mgr inż. Alan Balla				
	Teachers		mgr inż. Alan Balla				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	15.0	0.0	0.0	0.0	15
	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	15		3.0		7.0	25
Subject objectives	Preparing to go out on the job market by constructing application documents or presenting one's own company. Improving self-presentation skills. Forming discussion and self-analysis skills. Developing collegial evaluation and self-assessment skills. Developing soft skills: communication and teamwork.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[BIOLMU2_W12] the graduate knows and understands the principles of creation and development of forms of individual entrepreneurship, using the knowledge of biological sciences and biology		the student knows the principles of creation and development of forms of individual entrepreneurship, using the knowledge of biological sciences and biology		[SW2] presentation/project/paper/report [SW3] text preparation/written work		
	[BIOLMU2_U11] the graduate is able to independently plan his/her own professional/scientific career in a direction that makes use of the qualifications obtained		the student is able to independently plan his/her own professional/scientific career in the direction using the obtained qualifications		[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work		
	[BIOLMU2_K01] the graduate is ready to take initiative and act independently and feels the need for lifelong learning		the student shows initiative and independence in activities and and feels the need for lifelong learning		[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report		
	[BIOLMU2_K02] the graduate is ready to work effectively as a member of a team and to comply with the rules of teamwork and take responsibility for the tasks performed		the student is able to work effectively as a member of a team, submit to the rules of teamwork and take responsibility for the tasks performed		[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report		
Subject contents	Entrepreneurial skills valuable to employers. Types of contracts (work, commission, employment). Map of skills. Principles of a good resume and cover letter. Preparation of application documents for a specific internship/job offer or presentation of own company in front of stakeholders (e.g. bank, investor). Candidate self-presentation during a job interview (communication, body language, personal brand, image management).						

Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	class attendance	80.0%	0.0%
	presentation / oral presentation	51.0%	100.0%
	individual works (application documents)	0.0%	0.0%
Recommended reading	Basic literature	Chimkowska A. 2022. Autentyczny personal branding, czyli silna marka osobista w praktyce. Wydawnictwo MT Biznes. 270 ss. Kulczycka L. 2007. Jak napisać najlepsze CV i list motywacyjny. Wolters Kluwer. 127 ss. Kutnyj P. 2021. Sztuka autoprezentacji i wystąpień publicznych. Na żywo i online. Wydawnictwo Naukowe PWN. 196 ss. Leary M. Wywieranie wrażenia na innych. O sztuce autoprezentacji. Gdańskie Wydawnictwo Psychologiczne. 272 ss. Pease A., Pease B. 2019. Mowa ciała. Rebis. 456 ss. Wfirma.pl. Zasady zatrudnienia na umowy cywilnoprawne https://poradnikprzedsiebiorcy.pl/-zatrudnianie-na-podstawie-umow-cywilnoprawnych , opublikowany 22.05.2022 Zdziennicka-Kaczocha G. 2022. Wzory typowych umów zawieranych przez podmioty gospodarcze i osoby fizyczne. Wydawnictwo Sigma. 118 ss.	
	Supplementary literature	Bolles R.N. 2011. Jakiego koloru jest Twój spadochron? Praktyczne doradztwo dla poszukujących pracy i chcących zmieniać zawód. Wydawnictwo Studio Emka. 304 ss. Walczak-Skałeczka A. 2016. Silne marki osobiste zmieniają świat. Wydawnictwo Słowa i Myśli. 267 ss.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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