

## Subject card

|                                             |                                                                                                                                               |                                                          |                                         |                                     |                                                                                                                      |            |     |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----------------------------------------|-------------------------------------|----------------------------------------------------------------------------------------------------------------------|------------|-----|
| Subject name and code                       | ERP System in Human Resources Management, PG_00156671                                                                                         |                                                          |                                         |                                     |                                                                                                                      |            |     |
| Field of study                              | Information Science and Econometrics                                                                                                          |                                                          |                                         |                                     |                                                                                                                      |            |     |
| Date of commencement of studies             | October 2024                                                                                                                                  |                                                          | Academic year of realisation of subject |                                     | 2025/2026                                                                                                            |            |     |
| Education level                             | postgraduate studies                                                                                                                          |                                                          | Subject group                           |                                     | Obligatory subject group in the field of study<br>Subject group related to scientific research in the field of study |            |     |
| Mode of study                               | part-time studies                                                                                                                             |                                                          | Mode of delivery                        |                                     | at the university                                                                                                    |            |     |
| Year of study                               | 2                                                                                                                                             |                                                          | Language of instruction                 |                                     | Polish                                                                                                               |            |     |
| Semester of study                           | 4                                                                                                                                             |                                                          | ECTS credits                            |                                     | 2.0                                                                                                                  |            |     |
| Learning profile                            | academic                                                                                                                                      |                                                          | Assessment form                         |                                     |                                                                                                                      |            |     |
| Conducting unit                             |                                                                                                                                               |                                                          |                                         |                                     |                                                                                                                      |            |     |
| Name and surname of lecturer (lecturers)    | Subject supervisor                                                                                                                            |                                                          | dr Dorota Buchnowska                    |                                     |                                                                                                                      |            |     |
|                                             | Teachers                                                                                                                                      |                                                          |                                         |                                     |                                                                                                                      |            |     |
| Lesson types                                | Lesson type                                                                                                                                   | Lecture                                                  | Tutorial                                | Laboratory                          | Project                                                                                                              | Seminar    | SUM |
|                                             | Number of study hours                                                                                                                         | 0.0                                                      | 0.0                                     | 9.0                                 | 0.0                                                                                                                  | 0.0        | 9   |
|                                             | 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                                                                                                                         | 9                                                        |                                         | 10.0                                |                                                                                                                      | 35.0       | 54  |
| Subject objectives                          | Familiarizing students with the tasks of ERP systems in the HR and payroll area.Preparing students to use the HCM subsystem of the ERP system |                                                          |                                         |                                     |                                                                                                                      |            |     |

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| Learning outcomes                                              | Course outcome                                                                                                                                                                                                                                                                                                                             | Subject outcome                                                                                                                                                                   | Method of verification                                                                             |
|                                                                | [liEMU2_W05] The student has an in-depth knowledge of socio-economic data sources, their databases and how to create them.                                                                                                                                                                                                                 | Has in-depth knowledge of data sources for creating HR strategies in the enterprise.                                                                                              | [SW5] implementation of a problem task                                                             |
|                                                                | [liEMU2_W04] The student has an in-depth knowledge of advanced mathematical, statistical, econometric and IT methods that enable the acquisition, processing and analysis of data reflecting the functioning and growth of the national economy and its components, as well as the phenomena and processes occurring in their environment. | Has in-depth knowledge of advanced IT methods and tools enabling the acquisition, processing and analysis of data for the management of HR processes.                             | [SW5] implementation of a problem task                                                             |
|                                                                | [liEMU2_U02] The student is able to proficiently acquire detailed information about economic processes and phenomena through direct observation, planned experimentation or database queries, as well as collect and process it using modern information technology tools.                                                                 | Is able to efficiently obtain detailed information about HR and payroll processes and process it using modern IT tools.                                                           | [SU5] implementation of a problem task<br>[SU8] observation of student's independent or team work  |
|                                                                | [liEMU2_K01] The student understands the need for continuous completion and deepening of acquired knowledge. The student inspires and organizes others' learning processes.                                                                                                                                                                | Understands the need to continually supplement and deepen acquired knowledge in the field of IT tools supporting enterprise management.                                           | [SK3] text preparation/written work                                                                |
|                                                                | [liEMU2_K03] The student is able to communicate freely with the public inside and outside the workplace, transfer his knowledge and share his skills through various media.                                                                                                                                                                | Is able to communicate freely with the environment, convey his/her knowledge and share his/her skills in the use of the HCM subsystem of the ERP system in enterprise management. | [SK2] presentation/project/paper/report<br>[SK6] demonstration of practical skills                 |
|                                                                | [liEMU2_U04] The student is able to plan, design, and program information systems at an advanced level, supporting the operation of business entities.                                                                                                                                                                                     | Is able to plan and use, at an advanced level, IT systems that support the functioning of business entities in the HCM area.                                                      | [SU6] demonstration of practical skills<br>[SU8] observation of student's independent or team work |
| Subject contents                                               | Introduction to HXM/HCM/HR systems<br>Practical tasks in the HCM subsystem of the ERP system:- creating an organizational structure,- hiring an employee,- creating a job advertisement,- recruiting employees,- defining the employee career path,- employee evaluation.                                                                  |                                                                                                                                                                                   |                                                                                                    |
| Prerequisites and co-requisites                                | General knowledge of ERP system modules and functions.                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                   |                                                                                                    |
| Assessment methods and criteria                                | Subject passing criteria                                                                                                                                                                                                                                                                                                                   | Passing threshold                                                                                                                                                                 | Percentage of the final grade                                                                      |
|                                                                | tasks performed using SAP HCM                                                                                                                                                                                                                                                                                                              | 51.0%                                                                                                                                                                             | 85.0%                                                                                              |
|                                                                | essay                                                                                                                                                                                                                                                                                                                                      | 51.0%                                                                                                                                                                             | 15.0%                                                                                              |
| Recommended reading                                            | Basic literature                                                                                                                                                                                                                                                                                                                           | SAP Educational Materials                                                                                                                                                         |                                                                                                    |
|                                                                | Supplementary literature                                                                                                                                                                                                                                                                                                                   | Author Materials on the Educational Portal                                                                                                                                        |                                                                                                    |
|                                                                | eResources addresses                                                                                                                                                                                                                                                                                                                       | Adresy na platformie eNauczanie:                                                                                                                                                  |                                                                                                    |
| Example issues/<br>example questions/<br>tasks being completed |                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                   |                                                                                                    |

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