University of Gdańsk

Subject card

Subject name and code	Budgeting, PG_00157188		
Field of study	Finance and Accounting		
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 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	1	Language of instruction	Polish
Semester of study	2	ECTS credits	2.0
Learning profile	academic	Assessment form	credit
Conducting unit	Department of Accounting -> Faculty of Management -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Beata Kotowska	
	Teachers	dr Beata Kotowska dr Michał Chalastra	

Lesson types							
	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	18.0	0.0	0.0	0.0	18
	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	18	24.0	8.0	50

Subject objectives	Students learn techniques and methods for the preparation of the budget of the company. Has the ability to prepare a simple budget of an undertaking.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FiRMU2_U06] The student creatively uses the acquired knowledge in various scopes and forms to solve problems in finance and accounting that arise in business practice. The student knows the limitations of the usefulness of the applied knowledge.	The student is able to use the knowledge acquired to solve problems related to creating budgets in economic practice. He also knows the limitations of budgeting.	[SU4] test/exam - oral or written [SU8] observation of student's independent or team work
	[FiRMU2_U07] The student knows how to independently propose solutions to specific problems in the field of finance and accounting based on accepted criteria and lead to decisions in this area.	The student is able to independently propose solutions to specific problems related to the identification of responsibility centres and the budgeting process in an enterprise.	[SU8] observation of student's independent or team work
	[FiRMU2_W08] The student has in-depth knowledge of the formation and economic functioning of organizations commercial and public, their forms, phases of development, as well as financial conditions determining their value and economic success.	The student has knowledge of the functioning of responsibility centres and the conditions determining the budgeting process.	[SW4] test/exam - oral or written
	[FiRMU2_K04] Integrity: - the student adheres to the principles of business ethics and takes action to comply with these principles, - respects the law, - is objective, can perceive conflicts of interest, - correctly identifies and resolves dilemmas related to the practice of the profession.	The student adheres to the principles of business ethics, respects the law, is objective, is able to recognize a conflict of interest, correctly identifies and resolves dilemmas related to the practice of the profession.	[SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[FiRMU2_K05] Responsibility: - meets deadlines, - is able to set priorities appropriately in order to complete the task set before him, - is able to foresee the social consequences of his actions, - consistently strives to achieve the set goal, - is able to work systematically and independently,- respects the rules and norms of social coexistence.	The student meets the deadlines for completing a specific task, consistently pursues the goal, is able to work systematically and independently, and complies with the rules and norms of social life.	[SK2] presentation/project/paper/report
	[FiRMU2_W05] The student has an extended knowledge of advanced methods and tools, including data acquisition and analysis techniques, specific to the social sciences to describe economic structures and institutions and the processes within and between them.	The student has knowledge of advanced methods and tools used in budgeting..	[SW4] test/exam - oral or written
	[FiRMU2_K06] Creativity: - the student has the ability to think creatively, can go beyond the usual patterns, - can think and act in an entrepreneurial manner, - can flexibly adapt to the changing requirements of the environment.	The student is able to think creatively and adapt to the changing requirements of the environment.	[SK1] oral statement/conversation/discussion
	[FiRMU2_W07] The student knows in detail the principles of project evaluation of finance and accounting (profitability of investment projects, assessment of the financial situation of the organization, risk assessment, threat of bankruptcy). The student can identify risks associated with the activities of the organization and correctly determine their consequences and methods of mitigation with the skillful use of theoretical knowledge using a specific research method.	The student knows the principles of project evaluation. The student is able to identify the types of risk associated with the organization's activities and correctly determine their consequences and methods of limiting them with the skillful use of theoretical knowledge using a specific research method.	[SW4] test/exam - oral or written [SW5] implementation of a problem task

	<table><tr><th>Course outcome</th><th>Subject outcome</th><th>Method of verification</th></tr><tr><td>[FiRMU2_U02] The student can use advanced theoretical knowledge to describe the causes and course of economic processes and phenomena. The student can formulate his own critical opinions.</td><td>The student is able to use the acquired knowledge to describe the causes and course of economic phenomena and to formulate own critical opinions.</td><td>[SU1] oral statement/conversation/ discussion</td></tr></table>
Subject contents	1. The definitions, objectives, principles and functions of budgeting. 2. The budgeting process: a. Stages b. The strategic budget, the operational budget. 3. Budgeting Styles: a. Top-down, b. Bottom-up, c. participatory. 4. The division of the company on budgetary units or centers responsible for: spending centers, cost centers, revenue centers, centers of results, investment centers. 5. The structure of the budget responsibility center. 6. Methods budget planning: a. From zero, b. Incremental, c. Stepping, 7. Rules for the construction of the main budget. 8. Adapted accounting system for budgeting. 9. The budget operations. 10. The methodology of creating flexible budgets. 11. Principles for evaluation, analysis and reporting of budgetary slippages. 12. Organization of budgeting system in the enterprise. 13. Benefits and limitations of the system of budgeting. 14. Development trends budgeting system.
Prerequisites and co-requisites	Knowledge of the basics of financial and management accounting.
Assessment methods and criteria	<table><tr><th>Subject passing criteria</th><th>Passing threshold</th><th>Percentage of the final grade</th></tr><tr><td>Project and its presentation</td><td>51.0%</td><td>50.0%</td></tr><tr><td>Written test</td><td>51.0%</td><td>50.0%</td></tr></table>
Recommended reading	<table><tr><td>Basic literature</td><td>1. Nowak E.: Budżetowanie kosztów przedsiębiorstwa, praca zbiorowa, ODDK, Gdańsk, 2002. 2. Ossowski M.: Budżetowanie, WSFiR Sopot, 2005. 3. Kujawski J.: Koncepcja systemu budżetowania produkcji zleceniowej, Praca doktorska, UG, Sopot. 4. Chalastra M.: Identyfikacja centrów kosztów według wymogów budżetowania a rachunko-wości finansowej w obszarze działalności pomocniczej. Prace i Materiały Wydziału Zarzą-dzania UG, Sopot, 1 / 2, 2011</td></tr><tr><td>Supplementary literature</td><td>1. Prasa fachowa, m.in.: Controlling i zarządzanie 2. Wybrane artykuły z: Prace i Materiały Wydziału Zarządzania UG.</td></tr><tr><td>eResources addresses</td><td></td></tr></table>
Example issues/ example questions/ tasks being completed	
Work placement	Not applicable

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