

## Subject card

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                          |                                  |                                                |                        |            |     |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|----------------------------------|------------------------------------------------|------------------------|------------|-----|
| Subject name and code                       | ABC IT - lecture, PG_00134451                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                          |                                  |                                                |                        |            |     |
| Field of study                              | Criminology and Criminal Justice                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                          |                                  |                                                |                        |            |     |
| Date of commencement of studies             | October 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Academic year of realisation of subject                  |                                  | 2025/2026                                      |                        |            |     |
| Education level                             | Bachelor'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                               | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Language of instruction                                  |                                  | English                                        |                        |            |     |
| Semester of study                           | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | ECTS credits                                             |                                  | 2.0                                            |                        |            |     |
| Learning profile                            | academic                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Assessment form                                          |                                  | credit                                         |                        |            |     |
| Conducting unit                             | Faculty of Law and Administration -> Rector                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                          |                                  |                                                |                        |            |     |
| Name and surname of lecturer (lecturers)    | Subject supervisor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          | dr hab. Jerzy Auksztol, prof. UG |                                                |                        |            |     |
|                                             | Teachers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                          | dr hab. Jerzy Auksztol, prof. UG |                                                |                        |            |     |
| Lesson types                                | Lesson type                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Lecture                                                  | Tutorial                         | Laboratory                                     | Project                | Seminar    | SUM |
|                                             | Number of study hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 20.0                                                     | 0.0                              | 0.0                                            | 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                                            |                        | 30.0       | 50  |
| Subject objectives                          | <ol style="list-style-type: none"> <li>1. Teach students to correctly apply terminology related to information technology.</li> <li>2. Familiarize students with the principles of safe and effective use of information technology.</li> <li>3. Familiarize students with the possibilities of applying basic information technologies in various domain areas.</li> <li>4. Prepare students to use basic information technologies to the extent required by other subjects provided for in the study program.</li> <li>5. Prepare students for the effective use of basic information technologies in supporting self-development, research work and professional work.</li> </ol>                                                                                                                                                                        |                                                          |                                  |                                                |                        |            |     |
| Learning outcomes                           | Course outcome                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                          | Subject outcome                  |                                                | Method of verification |            |     |
| Subject contents                            | <ol style="list-style-type: none"> <li>1. Introduction to IT usage rules - file system, securing and archiving data, searching for information on the Internet.</li> <li>2. Use of UG resources - Educational Portal, Library, software available at faculties.</li> <li>3. Communication and teamwork - sharing resources, principles of using e-mail, benefits and security of using the services in the cloud.</li> <li>4. Rules for editing texts - preparation for writing final papers, preparing a document for printing / making available.</li> <li>5. Basics of calculations and data visualization - spreadsheets and tools for Business Intelligence data analysis and visualization (eg Power BI).</li> <li>6. Presentation graphics - multimedia presentations (eg Power Point, Prezi), creating simple websites (eg Google Sites)</li> </ol> |                                                          |                                  |                                                |                        |            |     |

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|----------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Prerequisites and co-requisites                                | none                           |                                                                                                                                                                                                                                                               |                               |
| Assessment methods and criteria                                | Subject passing criteria       | Passing threshold                                                                                                                                                                                                                                             | Percentage of the final grade |
|                                                                | final project                  | 51.0%                                                                                                                                                                                                                                                         | 50.0%                         |
|                                                                | tasks performed during classes | 51.0%                                                                                                                                                                                                                                                         | 50.0%                         |
| Recommended reading                                            | Basic literature               | Electronic materials available on the Educational Portal.                                                                                                                                                                                                     |                               |
|                                                                | Supplementary literature       | 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 |                               |
|                                                                | eResources addresses           |                                                                                                                                                                                                                                                               |                               |
| Example issues/<br>example questions/<br>tasks being completed |                                |                                                                                                                                                                                                                                                               |                               |
| Work placement                                                 | Not applicable                 |                                                                                                                                                                                                                                                               |                               |

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