

Subject card

Subject name and code	General methodology, PG_00167845						
Field of study	History						
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 Optional subject group Subject group related to scientific research in the field of study		
Mode of study	full-time studies		Mode of delivery		at the university		
Year of study	1		Language of instruction		Polish		
Semester of study	2		ECTS credits		3.0		
Learning profile	academic		Assessment form		exam		
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Jarosław Drozd				
	Teachers		dr Jarosław Drozd				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	0.0	0.0	30
	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	30		2.0		43.0	75
Subject objectives	The aim of the lectures is to familiarise students with archival working methods across all areas of archival practice, regardless of the type of records being processed, and to provide the knowledge necessary for further study of archival science and the development of expertise in this field.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[HISTL3_W07] Demonstrates knowledge of comparative European history and understands the links between the history of European integration and current social, economic and political issues Knows and understands to an advanced degree the main theories, research methods and tools of the historian's workshop	The student knows and understands theories, methods, and tools used in archival science, particularly in the field of archival methodology.	[SW4] test/exam - oral or written
	[HISTL3_K06] Is ready to perform professional roles responsibly and to adhere to the professional ethics of the historian and to demonstrate an understanding of the world of values and attitudes of people in different historical periods and contexts	The student is ready to observe the principles of professional ethics of an archivist and to responsibly prepare for professional roles, as well as to demonstrate an understanding of values and attitudes of people in different historical contexts.	[SK8] observation of student's independent or team work
	[HISTL3_K01] Critically evaluates his/her knowledge, demonstrates a willingness to continually expand his/her knowledge and to seek expert advice if he/she has difficulty solving a problem on his/her own	The student is ready to critically evaluate their knowledge of archival science, recognizes the need for its continuous development, and makes use of professional literature and expert opinions.	[SK8] observation of student's independent or team work
	[HISTL3_U01] Is able to use their knowledge: to formulate and, through the appropriate selection of information sources, critically analyse and synthesise them, to solve complex and unusual problems in the field of history	The student is able to apply their knowledge to analyse and interpret basic issues in archival methodology and to formulate structured statements.	[SU4] test/exam - oral or written
	[HISTL3_W01] Knows and understands to an advanced degree selected facts, objects and phenomena and the methods and theories concerning them that explain the complex relationships between them, constituting basic general knowledge in the humanities	The student knows and understands selected facts, phenomena, and the main methods and theories in archival science, enabling an understanding of the relationships between them.	[SW4] test/exam - oral or written
	[HISTL3_U08] Is able to plan and organise his/her work effectively, independently acquiring and consolidating knowledge in a structured and systematic manner	The student is able to plan and organize their work and systematically acquire and consolidate knowledge in the field of archival science.	[SU4] test/exam - oral or written
Subject contents	The lectures cover, in turn, topics relating to the acquisition (arrangement and organisation), storage, processing and access to archival materials.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	written exam	51.0%	100.0%
Recommended reading	Basic literature	H. Robótka, B. Ryszewski, A. Tomczak, Archiwistyka, Warszawa PWN 1989. H. Robótka, Opracowanie i opis archiwaliów. Podręcznik akademicki, Toruń UMK 2016.	
	Supplementary literature	.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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