University of Gdańsk

Subject card

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| Subject name and code | Event and Project Budgeting, PG_00189685 | | | | | | |
| Field of study | Management of Artistic Institutions | | | | | | |
| Date of commencement of studies | October 2026 | | Academic year of realisation of subject | 2027/2028 | | | |
| Education level | Bachelor's studies | | Subject group | Obligatory subject group in the field of study<br>Subject group related to practical vocational preparation | | | |
| 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 | 2.0 | | | |
| Learning profile | practical | | Assessment form | credit | | | |
| Conducting unit | Division of Research into the Performing Arts -> Institute of English and American Studies -> Faculty of Languages -> Rector | | | | | | |
| Name and surname of lecturer (lecturers) | Subject supervisor | | dr Sebastian Susmarski | | | | |
| | Teachers | | | | | | |
| 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 | | 18.0 | 50 |
| Subject objectives | The aim of the course is to acquire knowledge in budgeting and controlling in cultural institutions, focusing on artistic events and projects, as well as the tool and methods used. Additionally, to develop practical skills related to a controlling approach to managing artistic events and projects, and applying them to solve managerial problems arising in cultural institutions. | | | | | | |

## Learning outcomes

| Course outcome | Subject outcome | Method of verification |
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| [ZIAL3_W03] They possess advanced detailed knowledge of specific topics within arts studies, management and quality studies, literary studies, as well as auxiliary and related studies, with a focus on practical applications in managerial and/or artistic activity. | Possesses advanced detailed knowledge of event and project controlling and budgeting, focused on practical applications in managerial activity. | [SW1] oral statement/ conversation/discussion<br>[SW2] presentation/project/paper/ report<br>[SW3] text preparation/written work |
| [ZIAL3_W10] They are familiar with the methodologies, standards, procedures, and best practices utilized in arts and cultural institutions, as well as the fundamental principles of establishing and developing various forms of entrepreneurship, and they apply this knowledge in managerial and/or artistic activity. | Is familiar with the methodologies, standards, procedures, and best practices utilized by arts and cultural institutions in event and project controlling and budgeting, as well as the fundamental principles of establishing and developing various forms of entrepreneurship, and applies this knowledge in managerial activity. | [SW1] oral statement/ conversation/discussion<br>[SW2] presentation/project/paper/ report<br>[SW3] text preparation/written work |
| [ZIAL3_W08] They are acquainted with the fundamental economic, legal, ethical, and social determinants of managerial activity in the arts and culture sector. | Is acquainted with the fundamental economic, legal, ethical, and social determinants of managerial activity in event and project controlling and budgeting. | [SW1] oral statement/ conversation/discussion |
| [ZIAL3_U07] They have organizational skills that allow for the planning and execution of individual and team tasks associated with managing arts and cultural institutions and/or realizing artistic projects. | Has organizational skills necessary for event and project controlling and budgeting that allow for the planning and execution of individual and team tasks associated with managing arts and cultural institutions and/or realizing artistic projects. | [SU1] oral statement/conversation/ discussion |
| [ZIAL3_K05] They are ready to fulfill professional roles responsibly and adhere to and promote principles of professional ethics in their managerial and/or artistic activity. | Is ready to fulfill professional roles responsibly and adhere to and promote principles of professional ethics in his/her managerial activities, especially in planning budgets of future events and artistic projects. | [SK1] oral statement/conversation/ discussion |
| [ZIAL3_K02] They are prepared to implement their knowledge of fields such as arts studies and management and quality studies; they are willing to seek expert opinions when implementing managerial and/or artistic tasks, whether those tasks are self-defined or assigned by others. | Is prepared to implement their knowledge of event and project controlling and budgeting; is willing to seek expert opinions when implementing managerial tasks, whether those tasks are self-defined or assigned by others. | [SK1] oral statement/conversation/ discussion |
| [ZIAL3_U01] They are able to apply their knowledge of arts studies, management and quality studies, and literary studies to solve cognitive problems and carry out professional tasks in managing arts and cultural institutions, and/or in realizing their own artistic designs, selecting appropriate methods and tools. | Is able to apply his/her knowledge of event and project controlling and budgeting to solve cognitive problems and carry out professional tasks in managing arts and cultural institutions, selecting appropriate methods and tools. | [SU1] oral statement/conversation/ discussion<br>[SU2] presentation/project/paper/ report<br>[SU3] text preparation/written work |

## Subject contents

- Introduction to controlling in cultural institutions;
- Theoretical foundations;
- Pillars of controlling: management by objectives/BSC, budgeting, strategic planning;
- Objectives of budgeting;
- Types and kinds of budgets;
- Budgeting procedure;
- Stages of budget creation;
- Budgeting techniques;
- Budgetary control, its importance and tools

## Prerequisites and co-requisites

Attendance at all classes is mandatory, including classes held outside the University of Gdańsk teaching facilities, unless the student has obtained the Dean's approval to follow an individual study plan.

## Assessment methods and criteria

| Subject passing criteria | Passing threshold | Percentage of the final grade |
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| active participation in the classes | 51.0% | 30.0% |
| written paper with an accompanying presentation | 51.0% | 70.0% |

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| Recommended reading | Basic literature | • Dylewski M., Filipiak B., Szczypa P., *Budżetowanie w przedsiębiorstwie: aspekty rachunkowe, finansowe i zarządcze*, CeDeWu, Warszawa 2018;<br>• Nowak E. (red.), *Controlling dla menedżerów*, CeDeWu, Warszawa 2023;<br>• Sierpińska M., Sierpińska-Sawicz A, Węgrzyn R., *Controlling finansowy w przedsiębiorstwie*, PWN, Warszawa 2019;<br>• Świderska G.K. (red.), *Controlling kosztów i rachunkowość zarządcza,* Difin/Mac Consulting, Warszawa 2017,<br>• Wnuczak P., *Controlling w instytucjach kultury*, POLTEXT, Warszawa 2017.<br><br>The lecturer updates the reading list at the start of the semester. |
| | Supplementary literature | • J. Nesterak, M. Jabłoński, M.J. Kowalski, *Controlling procesów w praktyce przedsiębiorstw działających w Polsce,* Wydawnictwo Uniwersytetu Ekonomicznego w Krakowie, Kraków 2020.<br>• E. Nowak, M. Nieplowicz (red.), *Rachunkowość a controlling*, Wydawnictwo Uniwersytetu Ekonomicznego we Wrocławiu, Wrocław 2014.<br>• M. Sierpińska, B. Niedbała, *Controlling operacyjny w przedsiębiorstwie: centra odpowiedzialności w teorii i praktyce*, Wydawnictwo Naukowe PWN, Warszawa 2011.<br>• P. Weetman, *Financial and management accounting: An introduction,* Pearson 2016.<br><br>The lecturer updates the reading list at the start of the semester. |
| | eResources addresses | |
| Example issues/ example questions/ tasks being completed | | |
| Work placement | Not applicable | |

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