

**Subject card**

Subject name and code	ABC of IT, PG_00196892						
Field of study	Biotechnology						
Date of commencement of studies	October 2026	Academic year of realisation of subject				2026/2027	
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				Polish	
Semester of study	1	ECTS credits				2.0	
Learning profile	academic	Assessment form				credit	
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Leszek Kadziński				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	0.0	22.0	0.0	0.0	22
	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	22		5.0		23.0	50
Subject objectives	<ul style="list-style-type: none"> <li>• teach students the correct use of terminology related to information technology</li> <li>• familiarize students with the principles of safe and effective use of information technologies</li> <li>• introduce students to the possibilities of applying information technologies in various fields</li> <li>• prepare students to use information technologies at the level required by other subjects included in the study program</li> <li>• prepare students for the effective use of information technologies in supporting self-development, research work, and professional work</li> </ul>						
Learning outcomes	Course outcome		Subject outcome			Method of verification	
	[BIOTECHL3_W07] The graduate has advanced knowledge of the rules of operation and the possibilities of using research techniques and tools used in biotechnology.		The student has advanced knowledge of IT techniques and tools used in biotechnology.			[SW1] oral statement/conversation/discussion	
	[BIOTECHL3_U04] The graduate is able to search for, analyse and use scientific information, also in English, in the field of biotechnology in the fields of exact and natural sciences and medical and health sciences; uses electronic sources; has advanced skills in using appropriate databases.		The student is able to use scientific information, scientific databases, and data repositories in the field of science and natural sciences as well as medical sciences.			[SU2] presentation/project/paper/report [SU4] test/exam - oral or written	
	[BIOTECHL3_K04] The graduate is aware of the importance of occupational safety rules, is able to apply them and react in hazardous situations, ensuring their own safety and the safety of others.		The student has knowledge of the responsible and safe use of IT resources and safety when working with IT equipment.			[SK8] observation of student's independent or team work	

Subject contents	<ul style="list-style-type: none"> <li>Using UG resources - Student Portal, Educational Portal, Library, software available at the faculties.</li> <li>Communication and teamwork - resource sharing, email usage guidelines, benefits, and security of using cloud services.</li> <li>Text editing principles - preparation for writing term papers, preparing documents for printing/sharing.</li> <li>Basics of calculations and data visualization - spreadsheets and data analysis and visualization tools</li> <li>Presentation graphics - multimedia presentations (e.g., PowerPoint, Prezi), creating simple websites (e.g., Google Sites).</li> <li>Introduction to IT usage principles - searching for information on the Internet, searching for scientific publications, specialized databases.</li> <li>Principles of work with the command line of MS Windows and the MacOS terminal.</li> </ul>		
Prerequisites and co-requisites	Basic knowledge of computer operation and Internet usage.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Exam	51.0%	50.0%
	Project/presentation	51.0%	25.0%
	Activity	25.0%	25.0%
Recommended reading	Basic literature	<ul style="list-style-type: none"> <li>Żarowska Mazur A., Węglarz W., ECDL Base na skróty. Edycja 2014, Wydawnictwo Naukowe PWN, Warszawa 2014</li> <li>Sokół R., Jak pozostać anonimowym w sieci, Helion, Gliwice 2015</li> </ul>	
	Supplementary literature	<ul style="list-style-type: none"> <li>Żarowska-Mazur A., Węglarz W. (red.), ECDL Advanced na skróty. Edycja 2015, Warszawa: Wydawnictwo Naukowe PWN, 2015</li> <li>Wrycza S., Maślankowski J. (red.), Informatyka ekonomiczna, PWN, Warszawa 2019</li> <li>Przeździecki K., Sikorski W., Treichel W., Technologie informacyjne dla studentów, WITKOM, Warszawa, 2017</li> <li>Walkenbach J., Microsoft Excel 2016 PL. Biblia, Helion, Gliwice 2016</li> </ul>	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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