

Subject card

Subject name and code	Searching for and verifying information about the law and digital competences - auditorium classes, PG_00197843						
Field of study	Administration						
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 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	1	ECTS credits			4.0		
Learning profile	academic	Assessment form			credit		
Conducting unit	Department of Legal Informatics -> Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		mgr Patryk Ciurak				
	Teachers		mgr Patryk Ciurak				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	E-learning hours included: 0.0						
	Additional information: <ul style="list-style-type: none"> • Text analysis • Discussion • Case studies • Work in groups 						
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		0.0		70.0	100
Subject objectives	Assimilation and understanding by students of the principles governing the operation of modern information retrieval technologies in the field of law, as well as the opportunities offered by and the operating principles of software enabling the digitalization of public administration work.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_K03] is prepared to perform duties in public administration in a responsible manner, with due regard for professional ethics, including in positions requiring the professional title of Bachelor's degree holder. Furthermore, he/she is ready to undertake employment in other entities in roles related to administrative activities and the application of law within specified areas of social and economic life.	-	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[ADMINL3_W01] possesses an advanced level of knowledge and understanding of the theories, methods, concepts, and terminology specific to legal sciences as well as the study of administration and politics.	-	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion
	[ADMINL3_U05] is able to assess the level of their knowledge and skills, and can independently plan and carry out the need for lifelong learning	-	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written [SU8] observation of student's independent or team work
	[ADMINL3_U04] is able to plan and organize his/her own work and is prepared to actively participate in teams involved in the performance of administrative activities.	-	[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written [SU8] observation of student's independent or team work
[ADMINL3_W03] possesses advanced knowledge of, and understands, the procedures applied within public administration, as well as the various methods and instruments — both legal and non-legal — employed in administrative activity.	-	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion	
Subject contents	1 Introduction to legal informatics 2 Theory of legal information flow 3 Publication of law 4 Content in legal information databases 5. Searching for legal acts in legal information systems 6. Use of legal texts in legal information systems 7. Searching for drafts of legal acts and their justifications 8. Searching for court rulings 9. Searching for official interpretations 10. Searching for and using legal literature 11. Elektroniczna forma dokumentu i jej znaczenie w postępowaniu administracyjnym 12. Dokumenty uwierzytelnione elektronicznie		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	test	51.0%	100.0%

Recommended reading	Basic literature	<p>Ustawa z dnia 20 lipca 2000 r. o ogłaszaniu aktów normatywnych i niektórych innych aktów prawnych</p> <p>Rozporządzenie Prezesa Rady Ministrów z dnia 20 czerwca 2002 r. w sprawie "Zasad techniki prawodawczej"</p> <p>Rozporządzenie Parlamentu Europejskiego i Rady (UE) nr 910/2014 z dnia 23 lipca 2014 r. w sprawie identyfikacji elektronicznej i usług zaufania w odniesieniu do transakcji elektronicznych na rynku wewnętrznym oraz uchylające dyrektywę 1999/93/WE (Dz. U. UE. L. z 2014 r. Nr 257, str. 73).</p> <p>G. Wierczyński, <i>Profesjonalne źródła informacji o prawie</i>, Wolters Kluwer, Warszawa 2024, ISBN: 978-83-8358-780-6 (ebook: 978-83-8358-791-2)</p>
	Supplementary literature	<p>P. Ciurak (red.), G. Wierczyński (red.), <i>Nowe technologie w praktyce prawnika</i>, Wydawnictwo Arche, Sopot 2021</p> <p>M. Kokoszcyński, G. Wierczyński, <i>System informacji prawnej w pracy sędziego</i>, Warszawa 2011, Wolters Kluwer Polska</p> <p>R.C. Berring, E.A. Edinger, <i>Finding The Law</i>, Twelfth Edition, Thomson West</p> <p>D. Szostek, M. Załucki, <i>Legal Tech. Information technology tools in the administration of justice</i>, Nomos 2022</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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