

**Subject card**

<b>Subject name and code</b>	Techniques of Business Planning, PG_00200040						
<b>Field of study</b>	Economics						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2027/2028		
<b>Education level</b>	Master's studies	<b>Subject group</b>			Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
<b>Mode of study</b>	part-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	2	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	3	<b>ECTS credits</b>			5.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			exam		
<b>Conducting unit</b>	Department of Transport Economics -> Faculty of Economics -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Elżbieta Adamowicz				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	0.0	20.0	0.0	12.0	0.0	32
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	32		0.0		93.0	125
<b>Subject objectives</b>	To familiarize the student with the principles of enterprise and methods of analyzing the situation of the financial situation of the enterprise. The student learns methods and tools for modeling phenomena and processes determining the activities of the company and completes the proposed financial model.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[EKONMU2_W11] knows the detailed principles of establishing and developing forms of individual entrepreneurship, using the knowledge of economics, finance and management sciences	The student knows the detailed principles of creating a business plan, using the knowledge of economics, finance and sciences of Management.	[SW2] presentation/project/paper/report
	[EKONMU2_W04] has an in-depth knowledge of different types of economic and social ties and regularities governing them; has an in-depth knowledge of economic and financial ties between enterprises	Students identify methods for studying the types of economic and social ties and relations in an enterprise and its environment, and have knowledge of the regularities that govern them.	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report
	[EKONMU2_U14] can appropriately identify priorities and plan and organise tasks related to their implementation, as well as monitor and assess progress	Students are able to appropriately determine priorities and plan and organize tasks related to Create a business plan, as well as monitor and evaluate progress.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report
	[EKONMU2_K02] is aware of the level of their knowledge in the area of solving complex problems in economic; understands the need to extend and update this knowledge throughout his/her life	The student is aware of the level of his/her knowledge in the area of economics, understands the need to deepen and update this knowledge throughout life in areas undertaken in the business plan.	[SK1] oral statement/conversation/discussion
	[EKONMU2_U15] can independently expand and improve acquired knowledge and skills in economics; is open to new ideas and techniques; tends to learn using any accessible method and to interact with other participants of the learning process	Students are able to independently supplement and improve the acquired knowledge and skills economic, is open to new ideas and techniques, has inclination to learn by any method and a tendency to interact with other participants when working on creating a business plan.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU5] implementation of a problem task
	[EKONMU2_U06] can practically apply various forms and range of acquired knowledge in economics, finance and management, supplementing it with an independent critical analysis of its efficiency and usefulness	The student has the ability to use in writing a business plan the various forms and scope of acquired knowledge in the field of Economics, finance and management, supplementing it with an independent critical analysis of the effectiveness and usefulness.	[SU2] presentation/project/paper/report
	[EKONMU2_W07] has an in-depth knowledge of economic and financial principles governing the functioning and management of economic entities and organisations, as well as of systems of legal, organisational, professional, moral and ethical norms and rules organising public structures and institutions, both in the national and international spheres	The student has an in-depth knowledge of the economic and financial functioning and management of economic entities and economic organizations, as well as also about the systems of norms and rules legal, organizational, professional, moral and ethical organizing public structures and institutions, to take into account when constructing the business plan.	[SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report
	[EKONMU2_K06] is ready to observe and develop in his/her professional life principles of business ethics and corporate social responsibility, respect others, be loyal to their employer, taking into account changing social needs.	Is ready to observe and develop in his professional life the principles of business ethics and corporate social responsibility, respect others, be a loyal person to the employer, taking into account the changing needs of society	[SK1] oral statement/conversation/discussion
	[EKONMU2_K04] is ready to think and act in an entrepreneurial manner; adapts to new situations and conditions; undertakes challenges of creative thinking; acquires resilience to failures; can assess risks and threats and find ways of counteracting their effects	The student is ready to think and act in an entrepreneurial way; adapts to new situations and conditions and takes them into account them in the constructed business plan. He is able to assess risks and threats and find ways to counteract their effects.	[SK2] presentation/project/paper/report

Subject contents	<p>1. Discuss the substantive requirements for a proper business plan - the main components, the requirements of the formal and technical side of the document.</p> <p>2. Collection of basic knowledge of financial and economic analysis, which will be used in class; Presentation of the assumptions of the case study method to create a model enterprise.</p> <p>3. Develop a financial plan for company X in a spreadsheet: calculation of basic data for the financial plan in Excel based on the information prepared by the instructor; execution in an Excel spreadsheet of the company's income statement and the company's balance sheet; preparation of a cash flow statement;</p> <p>4. Assessing project effectiveness and sensitivity analysis for the project.</p> <p>5. Preparation of business plan of company X:</p> <ul style="list-style-type: none"> <li>- preparation of information on the profile and scope of the company;</li> <li>- preparation of technical and organizational plan,</li> <li>- assumptions of the strategic plan of the enterprise- main objective, sub-objectives, mission and vision enterprise;</li> <li>- development of a marketing plan;</li> <li>- preparation of a financial plan for the enterprise - interpretation of data, financial statements</li> </ul> <p>6. Preparation of business plan presentation in Power Point program;</p> <p>7. Individual presentations of business plans, evaluation and discussion of business plans.</p> <p>To further develop the concepts discussed during the lectures, students may take advantage of consultation hours.</p>								
Prerequisites and co-requisites	<p>Operation of Excel and Power Point. Basic knowledge of how a company operates in the market and financial analysis.</p>								
Assessment methods and criteria	<table border="1"> <thead> <tr> <th data-bbox="454 1688 790 1720">Subject passing criteria</th> <th data-bbox="799 1688 1141 1720">Passing threshold</th> <th data-bbox="1150 1688 1482 1720">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="454 1724 790 1863">The final grade consists of: development of a business plan - 20 points, presentation of business plan assumptions - 10 points, activity in class - from 0-5 points.</td> <td data-bbox="799 1724 1141 1863">51.0%</td> <td data-bbox="1150 1724 1482 1863">100.0%</td> </tr> </tbody> </table>	Subject passing criteria	Passing threshold	Percentage of the final grade	The final grade consists of: development of a business plan - 20 points, presentation of business plan assumptions - 10 points, activity in class - from 0-5 points.	51.0%	100.0%		
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Recommended reading	<p>Basic literature</p>	<p>1. Finch B., Jak napisać biznesplan: zyskaj wsparcie i pieniądze na realizację swoich przedsięwzięć, Lingea, Kraków 2021. 2. Korczyn, A., Jak opracować biznesplan?: poradnik metodyczny dla przedsiębiorców, Wydawnictwo Sigma, Skierniewice 2013. 3. K. Opolski, K. Waśniewski: Biznesplan. Jak go budować i analizować? CeDeWu Sp. z o.o., Warszawa 2021.</p>							

	Supplementary literature	1. Biznes Plan. Poradnik opracowany w Katedrze Ekonomiki Transportu. (materiał w formie elektronicznej)2. Ciechan-Kujawa, M., Biznes plan: standardy i praktyka, Dom Organizatora, Toruń 2007.3. Kevan W., Biznesplan: co trzeba wiedzieć i zrobić, aby stworzyć doskonały plan, PWE, Warszawa 2012.4. Podręcznik z zakresu analizy finansowej5. <a href="https://www.pfp.com.pl/o-nas/zakonczone-projekty/kobiety-nazachodniopomorskim-rynku-pracy/jak-napisac-biznes-plan">https://www.pfp.com.pl/o-nas/zakonczone-projekty/kobiety-nazachodniopomorskim-rynku-pracy/jak-napisac-biznes-plan</a>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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