University of Gdańsk

Subject card

Subject name and code	Information Technology, PG_00200532						
Field of study	German Studies						
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		
Mode of study	full-time studies		Mode of delivery		at the university		
Year of study	2		Language of instruction		Polish		
Semester of study	3		ECTS credits		2.0		
Learning profile	academic		Assessment form		credit		
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Wacław Kulczykowski				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	0.0	30.0	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	Implementation of knowledge on working with text editors and office applications. Developing the ability to use advanced functions of text editors (correct text formatting, automation of creating lists), text indexing for the purpose of creating subject indexes, etc. Developing the skills to prepare a computer text for the purposes of a diploma thesis and prepare a text for printing; creating aesthetic and readable multimedia presentations; searching for information in publicly available databases; use of bibliographic programs,						

Learning outcomes

Course outcome	Subject outcome	Method of verification
[NIEML3_W09] Knows and understands the economic, legal, ethical, and other conditions affecting various types of professional activity in the areas of Polish-German relations and history, as well as the key dilemmas of contemporary civilisation related to the functioning of European societies.	Knows and understands basic economic, legal, ethical and other aspects conditions of various types of professional activity in the area of relations Polish-German	[SW1] oral statement/ conversation/discussion
[NIEML3_W05] Has an advanced knowledge of selected topics in literary studies related to the field of study	Knows selected editing issues at an advanced level Polish- and German-language texts related to the field of study	[SW1] oral statement/ conversation/discussion
[NIEML3_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	Critically evaluates knowledge of information technology, shows readiness to constantly expand it and seek the opinion of experts in case of difficulties in solving the problem independently	[SK6] demonstration of practical skills [SK8] observation of student's independent or team work
[NIEML3_U01] Is able to use his/ her knowledge to formulate and solve problems, acquiring and analysing information; is able to develop and present the results of his/her research	Is able to use knowledge of information technology to formulate and solve problems by obtaining and analyzing information; is able to develop and present the results of his research	[SU6] demonstration of practical skills [SU8] observation of student's independent or team work
[NIEML3_W08] Knows and understands basic concepts and principles industrial property and copyright protection	Knows and understands the basic concepts and principles of property protection industrial and copyright law (especially in Germany)	[SW1] oral statement/ conversation/discussion
[NIEML3_W07] Is aware of the coexistence in the human sciences of different points of view determined by different theoretical views, different national or cultural backgrounds	Knows about the coexistence of different points in the humanities points of view determined by different theoretical views national or cultural background (especially from the area German-speaking)	[SW1] oral statement/ conversation/discussion

Subject contents

- Office applications as a work tool for a humanist
- Problems related to the preparation of scientific texts in office editors
- Raster and vector editing programs and text editors (cooperation and compatibility)
- Basics of regular expressions and their application to editing humanities texts.
- Indexing in office editors
- Multimedia presentations
- Bibliographic programs
- Online search engines and databases

Prerequisites and co-requisites

Assessment methods and criteria

Subject passing criteria	Passing threshold	Percentage of the final grade
	51.0%	60.0%
	51.0%	40.0%

Recommended reading

Basic literature	Polskie normy wydawniczo-edytorskie (katalog) Niemieckie zasady tworzenia tekstu komputerowego: https://www.korrekturen.de/fehler_und_stilblueten/die_sieben_haeufigsten_typographie-suenden.shtml https://lektorat-korrekturlesen.de/typografiefehler/ https://www.profi-homepage.de/die-10-goldenen-regeln-der-homepage-typografie/
Supplementary literature	Kamień J., Podręcznik autora, Gdańsk 2015 Pacek J., Indeksowanie w XXI wieku: ewolucja i współczesne funkcje pojęcia, Zagadnienia Informacji Naukowej 2006 nr 2, s. 32-49, https://fbc.pionier.net.pl/details/nnRtxwf Poradecki M., GREP w pracy redaktora wprowadzenie do zagadnienia, Acta Universitatis Lodziensis. Folia Literraria Polonica, 2016, 4 (34) Wolański A., Edycja tekstów. Praktyczny poradnik. Książka, prasa, www, Warszawa 200
eResources addresses	

Example issues/ example questions/ tasks being completed

Work placement

Not applicable

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