

Subject card

Subject name and code	ABC IT - lecture, PG_00201590						
Field of study	Criminology and Criminal Justice						
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				English	
Semester of study	1	ECTS credits				2.0	
Learning profile	academic	Assessment form				credit	
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr hab. Jerzy Auksztol				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	20.0	0.0	0.0	0.0	0.0	20
	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	20		2.0		28.0	50
Subject objectives	<ol style="list-style-type: none"> 1. Teach students to correctly apply terminology related to information technology. 2. Familiarize students with the principles of safe and effective use of information technology. 3. Familiarize students with the possibilities of applying basic information technologies in various domain areas. 4. Prepare students to use basic information technologies to the extent required by other subjects provided for in the study program. 5. Prepare students for the effective use of basic information technologies in supporting self-development, research work and professional work. 						
Learning outcomes	Course outcome		Subject outcome			Method of verification	
Subject contents	<ol style="list-style-type: none"> 1. Introduction to IT usage rules - file system, securing and archiving data, searching for information on the Internet. 2. Use of UG resources - Educational Portal, Library, software available at faculties. 3. Communication and teamwork - sharing resources, principles of using e-mail, benefits and security of using the services in the cloud. 4. Rules for editing texts - preparation for writing final papers, preparing a document for printing / making available. 5. Basics of calculations and data visualization - spreadsheets and tools for Business Intelligence data analysis and visualization (eg Power BI). 6. Presentation graphics - multimedia presentations (eg Power Point, Prezi), creating simple websites (eg Google Sites) 						

Prerequisites and co-requisites	none		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	final project	51.0%	50.0%
	tasks performed during classes	51.0%	50.0%
Recommended reading	Basic literature	Electronic materials available on the Educational Portal.	
	Supplementary literature	Wrycza S., Maślankowski J. (red.), Informatyka ekonomiczna, PWN, Warszawa 2019 Przeździecki K., Sikorski W., Treichel W., Technologie informacyjne dla studentów, WITKOM, Warszawa, 2017 Walkenbach J., Microsoft Excel 2016 PL. Biblia, Helion, Gliwice 2016	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

Document generated electronically. Does not require a seal or signature.