

Subject card

Subject name and code	Seminar I - GLEJT-UZIĘBŁO Paulina , PG_00172785						
Field of study	Administration						
Date of commencement of studies	October 2024		Academic year of realisation of subject		2026/2027		
Education level	Bachelor's studies		Subject group				
Mode of study	part-time studies		Mode of delivery		at the university		
Year of study	3		Language of instruction		Polish polish		
Semester of study	5		ECTS credits		3.0		
Learning profile	academic		Assessment form		credit		
Conducting unit	Department of Administrative Law -> Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Paulina Glejt-Uziębło				
	Teachers		dr Paulina Glejt-Uziębło				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	0.0	0.0	0.0	15.0	15
	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	15		0.0		60.0	75
Subject objectives	The aim of the seminar is to enable students (under the supervision of the seminar tutor) to produce a dissertation that meets the standards of academic work and to prepare them for the dissertation defence.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_UK02] He/she has the ability to understand and analyze social phenomena and to use this analysis in professional work, as well as to defend the conclusions resulting from such analyzes	The student should: demonstrate the ability to analyse social phenomena in depth, identifying their causes, effects and interrelationships; be able to integrate knowledge from various fields, such as sociology, political science and economics, in order to better understand the complexity of social phenomena; be able to apply the results of social analysis in professional practice, e.g. in formulating public policies, management strategies or social programmes; demonstrate the ability to think critically thinking when evaluating various theories and approaches to the analysis of social phenomena; be able to clearly and effectively communicate the results of their analyses, both in written and oral form, adapting the message to different audiences; be aware of the ethical aspects of analysing social phenomena and apply their knowledge in a socially responsible manner.	[SU2] presentation/project/paper/report
	[ADMINL3_KK01] He/she is aware of the need to use the opinions of experts in situations that exceed the possibilities of solving the problem independently	He/she actively seeks out information and consults experts on issues related to the topic of his/her dissertation	[SK8] observation of student's independent or team work
	[ADMINL3_UW01] The graduate observes and interprets social phenomena, analyzes their connections with various areas of administrative activity	is able to interpret the legal institution under analysis in the context of social phenomena and relate it to various areas of administrative activity.	[SU1] oral statement/conversation/discussion
	[ADMINL3_UW02] He/she uses fundamental theoretical knowledge in the field of administration and the related fields and academic disciplines to analyze and interpret issues connected with administration in its broad sense	is able to situate a chosen research topic within the field of public administration and related disciplines	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU8] observation of student's independent or team work
	[ADMINL3_UO02] He/she can plan and organize his/her professional work, as well as the work of the team he/she cooperates with	begins conceptual work on a chosen topic, narrowing down the areas and research methods.	[SU1] oral statement/conversation/discussion [SU6] demonstration of practical skills
	[ADMINL3_KK02] The graduate prepares responsibly for his/her work, appreciating the role of knowledge in solving professional problems	chooses a topic that interests them and deepens their understanding of the subject	[SK1] oral statement/conversation/discussion [SK8] observation of student's independent or team work
	[ADMINL3_WG05] The graduate has basic, structured knowledge about the processes of changing social structures and institutions and their elements and the consequences of these changes	Organises knowledge relating to the topic of the bachelor's thesis, places it within the context of social change and identifies its consequences	[SW1] oral statement/conversation/discussion
	[ADMINL3_WK05] The graduate knows and understands the most important dilemmas brought about by the development of civilization within the legal, administrative and economic sciences	is familiar with and understands the issues they may encounter in relation to the legal institution they are describing in the context of civilisational development	[SW1] oral statement/conversation/discussion

Subject contents	1. An introduction to research methodology in the field of law. 2. Practical assessment of skills in: (a) identifying and resolving research problems in the field of law, and (b) conducting research in the field of law. 3. Deepening theoretical and practical knowledge of law and administrative procedure.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	presentation of the thesis proposal	50.0%	100.0%
Recommended reading	Basic literature	Boć J.: Jak pisać pracę magisterską ?, Wrocław 2009. Dudziak A., A. Żejmo: Redagowanie prac dyplomowych. Wskazówki metodyczne dla studentów, Warszawa 2008. Pułło A.: Prace magisterskie i licencjackie. Wskazówki dla studentów, Warszawa 2006.	
	Supplementary literature	Zenderowski R.: Praca magisterska. Licencjat, Warszawa 2009. Zenderowski R.: Technika pisania prac magisterskich i licencjackich, Warszawa 2011. Auby J. - B. (ed.): Codification od Administrative Procedure, Bruxelles 2014. ReNEUAL. Model kodeksu postępowania administracyjnego Unii Europejskiej, red. wydania polskiego M. Wierzbowski, A. Krackowski, Warszawa 2015.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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