University of Gdańsk

Subject card

Subject name and code	Work Placement, PG_00204473		
Field of study	Finance and Accounting		
Date of commencement of studies	October 2026	Academic year of realisation of subject	2028/2029
Education level	Bachelor's studies	Subject group	Obligatory subject group in the field of study Optional subject group
Mode of study	full-time studies	Mode of delivery	at the university
Year of study	3	Language of instruction	Polish
Semester of study	5	ECTS credits	8.0
Learning profile	academic	Assessment form	credit
Conducting unit	Department of Banking and Finance -> Faculty of Management -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Patryk Kaczmarek	
	Teachers		

Lesson types

Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
Number of study hours	0.0	200.0	0.0	0.0	0.0	200

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	200	0.0	0.0	200

Subject objectives

The purpose of the internship is for the Student to gain professional experience in line with the direction of their education. Students are required to complete mandatory internships, the report of which is submitted in accordance with the schedule included in the WZR internship regulations.

Internships in this dimension may be carried out in particular in: economic entities, public institutions, scientific and research institutions, educational institutions, cultural institutions, or as part of activities organized by universities that allow for the achievement of the internship goals. Any

additional information related to the regulation of professional internships at WZR UG are described in the Internship Regulations available on the website of the Faculty of Management of the University of Gdańsk.

Learning outcomes

Course outcome	Subject outcome	Method of verification
[FiRL3_K03] Is prepared to think and act entrepreneurially and responsibly, initiating and participating in projects that benefit society and the public interest in finance and accounting	The student demonstrates readiness to act responsibly and entrepreneurially in a professional environment, taking into account the social and public aspects of financial decisions.	[SK7] entries and opinions in the internship diary
[FiRL3_U11] Can engage and collaborate in teams, assuming different roles	The student cooperates effectively in task teams operating at the institution hosting the internship, assuming various roles, including a supporting and initiating role.	[SU7] entries and opinions in the internship diary
[FiRL3_W03] Knows and understands, to an advanced degree – from the perspective of finance and accounting – the internal and external relations of institutions and organizations with particular emphasis on financial security systems	The student has an advanced knowledge and understanding of the internal and external relationships operating in financial and accounting institutions where the internship is carried out, with particular emphasis on the principles of organizational governance and financial security systems.	[SW2] presentation/project/paper/ report

<table>
<tr><td>Subject contents</td><td>As part of the internship, students should have the opportunity to:

familiarize themselves with the subject of the company's activity, the formal and legal basis of its functioning, as well as the organizational structure and documentation of typical economic events (external and internal flow of information and documents);

familiarize themselves with the elements of the management system of financial and accounting departments, including in the scope of: management of selected components of the entity's fixed and current assets, long- and short-term financial planning,

budgeting and management of development (investment) projects;

familiarize themselves with the practical aspects of building, creating and drawing up financial statements, as well as familiarizing themselves with the principles of conducting economic analyses and drawing up financial reports and generating reports and analyses for the purposes of management accounting;

familiarize themselves with the practical aspects of using financial reporting and accounting documentation for the purposes of assessing the financial condition of economic entities, determining the structure of financing sources and their costs, valuing the value of selected components of the assets of economic entities, as well as preparing and analyzing ranking and rating assessments and implementing and assessing investment projects.

developing practical skills in the field of basic accounting principles, accounting and preparation of financial statements, as well as recognizing the items of financial statements and understanding the role of accounting in managing an economic entity

As part of the internship, organizations should enable students to:

practical application of theoretical knowledge in the field of finance and accounting, while developing analytical, social, personal, business and technical competences.

implementation in the functioning of a selected organization at various levels, such as the accounting department, finance department, controlling, internal audit, analysis of financial data and budgeting.

familiarization with the specifics of the financial market and accounting, enabling practical use of knowledge in the realities of functioning of economic entities and financial institutions.

shaping professional skills and competences through active participation in activities related to the preparation of financial statements, cost analysis, liquidity management and financial planning.

familiarization with the methods of documenting financial processes and methods of assessing the effectiveness of the company's operations, including reporting, indicator analysis and creating budgets.

familiarizing oneself with IT systems used in finance and accounting, such as accounting programs, data analysis tools, ERP systems and other specialist software, as well as enabling their use in practice.</td></tr>
<tr><td>Prerequisites and co-requisites</td><td>Students are required to read the internship regulations, which can be found on the website of the Faculty of Management of the University of Gdańsk.</td></tr>
<tr><td>Assessment methods and criteria</td><td><table><tr><th>Subject passing criteria</th><th>Passing threshold</th><th>Percentage of the final grade</th></tr><tr><td>Assessment of the application and completeness of documents submitted by the student in the electronic system by the internship supervisor</td><td>51.0%</td><td>100.0%</td></tr></table></td></tr>
<tr><td rowspan="3">Recommended reading</td><td>Basic literature</td><td>not applicable</td></tr><tr><td>Supplementary literature</td><td>not applicable</td></tr><tr><td>eResources addresses</td><td></td></tr>
<tr><td>Example issues/ example questions/ tasks being completed</td><td>-</td></tr>
<tr><td>Work placement</td><td>Not applicable</td></tr>
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