University of Gdańsk

Subject card

Subject name and code	Introduction to management, PG_00215937						
Field of study	Management of Artistic Institutions						
Date of commencement of studies	October 2027		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	1		Language of instruction		Polish		
Semester of study	1		ECTS credits		2.0		
Learning profile	practical		Assessment form		credit		
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Marek Kalinowski				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	30.0	0.0	0.0	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	The aim of the course is to introduce students to the fundamentals of organisational management, with particular emphasis on the functions and tools of management.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZIAL3_K01] The graduate is prepared to critically assess his/ her own knowledge and the information he/she receives, particularly in the fields of arts studies and arts management.	Is prepared to critically assess his/ her own knowledge and the information he/she receives in the field of fundamentals of organisational management studies.	[SK4] test/exam - oral or written
	[ZIAL3_U05] The graduate is able to communicate with others on issues relating to arts studies, arts management and related disciplines, also using specialist terminology.	Is able to communicate with others on issues relating to the fundamentals of organisational management studies, using specialist terminology.	[SU4] test/exam - oral or written
	[ZIAL3_W06] The graduate has an advanced knowledge and understanding of selected specialist topics in the field of management and quality studies, as well as of the practical application of this knowledge in arts management.	Has an advanced knowledge and understanding of selected specialist topics in the field of fundamental functions and tools of management.	[SW4] test/exam - oral or written
	[ZIAL3_W04] The graduate has an advanced knowledge and understanding of the basic conceptual and terminological framework relating to arts management.	Has an advanced knowledge and understanding of the basic conceptual and terminological framework relating to functions and tools of management.	[SW4] test/exam - oral or written
	[ZIAL3_W02] Has an advanced knowledge and understanding of the subject-specific aspects, methodologies, theories and terminology that constitute the fundamental general knowledge in the field of management and quality studies.	Has an advanced knowledge and understanding of the subject-specific aspects, methodologies, theories and terminology that constitute the fundamental general knowledge in the field of management of organisations.	[SW4] test/exam - oral or written

Subject contents	1. Subject matter and scope of the study of organisation and management * Basic concepts: regulation, direction, management, administration, organisation * The origins of management studies * The evolution of management thought: schools of organisation and management 2. Managing a team * Power, authority and leadership * The scope of a manager's activities and responsibilities * Managerial skills * Management styles and methods 3. Planning * Strengths and weaknesses of planning * Stages of strategic planning * Mission, objectives and strategy * Factors influencing strategy and types of strategies 4. Organising * Organisational structure as a management tool: components, dimensions and principles of design * The process of organisational design * Formalisation * Components of the organisation as a whole * Types and forms of organisational structures 5. Motivation * Overview of motivation theories (content theories, process theories and reinforcement theories) * Motivational tools * Organisational arrangements that foster motivation 6. Control

	* The organisation and types of control 7. Managerial decision-making * Organisation of the decision-making process * Objectives and components of an information system * Praxeological criteria for decision-making 8. Organisational change * The nature and causes of organisational change * The stages of the change process * Human resistance to change * Methods of designing organisational change.
Prerequisites and co-requisites	Attendance at all classes is mandatory unless the student has obtained the Dean’s approval to follow an individual study plan.

Assessment methods and criteria

Subject passing criteria	Passing threshold	Percentage of the final grade
end-of-term written test	51.0%	100.0%

Recommended reading

Basic literature	1. Czermiński, M. Czerska, B. Nogalski, R. Rutka, J. Apanowicz "Zarządzanie organizacjami, TNOiK, Toruń 2001 2. Ricky W. Griffin "Podstawy zarządzania organizacjami", Wydawnictwo naukowe PWN, Warszawa 2009. 3. J. A. F. Stoner, C. Wankel D. Gilbert"Kierowanie", PWE, Warszawa 2002, 4. Kuc B.R., Zarządzanie doskonałe, Wyd. Menedżerskie PTM, III wyd. Warszawa 2003 5. H. Steimann, G. Schreyogg (1998): Zarządzanie, Politechnika Wrocławska 1998 6. Czermiński A., B. Nogalski, R. Rutka, J. Apanowicz "Zarządzanie organizacjami, 2002" 7. Robbins S.P., DeCenzo D.A.: Podstawy zarządzania. PWE Warszawa 2002 8. Zarządzanie – teoria i praktyka, A. Koźmiński, W. Piotrowski, 2002
Supplementary literature	1. Drucker P.F., (1994): Praktyka zarządzania, Nowoczesność, Kraków. 2. Drucker P.F., (2000): Zarządzanie w XXI wieku, Muza, Warszawa. 3. Drucker P.F., (2005): Menedżer skuteczny, MT Biznes, Warszawa. 4. K. Blanchard S. Johnson (2005): Jednominutowy menedżer, IFC Press
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Example issues/ example questions/ tasks being completed	
Work placement	Not applicable

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