

Course title		Knowledge Management						ECTS code		04.0.EM.PZ.818			
								ECTS credits		3			
Name of unit administrating study		OTHER		Field of study		MSG**		Field of specialisation		IB;			
Teaching staff		Piotr Wróbel, PhD											
Number of hours													
Lectures	15	Classes	15	Tutorials	0	Laboratory	0	Seminars	0	Language classes	0		
Forma aktywności							Year&Type of studies*		1 SS1,				
Hours with the participation of the academic teacher (including office hours, exams, others):							Semester:		1,				
Hours without the participation of the academic teacher (student's self-study, homeworks):							Type of course:		obligatory				
Total number of hours:							0		Language of instruction:		English		
Teaching form		in-class learning											
Teaching methods		Lectures including multimodal presentations, Activating methods in training classes, Collaborating, group activities, Case studies,											
Prerequisites (required courses and introductory requirements)													
Required courses		None.											
Introductory requirements		None.											
Assessment method, forms and criteria													
Assessment method		Course completion (graded)											
Assessment criteria		Final written test, grades are assigned as follow: 51%-60% - dst (3.0); 61%-70% - dst plus (3.5); 71-80% - db (4.0); 81-90% - db plus (4.5) 91-100% - bdb (5.0)											
Course objectives													
The basic aim of the subject is getting acquaintance by the students with requirements for business and public organizations as well as employees in knowledge era.													
Learning outcomes													
Knowledge		MSG1_W01	Student has fundamental knowledge in the field of economics and its significance in the system of sciences, including related disciplines of science										
		MSG1_W07	Student has an extended knowledge about influence of knowledge era on employees roles and qualifications										
		MSG1_W09	Student has widened knowledge about intellectual capital, knowledge management strategies and process in organisations										
Verification of learning outcomes - Knowledge													
Outcomes		written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project	
		MSG1_W01	X				X		X	X			
		MSG1_W07	X				X			X	X		
		MSG1_W09	X							X	X		
Skills		MSG1_U06	Student practises personal effectiveness rules										
		MSG1_U07	Student understands relations among business entities and has skills to understand them										
		MSG1_U13	Student presents own opinion supporting it with arguments based on selected theories, views of various authors and/or statistical data										
		MSG1_U15	Student prepares speeches and oral presentations in English language referring to										

	selected detailed issues in the field of knowledge management using theoretical approaches and various sources
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Verification of learning outcomes - Skills

Outcomes	written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project
MSG1_U06								X	X		
MSG1_U07								X	X		
MSG1_U13					X			X	X		
MSG1_U15								X	X		

Attitudes		
MSG1_K01	Student understands a need of building his/her individual intellectual capital	
MSG1_K02	Student effectively cooperates in a team	
MSG1_K03	Student communicates with the surrounding properly, determines priorities leading to accomplishment of own or others tasks and bears responsibility for undertaken activities	
MSG1_K07	Student is aware of importance of conduct in working life in professional, ethical way respecting diversity of views and cultures; is aware of corporate social responsibility	

Verification of learning outcomes - Attitudes

Outcomes	written exam	oral exam	test	essay/paper /portfolio	tasks/ homeworks	individual presentation	group presentation	classroom activities	classroom discussion	individual project	group project
MSG1_K01								X	X		
MSG1_K02								X			
MSG1_K03								X	X		
MSG1_K07								X	X		

Course contents

1. The Alvin Toffler's third wave concept
2. Managing personal knowledge: learning styles, knowledge spiral
3. Building individual intellectual capital using 7 habits of highly effective people approach (Be proactive, Begin with the end in mind, Put first things first, Think Win-Win, Seek first to understand, then to be understood, Synergize, Sharpen the saw)
4. Mindmapping
5. Learning Organizations
6. Knowledge strategies in organizations
7. Knowledge management process in organizations

Recommended reading lists
Obligatory literature

1. Toffler A. (1987) The Third Wave, Random House Value Publishing Staff
2. S.R. Covey (1989) 7 habits of highly effective people, Free Press

Additional literature

1. Buzan T. (2002) How to Mind Map, Thorsons
2. P. Dodd, D. Sundheim (2007) The 25 Best Time Management Tools & Techniques, Peak Performance Press
3. Nonaka I., Takeuchi H. (1995) The Knowledge-Creating Company: How Japanese companies create the dynamics of innovation, Oxford University Press
4. Probst G., Raub, S. and Romhardt, K. (2000) Managing Knowledge: Building Blocks for Success, Chichester, Wiley
5. Senge P. M. (1990) The Fifth Discipline: The Art. & Practice of The Learning Organization, Currency



Contact

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* SS1- undergraduate studies * SS2 - graduate studies * SDang - doctoral studies
** MSG - International Economic Relations