

FACULTY OF COMPUTER SCIENCE AND MANAGEMENT**SUBJECT CARD**Name in Polish – **Podstawy finansów**Name in English – **Essentials of finance**Main field of study – **Management**Specialization: **Organizational Management**Level and form of studies: **1st level, full-time**Type of subject: **obligatory**Subject code **FBZ1150W**Group of courses **No**

	Lecture	Classes	Laboratory	Project	Seminar
Number of hours of organized classes in University (ZZU)	30				
Number of hours of total student workload (CNPS)	60				
Form of credition	Crediting with grade				
For group of courses mark (X) final course					
Number of ECTS points	2				
including number of ECTS points for practical (P) classes					
including number of ECTS points for direct teacher-student contact (BK) classes	1				

PREREQUISITES RELATING TO KNOWLEDGE, SKILLS AND OTHER COMPETENCES

1. Competencies in mathematics confirmed by positive marks on certificate from a high school.
2. Skills of making notes during lectures and studying recommended literature.
3. Social competencies allowing taking part in lectures conducted for big student groups.

SUBJECT OBJECTIVES

- C1. Acquiring by students the essential knowledge components from the area of basic finance, such as:
- C1.1 Notion of finance,
 - C1.2 Development of finance as knowledge/science,
 - C1.3 Fundamental financial categories,
 - C1.4 Role and functioning of money in economy,
 - C1.5 Notion of rate of return (percentage rate), types and components of percentage rates,
 - C1.6 Time value of money,
 - C1.7 Notion of value in finance,
 - C1.8 Notion and measuring of risk in finance,
 - C1.9 The essence, functions and components of financial system of economy (including system in Poland),
 - C1.10 Basic financial instruments.
- C2. Mastering by students:

- C2.1 The skills of correct usage of notions and financial terminology from the scope of fundamentals of finance,
- C2.2 The skills of classification and description of fundamental financial events and processes,
- C2.3 The skills of interpretation and basic analysis and evaluation of financial events and processes.
- C3. Acquiring and developing by students the social competencies, such as:
- C3.1 Responsible behavior and responsibility for oral and written statements,
- C3.2 Fairness and truth in conduct in academic environment and in a society,
- C3.3 Positive influence on functioning of a student group (coherent with subject objectives),
- C3.4 Tolerance for cultural differences, respect for personal individual choices not limiting freedoms of others, skills of finding areas of agreement and cooperation in a changing, multicultural society.

SUBJECT EDUCATIONAL EFFECTS of students who have got credition

– **from a scope of knowledge – they have basic knowledge in finance, that is they:**

PEK_W01 – know etymology of a “finance” term and basic stages of finance development,

PEK_W02 – know subject and methods of research of finance and various specific financial disciplines,

PEK_W03 – know and understand basic financial categories, such as price, revenue, income, profit, percentage rate, rent, expenditure, cost, amortization, loan, credit, deficit, debt,

PEK_W04 – have knowledge on role and functioning of money in economy,

PEK_W05 – know a notion of a percentage rate, identify types and components of percentage rates,

PEK_W06 – have knowledge on time value of money, inflation and its results, and methods of measuring the time value of money,

PEK_W07 – know a notion of value in finance and know methods of financial valuation,

PEK_W08 – know a notion of income and various rates of income,

PEK_W09 – know a notion of risk and know methods of measuring risk,

PEK_W10 – have knowledge on the essence, functions, and components of financial system in economy (particularly in Poland),

PEK_W11 – know and characterize basic financial instruments of transfer of capital and transfer of risk.

– **from a scope of skills – they can correctly apply learned notions and methods of finance for classifying, describing, analyzing and evaluating financial events and processes, that is they:**

PEK_U01 – can correctly use the notions and financial terminology from the scope of fundamentals of finance,

PEK_U02 – can present/describe typical financial events and processes,

PEK_U03 – are able to perform a quantitative analysis of financial events and interpret and evaluate results of analysis.

– **from a scope of social competencies – they acquire and develop social competencies, such as:**

PEK_K01 – openness on information presented in media on financial topics,

PEK_K02 – consciousness of a need of an analytical/critique approach towards financial information received and financial opinions presented ,

PEK_K03 – activity in looking for supplementary information and its selection and verification,

PEK_K04 – care for developing ability of independent application of acquired knowledge and skills,

PEK_K05 – consciousness of influence of applied financial solutions on economy, producers, consumers and social development,

PEK_K06 – objectivism in evaluating arguments of others, rational approach in supporting

own points of view with application of knowledge of basics of finance,
PEK_K07 – conforming to good habits and rules of behavior obligatory in academic environment and in society.

PROGRAMME CONTENT

Form of classes - lecture		Number of hours
Lec 1	Organizational matters. Notion of finance, finance development and disciplines of finance.	2
Lec 2	Basic financial categories.	2
Lec 3	Role and functions of money in economy.	5
Lec 4	Notion of percentage rate, types and components of percentage rates.	2
Lec 5	Time value of money. Intermediate written knowledge and skills verification.	5
Lec 6	Notion of value in finance, topic of valuation and of income rate.	2
Lec 7	Notion and measure of risk.	2
Lec 8	The essence, functions and components of financial system in economy (particularly in Poland).	5
Lec 9	Basic financial instruments. Final written knowledge and skills verification	5
	Total hours	30
Form of classes - class		Number of hours
Cl 1		
Cl 2		
...		
	Total hours	
Form of classes - laboratory		Number of hours
Lab 1		
Lab 2		
...		
	Total hours	
Form of classes - project		Number of hours
Proj 1		
Proj 2		
...		
	Total hours	
Form of classes - seminar		Number of hours

Sem 1		
Sem 2		
...		
	Total hours	

TEACHING TOOLS USED

- N1. Traditional lecture
 N2. Lecture with application of slides (projector and computer)
 N3. Written knowledge and skills verification
 N4. Consultations
 N5. Individual work – studying and preparation for knowledge and skills verification.

EVALUATION OF SUBJECT EDUCATIONAL EFFECTS ACHIEVEMENT

Evaluation (F – forming (during semester), P – concluding (at semester end))	Educational effect number	Way of evaluating educational effect achievement
F1	PEK_W01÷PEK_W06 PEK_U01÷PEK_U03 PEK_K01, PEK_K02, PEK_K04÷PEK_K07	Written knowledge and skills verification
F2 = P	PEK_W01÷PEK_W11 PEK_U01÷PEK_U03, PEK_K01, PEK_K02, PEK_K04÷PEK_K07	Written knowledge and skills verification

PRIMARY AND SECONDARY LITERATURE

PRIMARY LITERATURE:

- [1] Ritter L.S., Silber W.L., Udell G.F., Principles of Money, Banking and Financial Markets, Prentice Hall, 1997.
 [2] Shao S.P., Shao S.P. Jr., Mathematics for management and finance, South-Western Publishing Co., 1986.

SECONDARY LITERATURE:

- [1] Jajuga K., Elementy nauki o finansach, PWE, Warszawa 2007.
 [2] Owsiak S., Podstawy nauki finansów, PWE, Warszawa 2002.

SUBJECT SUPERVISOR (NAME AND SURNAME, E-MAIL ADDRESS)

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MATRIX OF CORRELATION BETWEEN EDUCATIONAL EFFECTS FOR SUBJECT
Essentials of finance
 AND EDUCATIONAL EFFECTS FOR MAIN FIELD OF STUDY **Management**
 AND SPECIALIZATION **Organizational Management**

Subject educational effect	Correlation between subject educational effect and educational effects defined for main field of study and specialization (if applicable)**	Subject objectives***	Programme content***	Teaching tool number***
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PEK_W01 (knowledge)	K1_ZARZ_W01, K1_ZARZ_W02	C1.1	Lec1	N1÷N5
PEK_W02	K1_ZARZ_W01, K1_ZARZ_W02	C1.2	Lec1	N1÷N5
PEK_W03	K1_ZARZ_W03	C1.3	Lec2	N1÷N5
PEK_W04	K1_ZARZ_W02, K1_ZARZ_W03	C1.4	Lec3	N1÷N5
PEK_W05	K1_ZARZ_W03	C1.5	Lec4	N1÷N5
PEK_W06	K1_ZARZ_W02, K1_ZARZ_W03	C1.6	Lec5	N1÷N5
PEK_W07	K1_ZARZ_W02, K1_ZARZ_W03	C1.7	Lec6	N1÷N5
PEK_W08	K1_ZARZ_W03	C1.7	Lec6	N1÷N5
PEK_W09	K1_ZARZ_W02, K1_ZARZ_W03	C1.8	Lec7	N1÷N5
PEK_W10	K1_ZARZ_W02, K1_ZARZ_W03, K1_ZARZ_W04, K1_ZARZ_W11	C1.9	Lec8	N1÷N5
PEK_W11	K1_ZARZ_W03, K1_ZARZ_W04, K1_ZARZ_W11	C1.10	Lec9	N1÷N5
PEK_U01 (skills)	K1_ZARZ_U01, K1_ZARZ_U02, K1_ZARZ_U14	C2.1	Lec1, Lec2, Lec4, Lec6, Lec7, Lec9	N1÷N5
PEK_U02	K1_ZARZ_U14	C2.2	Lec2÷Lec9	N1÷N5
PEK_U03	K1_ZARZ_U02, K1_ZARZ_U03, K1_ZARZ_U14	C2.3	Lec2÷Lec9	N1÷N5
PEK_K01 (competences)	K1_ZARZ_K01, K1_ZARZ_K06	C3	Lec1÷Lec9	N1÷N5
PEK_K02	K1_ZARZ_K01, K1_ZARZ_K04 K1_ZARZ_K06	C3	Lec1÷Lec9	N1÷N5
PEK_K03	K1_ZARZ_K01, K1_ZARZ_K04 K1_ZARZ_K05, K1_ZARZ_K06	C3	Lec1÷Lec9	N1÷N5
PEK_K04	K1_ZARZ_K01, K1_ZARZ_K04 K1_ZARZ_K03, K1_ZARZ_K06	C3	Lec1÷Lec9	N1÷N5
PEK_K05	K1_ZARZ_K04, K1_ZARZ_K05 K1_ZARZ_K06,	C3	Lec1÷Lec9	N1÷N5
PEK_K06	K1_ZARZ_K02, K1_ZARZ_K06,	C3	Lec1÷Lec9	N1÷N5
PEK_K07	K1_ZARZ_K02, K1_ZARZ_K04	C3	Lec1÷Lec9	N1÷N5

** - enter symbols for main-field-of-study/specialization educational effects

*** - from table above