

## ITEM CARD (SYLLABUS)

### Description of the course

Code course		Course name	PREPARATION AND SUBMISSION OF DIPLOMA THESIS		
IBF/O/I/NS/H.52			PRZYGOTOWANIE I ZŁOŻENIE PRACY DYPLOMOWEJ		
Language		English			
Academic Year		2024/2025			
Direction of study		International Business and Finance			
Level of education (study)		Level 1			
Profile of education (study)		General academic			
Form of study		Extramural			
Semester / semesters		6			
Belonging to a course groups		H-Preparation of the diploma thesis and examination			
Course status		Compulsory			
Form of classes, hours, ECTS points		Form of classes	Number of hours	Number of ECTS points	
		Other contact hours	10 [h]	10 ECTS	
		Classes without a teacher – student’s own work	240 [h]		
		Seminar	[h]		
Relationship of subject	with profile of education (study)	Related to conducted scientific activity in the field of economics and finance			10 ECTS
	with qualifications	-----			ECTS
	with discipline	Economics and finance			10 ECTS
Form of teaching		traditional - classes organized at the University			
The criterion for the selection of students		All students of International Business and Finance			
Unit running course		Department of Business and International Finance			
Coordinator		Prof. Sławomir I. Bukowski			
Faculty www address		http://weif.uniwersytetradom.pl			
E-mail, phone number of coordinator		s.bukowski@uthrad.pl; 48 361 70 10			

### COURSE OUTCOMES, METHODS OF TEACHING AND VERIFICATION OF THE EFFECTS OF EDUCATION

Purpose of the course:	Verify students have acquired the skills of using their knowledge from the first-cycle studies of International Business and Finance to solve practical or research problems important from the perspective of social sciences.
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Course teaching content:	<p>The course content is related to conducted scientific research.</p> <p>The seminar is completed subject to the submission of diploma dissertation.</p> <p><i>The assessment criteria of learning outcomes consist of the following elements:</i></p> <ul style="list-style-type: none"> <li>- convergence of the topic and subject of studies</li> <li>- correct formulation of the purpose and conclusions</li> <li>- achievement of the learning outcomes for International Business and Finance</li> <li>- correct structure and arrangement of the dissertation,</li> <li>- correct selection and use of sources</li> <li>- the formal aspects of the dissertation.</li> </ul> <p>The diploma examination at the first-cycle studies of International Business and Finance consists of:</p> <ul style="list-style-type: none"> <li>- presentation of the diploma dissertation, in particular, its objective, scope and conclusions arising from research,</li> <li>- answering a question on core subjects,</li> <li>- answering a question on the subject of studies,</li> <li>- answering a reviewer's question on the diploma dissertation</li> </ul> <p>The above questions are picked at random by students.</p> <p>First-cycle students of International Business and Finance pass their diploma examinations if they gain a minimum of fair grades for the examination components listed above.</p> <p>The diploma grade is determined as follows:</p> <ul style="list-style-type: none"> <li>- The average of the grades awarded in the course of studies – weighing 0.6</li> <li>- The average of the supervisor's and reviewer's grades for the dissertation - weighing 0.2</li> <li>- The average of the grades for the diploma exam – weighing 0.2</li> </ul>
	Method of teaching:
	Grading criteria, criteria for assessing learning outcomes, method of calculating the final grade:

Education effects for the course in relation to the direction effects and form of classes				Verification methods of learning outcomes (form check)	
Number of education effect	Description effects of education for the subject (PEU) Student who has completed the course (W) knows and understands/(U) is able to /(K) is ready to:	Directional learning effect (KEU)	Form of realization of teaching	Examination form	Form check
W1	Students have advanced knowledge about the subject matter of their diploma dissertations and the methods of their research	K_W01	Classes without teachers, Consultations	Submission of dissertation, diploma examination	Not applicable
W2	Students have advanced knowledge about the protection of intellectual property and copyright	K_W14	Classes without teachers, Consultations	Submission of dissertation, diploma examination	Not applicable
U1	Students are able to prepare for and write their diploma dissertations, where they use their knowledge of economics, finance, and related disciplines.	K_U01 K_U08	Classes without teachers, Consultations	Submission of dissertation, diploma examination	Not applicable
U2	Students are able to gather and select data necessary to assess and analyse developments to be covered in their	K_U05	Classes without teachers,	Submission of dissertation, diploma	Not applicable

	diploma dissertations		Consultations	examination	
K1	Students are aware of the levels of their knowledge, which they can use for their diploma dissertations	K_K01	Classes without teachers, Consultations	Submission of dissertation, diploma examination	Not applicable
K2	Students are aware of how important it is to follow the principles of ethics.	K_K05	Classes without teachers, Consultations	Submission of dissertation, diploma examination	Not applicable

Recommended reading, literature supplement, teaching aids
Proper to the subject of diploma dissertation

Student workload needed to achieve the assumed learning outcomes - balance of ECTS points			
Participation in classes, activities	Student's working hours [h]		
	Other hours. Contact (IGK)	Classes without a teacher – student's own work (ZBN)	Classes
Participation in Lectures/ Seminars	X	X	.....[h]
Participation in Exercises/Laboratories	X	X	.....[h]
Participation in the Consultation	10[h]	X	X
Preparing to lectures/ exercises/seminars Preparation for an examination	X	240[h]	X
Summary of student's workload	10[h]/0,4 ECTS	240 [h]/ 9,6 ECTS	0[h]/ 0 ECTS
Points of ECTS for subject	250 [h] / 10 ECTS		

Additional information and remarks
For students with special needs, including those with disabilities and chronic illnesses, the methods and forms of verifying learning outcomes specified above (in the course syllabus) are appropriately adjusted to meet the individual needs of these students. "The detailed rules and rights of students with special needs, including those with disabilities and chronic illnesses, regarding participation, assessment, and examinations, are specified in the Study Regulations, Study Rules, and Procedures for Ensuring Accessibility of the Educational Process for Students with Special Needs, including those with disabilities and chronic illnesses."