

COURSE GUIDE

<u>Subject name</u>	FINANCE
<u>Course of study</u>	Quality and Production Management
<u>The form of study</u>	Full-time
<u>Level of qualification</u>	First
<u>Year</u>	I
<u>Semester</u>	I
<u>The implementing entity</u>	Institute of Finance, Banking and Accountancy
<u>The person responsible for preparing</u>	dr Dariusz Wielgorka
<u>Profile</u>	General academic
<u>Course type</u>	Principal
<u>ECTS points</u>	3

TYPE OF TEACHING – NUMBER OF HOURS PER SEMESTER

LECTURE	CLASS	LABORATORY	PROJECT	SEMINAR
15	15			

COURSE AIMS

- C1. Transmit basic knowledge to a student from the area of finance.
- C2. To acquaint the student with the essence of monetary phenomena in the economy - the identification and characterization of the basic mechanisms of financial system functioning.
- C3. Preparing students to analyze a variety of financial phenomena.

ENTRY REQUIREMENTS FOR KNOWLEDGE, SKILLS AND OTHER COMPETENCES

1. Student is able to define basic economic categories.
2. Student has the ability to see and analyse the basic economic phenomena.
3. Student has the ability to collect and process information.
4. Student has the ability to apply basic mathematical methods and tools.
5. Student can complement and improve the acquired knowledge and skills.

LEARNING OUTCOMES

EU 1- Student has the basic concepts of finance science, including the nature of the financial system of the state.

EU2- Student describes the structure of the banking system in Poland and tasks of the central bank.

EU3- Student calculates the time value of money.

COURSE CONTENT

Type of teaching – LECTURE	Number of hours
W1-W2 - Purpose and scope of finance: concept, features and systematics of finance, financial phenomena	2
W3-W4 - Financial system and its components, the financial policy of the state	2
W5-W6 - Money and its functions. Essence, causes and effects of inflation	2
W7-W8 - Banking system. The central bank and its functions	2
W9-W10 - Selected issues of public finance. Revenue and expenditures of the public sector, public debt, state budget, local government budget	2
W11-W12 - Tax system in Poland	2
W13-W15 - Sources of financing the production activity, including structural funds	3
Type of teaching – CLASSES	Number of hours
C1 - Introductory classes. Finance as a science	1
C2-C4 - Money and its price (nominal, real and effective interest rate). Percentage versus percentage point	3
C5-C9 - Time Value of Money (simple interest, compound interest, multiple interest capitalization, variable interest rate, interest rate for the sub-period)	5
C10-C11 - Cash flow payments	2
C12-C13 - Annuity	2
C14 - Perpetuity	1
C15 - Final test	1

TEACHING TOOLS

1. Textbooks from finance
2. Projector, Power Point presentations
3. Blackboard, chalk, markers
4. Overhead projector, transparencies

WAYS OF ASSESSMENT (F – FORMING, P – SUMMATIVE)

F1. Activity exercises

P1. Final test covering the theoretical issues from classes and lectures plus practical exercises

STUDENT WORKLOAD

Form of activity		Average number of hours for realization of the activity		
		[h]	ECTS	ECTS
Contact hours with the teacher	LECTURE	15	0.6	1.0
Preparing to test		10	0.4	
Contact hours with the teacher	CLASSES	15	0.6	1.2
Preparing to classes		15	0.6	
Getting Acquainted with the indicated literature		15	0.6	0.6
Consultation		5	0.2	0.2
TOTAL NUMBER OF HOURS / ECTS CREDITS FOR THE COURSE		75	3	

TEACHING TOOLS

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WAYS OF ASSESSMENT (F – FORMING, P – SUMMATIVE)

F1. Activity exercises

P1. Final test covering the theoretical issues from classes and lectures plus practical exercises

STUDENT WORKLOAD

Form of activity		Average number of hours to complete the activity		
		[h]	ECTS	ECTS
Contact hours with the teacher	LECTURE	15	0.6	1.0
Preparing for test		10	0.4	
Contact hours with the teacher	CLASSES	15	0.6	1.8
Preparation for classes		15	0.6	
Getting acquainted with the indicated literature		15	0.6	
Consultation		5	0.2	0.2
TOTAL NUMBER OF HOURS / ECTS CREDITS FOR THE COURSE		$\Sigma 75$	$\Sigma 4$	

BASIC AND SUPPLEMENTARY RESOURCE MATERIALS

Basic resources:

1. Wiliński W.P. Finance. SGH Warsaw 2015.
2. Management of Enterprises' Finance: Theory and Practice [ed.] T. Słoński, K. Daszyńska-Żygadło, Publishing House of Wrocław University of Economics, 2014.
3. Keown A. J., Martin J. D., Petty J. W.: Foundations of Finance: the Logic and Practice of Financial Management, Boston : Pearson, 2014.

Supplementary resources:

1. Wilson Thomas C.: Value and Capital Management: a Handbook for the Finance and Risk Functions of Financial Institutions. Chichester : John Wiley and Sons, 2015.
2. Patterson R.: Compendium of Finance in Polish & English: Wyd. Zielona Sowa, 2011

TEACHERS (NAME, SURNAME, E-MAIL ADDRESS)

1. dr inż. Dariusz Wielgorka (darwielg@zim.pcz.pl)
2. dr Waldemar Szczepaniak (waldeks@zim.pcz.pl)
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4. dr Zuzanna Ostraszewska (zuzanna@zim.pcz.pl)

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MATRIX OF LEARNING OUTCOMES REALISATION

Learning outcome	Reference of given outcome to outcomes defined for whole program (PRK)	Course aims	Course content	Teaching tools	Ways of assessment
EU 1	K_W01; K_U01; K_U02; K_U11	C1, C2, C3	W 1-6, W9-W15, C1	1,2	P1
EU 2	K_W01; K_U01; K_U02; K_U11	C1, C2, C3	W 7-W8, C1-W4	1,2,3,4	P1
EU 3	K_W01; K_W02; K_U01; K_U02; K_U11	C1, C2, C3	C 2-W14	1, 3	F1, P1

FORM OF ASSESSMENT - DETAILS

	grade 2	grade 3	grade 4	grade 5
EU1	Student is not able to define the basic concepts related to	Student characterizes the concept, functions and object of finance. It can make a taxonomy of financial phenomena.	Student characterizes the concept, functions and object of finance. It can make a taxonomy of financial phenomena.	Student characterizes the concept, functions and object of finance. It can make a taxonomy of financial phenomena. Defines the

	finance.		Defines the financial system, lists the elements and relationships between them.	financial system and its functions. Lists the elements of the financial system and the links between them. Student characterizes the nature and objectives of the financial policy of the state.
EU2	Student is not able to provide the structure of the banking system in Poland, can not mention the tasks of the central bank.	The student defines the notion of bank, lists their types. It can mention entities that make up the structure of the banking system in Poland.	The student is able to characterize the structure of the banking system in Poland and the task of the central bank.	Student briefly characterizes the tasks assigned to commercial banks and the central bank. Is able to characterize the structure of the banking system in Poland. Can introduce the functions of the central bank and the objectives and instruments of monetary policy. Demonstrates a basic knowledge of current NBP interest rates.
EU3	Student does not distinguish the present and future money value, can not make a simple calculation of the time value of money.	Student distinguishes simple and compound interest rate. With the use of appropriate analytical formulas can make a simple calculation of the time value of money (when there is no interest capitalization and capitalization is once during a year - for fixed and variable interest rate).	Student distinguishes simple and compound interest rate. Can explain the interest and discounting operations. With the use of appropriate analytical formulas can make the calculation of the time value of money in the case of multiple capitalization of interest during the year (both with fixed and variable interest rate).	Student distinguishes simple and compound interest rate. Can explain the interest and discounting operations. With the use of appropriate analytical formulas can make the calculation of the time value of money in the case of multiple capitalization of interest during the year (both with fixed and variable interest rate). Can calculate the future and present value of irregular payments and annuities.

ADDITIONAL USEFUL INFORMATION ABOUT THE COURSE

1. Information where presentation of classes, instruction, subjects of seminars can be found, etc. - presented to students during first classes, if required by the formula classes are sent electronically to the e-mail addresses of individual dean groups.
2. Information about the place of classes - Information can be found on the website of the Faculty of Management.
3. Information about the timing of classes (day of the week / time) - Information can be found on the website of the Faculty of Management
4. Information about the consultation (time + place) - Information can be found on the website of the Faculty of Management

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Coordinator