

GUIDE TO THE COURSE

Course title	Etics in Management
Form of study	Management
The level of qualification	Stationary
The level of qualification	II level
Year	I
Semester	II
Unit running the program	Institute of Sociology and Management Psychology
The person making	Assistant Professor Leszek Cichoblaziński
Profil	general academic
Type of course	basic
Number of credits ECTS	3

COURSE TYPE - NUMBER OF SEMESTER HOURS

Lectures	Classess	Laboratory	Project	Seminar
30	-	--	--	--

COURSE DESCRIPTION

1. PURPOSE OF THE SUBJECT

C1. Providing knowledge on basic concepts and issues of economic ethics against the general ethics and profound reflection on the ethical considerations of business management of open market.

C2. Ability to use basic moral standards in managerial practice in terms of performing on the open market and ability of professional formulation of moral judgments.

1. REQUIREMENTS FOR KNOWLEDGE, SKILLS AND OTHER COMPETENCIES

1. Student knows and understands the basic concepts of general ethics.

2. Student is able to identify ethical issues in business organizations.

3. Student has a basic knowledge about organization and knows classical and modern concepts of human resource management.

2. LEARNING OUTCOMES

EK 1- Student has a basic ethical knowledge expanded of a new area which is linked to the management of the organization

EK 2- Student has the knowledge and the ability to use different criteria for moral evaluating of the managers actions.

EK 3- Student is able to identify and describe the features of the ethical manager with special emphasis of communication and culture role of the manager.

EK 4- Student knows and understands the rights and obligations of employees included in both the Labour Law and business or professional Ethical Codes.

3. COURSE CONTENT

Type of course - LECTURES	Number of hours
W 1, W2- Introduction to ethics and ethics in management, Man or human resource?	2
W 3, W4, W 5, W 6- Moral virtues. Dignity and justice.	4
W 7, W 8- Is it possible to reconcile the economic life of the moral virtues?	2
W9, W10- The principles of manager's ethical behavior. Ethics recruitment and selection	2
W 11, W12 - Ethical standards organizations as the cultural foundations	2
W 13, W14, W15, W16 - Ethical aspects of organizational behavior	4
W 17, W18- The boundaries of loyalty to the organization	2
W 19, W20- Rights and duties of the employee	2
W21, W22, W 23, W24- Ethics codes	4
W 25, W26- Ethics customer relations.	2
W27, W28- Corporate Social Responsibility	2
W 29, W30 – recapitulation lecture	2

3. TEACHING TOOLS

1. Textbooks and scripts
2. Audiovisual Equipment
3. Case studies
4. Blackboard and chalk

4. METHODS OF EVALUATION (F – FORMING; P - SUMMARY)

F1. Case studies

F2 Students Presentations.

5. STUDENT WORK BURDEN

Activity form	Average number of hours to complete activity
Hours of contact with the teacher	30
Preparing for the classes	15
Preparation for pass / fail test	15
Execution of paper	10
Participation in consultations	5
Total	75
TOTAL ECTS POINTS FOR THE COURSE	3

6. BASIC AND SUPPLEMENTARY LITERATURE

Basic literature:

1. .Joseph W. Weiss, Business Ethics, The Dryden Press, Orlando 1998.

Supplementary literature:

1. Ronald C. Arnett, Janie M. Harde Fritz, Leeanne M. Bell, Communication Ethics Literacy, SAGE, Thousand Oaks 2009.

7. TEACHER (name, E-MAIL ADDRESS)

dr Leszek Cichoblaziński, lech@zim.pcz.pl

dr inż. Anna Słocińska

8. MATRIX EFFECTS OF EDUCATION

The effect of education	The reference to the effects of the effect defined for the entire program	Objectives of the course	Course content	Teaching Tools	Evaluation method
EK1	K_W01 K_W02 K_W04 K_W07	C1, C2	W1-W8	1 , 2, 3,4	F1, F2

	K_W08 K_W09 K_W10 K_W13 K_U01 K_U02 K_U05 K_U06 K_U12 K_U16 K_U24 K_K04 K_K06 K_K08				
EK 2	K_W04 K_W07 K_U05 K_U06 K_U12 K_U15 K_K04 K_K06 K_K08	C1, C2	W9-W20	1, 2, 3, 4	F1, F2,
EK 3	K_W05 K_W07 K_W13 K_W20 K_U16 K_U24 K_K02 K_K03 K_K06 K_K08 K_U11	C1, C2	W9-W20	1, 2, 3, 4	F1, F2,
EK 4	K_W07 K_W09 K_W13 K_U02 K_U04 K_U08 K_U12 K_U16 K_K01 K_K04 K_K08 K_U10	C1, C2	W21-W28	1, 2, 3, 4	F1, F2,

9. EVALUATION FORM – DETAILS

	Mark 2	Mark 3	Mark 4	Mark 5
EK 1	Student does not have a basic ethical knowledge expanded of a new area which is linked to the management of the organization	Student has a basic ethical knowledge	Student has a basic ethical knowledge expanded of a new area which is linked to the management of the organization	Student has a broad ethical knowledge expanded of a the area of management of the organization
EK 2	Student does not have the knowledge and the ability to use different criteria for moral evaluating of the managers actions.	Student has the basic knowledge about criteria of moral evaluating of the managers actions.	Student has the basic knowledge and the ability to use different criteria for moral evaluating of the managers actions.	Student has the broad knowledge and the ability to use different criteria for moral evaluating of the managers actions.

EK 3	Student is not able to identify the features of the ethical manager.	Student is able to identify the basic features of the ethical manager.	Student is able to identify and describe the features of the ethical manager.	Student is able to identify and describe the variety of features of the ethical manager with special emphasis of communication and culture role of the manager.
Efekt 4	Student does not know the rights and obligations of employees included in both the Labour Law and Ethical Codes.	Student knows the basic rights and obligations of employees included in both the Labour Law and Ethical Codes.	Student knows and understands the rights and obligations of employees included in both the Labour Law and Ethical Codes.	Student knows and understands the rights and obligations of employees included in both the Labour Law and business or professional Ethical Codes.

10. OTHER USEFUL INFORMATION ABOUT THE SUBJECT

1. Information where you can see the presentations to classes, instructions to the lab, etc. - the information presented to students in the class, if required by the formula classes are sent electronically to the e-mail addresses of individual groups dean
2. Information about the location of event schedule - information can be found on the website of the department
3. Information on the timing of the course (day of week / time) - information can be found on the website of the department
4. Information on the consultation (hours + seats) - are given to students at the first meeting can be found on the website of the department and in the doorway of individual employees

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Signature