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**SYLLABUS OF
INTERNATIONAL BUSINESS AND FINANCE**

**FIRST-CYCLE GENERAL ACADEMIC,
FULL-TIME AND PART-TIME STUDIES**

Language of instruction: English

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1. GENERAL DESCRIPTION OF THE SUBJECT

1. Name of the subject: *International Business and Finance*
2. ISCED classification: *0311*
3. Level of studies: *first-cycle*
4. Polish Framework level: *6*
5. Profile of studies: *general academic*
6. Scientific discipline: *Economics and finance*
7. Percentage shares of ECTS for each discipline: *Economics and finance 100%*

2. DESCRIPTION OF THE ASSUMED EDUCATIONAL OUTCOMES

2.1. Table of references of the educational outcomes to universal first-cycle characteristics laid down in the Integrated Qualification System Act of 22 December 2015 and second-cycle characteristics set out in the regulations issued by force of Article 7 Section 3 of the Act

EDUCATIONAL OUTCOMES					
Name of the subject: <i>International Business and Finance</i>					
Level of studies: <i>first-cycle</i>					
Polish Framework level: <i>6</i>					
Profile of studies: <i>general academic</i>					
Scientific discipline: <i>Economics and finance (a field of social sciences)</i>					
No.	Symbol of educational outcomes (KEU)	Description of outcomes for the subject	Universal first-cycle educational characteristics (U) symbol	Universal second-cycle educational characteristics of the Polish Framework level 6 (S) symbol	
KNOWLEDGE (K)					
1	K_W01	Knows and understands the theories and general research methodology in the discipline of economics and finance to an advanced degree	P6U_W	P6S_WG	
2	K_W02	Knows and understands the evolution of views of major schools of economics and theories of finance from classic economics to key 20 th century currents to an advanced degree	P6U_W	P6S_WG	
3	K_W03	Knows and understands the subsystems and structures of the national and global economies, including the financial system and its elements, objectives and rules of operation to an advanced degree	P6U_W	P6S_WG	
4	K_W04	Knows and understands the methods and tools of economic and financial analysis that can serve to describe structures, institutions and entities as well as processes in and among them, including on the international scale, to an advanced degree	P6U_W	P6S_WG	
5	K_W05	Knows and understands the techniques and tools of acquiring, processing and analysing data proper to describing business and international finance developments to an advanced degree	P6U_W	P6S_WG	
6	K_W06	Knows and understands the rules of creating, the legal forms of organisation, sources of financing and factors determining the development of enterprise in the domestic and/or international market to an advanced degree	P6U_W	P6S_WG	
7	K_W07	Knows and understands the characteristics of man as the culture creator and subject constituting social and above all economic structures as well as the principles of their operation in the context of international business and finance development to an advanced degree	P6U_W	P6S_WG	
8	K_W08	Knows and understands the basics of managing an organisation on a domestic and/or international scale to an advanced degree	P6U_W	P6S_WG	
9	K_W09	Knows and understands the specificity of information systems, the role and significance of information resources and data processing methods in the contemporary organisations and economies to an advanced degree	P6U_W	P6S_WG	
10	K_W10	Knows and understands processes connected to changes in the economy, particularly in the context of ongoing integration and globalisation processes and the associated dilemmas to an advanced degree	P6U_W	P6S_WG	
11	K_W11	Knows and understands the legal norms governing social institutions in the economy, their regularities, sources, nature, changes, and functioning to an advanced degree	P6U_W	P6S_WK	
12	K_W12	Knows and understands fundamental legal and economic conditions of professional activity, relations and interdependences among economic and financial structures and institutions in the market economic on the domestic			

		and international scale to an advanced degree	P6U_W	P6S_WK
13	K_W13	Knows and understands the principles of creating and developing individual enterprises to an advanced degree	P6U_W	P6S_WK
14	K_W14	Knows and understands concepts and principles related to the protection of industrial property and copyright.	P6U_W	P6S_WK
SKILLS (S)				
15	K_U01	Can use their knowledge of economics and finance to identify and interpret complex and atypical economic and financial phenomena.	P6U_U	P6S_UW
16	K_U02	Can analyse and forecast international business and finance processes and phenomena using standard social science methods and tools, including advanced information and communication techniques.	P6U_U	P6S_UW
17	K_U03	Can use their knowledge of economics and finance to use normative systems prevailing in the national economy and international legal regulations.	P6U_U	P6S_UW
18	K_U04	Can correctly identify the economic environment and analyse phenomena there to diagnose and solve problems in international business and finance.	P6U_U	P6S_UW
19	K_U05	Can correctly gather and select useful and comparable data required to evaluate and analyse phenomena in international business and finance.	P6U_U	P6S_UW
20	K_U06	Can properly interpret basic book-keeping records and construct a basic financial plan. Can suggest resolutions to disputable issues.	P6U_U	P6S_UW
21	K_U07	Can use their knowledge to formulate and solve problems and carry out tasks typical to the professional activities in their field of studies.	P6U_U	P6S_UW
22	K_U08	Can speak accurately and coherently and prepare written assignments on basic issues of international business and finance using advanced theoretical approaches in both economics, finance, and related disciplines.	P6U_U	P6S_UK
23	K_U09	Can take part in debates, present, assess, and discuss varying opinions and stances.	P6U_U	P6S_UK
24	K_U10	Can find, analyse, and use information from foreign language sources at level B2, including such specific to their field of studies.	P6U_U	P6S_UK
25	K_U11	Can create coherent oral and written utterances in a foreign language at level B2, including such specific to their field of studies.	P6U_U	P6S_UK
26	K_U12	Can work and cooperate in a group assuming a variety of roles and using a foreign language at level B2, including such specific to their field of studies.	P6U_U	P6S_UK
27	K_U13	Can plan and organise their work, individual and in a team.	P6U_U	P6S_UO
28	K_U14	Can cooperate with others as part of team work, also interdisciplinary.	P6U_U	P6S_UO
29	K_U15	Can independently plan and pursue their lifelong learning.	P6U_U	P6S_UU
SOCIAL COMPETENCES (C)				
30	K_K01	Ready to assess their knowledge critically and acknowledge the significance of knowledge in solving cognitive and practical problems.	P6U_K	P6S_KK
31	K_K02	Ready to discharge social obligations and organise activities for the social environment.	P6U_K	P6S_KO
32	K_K03	Ready to initiate actions for public interest.	P6U_K	P6S_KO
33	K_K04	Ready to think and act in an enterprising manner.	P6U_K	P6S_KO
34	K_K05	Ready to maintain appropriate relations in their professional environment, follow the principles of professional ethics, and care for professional achievements and traditions.	P6U_K	P6S_KR
Σ	Total outcomes: 34: W - 14, U - 15, K - 5			

2.2. Table of coverage of second-cycle educational outcome characteristics with major-related educational outcomes (MREO)

TABLE OF GENERAL EDUCATIONAL OUTCOME CHARACTERISTIC COVERAGE WITH MAJOR-RELATED OUTCOMES	
Name of the subject: International Business and Finance Level of studies: first-cycle Polish Framework qualification level: 6 Scientific discipline: Economics and finance (a field of social sciences)	
	General educational outcome characteristics
	Coverage with major-related educational

No.	Second-cycle Polish Framework characteristics typical for qualifications gained as part of university education (S) symbol	Universal level characteristics under the Polish Qualification Framework (U) symbol	outcomes (EKK) symbol
KNOWLEDGE (K)			
1.	P6S_WG	P6U_W	K_W01, K_W02, K_W03, K_W04, K_W05, K_W06, K_W07, K_W08, K_W09, K_W10
2	P6S_WK		K_W11, K_W12, K_W13, K_W14
SKILLS (SU)			
4.	P6S_UW	P6U_U	K_U01, K_U02, K_U03, K_U04, K_U05, K_U06, K_U07
5.	P6S_UK		K_U08, K_U09, K_U10, K_U11, K_U12
6.	P6S_UO		K_U13, K_U14
7.	P6S_UU		K_U15
SOCIAL COMPETENCES (C)			
8.	P6S_KK	P6U_K	K_K01
9.	P6S_KO		K_K02, K_K03, K_K04,
10.	P6S_KR		K_K05
Σ	Information on the number of covered second-cycle Polish Framework characteristics typical for qualifications gained as part of university education (S)		

3. SYLLABUS DESCRIPTION

1. Form of studies

- full-time
- part-time

2. ECTS score required to complete the studies

- 180

3. Number of terms

- full-time studies 6
- part-time studies 6

4. Programme of studies - Appendix 1

5. Structure of studies

- A. Fundamental courses – 58 ECTS
- B1. Compulsory courses specific to the field of study – 55,5 ECTS
- B2. Elective courses specific to the field of study – 37 ECTS
- D. Humanities or social science classes- 5 ECTS
- D 1. Compulsory courses in the field of humanities - 3 ECTS
- D 2. Elective courses in the field of humanities – 2 ECTS
- E. General university courses – 6,5 ECTS
- F. Professional training – 4 ECTS
- H. Preparation of the diploma dissertation and for the diploma examination – 14 ECTS

6. Description of the particular subjects – Appendix 2

7. Matrix of educational outcomes – Appendix 3

8. Summary quantitative ratios characterising the syllabus

8.1. Total ECTS required of students:

No.	Summary quantitative ratios of the syllabus	ECTS
1	Total ECTS assigned to courses with the direct participation of university teachers or other course administrators and students:	92,2
2	Total ECTS assigned to elective courses:	57
3	Total ECTS assigned to humanities courses:	5
4	Total ECTS assigned to courses connected with research in the discipline of study, serving to prepare students to conduct or take part in research activities	99
5	Total ECTS assigned to courses related to the discipline to which the subject: first-cycle <i>International Business and Finance</i> - discipline: <i>economics and finance</i> is assigned	180

8.2. Total ECTS score assigned to courses connected with research in the discipline of *economics and finance*, serving to prepare students to conduct or take part in research activities

	Courses connected with research in the discipline of study, serving to prepare students to conduct or take part in research activities*			
Subject/ course (name)	Form/s of classes	Total teaching hours of full-time and part-time studies		ECTS score
Fundamental courses	Lecture/ practicals/ laboratories	270/315/60	156/165/30	58/30
Compulsory courses specific to the field of study	Lecture/ practicals/ laboratories/tutorials	255/325/15/60	147/175/10/30	55.5/32
Elective courses specific to the field of study	Lecture/ practicals/ laboratories/tutorials	170/270/-/30	110/110/-/15	37/23
Compulsory courses in the field of humanities	Lecture	30	20	3 / 0
Elective courses in the field of humanities	Lecture	30	15	2 / 0
Compulsory general university courses	Lecture	10	6	0.5 / 0
General university courses of restricted choice	Practicals	180	60	6 / 0
Professional training	Professional training	-	-	4 / 0
Preparation of the diploma dissertation and for the diploma examination	Seminar, diploma dissertation	60	40	14/14
Total:		2080	1089	180/99

8.3. Total number of ECTS points assigned to classes conducted using distance learning methods and techniques

IBF FIRST CYCLE							Classes conducted using distance learning methods and techniques					
Course name	Form	Semester	Verification method	Number of hours		ECTS points	Numer of hours		ECTS points	Number of hours in semester		ECTS points
				ST	EM		ST	EM		ST	EM	
Industrial and intellectual property rights protection	L	1	Passing	10	6	0,5	10	6	0,5	10	6	0,5
Financial analysis	L		Passing	15	8	2	15	8	0,5		28	1,5
Language culture	E		Passing	15	10		-	-	-			
Elective course in the field of humanities	L		Passing	30	20	3	30	20	1		45	4,5
Financial markets	L		Passing	30	15	2	30	15	1			
International economic integration	E		Exam	15	10	4	15	10	1			
Elective course 12 (1 z 2): International trade organisations, Credit rating	L		Exam	30	15		-	-	-			
Competitivness of countries and enterprises	L		Passing	15	10	4	15	10	0,5		90	68
Currency market	E		Passing	30	15		-	-	-			
Fundamentals of managerial economics	L	3	Passing	15	8	3	15	8	0,5			
International finance	E		Passing	20	10		-	-	-			
Elective course 1 (1 z 2): Credit risk management in bank Finance management in bank	L		Passing	15	8	3	15	8	0,5			
Business tendency survey and foreign market analysis	L		Passing	20	10		-	-	-			
Elective course 10 (1 z 2) Evaluation of international investment Risk management and international settlements	L		Passing	10	8	3	10	8	0,5	90	49	3
Elective course 11 (1 z 2) International capital transfer International technology transfer	E		Passing	30	10		-	-	-			
Elective course 4 (1 z 2) International economic environment analysis Labour market	L		Passing	10	8	3	10	8	0,5			
Elective course 6 (1 z 2) International Investment funds Stock exchange market analysis	E		Passing	30	10		-	-	-			
Business insurance in international transactions	L	5	Passing	15	8	3	15	8	0,5		60	42
Elective course 2 (1 z 2) International trade in practive International trade transactions	E		Passing	15	10		-	-	-			
Elective course 5 (1 z 2) Financial development and economic growth International commodity exchanges	L		Passing	15	10	4	15	10	0,5			
Elective course 8 (1 z 2) Capital market and firm's financing Development of stock exchanges	E		Passing	30	15		-	-	-			
Elective course 9 (1 z 2) International banking Central banking	L		Passing	15	10	4	15	10	0,5			
	E		Passing	30	15		-	-	-			
Razem										365	239	14,5

9. Professional training

The first-cycle students of *International Business and Finance* must take a minimum of 120 hours of professional training during the 5th term of their studies. Students are awarded 4 ECTS points for the completion of their training.

To evaluate the educational outcomes attained by students on taking their training, each first-cycle student of *International Business and Finance* must have a written certification of their training and an opinion confirming the acceptance and realisation of the outcomes set out in the curriculum.

10. Form of study completion

The completion of studies and the award of a graduation diploma are conditional on the achievement of the outcomes set out in the curriculum, for which 180 ECTS points are awarded, the approval of diploma dissertation, and passing of the diploma examination.

Diploma dissertation is an independent compilation of a scientific problem presenting a student's general knowledge connected with their subject and the skills of independent analysis and inference. During their first-cycle studies of *International Business and Finance* (general academic profile), students prepare their Bachelor dissertations.

A Bachelor dissertation is a written confirmation students have acquired the skill of using their knowledge gained in the course of first-cycle studies of *International Business and Finance* to solve practical or research problems important to social sciences and the discipline of economics and finance.

The subject matter and extent of diploma dissertations must be related to the subject of studies. The process of diploma award, including the conditions and requirements associated with the preparation of a diploma dissertation, as well as the rules of diploma examination, are laid down in the Rules of first-cycle studies of *International Business and Finance*.