

COURSE DESCRIPTION CARD

Bialystok University of Technology Faculty of Engineering Management									
Field of study	Management							Degree level and programme type	first degree/ second degree
Specialisation/ diploma path	-							Study profile	-
Course name	Process management							Course code	IS-FM-00087S
								Course type	elective
Forms and number of hours of educational activities	L	C	LC	P	SW	FW	S	Semester	summer
			30					No. of ECTS credits	6
Entry requirements	principles of management								
Course objectives	Understanding the key aspects of process management in the enterprise. Hands-on learning process design, knowledge of the principles of analysis, modelling and documentation processes. Understanding of modern IT systems supporting the process designing and analysis. Developing creativity and contextual thinking. Prepare reports on project tasks, presentation of the results.								
Course content	Laboratory classes: Process identification. Architecture of business processes. Models and documentation processes. Process description and modelling with IT tools. Analysis and evaluation of processes.								
Teaching methods	laboratory class, projects								
Assessment method	laboratory class - written test								
Symbol of learning outcome	Learning outcomes							Reference to the learning outcomes for the field of study	
	Knowledge: the graduate knows and understands								
LO1	student understand the process approach to business management							Z_W02, Z_W03	
LO2	student understand tasks of business processes management life cycle							Z_W02, Z_W03	
	Skills: the graduate is able to								
LO3	student develops process models							Z_U01, Z_U07	
LO4	student defines criteria and analyses of a process							Z_U05, Z_U15	
	Social competence: the graduate is ready to								
LO5	student independently solves research problems							Z_U01, Z_U15	

Symbol of learning outcome	Methods of assessing the learning outcomes	Type of tuition during which the outcome is assessed	
L01	written test - Lc	SW	
L02	written test - Lc	LC	
L03	written test - Lc	LC	
L04	written test - Lc	LC	
L05	assessment of work in the classroom	LC	
Student workload (in hours)		No. of hours	
Calculation	participation in laboratory classes	30	
	participation in student-teacher sessions related to the classes	5	
	individual working on domain literature	60	
	individual working on BPM case studies	25	
	preparation to written test from laboratory classes	30	
	TOTAL:	150	
Quantitative indicators		HOURS	No. of ECTS credits
Student workload – activities that require direct teacher participation		35	1,4
Student workload – practical activities		115	4,6
Basic references	<ol style="list-style-type: none"> 1. Adonis, Process management handbook. 2. eston, J., & Nelis, J. (2014). <i>Business process management : Practical guidelines to successful implementations</i> (3rd ed.). London ; New York: Routledge/Taylor a. Francis Group.. 		
Supplementary references	<ol style="list-style-type: none"> 1. Vom Brocke, J., & Rosemann, M. (2014). <i>Handbook on Business Process Management 1</i> (Vol. 1, International Handbooks on Information Systems). Berlin, Heidelberg: Springer Berlin / Heidelberg. 2. Smith R. F., Business process management and the balanced scorecard: using processes as strategic drivers, Hoboken, John Wiley a. Sons, 2006. 		
Organisational unit conducting the course	International Department of Logistics and Service Sciences	Date of issuing the programme	
Author of the programme	dr hab. inż. Arkadiusz Jurczuk	22.02.2022	

L – lecture, C – classes, LC – laboratory classes, P – project, SW – specialization workshop, FW - field work, S – seminar