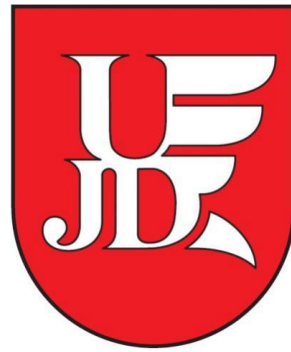


**Jan Dlugosz University
in Czestochowa**



**Courses taught in English
for exchange students
at the Faculty of Law & Economics,
Winter/Fall semester, academic year 2022/23**



Erasmus+

Faculty of Law & Economics

Major: Economics - *Autumn Semester*

Course title	ECTS	Hours	Form	Sem.	<i>Course description</i>
Financial Controlling	3	30	Workshops	5 rd sem.	The subject of the workshop focuses on the basic concepts and categories used in controlling. The relations and practical implications between economic sciences and controlling will be presented. The scope of controlling and a controller's work, as well as his/her duties, tasks and competences will be presented. Elements of management decentralization, general theories related to costs, profitability, budgeting and the financial result of the enterprise will also be discussed. The subject matter of the course will be extended to include an overview of the controlling instruments.
Basics of Management	5	45	Lectures, Seminars	1 st sem.	The syllabus of the course includes knowledge of organizational and management concepts. The classes are meant to develop the ability to identify and analyse problems in the area of business management and to use appropriate tools to solve these problems. These skills will be acquired as a result of discussing numerous practical cases, as well as after various forms of independent work of the Students during the

					classes. The method of conducting classes gives students the opportunity to actively participate in discussions and in team analysis of the problems. This influences the formation of cooperative attitudes and the development of competences preparing for work in a managerial position.
The Basics of finance	5	45	Lectures, Seminars	1 st sem.	The syllabus of the course covers the basics of knowledge on the concepts of the functioning of institutions shaping the economy, financial phenomena occurring in the economic and business entities. The essence and functions of finance. During the course, issues related to the systematics of financial phenomena - functional and subjective will be discussed; creation, functions and types of money; Moreover, the syllabus includes issues such as: Financial policy and its functions - the content of the financial policy and its stabilization, allocation and redistribution function; The role of finance in the creation, exchange and distribution of a social product; Public finance sector - structure of the sector, public revenues and expenses, budget and its instruments influencing the economy, finances of local government, budget deficit and public debt; the outline of the banking system and monetary policy; elements of social and economic insurance; Capital market; the Finance

					of the European Union. Finance of enterprises - organizational and legal forms of economic activity, basic principles of financial management of enterprises.
Tax Systems	3	30	seminars	1 st sem.	The syllabus of the course concerns the familiarization with the basic terminology of taxes and the mechanisms of the Polish tax system. Students will be acquainted with the evolution of views on the role of taxes in various scientific theories and with the issues of "systemic tax law". During the classes, the tax law system and its structure will be discussed. The constitutional tax bases, sources of tax law, tax obligations and liabilities, types of taxes will be presented. Customs procedures and customs proceedings will be presented. Judicial case law will be analysed. An outline of tax systems in selected EU countries will be presented.
Management Accounting	4	45	Lectures, Workshops	3 rd sem.	The contents of the syllabus focus on the transfer of knowledge about the basic types of decision-making problems of the enterprise and the methodology of solving them. The issues of accounting principles, methods and tools in the context of individual management functions at the operational and strategic level will be discussed. During the course, the essence of strategic and operational management accounting will be presented. The ability to

					analyse the break-even point in current management and to estimate the variables necessary to assess the effectiveness of long-term decisions will be developed. Students will learn about the classification of costs for the management and presentation of cost accounting systems - full and variable.
Microeconomics	5	60	Lectures Classes	1 st sem.	During the course, methods of microeconomic analysis are presented along with examples of their practical applications. In particular, the emphasis is placed on the analysis of the following problems: the subject of economics; economic choice; market, demand, supply, demand and supply elasticity; participants in economic life; enterprise: organization, production function, costs, revenues and profits; models of extreme market structures: perfect competition and monopoly; markets for factors of production. The aim is to learn the subject and acquire knowledge of the basics of microeconomics as well as master the language and basic tools of microeconomic analysis. Developing the skills of critical thinking in economic terms by relating theoretical knowledge to economic phenomena occurring at the level of the enterprise and industry.
The Basics of Civil Law	5	45	Lectures		The syllabus covers issues related to the general part of civil law, elements of property law and

			Classes	1 st sem.	selected issues from the general part of the law of obligations. The aim of the course is to familiarize participants with the basic issues and concepts of civil law, in particular the assumptions of the civil law method of regulation, principles of civil law, sources of law, the concept of a civil law relationship, subjective rights and rights, categories of subjects of civil law relations, subject matter of civil law relations, the concept and classification of events legal transactions, with particular emphasis on legal actions.
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Major: Economics – *Spring semester*

Course title	ECTS	Hours	Form	Sem.	<i>Course description</i>
Bookkeeping	4	45	Lectures Workshops	2 nd sem.	The course includes knowledge of the concepts of accountancy as an information system. The basic concepts are related to: balance sheet (assets, liabilities and balance sheet principle), profit and loss account (income and costs versus receipts and expenses), overriding accounting principles and economic operations. Issues related to the bookkeeping account and its functioning will be discussed, as well as the statutory tasks of units in the field of

					accounting - subject scope (including: financial statements) and units obliged to keep accounting - subject scope.
Public Finances	4	45	Lectures Classes	2 nd sem.	During the course students will be introduced to the organization, legal mechanisms and structure of public finance. The course contents will aim to provide knowledge and skills in the functioning of the public finance sector and financial markets. The subject will outline the existing connections between public finance and market economy, as well as present the role of the state and local governments in the economy. The course will define functions and tasks of the public finance sector and the market financial system in the economy, as well as point out their interconnections and interdependencies. The aim of the course is also to make students familiar with the most important theories in finance and banking.
Mathematics	5	45	Lectures Classes	2 nd sem.	The content of the course syllabus will include knowledge of the concepts of mathematical logic, linear algebra, matrix operations, mathematical analysis, differentiation and elements of integral calculus. The classes will foster the development of skills in solving tasks from the discussed range. Such skills can only

					be attained by solving numerous tasks.
Sociology	3	30	Lectures Classes	2 nd sem.	The course will present issues related to the origins of sociology. Students will learn about the laws and social regularities that constitute the subject of sociology. The relationship of sociology to family economics will be addressed. The main theoretical trends in sociology will be discussed. The main theoretical trends in sociology and the basic problems and concepts of sociology will be discussed. Students will expand their knowledge of sociological sub-disciplines.
International Economic Relations	3	30	Lectures Classes	4 nd sem.	The course contents include knowledge of the concepts of the world economy and international economic relations, their evolution, causes and consequences. Demonstration of cause and effect relationships in international economic relations. To provide the basis for students to use basic trade theory, principles of foreign trade policy and exchange rates as well as the theory of international factor flows to analyze problems occurring in economic practice. To introduce them to the institutional structure of the world economy (IMF, World Bank, WTO, OECD) and the balance of payments. The classes foster the development of skills in

					identifying and analysing problems in the world economy and international economic relations and use of tools that enable to solve these problems.
Econometrics	4	30	Lectures Workshops	4 nd sem.	The syllabus content of the course will include knowledge of the concepts of econometric models and the stages of their creation. The classes foster the development of skills in estimating multivariate regression models, nonlinear models, modelling of selected decision problems and types of optimization models.
European project management	3	30	Lectures Workshops	6 nd sem.	The course contents cover the basic concepts and principles of European project management. The course will review EU programmes and funds from recent years. The structure of project planning will be discussed along with economic, financial and risk analysis. Students will expand their knowledge by analysing the project's sensitivity to change and will prepare an idea and assumptions for their own project.
Market Analysis	4	45	Workshops	4 nd sem.	The course contents cover issues related to the basics of market analysis. During the course, students will learn how to analyze the environment of an enterprise, competition, and the development of market phenomena over time. They will broaden their knowledge by

					studying the inertia and adaptability of market phenomena. They will become familiar with cause-effect analysis of market phenomena and learn various methods of market analysis, such as BCG matrix or SWOT analysis.
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Major: Accounting and Taxation - Autumn Semester

Course title	ECTS	Hours	Form	Sem.	Course description
Payroll and HR Software Systems Mgr Beata Wolna	3	30	Labs	3 rd sem.	The course is developed to acquaint students with payroll and HR aspects. After completing the course, the student will acquire practical skills on keeping personal files, recording and settling employees' working time and leaves, calculating and documenting remunerations, bonuses and payments based on civil law contracts. The student will also be acquired with practical ability to use payroll and HR software programs, such as the ZUS electronic services platform (PŁATNIK), which allows preparation, verification and sending insurance documents to the Social Insurance Institution in Poland (ZUS) via the electronic platform.
Finance Dr Piotr Zasepa	6	45	Lectures- final exam Internships	1 st sem.	This course is a study programme designed on fundamentals of business finance. It covers basic financial principles such as money,

					banking and interest rates. Also there are discussed in details such aspects as: global financial system, time value of money, risk and return, basic concepts in international business and global finance, and the use of accounting for financial decision-making. The main purpose of the course is to provide students with basic financial background necessary to understand the corporate segments of the economy.
Basics of Accounting Mgr Beata Wolna	6	60	Lectures – final exam Internships	1 st sem.	During the course the student will get knowledge on basics of accounting. After completing the course, the student will be familiarized with principles of accounting, accounting standards, bookkeeping principles and the role of accounting in business entities.
Introduction to Tax Law Dr Aleksander Słysz	6	30	Lectures – final exam	1 st sem.	Objective of the course is to familiarize the student with tax law. After completing the course the student will be able to use the basic concepts of tax law. The student will acquire knowledge on tax system.
Local taxes and charges	3	15	Workgroups - credit with a grade	5 th sem.	The aim of the course is to familiarize the student with public and government agency charges and fees to be paid for state and local government services. After completing the course, the student will be able to calculate the

					fees and charges. The student will have the knowledge on legal bases to calculate charges and fees paid for local governments.
Value added tax	5	30	Lecture/ workshop	3 rd sem.	Gaining knowledge about indirect taxes and turnover taxes as well as the ideas and principles of value added tax, as well as the common VAT system, sources of law and relations between them. Mastering by the student detailed information on the construction elements of the tax on goods and services. Familiarizing students with special procedures, the reverse charge procedure and formal obligations imposed on taxpayers. Acquiring the ability to apply standards in specific cases (case studies).
Elements of civil law	1	15	Workshop	1 st sem.	Sources of civil law. Application of civil law. Contracts in trade. Preparation of contract conclusion - letters of intent, framework contracts, preliminary contracts. Subject law. Physical people. Legal persons. Legal actions and other civil law events. Elements of the law of obligations - the concept of obligation, debt and liability, contractual obligations. Ownership. Sales agreement. Liability under the warranty. Statutory representation, power of attorney, proxy.

Major: Accounting and Taxation - Spring semester

Course title	ECTS	Hours	Form	Sem.	Course description
Elective Courses I	1	15	Lectures – credits, no assessment	2 nd sem.	
Basics of Economics	5	30	Lectures - exam Internships – credit with a grade	2 nd sem.	The aim of the course is to familiarize the student with principles governing economics. After completing the course the student will be acquainted with concepts, selected economic laws and principles of economic analysis. The student will be able to identify and analyze factors concerning micro- and macroeconomic environments of the enterprise.
Financial Accounting	6	45	Lectures – final exam Internships - credit with a grade	2 nd sem.	Objective of the course is to get student familiar with financial accounting principles. After the course student will be able to: <ul style="list-style-type: none"> ▪ Understand accounting terms and general financial accounting principles ▪ Understand how financial statements are constructed ▪ Read financial statements ▪ Undertake actions on decreasing basic economic operations
IT Accounting Systems (AIS)	3	30	Labs – credit Internships with a grade	2 nd sem.	During the course student will undertake actions to collect, store and process financial and accounting data by using computer-based

					methods for tracking accounting activities and bookkeeping by using AIS. The accounting cycle in SME relating to revenue, expenses, accounting and tax information through issuing analysis reports, requisitions, invoices, checking registers, inventory, payroll and providing financial statements will be the main concern of this course.
Elective courses III	2	30	Lectures – credit without assessment	4 th sem.	
Tax Accounting	6	30	Lectures - exam Internships - credit with a grade	4 th sem.	The course is targeted to acquaint the student with issues on tax accounting. After completing the course, the student will be able to apply in praxis legal regulations regarding tax accounting. The student will have knowledge on principles of business taxation.
Simplified forms of accounting for tax purposes	3	30	Workshop	4 th sem.	During the course, the student is assumed to acquire the ability to keep documentation in accordance with the appropriate form of taxation for a given entrepreneur. Students will learn theoretically and practically the rules of keeping a tax book of revenues and expenses, preparing and storing documents, keeping sales records, records of fixed assets, intangible assets and equipment, and records of tax on

					goods and services.
Elective courses 2	2	15	Workshop	6 th sem.	

Law

Course title	ECTS	Hours	Form	Semester (Fall/ Winter)	Course description
<p>The Court of Justice of European Union - the institution, procedure and case law</p> <p>Dr Karolina Paluszek (przedmiot prowadzony w języku polskim w semestrze zimowym w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru)</p>	3	30	workgroups- pass with grade	Winter	The subject is to discuss the legal basis, powers and functioning of the institution of the Court of Justice of the European Union. Presentation of the types of proceedings before the Court and the procedure. The preliminary ruling procedure. The acte clair and acte éclairé doctrines. Presenting the key principles and tools of interpretation made by the Tribunal in the case-law material. The role of advocates-general and their opinions. Languages and multilingualism at the Court. The CJEU and the constitutional courts of the Member States. CJEU rulings in Polish cases.
<p>Introduction to Polish Criminal Law</p> <p>Dr Aleksander Wróbel (przedmiot prowadzony w języku angielskim w semestrze</p>	3	30	workgroups- pass with grade	Winter	Introduction to the terminology of criminal law. Introduction to the basic institutions of criminal law - historical aspect. Introduction to the basic institutions of criminal law - the concept of a crime, typification of crimes, stages of committing a crime. Introduction to

<p>zimowym w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru)</p>					<p>the basic institutions of criminal law - complicity, counters, insanity, limited sanity. Criminal law aspects of blockchain and cryptocurrencies. Criminal law situation of particularly dangerous perpetrators. Analysis of the case of the "Łódź printer" and the criminal law response to discriminatory practices. Safeguard in the form of pharmacological therapy. Axiological approaches to punishment - the latest tendencies</p>
<p>Medical Law Dr Milena Garwol (przedmiot prowadzony w języku angielskim w semestrze zimowym I letnim w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru)</p>	<p>3 3</p>	<p>30 30</p>	<p>workgroups- pass with grade</p>	<p>Winter Summer</p>	<p>To acquaint students with the basic concepts of executive criminal law in English. To familiarize students with the types of punishments carried out within the framework of executive criminal proceedings. Familiarizing students with the regimes of imprisonment and the provisions on the implementation of preventive measures, including protective therapeutic measures. Presentation of solutions regarding the regimes of serving imprisonment sentences in foreign legal systems. After completing the course, the student has knowledge of English terminology in the field of executive criminal law. Classifies, describes and explains the basic regimes of imprisonment and precautionary measures in the Polish executive criminal law.</p>

Administration

Course title	ECTS	Hours	Form	Semester (Fall/ Winter)	Course description
<p style="text-align: center;">Special entities od public administration</p> <p>Dr Paulina Bieś-Srokosz (przedmiot prowadzony w języku angielskim w semestrze zimowym w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru)</p>	3	30	workgroups- pass with grade	Winter	<p>The definition of public task. The devision of entities of public administration. The division of public administrations because of their legal form. Public administration entities organized under public form of action. Public administration entities in the private-organized form of action. Special entities of public administration: concept and features. Discussion of the Polish National Bank. Discussion of the "Polish Post". Discussion of the "economic self". Description "self-training". Description of the foundation. Discussion of the target funds. Description of agencies as sole shareholder companies of the Treasury. Discussion of the government agencies. Description of the Bank Guarantee Fund.</p>
<p style="text-align: center;">Special regimes of imprisonment in Polish penitentiary law</p> <p>Dr Aleksander Wróbel (przedmiot do wyboru?) (przedmiot będzie prowadzony</p>	3	30	workgroups- pass with grade	Summer	<p>To acquaint students with the basic concepts of executive criminal law in English Acquainting students with the types of imprisonment institutions Ability to develop the subject of executive criminal law in English Developing basic skills in the analysis of current trends</p>

<p>w języku angielskim w semestrze letnim w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru, o ile studenci go wybiorą)</p>					<p>in the development of the execution of imprisonment</p>
<p>The status of women in Polish law in selected countries of the world Dr Ewelina Żelasko-Makowska, prof. UJD (przedmiot prowadzony w języku polskim w semestrze zimowym w roku akademickim 2022/2023 jako przedmiot kierunkowy do wyboru)</p>	<p>3</p>	<p>30</p>	<p>workgroups- pass with grade</p>	<p>Winter</p>	<p>The aim of the course is to present the evolution of social and legal processes related to the status of women in society, in particular on the basis of the principle of equality in European and Polish law.</p> <p>The aim of the subject is to familiarize students with the theory of administrative, civil and criminal law in the field of the status of women in society.</p>