

DESCRIPTION OF THE COURSE OF STUDY

Course code		
Name of the course in	Polish	<i>Praktyka zawodowa</i>
	English	<i>Professional practice</i>

1. LOCATION OF THE COURSE OF STUDY WITHIN THE SYSTEM OF STUDIES

1.1. Field of study	<i>Social work</i>
1.2. Mode of study	<i>Full-time studies</i>
1.3. Level of study	<i>Second-degree Master's studies</i>
1.4. Profile of study*	<i>Practical</i>
1.5. Person/s preparing the course description	<i>Małgorzata Porąbaniec, PhD</i>
1.6. Contact	<i>malgorzata.porabaniec@ujk.edu.pl</i>

2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY

2.1. Language of instruction	English
2.2. Prerequisites*	None

3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY

3.1. Form of classes	<i>Professional practice</i>	
3.2. Place of classes	<i>Field classes</i>	
3.3. Form of assessment	<i>Graded credit</i>	
3.4. Teaching methods	<i>Practical activities</i>	
3.5. Bibliography	Required reading	<ol style="list-style-type: none"> 1. Ustawa z 12 marca 2004 r. o pomocy społecznej (Dz. U z 2013 r. poz. 182 - tekst jednolity z późn. zm.). 2. Sierpowska I., <i>Pomoc społeczna Prawo do świadczeń. Zasady przyznawania świadczeń. Pracownicy pomocy społecznej. Decyzje w sprawach pomocy społecznej</i>, Warszawa 2009. 3. Maciejko W., <i>Instytucje pomocy społecznej</i>, Warszawa 2009.
	Further reading	<ol style="list-style-type: none"> 1. Krasiejko I., <i>Metodyka pracy socjalnej z indywidualnym klientem</i>, „Praca socjalna” 2005, nr 1. 2. Sałustowicz P., <i>Praca socjalna jako inicjator działań na rzecz środowiska lokalnego</i>, „Praca socjalna” 1996, nr 3. 3. Szmagański J., <i>Metoda grupowa w pracy socjalnej</i>, (w:) Pilch T., Lepalczyk I. (red.) <i>Pedagogika społeczna. Człowiek w zmieniającym się świecie</i>, Warszawa 1995.

4. OBJECTIVES, SYLLABUS CONTENT AND INTENDED LEARNING OUTCOMES

<p>4.1. Course objectives (including form of classes)</p> <p>Exercises</p> <p><i>C-1-WC (knowledge) - getting acquainted with the structure, activity and functioning of institutions performing tasks in the field of social assistance, and in particular with the tasks of a social worker</i></p> <p><i>C-2-UC (skills) - preparation for the practical use of knowledge and skills acquired during the course of study as well as methods and forms of work with the charges in a given institution</i></p> <p><i>C-3-KC (social competences) - shaping responsibility for the charges (clients of the social welfare system) and readiness to undertake assistance activities</i></p>
<p>4.2. Detailed syllabus (including form of classes)</p> <p>Topics of practical exercises</p> <p><i>Familiarisation with the structure of facilities as well as formal, legal and financial foundations of their activities.</i></p> <p><i>Familiarisation with the documentation kept by the institutions.</i></p> <p><i>Understanding the rules of directing clients to a given institution</i></p> <p><i>Understanding the principles and scope of cooperation of institutions with other entities</i></p> <p><i>Understanding the characteristics of the clients of the institutions and the environmental determinants of their functioning.</i></p> <p><i>Understanding the difficulties limiting the implementation of statutory tasks.</i></p> <p><i>Familiarisation with the types and the scope of services provided in institutions.</i></p> <p><i>Active participation in activities carried out by institutions during the internship.</i></p> <p><i>Understanding the organizational structure of the institution</i></p> <p><i>Familiarisation with the responsibilities of employees of the institution</i></p> <p><i>Familiarisation with the possibilities and threats related to work in social welfare institutions</i></p>

Familiarisation with the projects and strategies created for individual groups of clients

4.3 Intended learning outcomes

Code	A student, who passed the course	Relation to learning outcomes
within the scope of KNOWLEDGE:		
W01	has an orderly and expanded knowledge of various areas of assistance activities, including terminology, theory and methodology of social work as well as the principles of designing activities in the practical dimension of the social worker profession	PS2P_W06
W02	understands the principles and concepts of intellectual property and its practical use	PS2P_W07
W03	has in-depth knowledge of social welfare clients and participants of social, educational and welfare activities	PS2P_W11
W04	has expanded knowledge of the methodology of performing tasks in the area of social and care activities	PS2P_W12
within the scope of ABILITIES:		
U01	is able to undertake diagnostic and preventive actions corresponding to the needs of an individual and a social group relevant to social work	PS2P_U04
U02	can work in a team performing various roles; is able to accept and assign tasks, has specialized organizational skills enabling the implementation of goals related to designing and undertaking professional activities	PS2P_U11
U03	can creatively relate to the analysis of his own actions	PS2P_U12
within the scope of SOCIAL COMPETENCE:		
K01	is prepared to actively participate in groups, organizations and institutions implementing aid, social, educational and care activities, and is able to communicate with people who are and are not specialists in a given field	PS2P_K04
K02	prepares responsibly for his work, designs and performs social activities	PS2P_K07
K03	sees and formulates moral problems and ethical dilemmas related to his own and someone else's work, looks for optimal solutions, follows the rules of professional ethics of a social worker	PS2P_K08
K04	is aware of the level of their knowledge and skills regarding activities in the field of social work, understands the need for continuous professional training and personal development, performs self-assessment of their own competences and improves their skills, sets the directions of their own development and education	PS2P_K09

4.4. Methods of assessment of the intended learning outcomes

Teaching outcomes (code)	Method of assessment (+/-)		
	Others* detailed criteria for passing are determined each time by the internship tutor in the facility		
	Form of classes		
	<i>L</i>	<i>C</i>	...
W01		+	
W02		+	
W03		+	
W04		+	
U01		+	
U02		+	
U03		+	
K01		+	
K02		+	
K03		+	
K04		+	
U01		+	

**delete as appropriate*

4.5. Criteria of assessment of the intended learning outcomes

Form of classes	Grade	Criterion of assessment
classes (C)*	3	51% - 60% of own work points - outline, diary and internship report
	3,5	61% - 70% of own work points - outline, diary and internship report
	4	71% - 80% of own work points - outline, diary and internship report
	4,5	81% - 90% of own work points - outline, diary and internship report
	5	91% - 100% of own work points - outline, diary and internship report

5. BALANCE OF ECTS CREDITS – STUDENT’S WORK INPUT

Category	Student's workload
	Full-time studies
<i>NUMBER OF HOURS WITH THE DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/</i>	450
<i>Participation in classes</i>	450
<i>INDEPENDENT WORK OF THE STUDENT/NON-CONTACT HOURS/</i>	75
<i>Preparation for the classes</i>	75
<i>TOTAL NUMBER OF HOURS</i>	525
ECTS credits for the course of study	21

**delete as appropriate*

Accepted for execution (date and legible signatures of the teachers running the course in the given academic year)

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