

Annexe no. 5 to Ordinance no. 44 of the Rector of the Jagiellonian University of 27 July 2019

DOCTORAL PROGRAM
in the domain of MANAGEMENT AND QUALITY SCIENCES
applicable from academic year 2019/2020

Doctoral school	Doctoral School in the Social Sciences (DSSS) at the Jagiellonian University in Krakow
Scientific domain and scientific discipline in which DSSS educates	Domain of the social sciences Discipline: management and quality sciences
Length of instruction at DSSS	4 years, 8 semesters
Form of education at the Doctoral School	Stationary
Specification of the main language in which courses are held	Polish and English
Level of education	Level 8 of the Polish Qualifications Framework and European Qualifications Framework
Terms and conditions for realizing curriculum	In order to complete Doctoral School in the Social Sciences (DSSS) in the discipline the following are required: 10) acknowledgement of achieving detailed learning outcomes provided for the Education Program (EP); 11) collecting in the course of realizing the Doctoral Program (DP) at least 40 ECTS, including 30 ECTS related to PhD student's preparation for carrying out research and publishing its results; 12) submitting doctoral thesis in social sciences in the discipline of management and quality sciences.
Terms and conditions for granting ECTS points	1 ECTS = 30 h

Listing of modules (obligatory and optional) with ECTS points assigned

MODULE 1 – SPECIALIZED TRAINING – Selected areas of scientific achievements in management and quality sciences

As part of a module a PhD student is obliged to obtain at least 20 ECTS.

Obligatory:

- 1) Seminar with supervisor related to preparing doctoral thesis – 10 h, 2 ECTS per year = 8 ECTS throughout the entire school;
- 2) Advanced management I – 60 h, discussion session, 6 ECTS;
- 3) Advanced management II – 60 h, discussion session, 6 ECTS.

MODULE 2 – METHODOLOGICAL TRAINING – Methodology of social studies

As part of a module a PhD student is obliged to obtain at least 4 ECTS.

Obligatory:

- 1) Research methodology in social sciences – 30 h, lecture, 2 ECTS.

Optional:

- 1) Qualitative research (including e.g. organizational ethnography, case study) and data analysis methods – 60h, workshop, 4 ECTS;
- 2) Quantitative research and data analysis methods – 60 h, workshop, 4 ECTS.

Attention: Courses may be conducted in Polish or English according to the course offer announced for a given year.

MODULE 3 – ACADEMIC COMPETENCE – Conditions for developing scientific career

As part of a module a PhD student is obliged to obtain at least 10 ECTS.

Obligatory:

- 1) Legal and ethical aspects of research activity – 30 h, lecture, 2 ECTS;
- 2) Course in modern foreign language on level C1, 4 ECTS;
- 3) Health and Safety of Education course, 4 h, 0 ECTS.

Optional:

	<p>As part of the module DS may offer PhD student the following courses to choose:</p> <ol style="list-style-type: none"> 1) Scientific career management (including communication in science and business, time management) – 30 h, discussion session, 3 ECTS; 2) Financing scientific research and research project management – 60 h, discussion session, 4 ECTS; 3) Scientific writing and paper development workshops – 20 h each year (in total 80 h), workshop, 2 ECST per year = 8 ECTS throughout the entire school; 4) Participation in summer school – 20 h, practice, 1 ECTS. <p>MODULE 4 – PROFESSIONAL COMPETENCE AND SOFT SKILLS – Preparation for teaching</p> <p>As part of a module a PhD student is obliged to obtain at least 8 ECTS.</p> <p>Obligatory:</p> <ol style="list-style-type: none"> 1) Fundamentals of academic teaching – 30 h, discussion session, 3 ECTS; 2) Teaching practice specified by Practice Regulations – 15 h per year, 60 h during the whole school, 1 ECTS per year = 4 ECTS throughout the entire school. <p>Optional:</p> <p>As part of the module DS may offer PhD student the following courses to choose:</p> <ol style="list-style-type: none"> 1) Modern methods and techniques for running classes – 15 h, workshop, 1 ECTS; 2) Voice emission with elements of rhetoric – 15 h, workshop, 1 ECTS; 3) Academic tutoring – 15 h, workshop, 1 ECTS; 4) Designing classes – 15 h, workshop, 1 ECTS. <p>Attention: Courses may be conducted in Polish or English according to the course offer announced for a given year.</p>
<p>Rules for verification of acquisition of competencies on Level 8 of the Polish Qualifications Framework as part of classes and outside them, including rules for passing modules realized at other universities/universities abroad and for certifying education</p>	<p>Achieving projected education outcomes may be confirmed as part of classes offered by the Doctoral School in the Social Sciences included in education modules, as well as on the basis of own activity realized outside classes. In the latter case the outcomes are confirmed by the Head of DP on the basis of opinion of the Supervisor or Supervisors taking into</p>

outcomes realized outside classes)

account opinion of the members of Doctoral Committee should it be appointed.

At DSSS the following forms of verification of learning outcomes are acceptable:

- validating learning outcomes as part of doctoral seminar,
- validating learning outcomes as part of student's individual work specified by their supervisor,
- validating learning outcomes in compliance with the rules laid down in the course offered as part of DSSS,
- validating learning outcomes in compliance with the rules laid down in the course offered by other doctoral school of the Jagiellonian University,
- validating learning outcomes as part of student's individual work specified by lecturer,
- preparing a formally correct application form in order to raise funds for research, e.g. application for Preludium as part of NCN grants,
- positive evaluation of the project submitted as part of NCN competition together with granting funds,
- obtaining a favourable opinion of ethics committee adequate for the opinionated project,
- preparing a scientific article meeting the requirements of scientific texts validated by acceptance for print for 20-point journals or acceptance of a thesis for review in case of +40-point journals,
- performing an expertise applying knowledge in management and quality sciences commissioned by an external body,
- reviewing a scientific article in management and quality sciences for a journal listed in JCR in the area of the prepared doctoral thesis
- participating in works of a research team validated by a certificate issued by the project manager specifying PhD student's scope of responsibilities,
- active participating in a scientific conference (preparing a speech, communication or poster),
- participating in the works of scientific committee of an international conference on management and quality sciences,
- validating learning outcomes in compliance with the rules laid down in courses for PhD students and teaching staff offered by Ars Docendi, e.g. as part of the Power Ars Docendi project,
- running courses and other forms of instruction, also outside of the Jagiellonian University (e.g. trainings, workshops, summer school), supervision in the form of tutoring with respect to issues adequate for the learning outcomes,
- validating learning outcomes in compliance with the rules laid down in other forms, organized outside DS, e.g. summer or winter schools, workshops, educational and

	<p>popularizing undertakings, by preparing an implementation project for research findings and other social activities popularizing scientific research results and other agreed in Individual Research Plan,</p> <ul style="list-style-type: none">- passing examination in a foreign language on a doctoral level carried out by a Jagiellonian Language Centre (JCJ) examiner,- language certificates obtained outside the Jagiellonian University accepted by JCJ,- supervision over a scientific circle, its section or other body associating students,- establishing a start-up as a spin-off of the home institution based on knowledge acquired by own research,- participating in advisory and/or expert bodies competencies of which are related to science on national, local government or corporate levels,- participating in statutory bodies of the university and/or scientific societies,- other forms of verification not listed in points 2.1-2.23., recommended by supervisor or supervisors and approved by the Head of DP.
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Listing of activities

Module 1							
Specialized training - selected areas of scientific achievements in management and quality sciences							
<i>Course/activity</i>	<i>Obligatory /optional</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Learning outcomes</i>
Doctoral seminar (consultations with supervisor)	obligatory	30 h each year (in total 120 h)	2x4 = 8	I-IV	I-VIII	seminar	W1, U1, U2, K1, K2
Advanced management I	obligatory	60 h	6	I	I-II	discussion session	W1, W2, W3
Advanced management II	obligatory	60 h	6	II	III-IV	discussion session	W1, W2, W3
Module 2							
Methodological training - methodology of social studies							
<i>Course/activity</i>	<i>Obligatory /optional</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Learning outcomes</i>
Research methodology in social sciences	obligatory	30 h	2 ECTS	I	I	lecture	W4
Qualitative research (including e.g. organizational ethnography, case study) and data analysis methods	optional	60 h	4 ECTS	II-III	III-V	workshop	W4, U3, K2
Quantitative research and data analysis methods	optional	60 h	4 ECTS	II-III	IV-VI	workshop	W4, U3, K2

Module 3
Academic competence – conditions for developing scientific career

<i>Course/ activity</i>	<i>Obligatory /optional</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Learning outcomes</i>
Legal and ethical aspects of research activity	obligatory	30 h	2 ECTS	I	I	lecture	W5, W6,
Scientific career management (including communication in science and business, time management)	optional	30 h	3 ECTS	I	I-II	discussion session	W7, K5
Financing scientific research and managing research projects	optional	60 h	4 ECTS	I	I-II	discussion session	W7, U4, U10, K5
Scientific writing and paper development workshops	optional	20 h each year (in total 80 h)	2x4 = 8 ECTS	I-IV	I-VIII	workshop	W5, U4, U6, K3
Participation in summer school	optional	20 h	1 ECTS	I-IV	I-VIII	practice	U5, U10,
Modern foreign language course	obligatory	60 h	4 ECTS	III	V-VI	language course	U9
Training in Occupational Safety and Health	obligatory	4 h	0 ECTS	I	I	training	

Module 4
Professional competence and soft skills including preparation for teaching

<i>Course/activity</i>	<i>Obligatory /optional</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Learning outcomes</i>
Fundamentals of academic teaching	obligatory	30 h	3 ECTS	I	I	discussion session	W5, W7
Modern information and communication technologies in academic teaching	optional	15 h	1 ECTS	I-III	I-VI	workshop	U11
Voice emission with elements of rhetoric	optional	15 h	1 ECTS	I-III	I-VI	workshop	U 7
Fundamentals of academic tutoring	optional	15 h	1 ECTS	I-III	I-VI	workshop	U10, K4
Designing classes	optional	15 h	1 ECTS	I-III	I-VI	workshop	U11, K2, K4
Teaching practice	obligatory	15x4 = 60 h	4 ECTS	I-IV	I-VIII	practice	U11, U10