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| **Prowadzący** | dr Grzegorz Grela |
| **Oferta PJO\*** | ~~TAK~~ / NIE\*\* |
| **Oferta PJOE\*** | TAK / ~~NIE~~\*\* |
| **Kierunek, rok, stopień dla PJO** |  |
| **Semestr roku 2023/2024** | zimowy / ~~letni~~\*\* |

\* PJO – przedmiot w języku obcym dla studentów polskich / PJOE – przedmiot w języku obcym dla studentów Erasmus+
\*\* zostawić właściwe

BASIC INFORMATION ABOUT THE SUBJECT (INDEPENDENT OF THE CYCLE)

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| **Module name** | **Business process management** |
| Erasmus code |  |
| ISCED code |  |
| Language of instruction | English |
| Website | [http://www.umcs.pl/pl/addres-book-employee,860,pl.html](http://www.umcs.pl/pl/addres-book-employee%2C860%2Cpl.html)  |
| Prerequisites | Basic knowledge of management |
| ECTS points hour equivalents | **15 Contact hours (work with an academic teacher)** **15 Total number of hours with an academic teacher** **3 Number of ECTS points with an academic teacher**  **10 Non-contact hours (students' own work)****10 Total number of non-contact hours** **0 Number of ECTS points for non-contact hours** **3 Total number of ECTS points for the module** |
| Educational outcomes verification methods | test, project, business processes simulation games |
| Description | The course contains the knowledge and methods required to map, analyze, optimize, implement and evaluate business processes. Students will learn about Toyota Production System: pull principle, 14 principles, 8 types of waste. Learn how to design lean processes. BPM toolbox: Kaizen, Poka Yoke, Kanban, TPM, SMED, 5S, Makigami. During the course will be introduced several business processes simulation games.  |
| Reading list | 1. George Watt, Howard Abrams, Lean Entrepreneurship, Apress, Berkeley, CA 2019.
2. Jan vom Brocke, Jan Mendling (ed.) Business Process Management Cases, 2018.
3. Jens Ohlsson, Shengnan Han, Prioritising Business Processes, Design and Evaluation of the Prioritisation and Categorisation Method (PCM), 2018.
4. Kirchmer, M. High Performance Through Business Process Management. Springer 2017.
5. Vanessa Just Sustainable Business Processes in Global Companies, Wertschöpfung und Effizienz, 2020.
 |
| Educational outcomes | Knowledge:1. Theory of business processes management
2. Approaches to business process optimization.
3. Lean enterprise as business strategy
4. Toyota Production System: pull principle, 14 principles, 8 types of waste.
5. BPM toolbox: Kaizen, Poka Yoke, Kanban, TPM, SMED, 5S, Makigami.
6. Software used in business process optimization.

Skills:1. Process mapping
2. Process analysis
3. Process optimization
4. Process implementation

Attitudes:1. Proper attitude toward business process improvement
2. Self-awareness and openness to change
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| Practice | Case study  |

INFORMATION ABOUT CLASSES IN THE CYCLE

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| **Website** | [https://www.umcs.pl/en/courses-in-english,21103.htm](https://www.umcs.pl/en/courses-in-english%2C21103.htm) (dla PJOE) |
| **Educational outcomes verification methods** |  |
| **Comments** |  |
| **Reading list** |  |
| **Educational outcomes** | KNOWLEDGESKILLSATTITUDES |
| **A list of topics** | 1.
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| **Teaching methods** |  |
| **Assessment methods** |  |