

MSc in International Business Economics

STUDENT HANDBOOK

2018-2019



UCZELNIA
ŁAZARSKIEGO

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This Handbook may be updated. Its latest version is available on: <http://euczelnia.lazarski.pl>.

THE PROGRAMME

Basic Information

Master of Science in International Business Economics (MSc in IBE) is a three-semester Programme, offered by Lazarski University in Warsaw. The Programme consists of two parts: two semesters of course work and an accepted master's thesis (dissertation) which takes one semester to accomplish. The language of instruction, assessments, grading and quality assurance is English. Graduates of the Programme are awarded a British Master of Economic and Social Studies Degree.

The students of MSc in IBE may receive not only British MSc degree but may qualify for a Polish equivalent degree (*magister*) if they meet additional requirements (see degree criteria).

Rationale

Today's global labour market has increasingly led to greater competition among young professionals across borders, cultures and continents. Attractive jobs and positions are no longer reserved for nationals but are open to qualified candidates from around the world. Good education is the key which allows that this competition can be understood not as a threat but as a great opportunity. We, at LU, believe that there is a growing demand for high quality education, and the MSc in IBE Programme attempts to provide a response to that demand. We also believe that the increasingly global context for business activities, along with Poland's entry into the European Union, makes the MSc in IBE a particularly attractive option for those who want to succeed in this new environment.

The MSc in IBE programme satisfies the Economics benchmark statements that can be found at:

<http://www.qaa.ac.uk/en/Publications/Documents/SBS-Economics-15.pdf>

Aims

- To provide graduates with in depth understanding of economic tools necessary to conduct contemporary business activities in the global context.
- To provide students with comprehensive understanding of contemporary finance and organization of company's activities.
- To provide highest academic standards based on British educational principles.

Learning Outcomes

To gain the qualification the student will have demonstrated i) subject knowledge and understanding, ii) cognitive skills, iii) subject-specific practical and professional skills, and iv) other generic skills and capabilities specified in the learning outcomes for modules within the Programme.

Upon successful completion of the MSc in IBE Programme, the graduates will have the following qualities and capabilities:

Knowledge and understanding in the context of the subject

1. Demonstrate relevant knowledge and understanding of organizations, the external environment in which they operate and how they are managed.
2. Demonstrate knowledge of core economic principles.
3. Demonstrate knowledge of relevant quantitative methods and computing techniques.
4. Display familiarity with financial instruments in company activities.
5. Demonstrate knowledge of the principles of international trade regulations.
6. Demonstrate knowledge of areas such as: Environment and tools of international financial operations; Marketing rules and techniques; Tendencies and tools of international capital markets; Main areas and tools of EU policies; Communication and information technologies and especially the practice of e-business; Global economic tendencies, global competition; Banking system.

Cognitive skills

1. Critical thinking, analysis, synthesis.
2. Understanding of economic problems.
3. Analysis of economic trends, market etc.
4. Ability to identify assumptions, evaluate statements, identify problems, define terms adequately.

Subject-specific practical\professional skills

1. Evaluation of the company's performance.
2. Formulating and solving business problems.
3. Evaluation of economic projects.
4. Economic data analysis.
5. Analysis of market tendencies.
6. Use of communication and Information Technology in business applications.

Generic\transferable skills

1. Problem-solving
2. Decision making
3. Reporting information
4. Forecasting
5. Identifying problems
6. Gathering information
7. Defining needs
8. Developing evaluation strategies.
9. Individual initiative.
10. Proficiency in using appropriate qualitative and quantitative skills.
11. Presentation.
12. Language skills

Graduates

The Graduates of MSc in IBE are future managers and economists, prepared to work in international corporations, in companies involved in international trade and finance, and in governmental and EU institutions. They will have the know-how necessary to become leaders and managers, with the potential ability to organise company's operations at different levels. They should also be able to manage medium size businesses, especially those operating in the field of international trade and finance.

The educational and training goals of the programme seek to promote and demonstrate the following qualities, skills, capabilities and values in the student:

i) Intellectual

- Creative thinking
- Critical reading of texts, financial documents etc.
- Analysis
- Synthesis
- Learning

ii) Practical

- Research techniques
- Professional skills
- Use of computers and IT
- Excellent written and oral communication in English.

iii) Personal and Social

- Team work
- Leadership
- Managing Time
- Setting and meeting deadlines
- Self-motivation

IMPORTANT ADMINISTRATIVE INFORMATION

Academic Year 2018/19 important dates

Autumn semester dates 08/10/2018 – 18/01/2019

Autumn semester examination session dates: 28/01/2019 – 08/02/2019

Autumn semester re-sit examination session dates: 23/04/2019 – 11/05/2019

Spring semester dates: 22/02/2019 - 31/05/2019

Spring semester examination session dates: 03/06/2019 - 14/06/2019

Spring semester re-sit examination session dates: 17/09/2019 - 28/09/2019

Useful addresses

www.lazarski.pl

www.coventry.ac.uk/

www.lazarski.pl/pl/wydzialy/wydzial-eiz/English-language-studies-registrar/

www.samorzad.lazarski.pl/

<http://wu.lazarski.pl>

<http://www.euczelnia.lazarski.pl/> – This is a link to the virtual repository which module leaders use to share electronic documents. The access codes are provided by the module leaders.

Useful info

Students are asked to contact the **Validated Studies Registrar** personally (**room 362 / 3rd floor / sector F**), by phone (**022 54 35 369**) or e-mail (validated.studies@lazarski.edu.pl) when they:

- need an application form to the Programme Director and want to submit it;
- need a statement about their student status;
- change their personal details, address, e-mail address or telephone number;
- face a sudden personal situation that has influenced their current mode of studies;
- have lost their ID card;
- have a disability;
- wish to withdraw;
- have a complaint;
- have any other issues related to the studies.

ADMISSION PROCEDURES

Lazarski University offers the MSc in International Business Economics Programme with the aim of attracting both former graduates of Lazarski as well as students from other institutions.

The Programme is offered to those who have completed an undergraduate education – in Poland that means three years of full-time studies, passing all appropriate examinations, including the final thesis defence examination – and have a first degree (Bachelor Degree/Licentiate) in economics or relating fields. Additionally, the candidates have to prove their competence in English either by proving an appropriate certificate or by passing a language test. Minimum English Language Requirements is 6.5 IELTS

The required documents are:

- Original or certified true copy of B.A (licentiate) level diploma or an appropriate local equivalent (translated into English by a sworn translator);
- Original or certified true copy of IELTS, Cambridge Advanced Proficiency, or TOEFL scores.

Recognition of prior learning and credit transfer scheme.

LU recognises prior learning of a prospective student and will exempt credit towards satisfying the requirements for a degree programme, where and only where this learning is considered equivalent to the content and learning outcomes prescribed for modules or courses within that programme. In the case of candidates applying for dual-award programmes, the application for recognition of prior learning needs to be approved by the partner university as well (Coventry University). Credit shall not be given for more than two thirds of any course, which means the early stages of a course.

THE DEGREE

Programme Title:	Master of Science in International Business Economics
Degree Awarded:	MSc – Master of Economics and Social Studies in International Business Economics (Honours).
Credit Points:	180 UK Credit Points 90 European Credit Transfer System (ECTS) Credit Points
Duration:	1,5 years (British diploma)/2 years (Polish diploma)

MSc Diploma: 180 credits

Part 1 (the Diploma)	120 credits
Part 2 (Dissertation)	60 credits

To be awarded the Master’s degree, the students must complete:

Part I of the Programme (the Diploma), which includes nine obligatory modules (90 credits altogether), and three electives out of eight (30 credits altogether) – 120 credits in total. There are three modules worth fifteen credits each, four modules worth ten credits each and one worth five credits. Additionally, the Advanced English I module does not bear any CATS points; however, it bears 1 ECTS credit. Despite bearing 0 CATS points, the module is obligatory, as it equips students with tools necessary for the production of their MSc thesis, and as such students must pass it.

Part II of the Programme (the Dissertation) carries 60 credits, giving an overall total of 180 credits for the Master of Science degree award.

Course	Module leader	Total Hours	ECTS credit
Year 1			
Semester 1			
Microeconomics, Intermediate	Prof. Joanna Działo	30	5
Macroeconomics, Intermediate	Prof. Maciej Krzak	45	5
Mathematics for Economics	Dr Krzysztof Beck	30	5
Introduction to Econometrics	Dr David Pupovac	30	5
Applied Financial Analysis	Dr. Włodzimierz Majcherczak	30	5
Advanced English	Mgr Piotr Kłossowicz	90	5
Elective: Athletics	faculty	30	0
semester 1 together		285	30
Semester 2			
Modern Microeconomics	Dr. Jarosław Neneman	45	5
Contemporary Macroeconomics	Prof. Bogna Gawrońska-Nowak	45	10
Research Methods	Dr Jarosław Jura	45	5

Econometric Modeling	Dr Olha Zadorozhna	30	5
History of Economic Thought	Prof. Wojciech Bieńkowski	30	4
MSc Business Academic Writing	Mgr Piotr Kłossowicz	45	1
semester 2 together		240	30
Year 2			
Semester 3			
Corporate Finance	Dr. Włodzimierz Majcherczak	45	5
Globalization, Regional Integration and International Competitiveness	Prof. Wojciech Bieńkowski	30	5
Commercial Law	Dr Mateusz Drózdź	30	5
Three electives out of 8 assigned for the 2nd semester	MSc staff	90	15
semester 3 together		195	30
Semester 4			
MSc Seminar	Dr Łukasz Konopielko	65	20
Strategic Management	Dr Jacek Oleksiejuk	30	5
One elective assigned for the 4th semester	MSc staff	30	5
semester 4 together		125	30
Electives for semester 3			
Socio-Economic Changes in Contemporary China	Dr Jarosław Jura	30	5
International Capital Markets	Dr. Włodzimierz Majcherczak	30	5
Labour Mobility in the European Union	Dr Katarzyna Gmaj	30	5
The American Economy: Factors of Growth – Past, Present, and Future	Prof. Wojciech Bieńkowski	30	5
Global Trade Finance	mgr. Oleh Turchyn/ mgr. Grzegorz Pojnar	30	5
Tax Systems in European Union Countries	Dr Agata Kocia	30	5
The International Financial System	Dr. Tomasz Schabek	30	5
Corporate Growth and Financial Markets	Dr. Tomasz Schabek	30	5
Electives for semester 4			
Mastering Excel for Business	Dr. Mateusz Kopyt	30	5
Introduction to Global Operations and Supply Chain Management	Prof. Aleksandra Laskowska-Rutkowska	30	5
Strategic Decision Making	Prof. Maciej Krzak	30	5

Quantitative Methods in Financial Market	Dr. Tomasz Schabek	30	5
Fixed Income Analysis	Dr. Tomasz Schabek	30	5
Structured Trade and Supply Chain Finance	mgr. Oleh Turchyn/ mgr. Grzegorz Pojnar	30	5
Global Investment Banking and Asset Management	Dr. Włodzimierz Majcherczak	30	5
Internet, Social Media and Marketing Research	Dr Jarosław Jura	30	5

**An elective course should have no fewer than ten students and no more than twenty. The list of the elective courses can be modified.*

Part II: Dissertation (60 credits)

Each student (candidate) selects a thesis supervisor (tutor) who supervises his/her work on the thesis (dissertation). The selection of the tutor should take place during the second semester. The student chooses the topic of his/her thesis which is reviewed and approved (or rejected) by the tutor. During the third semester the students pursue a programme of primary research as well as a critical review of secondary literature in preparation of the thesis under the supervision of the tutor. The tutor and students meet on regular basis, usually once a week or every other week to discuss the progress in student's research and writing. The context, data, analysis and conclusions of the student's study are to be presented for assessment in a dissertation that should not exceed 20,000 words in length. Its assessment will be based on an agreed mark between 2 Internal Examiners and the External Examiner after the dissertation has been presented for examination.

For more information regarding dissertation please read *MA Dissertation Manual* available on Lazarski University website.

DEGREE CRITERIA

1. To be awarded the Master's degree, the students must complete:
Part I: Two semesters of coursework (modular part of study) and earn 120 credit points (60 ECTS credits)
Part II: Write Master's dissertation worth 60 credit points (30 ECTS credits)
2. The Master's degree is classified according to the following scheme:
Distinction: 70% or more
Merit: 60-69%
Pass: 40%-69%
Fail: 39 or less
3. The calculation of final classification grade takes equally into account both parts of the Programme:
Part I: (120 credits) 50 % of the final grade
Part II: (60 credits) 50 % of the final grade
4. MSc students who have completed Part I with an overall average grade 65% to 69% are still eligible for the award of a degree "with Distinction," provided that they obtained a mark 70% or more in Part II, and that the aggregate mark for Part I and Part II is 70% or higher.
5. Master's students who did not progress to completion of the programme may qualify for either
 - i. a Postgraduate Certificate upon attaining a minimum of 60 credits in their coursework at level 7, or
 - ii. a Postgraduate Diploma upon attaining 120 credits in their coursework at level 7.

Polish MSc degree

The MSc in IBE students may receive also a Polish Master's degree (*magister*) provided that they:

- Successfully completed the British part of the programme (coursework and the thesis, i.e., part I and II)
- Successfully completed coursework during the 2nd year of the post-graduate programme worth 100 ECTS credits
- Passed the thesis defense examination.

There is one MSc thesis for British and Polish degrees, however, under Polish rules, the thesis is worth only 20 ECTS credits (40 British credits). The final mark for the Polish degree is calculated as follows: coursework is worth 60%, the thesis 20%, the defense examination 20%.

ASSESSMENT

Teaching and Learning

Students' presence in all classes is obligatory. Absence in 3 classes without serious reasons may lead to failing the course. Repeated unexcused absence (more than 3 classes missed) may lead to deleting a student from the Programme by the Programme Director. Student can excuse his/her absence due to illness and other serious reasons. All absences must be reported to the Programme Director. Students, who without good cause, fail to complete their forms of assessment by the required date or absent themselves from examinations, will be awarded a zero mark for the component concerned.

Each CATS credit will require approximately 10 hours of student workload. This will consist of contact time comprising lectures, seminars and workshops as well as individual study time, including preparation of coursework, presentations, projects and papers, and studying for the mid-term and final examinations.

Methods of Assessment

Individual module assessment methods are laid out in module descriptors. In the case of core modules, coursework, irrespective of its form, accounts for 40% of the final mark, while final exam is worth 60% of the final mark. In the case of elective courses, both coursework and final exam weigh 50% of the final mark each.

The following methods of assessment are applied:

- Examination papers (final, in-class and midterm)
- Final assessment
- Essays
- Presentations accompanied by a written report
- Case studies
- Reports on projects
- Group projects
- Thesis prospectus
- Extended dissertations
- MSc Thesis project

Assessment Weighting

ASSESSMENT COMPONENT	CORE MODULES	ELECTIVE MODULES
Final examination	60%	50%
Coursework	40%	50%

The Structure of Assessment

Part I Assessment of each core module will comprise of a final examination lasting 120 minutes and one component of coursework. Coursework components will include: papers and/or reports (3000-4000 words), and projects (individual or group).
Assessment of five-CATS credit points modules shall comprise of one element

only: coursework or final exam.

Assessment of each elective module will comprise of a final examination lasting 110 minutes and one component of coursework. Coursework components used will include: papers and projects.

Part II Semester III (Thesis). Each candidate (student) writes the dissertation under the supervision of his/her tutor. The dissertation should not exceed 20,000 words. Each dissertation is marked independently by two members of the tutorial staff of the Programme as well as by an External Examiner. Students must obtain a pass on their dissertation in order to obtain the MSc Degree.

For certain exceptional cases, such as 5 credit modules and final dissertation, the way that assessment is structured may differ from these norms.

NB: Unless stated otherwise in the syllabus, individual forms of assessment shall be used. In the case of group projects / reports / presentations, marks awarded will be a combination of the groups result and merit earned by individual students for their contributions.

DETAILS OF COURSE ASSESSMENT

NB: Semester 1 and 4 is a mandatory part of the Polish degree cycle; semesters 2 and 3 are validated by Coventry University and lead to the dual-award.

Semester	Module Title	ECTS/CATS credits	Mandatory/Elective	Assessment
Semester 1	Microeconomics, Intermediate	5 ECTS	Mandatory	40% Coursework 60% Examination
	Macroeconomics, Intermediate	5 ECTS	Mandatory	40% Coursework 60% Examination
	Mathematics for Economics	5 ECTS	Mandatory	40% Coursework 60% Examination
	Introduction to Econometrics	5 ECTS	Mandatory	40% Coursework 60% Examination
	Applied Financial Analysis	5 ECTS	Mandatory	40% Coursework 60% Examination
	Advanced English	5 ECTS	Mandatory	40% Coursework 60% Examination
	Athletics	0 ECTS	Elective	100% Coursework
Semester 2	Modern Microeconomics	5 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination
	Contemporary Macroeconomics	10 ECTS 20 CATS	Mandatory	40% Coursework 60% Examination
	Research Methods	5 ECTS 10 CATS	Mandatory	100% Coursework
	Econometric Modelling	5 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination
	History of Economic Thought	4 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination
	MSc Business Academic Writing	1 ECTS 0 CATS*	Mandatory	40% Coursework 60% Examination
Semester 3 Students must study 3 Mandatory modules and choose 3	Corporate Finance	5 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination
	Globalization, Regional Integration and International Competitiveness	5 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination
	Commercial Law	5 ECTS 10 CATS	Mandatory	40% Coursework 60% Examination

elective modules	Socio-Economic Changes in Contemporary China	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	International Capital Markets	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	Labour Mobility in the European Union	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	The American Economy: Factors of Growth – Past, Present, and Future	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	Tax Systems in European Union Countries	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	The International Financial System	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	Corporate Growth and Financial Markets	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	Global Trade Finance	5 ECTS 10 CATS	Elective	50% Coursework 50% Examination
	Semester 4 UK degree	Dissertation	60 CATS	Mandatory
Semester 4 Polish degree Students must study 2 Mandatory modules and choose 1 elective module to meet the requirements for the award of	MSc Seminar	20 ECTS	Mandatory	100% Coursework
	Strategic Management	5 ECTS	Mandatory	50% Coursework 50% Examination
	Mastering Excel for Business	5 ECTS	Elective	50% Coursework 50% Examination
	Introduction to Global Operations and Supply Chain Management	5 ECTS	Elective	50% Coursework 50% Examination
	Strategic Decision Making	5 ECTS	Elective	50% Coursework 50% Examination

the Polish degree	Quantitative Methods in Financial Market	5 ECTS	Elective	100% Coursework
	Fixed Income Analysis	5 ECTS	Elective	50% Coursework 50% Examination
	Global Trade Finance Solutions	5 ECTS	Elective	50% Coursework 50% Examination
	Investing in Capital Markets	5 ECTS	Elective	50% Coursework 50% Examination
	Internet, Social Media and Marketing Research	5 ECTS	Elective	100% Coursework
Total CATS required for the Coventry award		120		
Total ECTS required for the Polish award		180		

MARKING SCHEME

Assessment of modules and module components shall be made on the basis of a percentage scale, with those translated into the both the British letter marking system (A, B, C, D, E, F), and the Polish number marking system (5, 4.5, 4, 3.5, 3, 2).

Students will be assessed in English-language Programmes according to the following marking scheme:

70-100%	A
60-69%	B
50-59%	C
40-49%	D
35-39%	E (Marginal Fail)
0-34%	F

For the purposes of translating percentage-scale marks into the Polish number scale, Lazarski University shall apply the following criteria:

71-100%	5.5 (celujący)
65-70%	5.0
59-64%	4.5
53-58%	4.0
47-52%	3.5
40-46%	3.0
0-39%	2.0

Students who receive 71% or above may also classify for a Polish grade of 5.5, or “celujący”.

This mark is possible to achieve by such a student who fulfils all the criteria listed below:

1. conducts scholarly research or participates in group research,
2. demonstrates outstanding knowledge and skills which are beyond the module content,
3. is excellent at analysis and synthesis of issues,
4. does not make any content-related errors.

The following assessment criteria shall be used to apply marks for MA / MSc programmes:

Indicative mark	Percentage % marks	Characteristics
	Distinction 70% and above	
A	70% and above	Very high standard of critical analysis using appropriate conceptual frameworks. Excellent understanding and exposition of relevant issues. Clearly structured and logically developed arguments. Good awareness of nuances and complexities. Substantial evidence of well-executed independent

		research. Excellent evaluation and synthesis of source material. Relevant data and examples, all properly referenced.
	Merit 50-69%	
B	69-60%	High standard of critical analysis using appropriate conceptual frameworks. Clear awareness and exposition of relevant issues. Clearly structured and logically developed arguments. Awareness of nuances and complexities. Evidence of independent research. Good evaluation and synthesis of source material. Relevant data and examples, all properly referenced.
C	59-50%	Uses appropriate conceptual frameworks. Attempts analysis but includes some errors and/or omissions. Shows awareness of issues but no more than to be expected from attendance at classes. Arguments reasonably clear but underdeveloped. Insufficient evidence of independent research. Insufficient evaluation of source material. Some good use of relevant data and examples, but incompletely referenced.
	Pass Mark = 40%	
D	49-40%	Adequate understanding of appropriate conceptual frameworks. Answer too descriptive and/or any attempt at analysis is superficial, containing errors and/or omissions. Shows limited awareness of issues but also some confusion. Arguments not particularly clear. Limited evidence of independent research and reliance on a superficial repeat of class notes. Relatively superficial use of relevant data, sources and examples and poorly referenced.
E	39-30%	Weak understanding of appropriate conceptual frameworks. Weak analysis and several errors and omissions. Establishes a few relevant points but superficial and confused exposition of issues. No evidence of independent research and reliance on a superficial repeat of class notes. Relatively superficial use of relevant data, sources and examples and poorly referenced.
F	29% and below	Very weak or no understanding of appropriate conceptual frameworks. Very weak or no grasp of analysis and may errors and omissions. Very little or no understanding of the issues raised by the question.

		No appropriate references to data, sources, examples or even class notes.
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EXAMINATION PAPERS

For the MSc Programme in International Business Economics, the predominant form of assessment will be papers and/or projects, in-class exams and final written examinations. Examinations will be conducted according to the norms set out by Lazarski University (Appendix A).

According to Lazarski University regulations, **students are not permitted to appeal against academic judgement of the Examiners** as fairness and consistency are ensured through the moderation process. Both the overall results of assessment as well as each individual student's result will be further scrutinized at the meeting of the internal and external examiners and at the final, decision-making Examination Board.

Internal Examination Marking

Before the start of the exam session, the Programme Director appoints an internal moderator for each module. The moderator reviews all forms of assessment assigned for that module.

Exam papers shall reveal only student ID numbers, and shall not ask students to write their first or last names.

The marks awarded for each exam answer, as well as the cumulative mark for the entire exam, shall be shown clearly on the front cover of the exam.

Moderators shall be given sample copies of the exam, consisting of a sample of no less than 10% of the examinations, to grade independently of the first examiner.

Examinations, marked by the examiner, that have received grades between 35%-39% and 67%-69%, as well as a sample (1-2) for each class of marks, shall also be given to the internal moderator for review. The moderator may ask to see other pieces of assessment outside of the given sample if necessary.

The internal moderator checks the given assessments for marking consistency and fairness. The moderator may suggest to lower or raise the marks given by the first examiner, or to have the marking redone if serious inconsistencies are evident.

In the case of questionable marking, or if lack of consensus between the examiners, the Programme Director may ask to consult with a third internal examiner and/or with the external examiner.

When the marking is completed, the answer papers are returned to the Registrar.

Examiners will draw attention of the Programme Director to any papers which pose problems (marginal classification, fails, and suspected irregularities). Any suspicion of cheating shall be immediately referred to the Lazarski University Unfair Practice Procedure.

Examination Marking: External marking

All examination papers and marks of both first and second internal examiners are available for the External Examiners and Academic Link Tutors designated by Lazarski University's Validated Studies partner. The role of the External Examiners is to ensure that justice is done to each student and that the standard of the University's awards is maintained and comparable with that in other UK higher education institutions. External Examiners are expected to provide informative comment and recommendation upon whether or not:

- a. the institution is maintaining the threshold academic standards set for its awards in accordance with the framework for Higher Education Qualifications and applicable subject benchmark statements;
- b. the assessment processes measure student achievement rigorously and fairly against the intended outcomes of the course(s) and is conducted in the line the institution's policies and regulations;
- c. the academic standards and achievements of students are comparable with those in UK higher education institutions of which the external examiners have experience.

Students are not permitted to appeal against academic judgment, as fairness and consistency are ensured through moderation. In addition, the External Examiners will review the marking process and marks awarded. Both the overall results of assessment as well as each individual student's result will be further scrutinized at the Examination Board.

Thesis Marking

The MSc thesis is marked independently by two internal reviewers (one of them is the teacher of the thesis seminar). The External Examiner reviews a sample of theses.

Disclosure of Marks and Feedback to Students

It is important to distinguish between unconfirmed marks and confirmed marks.

1. Unconfirmed marks are those that have not been confirmed by the Examination Board including the relevant External Examiner(s);
2. Confirmed marks are those that have been confirmed by the Examination Board including the relevant External Examiner(s). Confirmed marks are released to Lazarski students electronically after having been finally approved by the Examination Board;
3. Students are given individual feedback on their performance to date (e.g. coursework, semester one examinations) as this promotes learning and facilitates improvement. Any feedback should be constructive and timely, in order for a student to benefit from the feedback and to improve their performance. It is good practice to establish a clear timescale for providing feedback to students as well as establishing guidance on the level of feedback to be provided.
4. If unconfirmed marks are provided, students should be made aware that any marks are subject to final confirmation by an Examination Board.

PROGRESSION

Lazarski University students are required to complete successfully the full annual assessment programme before being permitted to proceed to the next level of study. This means that:

- a. A student must pass each module in the programme.
- b. The minimum pass requirement for each module is 40%.
- c. In cases of modules with more than one component of assessment (i.e. coursework and final exam), the minimum component mark required is 35%.

The student can also be eligible for compensation of his/her mark (see below).

Compensation: Compensation means that students can pass a module with a final mark lower than 40%, provided that the overall average mark for the current academic year to date is equal to or higher than 45%. A student can obtain compensation only for one module per semester. The decision whether to apply compensation or not belongs to the Examination Board.

- a. For MA/MSc students, compensation is possible only within 2 points on any module.
- b. A student can compensate in both core and elective module, for both regular and re-sit session.
- c. Compensation can also be applied when determining the classification of any final award to be made to a student.
- d. In case where there is more than one component of assessment, if one of them (i.e. final exam or coursework) has been failed (i.e. marked below 35%), compensation is not awarded even if other criteria mentioned above are met.

Condonement: Condonement means that under the conditions specified below a module mark may be raised within the maximum of 2 percentage points.

- a. Module marks of 68-69% may be condoned to 70% for one module per semester, provided that the overall average mark for the semester is in the 60%+ band.
- b. Module marks of 58-59% may be condoned to 60% for one module per semester, provided that the overall average mark for the semester is in the 60%+ band.
- c. Condonement may also be applied to final awards.

Students are entitled to obtain either compensation or condonement only once per semester.

Resit examination:

Reassessment of a module by resit of one or more components (as appropriate) is restricted to one attempt only. In the case of reassessment, the same basic rules apply as in the case of first-attempt assessment.

- a. The total module mark of a reassessed module will be capped at 40%*, regardless of the actual mark(s) obtained by the students for the resit or resubmitted component(s).
- b. If a module is failed, all components with a mark below 40% must be reassessed; marks over 40% in the other component shall be carried forward and combined with the reassessed component.
- c. On meeting the module assessment requirements a student will be awarded the original module mark or 40%, whichever is the highest.

* The rules relating compensation and condonement do not apply to the non-validated students

- d. Any module component failed at the first attempt and failed at the second attempt shall carry the higher component mark of the two attempts.
- e. Dates of assessment may be deferred only in extraordinary circumstances with the consent of the Programme Director. Medical grounds are only permitted in case of a medical certificate from a hospital, which needs to be submitted within 7 calendar days starting from the date of discharge from hospital, together with an application to the Programme Director. Deferred first assessments shall be treated as a first attempt.

A student may not resit any module that has been passed or a component of assessment that has received a mark of 40% or above.

Repetition.

Students who are not able to pass a module in second attempt may retake the module. The final mark for the retaken course will be capped at 40%*.

MA/MSc students are allowed to retake only two modules. If a student fails to pass more than two modules, they are deleted from the programme under the discretion of the Examination Board.

- a. A student at Master's level who has failed and retaken a module cannot be eligible for Distinction in the degree.

Deletion from the Programme

A BA student who failed three modules in one year or made no progress during a semester might be required to repeat the academic year/level by the programme director or the Examination Board. Deletion is automatic for BA students if they fail five modules in one academic year, fail more than five modules in the programme, or fail to pass a retaken module.

A deleted student may be allowed to enroll into their programme again, however, all marks have to be forfeited and the student begins with clear record.

Thesis submission

The above rules apply to the submission of the final BA thesis as well. In case of late delivery of the thesis (unless it was justified and extension was approved by the Programme Director), the final mark for the thesis will be capped at 40%*. Students are to consult a detailed thesis/dissertation timetable circulated at the beginning of each academic year.

Time limits

All requirements for the completion of the MA/MSc degree must be met within not more than 30 months from the start of the scheme.

Graduation Ceremony

Upon completing the programme, graduates may participate in the official graduation ceremony both at LU as well as at CU. Registration deadlines for the CU graduation ceremony will be announced in the Dean's Announcement regarding thesis/dissertation defence timetable (published each November).

* The rules relating compensation and condonement do not apply to the non-validated students

EXAMINATION BOARD

The Dean of the Faculty of Economics and Management shall establish Examination Boards for English-language programmes to consider results and make recommendations on students pursuing programmes leading to awards of the Coventry University. The Examination Boards shall convene at the end of the academic year, following the collection of final grades and exams for the passing year.

Examination Board is part of the quality assurance process. The decision whether a student can proceed to the next level of study belongs to the Examination Board.

The main tasks of Examination Board are to:

1. ensure that the diet of assessment established in the course scheme has been duly administered by scrutinizing examination scripts, projects, course work, and any other evidence of assessment;
2. ensure that marking has been fair, internally consistent, and consistent with marking in UK higher education institutions;
3. ensure that students have satisfied the programme and university regulations in order to either progress or qualify for an award of the accrediting UK institution;
4. determine appropriate action, such as re-sits, for students who have not satisfied the conditions for progression or qualification;
5. take into account any special circumstances that may have affected student performance in any element of assessment and apply appropriate measures if necessary;
6. take decisions on any borderline cases;
7. decide final degree classifications
8. discuss any cases of unfair practice or other breaches of the regulation,
9. make recommendations for future assessment exercises.

The principal options for progression are:

1. progress with no modules pending,
2. progress after compensation (with or without modules pending),
3. progress with modules pending with re-sits at the next available opportunity,
4. re-assessment with progression dependent on passing a certain number of modules,
5. repetition of the whole year if the number of failed modules is so large that re-assessment at the next opportunity is not permitted under the regulations,
6. exclusion from the programme if the number of failed modules is so large as to require a student to withdraw, or the student has run out of time to complete the programme, or has run out of re-sit opportunities under the regulations.

ERASMUS EXCHANGE PROGRAMME

For dual-award MA in IR students, applying for Erasmus + programme may lead to the postponement of graduation from Lazarski University, and participation in the programme is only possible during Semester 4 of studies. Single diploma students can apply for Erasmus + programme with Programme Countries on a regular basis, as per Decision no. 2a/2015 of the Rector of Lazarski University of 10 February 2015 on funding and the mode of qualifying students of Lazarski University for the Erasmus + programme as well as for Erasmus+ programme with non-EU Partner Countries based on the Regulation No. 10/2015 of the Rector of the Lazarski University of 23 September 2015 on the rules for recruitment, funding and performance of studies.

For details, contact the Departmental Erasmus Coordinator.

UNFAIR PRACTICE – RULES REGARDING CHEATING AND PLAGIARISM

Cheating and plagiarism are strictly prohibited and shall be severely penalized.

During exams, students are prohibited to:

- a. introduce into an examination room any unauthorized form of materials such as a book (including mathematical tables), manuscripts, or loose papers of any kind or any source of unauthorized information;
- b. communicate with any other person in the examination room, except as authorized by an Invigilator;
- c. copy or use in any other way unauthorized materials or the work of any other student;
- d. impersonate an examination student or allow oneself to be impersonated;
- e. engage in plagiarism by using other people's work and submitting it for examination as though it were one's own work;
- f. claim either to have carried out experiments, observations, interviews or any form of research which one has not in fact been carried out or to claim to have obtained results which have not in fact been obtained.

Students found cheating during exams will be asked to leave the examination room, and their exam will be marked as 0%.

Plagiarism can be defined as using another person's words or ideas without acknowledgment and submitting them for assessment as though it were one's own work, for instance by copying, translating from one language to another or unacknowledged paraphrasing. Further examples of plagiarism are given below:

- a. Use of any quotation(s) from the published or unpublished work of other persons, whether published in textbooks, articles, the Web, or in any other format, which quotations have not been clearly identified as such by being placed in quotation marks and acknowledged.
- b. Use of another person's words or ideas that has been slightly changed or paraphrased to make it look different from the original.
- c. Summarising another person's ideas, judgments, diagrams, figures, or computer programmes without reference to that person in the text and the source in the bibliography.
- d. Use of services of essay banks and/or any other agencies.
- e. Use of unacknowledged material downloaded from the Internet.
- f. Re-use of one's own material except as authorized by the department (autoplagerism).

All work submitted by students will be checked using anti-plagiarism software and reports of the check will serve as evidence should plagiarism be detected.

Students found guilty of cheating and/or plagiarizing will be referred to the Committee of Inquiry and face severe punishment, including but not limited to failing the assessment element or component, failing the module, written reprimand that will be added to the student's file, and deletion from the programme.

For more information on the **Unfair Practice Procedure** see the full text of the Rules and Regulations (Section VI).

CODE OF CONDUCT

All students are expected to conduct themselves in a manner appropriate for their legal responsibility as adults and for the good name and reputation of Lazarski University.

Classroom Disturbances

The creation of disturbances or an obstruction during classes is forbidden. In particular, students are not allowed to use their mobile phones during classes. The use of mobile devices and laptops for purposes other than note-taking is strictly forbidden.

COMPLAINTS PROCEDURE

See Appendix B

QUALITY ASSURANCE

The English-language programmes at Lazarski University are subject to university-wide quality assurance procedures as administered by the University Senate (*Senat*), the Board of the Faculty of Economics and Management (*Rada Wydziału*), the Executive Board of the Faculty of Economics and Management (*Komisja Programowa i Kolegium Dziekańskie*), and by Faculty Chairs (*Katedry*).

The overall responsibility for quality assurance of Lazarski's English-language programmes and their adherence to university-wide quality assurance procedures shall lie with the Dean of the Faculty of Economics and Management.

The Dean shall maintain regular contact with the Faculty Chairs, shall convene meetings of the Faculty Board and the Executive Faculty Board, and shall monitor the work of the Associate Dean in charge of English-language programmes.

The Associate Dean reports directly to the Dean of the Faculty of Economics and Management. He/she shall:

1. monitor the work of Programme Directors;
2. convene Committee of Inquiry hearings;
3. maintain contact with the external validating bodies;
4. oversee the general quality of the English-language Programmes.

The Programme Directors report directly to the Associate Dean for English-language Programmes. They shall :

1. set programme content, programme structure, and ensure that the programmes adhere to educational standards set forth by the Polish Ministry of Higher Education and are in accordance with British university best practices;
2. maintain regular contact with the teaching staff and students to assure proper quality of the teaching and learning process;
3. convene Examination Board meetings;
4. make decisions regarding unfair practice, student complaints, student appeals and verification as outlined in sections VI, VII, VIII, and IX of the *Rules and Regulations Governing English-Language Programmes*.

In addition to university-wide quality assurance procedures, Examination Boards, Programme Faculty Meetings shall act as additional checks for quality assurance for Lazarski University's English-language programmes.

CORE MODULE DESCRIPTORS

(in the order in which they are offered)

SEMESTER 1 (POLISH AWARD)

MICROECONOMICS, INTERMEDIATE

1. MODULE SUMMARY

Total student study hours	30
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Aims and Summary

The aim of this course is to give students the conceptual basis and the necessary tools for understanding microeconomics and reasons behind the behaviour of economic units at the pre-intermediate level. The course offers some applications of microeconomic models/concepts. The course covers four broad areas: the theory of markets and prices, the theory of consumer behaviour, the theory of the firm in different market structures (perfect competition and monopoly), and the theory of externalities and public goods.

Module Size and credits 30 hours, 5 ECTS

Entry Requirements (pre-requisites and co-requisites)

None

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of an in-class exam

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics, Year 1

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

Upon completion of this course, students will be able to:

1. Analyse main determinants of both demand and supply, debate the problem of setting market equilibrium quantity and price, point at the role of price and income elasticities of demand in collecting revenues for the firms;
2. Discuss pros and cons of government intervention in a free market;
3. Analyse consumer behaviour and choice and solve consumer's utility maximization problem (including intertemporal choice);
4. Analyse the technology of production in the short run and in the long run;
5. Investigate cost minimization problem as well as the behaviour of production costs in the short and in the long run;
6. Solve profit maximization problem for a firm in different market structures (perfect competition and monopoly);
7. Discuss pricing strategies used by the firms with market power.
8. Analyse the behaviour of markets for production factors.
9. Study and understand the role of externalities and public goods in the economy.

Indicative Content:

I. Supply, Demand, and Market Equilibrium

1. Supply and demand curves.
2. Market mechanism. Changes in market equilibrium.
3. Price, income, and cross-price elasticity of demand.
4. Impact of price elasticity of demand on revenues of producers.
5. Price elasticity of supply.
6. Effects of government intervention - price controls, imposition of taxes.

II. Consumer Behaviour

1. Consumer preferences, indifference curves.
2. Utility function.
3. Marginal rate of substitution.
4. Budget line; the effect of changes in income and prices on the budget line.
5. Consumer choice.

III. Individual and Market Demand

1. Individual demand.

2. Income and substitution effects.
3. Price changes; price-consumption curve; the individual demand curve.
4. Income changes; income-consumption curve; normal versus inferior goods; the Giffen good.
5. Market demand.
6. Consumer surplus.

IV. Intertemporal choice

1. Intertemporal budget constraint.
2. Preferences for consumption.
3. Marginal rate of time preferences.
4. Future discounted value.
5. Present discounted value.

V. Production: technology and costs

1. Technology of production.
2. Production with one variable input – short run production function.
3. Production with two variable inputs – long run production function.
4. Returns to scale.
5. Cost in the short run.
6. Cost in the long run.
7. Economies of scale.
8. Economies of scope.
9. Learning curve.

VI. Profit maximisation under perfect competition

1. Perfectly competitive markets.
2. Marginal revenue, marginal cost, profit maximization.
3. The competitive firm's short run supply curve.
4. Producer surplus.
5. Choosing output in the short run.
6. Long run industry supply curve.

VII. Profit maximisation under monopoly

1. Basic assumptions about monopolistic markets.
2. A monopolist's output decision.
3. Sources of monopoly power.
4. The social cost of monopoly (deadweight loss of monopoly).

VIII. Pricing with market power

1. Capturing consumer surplus.
2. Price discrimination (first-, second, and third-degree).
3. Intertemporal price discrimination.
4. Peak-load pricing.
5. The two-part tariff.
6. Bundling.

IX. Externalities and public goods

1. Positive and negative externalities.
2. Ways of correcting market failures.
3. Externalities and property rights.
4. Public goods.
5. Private preferences for public goods.

Teaching and Learning

This module will be taught by means of workshops and self-directed study. Formative Assessment: Each assessment element will be discussed during workshops. Tutorial guidance will be provided for exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(30%)
Self guided	70 hours	(70%)
Seminar	0 hours	(0%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 60%, will assess learning outcomes 1-9

Coursework, 40%, composed of an in-class exam will assess learning outcomes 1-5

3. MODULE RESOURCES

Essential Reading

R.S. Pindyck, D.L. Rubensfeld, *Microeconomics*, 6th Edition, Prentice Hall International. Inc., 2010.

R. Frank, *Microeconomics and behaviour*, 8th Edition, McGraw Hill, 2010.

Recommended Reading

V.Y. Suslov, J.H. Hamilton, *Microeconomics. Study Guide*, 5th Edition, Prentice Hall International. Inc., 2007

J. Hirschleifer, A. Glazer, D. D. Hirschleifer, *Price Theory and Applications*, 7th ed. Cambridge University Press, 2005

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Prof. Joanna Działo

Name

E-mail

joanna.dzialo@lazarSKI.pl

Length and month of examination

120 minutes in January

Expected teaching timetable slots

MACROECONOMICS, INTERMEDIATE

1. MODULE SUMMARY

Aims and Summary

This is a preparatory course to Macroeconomics, Intermediate. For this reason the course will review the basic macroeconomic concepts and models. However, it will not be another principles-of-macroeconomics course, but it will be conducted on the intermediate level, using mathematics. In particular, matrix algebra, ability to solve systems of linear equations by Cramer's rule and rudimentary calculus will be required. Empirical evidence will be provided. The course will show students how to build *macro* economic models on the basis of *micro foundations*. This approach helps to make the text consistent with the way macroeconomic research is conducted today. The course will focus on theory, but theoretical models will be illustrated by actual-world examples and will be applied to explain events and trends in the world economy with a particular emphasis on the European Union and the euro area.

Module Size and Credits

ECTS points	5
Total student study hours	30
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

Introductory Microeconomics, Introductory Macroeconomics, Basics in Mathematics.

Composition of module mark (including weighting of components)

Final exam, 60%

Midterm exam 40%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Teaching and Learning

This module will be taught by means of lectures and self-directed study. Formative Assessment. Tutorial guidance will be provided for exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(0%)
Self guided	0 hours	(0%)
Seminar	0 hours	(0%)

Workshop 0 hours (0%)

Total 30 hours

Intended Module Learning Outcomes

On completion of this module, a student should be able to:

Evaluate determinants of long run growth.

Understand the difference between short- and long-run macroeconomic equilibrium

Understand the difference between models with sticky prices and flexible prices/wages

Understand the microeconomic principles guiding private agents in the economy

Use various models to assess implications of monetary and fiscal policies

Critically analyse the impact of policy instruments in the short and long run.

Critically analyse current economic policy-making in selected countries.

Indicative Content

Macroeconomic accounts BW ch. 2, W ch. 2

Business cycles BW ch. 1; W ch. 3

Demand and supply in the labor market – unemployment BW ch. 5; W ch. 4 and ch. 6

Consumer and firm behaviour BW ch. 7; W ch. 9

National-Income (Keynesian) model CW ch. 3.5, 5.6 and 7.5; BW ch. 10; W ch. 11

Money and credit markets BW ch. 9; W ch. 12

IS-LM model versus IS -Taylor Rule model BW ch. 10; W 14

Phillips curve and AS-AD model, self-correcting mechanism BW ch. 12 and 13; W 14

Efficacy of monetary and fiscal policy – role of expectations

Market-Clearing models of business cycle W ch. 13 ; BW ch. 16 Long run growth, Solow's model BW ch. 3 – 4; W ch. 7

Endogenous growth BW ch. 4; W ch. 8

Method of Assessment (normally assessed as follows)

Final comprehensive examination, 60%, i.e. will assess all learning outcomes

Midterm exam 40%, will assess learning outcomes 1 – 5

Date of last amendment

3. MODULE RESOURCES

TEXTBOOKS:

M. Burda and Ch. Wyplosz, (2012), *Macroeconomics: A European Text*, Oxford University Press, 6e, including web appendices, labeled BW

Stephen D. Williamson (2014), *Macroeconomics*, Pearson Addison Wesley, 5e referred to as [W]

READING:

A. C. Chiang, K. Wainwright (2005) , *Fundamental Methods of Mathematical Economics*, chapters: 1, 2.1, 3.1, 3.5, 5.6, 7.5 referred to as CW

The Economist, Financial Times, Wall Street Journal, various issues

4. MODULE ORGANISATION

Module leader

Name Prof. Maciej Krzak

Email: maciej.krzak@lazarowski.pl edu.pl

Length and month of examination

120 minutes in January

Expected teaching timetable slots

No timetable information available

MATHEMATICS FOR ECONOMICS

1. MODULE SUMMARY

Aims and Summary

The goal of this course is to make students familiar with basic mathematical tools used in economy and business. Topics include sets, functions of one and several variables, matrix algebra, introduction to the derivative and integral. Some basic connections with economics will be presented, e.g. the production function, the logistic function, the Leontief input-output model, consumer surplus, etc.

Module Size and credits

CATS points	5
Total student study hours	30
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of two in-class exams worth 20% each of the final mark

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

Msc in Business Economics, Year 1

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students should be able to:

1. Apply the notions of a set and basic operations on sets;
2. Perform matrix operations, reduce matrices to row echelon form, solve systems of linear equations, use the Leontief input-output model to solve real world problems;
3. Utilize functions, continuity and limit, sketch graphs of elementary functions, such as polynomial, trigonometric and exponential functions;
4. Calculate the derivatives of a function, geometric and physical interpretations of the derivative, calculate and apply derivatives to find extreme points;

5. Utilize economic applications of the derivative such as marginal analysis and elasticity of demand;
6. Apply the concept of the definite and indefinite integral, have mastered basic techniques of integration such as substitution and integration by parts;
7. Utilize the notions of a partial derivative of a function of several variables, gradient, level curves, extreme points and constrained extreme points.

Indicative Content

1. Basic mathematics, Logics, Sets
2. Matrix algebra and systems of linear equations
3. Functions, limits, and continuity
4. Derivative of a function of one and several variables, and its connection with extreme points
5. Introduction to integration

Teaching and Learning

This module will be taught by means of lecture and workshops and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours (0%)
Lecture	0 hours (0%)
Self guided	0 hours (40%)
Seminar	30 hours (30%)
Workshop	0 hours (30%)
Total	30 hours

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60%, will assess learning outcomes 1-7

Coursework, 40%, two in-class exams – 20% each, will assess learning outcomes 1-7

Date of last amendment

15.12.2015

3. MODULE RESOURCES

Essential Reading

A. Chiang, K. Wainwright, Fundamental Methods of Mathematical Economics

Required Equipment

None

4. MODULE ORGANISATION

Module leader

Name Krzysztof Beck, MA

E-mail beckkrzysztof@gmail.com

Length and month of examination

120 minutes in January

Expected teaching timetable slots

No timetable information available

INTRODUCTION TO ECONOMETRICS

1. MODULE SUMMARY

Aims and Summary

This course aims at teaching students theoretical and applied econometrics. Students will learn different econometric models and how to apply them when working with economic data.

Module Size and credits

ECTS points	5
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

Mathematics, Statistics

Composition of module mark (including weighting of components)

Final exam, 60%

Midterm exam, 40%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Course stages for which this module is mandatory

MSc International Business Economics, year 1

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students should be able to:

1. Generate and use basic graphical and numerical descriptive methods.
2. Apply basic estimation and testing procedures.
3. Prepare and use basic methods of the analysis of correlation and causation.
4. Conduct simple and multiple regression analyses.
5. Critically evaluate statistical studies.
6. Translate and communicate the results of statistical analyses to management.
7. Manage the statistical problem solving process.

Indicative Content:

1. Introduction to Econometrics
2. Data acquisition and management
3. Data summary measures
4. Probability concepts
5. Simple Linear Regression Model (SLR). OLS-estimation
6. Multiple Linear Regression Model (MLR): two explanatory variables
7. Variables Transformations in Regression Analysis

8. Dummy Variables
9. Problems in linear regression model

Method of Assessment (normally assessed as follows)

Final exam, 60%, will assess learning outcomes 1-8

Coursework, 40%, composed of a midterm exam will assess learning outcomes 1-8

3. MODULE RESOURCES

Essential Reading

TEXTBOOK: D.N. Gujarati, Basic Econometrics, McGraw-Hill; 4th edition; J. Wooldridge, Introductory Econometrics, South-Western College Pub, 5th edition.

Recommended Reading

W Greene, Econometric Analysis, Palgrave, 5-th Edition

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr David Pupovac

E-mail davidpupovac@gmail.com

Length and month of examination

120 minutes in January

APPLIED FINANCIAL ANALYSIS

1. MODULE SUMMARY

Aims and Summary

The course main aim is to provide students who have not undergone formal training in financial management at the undergraduate level with a basic knowledge of financial management concepts and techniques. The course should prepare students for the business finance portion of their MSc course including but not limited Corporate Finance Course. Students are expected to learn or improve their knowledge of company's financial statement analysis, learn basis of capital budgeting and gain a principal understanding of the trade-off between risk and return.

Module Size and Credits

ECTS points 5

Total Student Hours 60

Number of Weeks 12

School Responsible Lazarski University , Faculty of Economics and Management

Academic Year 2018/2019

Entry Requirements (pre-requisites and co-requisites) N/A

Exclude Combinations None

Composition of module mark (including weighting of components)

Final Exam, 60%

Coursework, 40%, composed of individual project

Pass Requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment :coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory.

MSc in International Business and Economics

Course stages for which this module is a core option

None.

2. Teaching, Learning and Assessment

Intended Module Learning Outcomes

Upon completion of this course, students will be able to:

- Understand the goals of managerial finance
- Define most important from firm's perspective financial institutions and markets.

- Possess basic knowledge of financial analysis required to evaluate firm's both past financial performance and its prospects for the future. It involves an analysis of the firm's financial statements and its flow of funds.
- Be capable to use various measuring instruments to evaluate financial health of a business, including horizontal, vertical, and ratio analyses.
- Know how to prepare firm's budget and understand links between operating performance and financial results.
- Understand the trade-off between risk and return in finance

Indicative Content

- Introduction: Profit Maximization versus Stockholder Wealth maximization
- The Financial Institutions and Markets.
- Sources of capital financing.
- Financial Statement Analysis : Horizontal Analysis of Balance Sheet, Profit and Loss and Cash Flow. Vertical Analysis of Profit and Loss Account, Ratios Analysis.
- The management of working capital
- Financial Planning and Budgeting. Methods of Financial Forecasting, Structure of the Budget(sales Budget, cost Budget). The Budget Balance Sheet.
- Measures of Return and Risk. Probability distribution, Measures of Risk .
- Principles of Project Finance

Teaching and Learning

This module will be taught by means of lecture and self-directed study. Formative assessment: Comments will be given, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprise:

Guided	0 hours
Lecture	30 hours (50%)
Seminar	0 hours
Self-guided	30 hours
Workshop	0 hours
Total	60 hours

Method of Assessment(normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60% will assess learning outcomes for all intended outcomes.

Coursework, 40% composed of written project (1500-1700 words) will assess learning outcomes 2,3,4. Individual marks will be awarded.

3. Module Resources:

Essential Reading

Jay K. Shim, Joel G.Siegel : Financial Management , Second Edition, McGraw-Hill, 1998.

Aswath Damodaran: Investment Valuation, John Wiley&Sons, 1996.

4. Module Organization

Module Leader

Name	Dr. Wlodzimierz Majcherczak
E-mail	wlodek.majcherczak@gmail.com

Length and month of examination

120 minutes In January

Expected teaching timetables slots

No timetable information available

ADVANCED ENGLISH

1. MODULE SUMMARY

Aims and Summary

This course will help students to participate actively in all forms of written assessment made in English, especially to write essays. The term starts with a diagnostic (placement) test, the aim of which is to assess students' level of English and discover what areas of grammar need to be revised in more detail. The aim is to solidify students' linguistic abilities by providing a thorough revision of main grammatical problems. Students will write one in-class essay and in-class exam. The second one involves earlier preparation of sources and quotations which will be used during class writing, so students will be provided with an indicative topic beforehand. Students' mistakes, which will be clearly indicated in terms of their type, will not be corrected by the teacher, so when essays are returned to students, they are required to correct their errors themselves on the basis of remarks on paper and teacher's comments. Apart from making students more aware of their mistakes, such an approach should help them avoid these errors in the future.

The mark awarded for each essay will reflect the quality of the essay as regards content, organization, grammar and sentence structure, vocabulary, style, punctuation and spelling. If the essay is below 700 words minus 10%, i.e. below 630 words, the grade will be reduced proportionately to the percentage of the words below the limit.

Module Size and Credits

ECTS points	5
Total student study hours	150
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of an in-class exam (essay, 700 words, 30%) and one essay (700 words, 10%).

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component. Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this term, students should be able to:

1. Write a well-structured paragraph and an outline an essay.
2. Write argumentative essays in English on a variety of topics.
3. Use appropriate grammar, punctuation, style and register.
4. Make proper use of in-text citations and bibliography.

Indicative Content

The course will focus on two activities: preparing & writing an essay and reading model essays. Students will practice a variety of exercises. These will range from error correction to paraphrasing, depending on the content. The following issues will be covered:

1. Review of grammar (tenses, passive voice, modal verbs, relative clauses).
2. Punctuation.
3. Paragraph & outline of the essay, sequencing ideas.
4. Quotations, footnotes, in-text citation and dealing with sources.
5. Linking words.
6. Avoiding repetition as opposed to repetition for emphatic purposes.
7. Emphatic sentences & inversion.
8. Personal & impersonal tone.
9. Formal register and its characteristics.
10. Summary and paraphrase.
11. Argumentative essays.

Teaching and Learning

This module will be taught by means of a seminar, involving solving exercises, explanations, analyzing longer essays and other texts, and discussion, depending on the content of each class as well as self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam.

Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	0 hours	{0%}
Self guided	60 hours	{40%}
Seminar	0 hours	{0%}
Workshop	90 hours	{60%}
Total	150 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60%, will assess learning outcomes 1-3.

Coursework, 40%, composed of an in-class exam (essay, 700 words, 30%) and an essay (700 words, 10%), will assess learning outcomes 1-3.

Date of last amendment

10.01.2017

3. MODULE RESOURCES

THE MAIN TEXTBOOK

1. Hogue, A & A Oshima, 2006, Writing Academic English, Pearson Longman

ADDITIONAL TEXTBOOKS

1. Graver, B D, 1996, Advanced English Practice, Oxford University Press
2. Jordan, R R, 2002, Academic Writing Course, Longman
3. McCuen, J R, A C Winkler, 2001, From Idea to Essay, Boston, , 9th edition
4. Morley, J, P Doyle & I Pople, 2007, University Writing Course, Express Publishing
5. Vince, M, 2009, First Certificate Language Practice. English Grammar and Vocabulary, 4th edition, Macmillan
6. Vince, M, 2008, Macmillan English Grammar in Context. Advanced, Macmillan
7. Vince, M, 1994, Advanced Language Practice, Heinemann

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	mgr Piotr Kłossowicz
E-mail	pklossowicz@gmail.com

Length and month of examination

120 minutes in January

Expected teaching timetable slots

No timetable information available

SEMESTER 2 (DUAL AWARD)

MODERN MICROECONOMICS

1. MODULE SUMMARY

Aims and Summary

The aim of this course is to enable students to critically evaluate fundamentals of microeconomic theory and to be able to solve real world problems using their knowledge of microeconomics. The course will be split into two main parts: choice under uncertainty and game theory. The course will make use of calculus.

Module Size and credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of an in-class exam

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

1. Upon completion of this course, students will be able to:
2. Evaluate usefulness of and employ basic tools of decision-making under uncertainty
3. Critically analyse different types of auctions and their outcomes.
4. Critically assess the value of information and consequences of asymmetric information
5. Analyse, solve and evaluate outcomes of games using prisoner's dilemma, game tree and pay-off matrix

Indicative Content

1. Decision-making in uncertainty
2. Value of information
3. Optimal search
4. Bargaining and auctions
5. Asymmetric information
6. Mechanism design
7. Games with sequential moves, extended form of game
8. Games with simultaneous moves; discrete strategies
9. Games with simultaneous moves; continuous strategies
10. Mixed strategies
11. Prisoners' dilemma in repeated games
12. Strategic moves

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Each assessment element will be discussed during seminars. Tutorial guidance will be provided for exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	55 hours	(55%)
Seminar	45 hours	(45%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 60%, will assess learning outcomes 1-4

Coursework, 40%, composed of an in-class exam will assess learning outcomes 1-3

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30-01-2017

3. MODULE RESOURCES

Essential Reading

Samuelson, F.W., & Marks, G.S., 2012. *Managerial Economics*, 7th ed. New York: John Wiley and Sons.

Dixit, A., Skeath, S., Reiley, D., 2009. *Games of Strategy*, 3rd ed. New York: W.W. Norton & Company.

Pindyck, R.S., & Rubensfeld, D.L., 2010. *Microeconomics*, 6th Ed. New Jersey: Prentice Hall International. Inc.

Varian, Hal., 2010. *Intermediate Microeconomics*, 8^h ed. New York: W. W. Norton & Company

Recommended Reading

Dixit, A., Nalebuff, B., 2010. *The Art of Strategy: A Game Theorist's Guide to Success in Business and Life*, New York: W. W. Norton & Company

Polak, Ben., 2007. *ECON 159: GAME THEORY*, Open Yale courses: <http://oyc.yale.edu/economics/econ-159/lecture-1>

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Jarek Neneman

E-mail Neneman@uni.lodz.pl

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available. Timetable information should be verified with the School responsible for the module

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee
Subject Assessment Board Faculty Council, Faculty of Economics and Management
Shortened title
Date of approval by FCPC 13 Feb 2017

CONTEMPORARY MACROECONOMICS

1. MODULE SUMMARY

Aims and Summary

The aim of this module is for students to understand contemporary and past economic events that shape the world we live in at a proper analytical level. The course includes a wealth of historic and current episodes and data to both see how theories can help interpret the world and also judge their validity. Economies today are very inter-connected; for example, what happens in China matters pretty much everywhere; and what happens in one country in the euro zone has implications for the whole euro area and beyond, consequently Contemporary Macroeconomics adopts a very international focus.

Module Size and Credits

CATS points	20
Total student study hours	200
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Teaching and Learning

This module will be taught by means of lectures, workshops and self-directed study. Formative Assessment. Tutorial guidance will be provided for exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(15%)
Self guided	155 hours	(77.5%)

Seminar	0 hours	(0%)
Workshop	15 hours	(7.5%)
Total	200 hours	

Intended Module Learning Outcomes

On completion of this module, a student should be able to:

1. Evaluate determinants of long run growth.
2. Critically analyse the impact of policy instruments in the short and long run.
3. Judge implications of recent macro-economic developments in the global economy and selected national economies.
4. Critically analyse current economic policy-making in selected countries.
5. Create a rational model to deal with the occurrence of short run macroeconomic fluctuations.
6. Analyse the origins of inflation and unemployment and design mechanisms leading to inflation and unemployment control.

Indicative Content

- IS-LM model (open economy included) and AS-AD model, disinflation path, monetary policy
- Long run growth, Solow's model
- The Overlapping Generations Model.
- Business cycles and economic policy
- Asset markets and the financial sector
- Exchange rate and exchange rate policy.
- Expectations.

Method of Assessment (normally assessed as follows)

Final examination, 60%, will assess learning outcomes 1-6

Coursework, 40%, composed of a paper (3000-4000 words), will assess learning outcomes 1-4

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

TEXTBOOKS:

Miles, D., Scott, A., & Breedon, F., 2012. *Macroeconomics: Understanding the Global Economy*, 3rd ed. New York: John Wiley & Sons.

B, O.J., and Fischer, S., 1989. *Lectures on macroeconomics*, Cambridge: MIT press.

Ewing, B.T., Barron, J.M., and Lynch, G.J., 2013. *Understanding macroeconomic theory*. Abingdon-on-Thames: Routledge.

READING:

Burda, M., and Wyplosz, Ch., 2009. *Macroeconomics: A European Text*, Oxford: Oxford University Press.

Barro, R.J., 2007. *Macroeconomics: A Modern Approach*, Ohio: South-Western College Publications.

The Economist, Financial Times, Wall Street Journal, various issues

4. MODULE ORGANISATION

Module leader

Name Prof. Bogna Gawrońska-Nowak

Email: b.gawronska@lazarzski.edu.pl

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

RESEARCH METHODS

1. MODULE SUMMARY

The purpose of this course is to provide students with the methodology needed to conduct research and data analysis in economics and related areas. Additionally, relevant developments in theoretical and methodological approaches will be presented to enable students not only to acquire these methodological tools but also to stimulate the way they think about methodological issues.

The course consists of three parts:

The first part focuses on general introduction to research methodology. It presents the necessary theoretical framework and help students to understand problems they may encounter. Stress will be put on critical approach to research methodology to help them to understand that the perfect tool which perfectly reflects the reality does not exist. In this part of the course some collecting data methods (commonly used in economics) will be presented.

The second part will be devoted to surveys as the most commonly used in economics gathering primary data research tool. The course will provide basic practical knowledge how to construct the questionnaire.

Third part of the course will be focused on providing practical knowledge about econometrics. It should indicate students how they should search for economic time series, how they should find data, extend their knowledge concerning linear regression model and its interpretation, present binary choice model and interpret its parameters, improve software capabilities. The students are supposed to be taught how to solve some economic problems with the usage of econometric methods.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Econometric problem analysis, 60%

Research project, 40%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, students should be able to:

1. Evaluate methodology approaches to project conceptualization, conducting research, and data analysis in economics and related areas.
2. Construct and assess questionnaires.
3. Conduct (including data analysis) a simple survey project and analyze it in a critical way problems and biases which usually are related to this research tool.
4. Apply the concept of spurious regression in econometrics.
5. Verify validity of error term assumptions in linear regression model.
6. Utilize various econometric models.
7. Judge which method should be applied to the specific problem.

Indicative Content

I. Introduction, collecting data methods

1. Aim of the course, general introduction, key concepts in social science methodology.
2. Research Design; Conceptualization, Operationalization and Measurement
3. Methods of collecting and analyzing primary data

II. Practical econometrics

4. Searching for economic time series. Libraries with economic data
5. Working with economic data

III. Linear regression model

7. Problems in linear regression model. Nontypical observations in econometrics
8. Binary choice analysis
9. Working with econometric software (I)
10. Working with econometric software (II)

IV. Working with econometric software

12. Interpretation of research results
13. Group project presentations

Teaching and Learning

This module will be taught by means of seminar and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	55 hours	(55%)
Seminar	45 hours	(45%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Econometric problem analysis, 60%, will assess learning outcomes 4,5,6,7

Research project report (3000-4000 words, excluding graphs and tables), 40%, will assess learning outcomes 1, 2, 3

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

1. Saunders, Mark, Thornhill Adrian, Lewis Philip, 2007, *Research Methods for Business Students*, Prentice Hall
2. Klein Lawrence R., Welfe Aleksander, Welfe Władysław, 1999, *Principles of Macroeconometric Modeling*, North-Holland

Recommended Reading

Oppenheim A.N., 1992, *Questionnaire design, interviewing and attitude measurement*, Continuum.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Jarosław Jura

E-mail juraja@o2.pl

Length and month of examination

None

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

ECONOMETRIC MODELLING

1. MODULE SUMMARY

Aims and Summary

The aim of this module is to develop students' ability to use and apply appropriate statistical and econometric methods to different situations.

Module Size and Credits

CATS points 10

Total student study hours 100

Number of weeks 12

School responsible Lazarski University, Faculty of Economics and Management

Academic Year 2017-2018

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of a project

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. final exam and coursework). Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business and Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, students should be able to:

1. Critically evaluate the fundamental concepts of advanced regression analysis, its benefits and shortcomings.
2. Evaluate appropriate methods for estimating econometric model parameters.
3. Analyse the appropriateness of different statistical test and be able to apply them to solve different econometric problems.
4. Utilize software such as Excel, eViews and Stata in solving real-life econometric problems.
5. Critically assess suitability of econometric methods for solving/estimating economic models.

Indicative Content

CONTENT

1. Estimation and interpretation of parameters.
2. Maximum Likelihood Estimation.

3. Logit and Probit models.
4. Simultaneous Equation Models
5. Instrumental Variables.
6. Vector Auto Regressive Models (VAR)
7. Panel data analysis (Difference-in-Difference estimation, Fixed and Random Effects models)

Teaching and Learning

This module will be taught by means of lectures and self-directed study.

Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(30%)
Self guided	70 hours	(70%)
Seminar	0 hours	(0%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 60%, will assess all learning outcomes

Coursework, 40%, composed of a group project to be delivered at the end of semester during the exam session, will assess all learning outcomes

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

Essential Reading

- Gujarati, D.N., & Porter, D., 2008. *Basic Econometrics*, 5th Ed., New York City: McGraw-Hill /Irwin.
- Wooldridge, J.M., 2010. *Econometric Analysis of Cross Section and Panel Data*, 2nd ed. Cambridge: The MIT Press.
- Wooldridge, J.M., 2012. *Introductory Econometrics*, 5th ed. Boston: Cengage Learning.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Dr Olha Zadorozna
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E-mail olha.zadorozhna@lazarski.pl

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

HISTORY OF ECONOMIC THOUGHT

1. MODULE SUMMARY

This module aims to present the development of economic thought from ancient times till the end of 20th century. To search common feature of old and modern economic theories. To encourage students to read original texts. To analyze historical and economic material. To support critical and analytical approach to the history of economic thought.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this course a student should be able to:

1. Compare and contrast main trends in economic thought.
2. Appraise the value of the contributions of leading economists.
3. Appraise historical sources.
4. Assess how outside factors influence the state of economic thought.

Indicative Content

1. History of discipline. Economic thought in Ancient times and the Middle Ages.
2. Mercantilism in the theory and practice.
3. Pre-classical thought: William Petty, John Locke, David Hume.
4. Classical political economy: Adam Smith, David Ricardo, John Stuart Mill.
5. Economic thought of Karl Marx.
6. Institutionalism and historical school: Thorstein Veblen, Max Weber, Joseph Schumpeter.

7. Economical schools at the turn of XIX and XX century: Alfred Marshall' thought, Austrian, Lausanne and Swedish school.
8. John Maynard Keynes' general theory.
9. The emergence and importance of institutional economics as structured by Douglas North, John Williamson, Coase and Oliver Williamson
10. Critics of neoliberal theories and globalization process by Joseph Stiglitz, Dani Rodrik, and Thomas Piketty

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(30%)
Self guided	70 hours	(70%)
Seminar	0 hours	(0%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final examination, 60%, will assess learning outcomes 1-4
Coursework, 40%, composed of a

paper (3000-4000 words), will assess learning outcomes

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

1-3

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

Landreth H., Colander D.C., *History of Economic Thought*, 4th edition, Boston: Houghton Mifflin, 2002 (also previous editions).

Recommended Reading

Blaug M., *Economic Theory in Retrospect*, Cambridge: Cambridge University Press, 1996.

Galbraith J.K., *Economics in Perspective. A Critical History*, Boston: Houghton Mifflin, 1987.

Heilbroner R., *The Worldly Philosophers: The Lives, Times and Ideas of the Great Economic Thinkers*, New York: Touchstone Rockefeller Center, 1999.

Rostow W., *Theorists of Economic Growth: from David Hume to the present*, London 1990.

Parts of works of: W. Petty, A. Smith, D. Ricardo, J.S. Mill, K. Marx, A. Marshall, T. Veblen, J.M. Keynes and other economists.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Prof. Wojciech Bienkowski

E-mail wbienkowski@gmail.com

Length and month of examination

120 mins in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study

Faculty Collaborative Provision Committee

Subject Assessment Board

Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC

13 Feb 2017

MSC BUSINESS ACADEMIC WRITING

1. MODULE SUMMARY

Aims and Summary

This course will help students to participate actively in all forms of written assessment made in English, especially to write essays. Students will also review the most important issues of grammar. The aim is to solidify students' linguistic abilities by providing a thorough revision of key grammar points. Students write two essays: an in-class essay and in-class exam. The second one involves earlier preparation of sources and quotations which will be used during class writing, so students will be provided with an indicative topic beforehand. Students' mistakes in essays which are clearly indicated in terms of their type are not corrected by the teacher, so when each essay is handed back to students, they are required to correct their errors themselves on the basis of remarks on paper and teacher's comments. Apart from making students more aware of their mistakes, such an approach should help them avoid these errors in the future.

The mark awarded for each essay will reflect the quality of the essay as regards content, organization, grammar and sentence structure, vocabulary, style, punctuation and spelling. If the essay is below 700 words minus 10%, i.e. below 630 words, the grade will be reduced proportionately to the percentage of the words below the limit.

Module Size and Credits

CATS points	0
Total student study hours	75
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of an in-class exam (essay, 700 words, 30%) and one essay (700 words, 10%)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component. Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this term, students should be able to:

1. Write longer papers and essays in English on a variety of topics.
2. Use more advanced grammar and observe punctuation.
3. Be sensitive to stylistic issues.

Indicative Content

1. Linking words.
2. Comparison and contrast essays.
3. Cause and effect essays.
4. Editing and preparing dissertation.

Teaching and Learning

This module will be taught by means of seminars and self-directed study.

Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam.

Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	30 hours	(40%)
Seminar	0 hours	(0%)
Workshop	45 hours	(60%)
Total	75 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60%, will assess learning outcomes 1-3.

Coursework, 40%, composed of an in-class exam and one essay (750 words), will assess learning outcomes 1-3.

Date of last amendment

01.10.2007

3. MODULE RESOURCES

THE MAIN TEXTBOOK

1. Hogue, A & A Oshima, 2006, Writing Academic English, Pearson Longman

ADDITIONAL TEXTBOOKS

- Graver, B D, 1996, Advanced English Practice, Oxford University Press
- Macpherson, R, 2004, English for Academic Purposes, Wydawnictwo Naukowe PWN, Warszawa,
- McCarthy M & F O'Dell, 2008, Academic Vocabulary in Use, Cambridge
- McCuen, J R, A C Winkler, 2001, From Idea to Essay, Boston, 9th edition
- Vince, M, 2008, Macmillan English Grammar in Context. Advanced, Macmillan
- Vince, M, 1994, Advanced Language Practice, Heinemann

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name mgr Piotr Kłossowicz

E-mail pklossowicz@gmail.com

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

SEMESTER 3 (DUAL AWARD)

CORPORATE FINANCE

1. MODULE SUMMARY

Aims and Summary

The course covers a range of factors related to financial decision making within a company. The main focus is on fundamental decisions that every business has to make when it comes to raising funds and investing them. The course is divided into seven main areas: objective function, financial analysis, investment decisions, financing decisions, dividend decisions, company valuation and dealing with shareholder value (SHV) creation. The students will acquire certain practical skills enabling them to use financial ratio analysis to evaluate a public firm's financial position; identify the linkages between risk and expected return and use this relationship to calculate the required rate of return for a firm's common stocks.

Module Size and credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

n/a

Composition of module mark (including weighting of components)

Final exam, 60%

Coursework, 40%, composed of a project

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

n/a

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

n/a

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, a student will be able to:

1. Apply valuation principles to calculate a bond's value and its yield.
2. Prepare pro forma financial statements and use them to identify a firm's external financing requirements.
3. Use stock valuation models to explain when corporate growth strategies can create SHV.
4. Use financial ratio analysis to evaluate a public firm's financial position.
5. Appraise linkages between risk and expected return and use this relationship to calculate the required rate of return for a firm's common stocks.
6. Calculate a project's NPV and IRR and use these measures to make investment decisions.
7. Explain and calculate the WACC for a company.

Indicative Content

The course will focus on:

1. The company's financial goals, needs, budgeting;
2. Corporate entity;
3. Corporate securities
4. The basic accounting statements;
5. Cash flow and cash management
6. Short-term finance
7. Sources of long-term finance
8. Financial Ratio Analysis;
9. IPO and private placement
10. Hybrid securities
11. Portfolio risk and return;
12. Estimation of asset value, including NPV model and rate of return;
13. Capital structure;

14. Portfolio theory and CAPM;
15. Dividend model and decision;
16. SHV creation.

Teaching and Learning

This module will be taught by means of lectures and problem solving. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(30%)
Seminar	15 hours	(15%)
Self guided	55 hours	(55%)
Total	100 hours	

Method Of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60%, will assess learning outcomes 1-7

Coursework, 40%, composed of a project, will assess learning outcomes 1 – 7

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

Brealey, R.A., and Myers S.C., 2017, Principles of corporate finance 12th ed. New York McGraw-Hill Education

Allan C. Shapiro, Sheldon D. Balbirer, *Modern Corporate Finance*, Prentice Hall, 2004

Recommended Reading:

Brealey R.A., Myers S.C., Allen F., *Principles of Corporate Finance (10th Edition)*, Global Edition, McGraw-Hill Irwin (2011)

Brigham E.F, Houston J.F, *Fundamentals of Financial Management (11th Edition)*, ThomsonSouth-Western (2007)

Aswath Damodaran, *Corporate Finance: Theory and Practise*, Wiley, New York 2001.

D. Watson, A. Head, *Corporate Finance: Principle & Practice*, Financial Times Prentice Hall, 2004, 3/E;

The Wall Street Journal, Financial Times, HBR.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr Włodzimierz Majcherczak

E-mail wlodzimierz.majcherczak@citi.com

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

GLOBALIZATION, REGIONAL INTEGRATION AND INTERNATIONAL COMPETITIVENESS

1. MODULE SUMMARY

The course aims to familiarize students with the concept and the process of globalization including current trends in the global, more integrated economy. Most relevant theories of causes and gains of international trade as well as regional economic integration processes will be discussed and analyzed using real-world examples based on the EU and NAFTA. Students will be presented with the long term challenges nations and companies face in the more interconnected and interdependent world. This will be supported by developing knowledge of critical methods and instruments used to measure competitiveness and their application to analyze the determinants of competitiveness of nations and companies in the global economy.

Numerous real-world examples and case studies will be introduced. For example, students will explore the causes and outcomes of outsourcing and offshoring, the growing role of multinational enterprises (MNEs). Special attention will be given to such developments as the great recession of 2008, the EU-USA Free Trade Negotiations (TTIP) and the impact of the energy sector on growth prospects and competitiveness of various regions and countries.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final Exam, 60%

Coursework, 40%, composed of group projects presented in the form of strategic games prepared by sub groups of students during final classes.

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component. Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students should be able to:

1. Evaluate the impact of current advancement in globalization on governments' economic policy choices and the challenges facing economic agents.
2. Apply international trade theory to analyze the most recent trends in world economy.
3. Evaluate regional economic integration theory and policy measures.
4. Distinguish between competitiveness and competition and apply different economic policy models to evaluate country competitiveness in the longer run.
5. Identify critical factors (determinants) of international competitiveness under globalization and regional integration.
6. Apply theory to create/propose an "appropriate economic model" for Poland.

Indicative Content

1. Globalization – a new or a well-known phenomenon?
2. Globalization at present and validity of theories of international trade to explain recent developments
3. Globalization and regional integration; is it a parallel, independent, or reinforcing phenomenon?
4. Globalization and international competitiveness of countries and firms; opportunity or threat?
5. How nations (governments) should respond to globalization to maintain competitiveness. Effectiveness of various economic models and economic policies directions to enhance country's competitiveness
6. Outsourcing and offshoring as an example of the new trends in global economy explained and illustrated by MNEs activities
7. Poland and countries in transition and their chances of becoming internationally competitive

Teaching and Learning

This module will be taught by means of lectures, workshops and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	20 hours	(20%)
Self guided	70 hours	(70%)
Seminar	0 hours	(0%)
Workshop	10 hours	(10%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 60%, results in learning outcomes 1-5

Coursework, 40%, composed of a research project followed by a presentation and debate, will assess learning outcomes 1, 4-6. Individual marks will be awarded on the basis of a group's results as well as individual students' contributions.

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

22.02.2017

3. MODULE RESOURCES

Essential Reading

1. Charles W. L. Hill International Business: Competing in the Global Marketplace" McGraw Hill. International Edition, 2011 or earlier editions (related chapters)
2. Richard Baldwin and Charles Wyplosz, The Economics of European Integration, Fourth Edition, McGraw-Hill, 2012.
3. Paul R. Krugman, Maurice Obstfeld, Marc Melitz, (2011), International Economics: Theory and Policy, HarperCollins College Publishers, recent edition. – related chapters.
4. World Economic Forum The Global Competitiveness Report 2014-2015 (available on website).

Recommended Reading

1. IMD World Competitiveness Yearbook 2014, IMD- World Competitiveness Center, Lasagne, Switzerland, 2014 (related parts).
2. " *Poland. Competitiveness Report 2014*"; *World Economy Research Institute. Warsaw School of Economics 2014*

3. World Bank Report on “*Doing business-2015*”,

4. Molle, W. *The economics of European integration: theory, practice, policy*, 5 th ed. (Aldershot, England ; Burlington, VT : Ashgate, 2006).

5. W. Bieńkowski, J.C. Brada, M. Radto, *Reaganomics goes global. What can the EU, Russia and other transition countries learn from the USA? Palgrave- Macmillan, UK-USA 2006.* (related chapters)

6. W. Bieńkowski, J.C. Brada, M. J. Radto „*Growth vs Security. Old and New EU members’ Quest for a New Economic and Social Model*” Palgrave-Macmillan, UK-USA 2008 ./related chapters marked by professor/.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Prof. Wojciech Bieńkowski

E-mail wbieńkowski@gmail.com

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study

Faculty Collaborative Provision Committee

Subject Assessment Board

Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC

13 Feb 2017

COMMERCIAL LAW

1. MODULE SUMMARY

Aims and Summary

This course aims to enable students to understand the principal problems of commercial law, specifically in EU member states, the United States, Canada, Australia and New Zealand. Both theoretical and practical issues will be presented.

Students will learn and develop an understanding of the legal requirements of starting and operating an enterprise around the world.

Module Size and credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final examination 60%; written assignment 40%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics, Year 2

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. Explain the specifics of commercial law as part of both private and public law.
2. Critically evaluate differences between types of business entities.
3. Explain the purpose of consumer protection and the means of preventing enterprises from exploiting their privileged position in their relations with consumers.
4. Evaluate the purpose and extent of state control of economic activity and its limits.
5. Identify the importance of maintaining competition on the market and the means of preventing and eliminating infringements of competition.

Indicative Content

- The concept and scope of commercial law.
- Types of business entities.
- Contracts.
- Public law elements of commercial law.
- The principle of economic freedom.
- Starting a business - requirements.
- Market regulations.
- Competition law.

Teaching and Learning

This module will be taught by means of seminars and self-guided study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(00%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(00%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final examination (60%) will assess learning outcomes, written assignment (40%) will assess learning outcomes 1, 3 and 4.

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

THE MAIN TEXTBOOK

Jones, Lucy., 2015. *Introduction to Business Law, 3rd ed.* Oxford: Oxford University Press.

ADDITIONAL TEXTBOOKS

Harris, Phil., 2006. *An Introduction to Law*, Cambridge: Cambridge University Press.

Jabłońska-Bonca, Jolanta., 2008. *Wprowadzenie do prawa. Introduction to law*, Warsaw: LexisNexis.

Skorupa-Wulczyńska, 2016. *Civil and Commercial Law A Handbook. Legal English*, Wolters Kluwer.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr Mateusz Drózdź

E-mail mateuszdrozdz@gmail.com

Length and month of examination

120 mins in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

SEMESTER 4 (POLISH AWARD)

STRATEGIC MANAGEMENT

1. MODULE SUMMARY

Aims and Summary

Managing strategy has become an integral part of business dynamics today for any company to achieve an edge over its competitors. It helps management students and practicing managers to understand various concepts, tools, and techniques, and relate them to real-life situations. It also introduces all the fundamental notions and concepts of Strategic Management, including basic theoretical concepts.

The main aim of the course is to provide the students a comprehensive approach that covers issues across various spectra of business and public life in the domain of strategic management. It provides not only a general outline of the field with the understanding of its identity, broad scope and multidisciplinary nature but also various situations where planned and emergent strategies are formulated.

Module Size and credits

ECTS points	5
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

None

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final examination 50%; coursework 50%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

MSc in International Business Economics , Year 2

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. Precisely recognise and use all the basic terms and definitions in Strategic Management

2. Understand and explain the scope and multidisciplinary nature of Strategic Management.
3. Gives details on several high-profile financial scams to aid the reader to glean lessons from these occurrences
4. Formulate and discusses the main concept of the strategic cost management process
5. Explains concepts through examples presented in case studies.

Indicative Content

- Basic definitions, notions and concepts in Strategic Management.
- Introduction
- Evolution of Strategic Management
- The Strategic Management Process
- Objectives of Strategic Management.
- Developing a Vision Statement
- Developing a Mission Statement
- Developing Core Values
- SWOT Analysis
- Situational analysis using TOWS matrix
- Goals and Objectives
- Resolving conflicts in Corporate Objectives
- Environment and strategy.
- External Environment
- Political Environment
- Economic Environment
- Technological Environment
- Sociocultural Environment
- List of external factors
- Synthesis of External Factors
- Strategic analysis. Models and techniques.
- Strategic Models
- Financial Models
- Decision Support Models
- Strategic choice
- Contemporary Strategic Thought

- Corporate Strategy
- Four Levels of corporate Strategy
- Performance Strategy
- Fusion of Strategic Options
- Corporate Restructuring
- Business Process Reengineering
- Strategic Alliances
- New business Models with Technology and Digitalization
- Strategy Formulation: choice and analysis
- Steps for making strategic Choices
- Tools and Techniques
- Subjective factors in Strategic Choice
- Strategy Implementation
- Procedural Implementation
- Business Process Management
- Benchmarking
- Strategy Implementation in Projects
- Ethics, Social Responsibility and Corporate Governance.
- Evaluation and Control
- Applications of Strategic Cost Management
- Risk Management: Perspectives and issues
- Corporate Risk Management
- Case Analysis

Teaching and Learning

This module will be taught by means of lectures (50%) and case studies (50%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(30%)
Self guided	70 hours	(70%)
Seminar	0 hours	(00%)
Workshop	0 hours	(00%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final examination (50%) will assess all learning outcomes, coursework will assess all learning outcomes.

Date of last amendment

15.07.2015

3. MODULE RESOURCES

THE MAIN TEXTBOOK

Strategic Management, Edited by Oxford University Press, N.Chandrasekaran, P.S. AnanthanaRayannn, 1st edition Oxford University Press 2011.

RECOMMENDED READING

Lynch R., *Corporate Strategy*, Persons Education, Harlow 2003.

Tricker B., *Corporate Governance, Principles, Policies and Practices*, Oxford University Press, New York, 2009.

D.J. Power, *Building Model Driven Decision support systems 1997-2000*, www.dsc.ufcg.edu.br/~garcia/cursos/SAD/Notas/Capitulo9.pdf. Last accessed on 30 November 2010.

Hamel G., Prahalad C.K. *Managing Strategic Responsibility in The MNC*, in *Strategic Management Journal*, Volume 4, Issue 4. 2011.

Jorion P., *Value at Risk: Then New Benchmark for Managing Financial Risk*, 3th edition, Mc Graw –Hill, New York 2006.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr Jacek Oleksiejuk

E-mail ojacek@onet.pl

Length and month of examination

120 mins in January

Expected teaching timetable slots

No timetable information available

ELECTIVE MODULE DESCRIPTORS

SEMESTER 3 (DUAL AWARD)

SOCIO-ECONOMIC CHANGES IN CONTEMPORARY CHINA

1. MODULE SUMMARY

Aims and Summary

The main aim of the course is to provide the students with knowledge, which should help them to understand the genesis of the Chinese “economic miracle” and the growing political importance of the People’s Republic of China. In order to achieve such aims, students will be provided with the necessary knowledge of contemporary China; its culture, geography, politics, economy and social situation. To be able to understand complexity of Chinese case some information about China’s history and traditional culture will be presented as well.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a group paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, a student should be able to:

1. Critically analyze the genesis of the Chinese transformation process.
2. Evaluate potential repercussions of Chinese transition.
3. Evaluate the Chinese position in the world's economy and discuss prognosis for the future.
4. Analyze how the economic changes have influenced social transformation and *vice versa*.

Indicative Content

1. Milestones in Chinese modern history.
2. China contemporary political system.
3. International relations of Peoples Republic of China – history and state of play.
4. Confucianists' heritage and contemporary China – “face”, “guanxi”, social hierarchy etc., and its importance in Chinese social and business life.
5. Economic reforms – genesis, way of introduction and outcomes: agrarian reform, special economic zones, industrialization, privatization, reconstruction of “work units”.
6. Chinese economy today
7. China and international economic system. Chinese economic expansion in the world (South East Asia, Latin America and Africa)
8. Social repercussion of economic reforms: migration, unemployment, social insecurity, society polarization
9. Social changes in contemporary China and its economic consequences: individualization, globalization, consumption and consumerism.

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	70 hours	(70%)

Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 50%, will assess learning outcomes 1, 2, 3, 4

Coursework, 50%, composed of a group paper (3000-4000 words), will assess learning outcomes 1-4. Individual marks will be awarded on the basis of a group's results as well as individual students' contributions.

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

Kroeber, A.R. 2016. *China's Economy: What Everyone Needs to Know*, Oxford University Press

Recommended Reading

Brandt Loren, Rawski Thomas G. (eds.). 2008. *China's great economic transformation*, Cambridge University Press

Webber Michael John, Wang Mark, Zhu Ying (eds.), 2003, *China's Transition to a Global Economy*, Palgrave Macmillan

Naughton Barry, 2007, *The Chinese Economy: Transitions and Growth*, The MIT Press

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Jaroslaw Jura

E-mail juraja@o2.pl

Length and month of examination

110 minutes in January

Expected teaching timetable slots

No timetable information available

FSubject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

INTERNATIONAL CAPITAL MARKETS

1. MODULE SUMMARY

This course is designed to provide participants with an understanding of the workings of capital markets, with an emphasis on international capital markets.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final Exam, 50%

Coursework, 50%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, the students should be able to:

1. Identify and apply the main tools used in capital markets

2. Explain the effects that the business cycle of expansion and recession has on interest rates
3. Explain the role played by a central bank in a modern economy and identify the most important indicators of monetary policy
4. Compare regional differences between capital markets and assess their performance
5. Explain and examine the different ways businesses issue securities in order to borrow funds in international capital markets
6. Evaluate and assess behaviour of selected securities
7. Construct an investment strategy for a company

Indicative Content

1. An Introduction to International Capital Markets
2. International Financial Institutions
3. Organization and Structure of the Capital Markets
4. The International Equity and Bonds Market
5. Central banks and monetary policy
6. Interest rate and the price of financial assets
7. The Capital Markets for the Global Firm
8. International Capital Budgeting
9. International Investing and Risk Management
10. International Venture Capital
11. International mergers and acquisitions (M&A)
12. Euro Capital Markets
13. The USA Capital and Bonds Market
14. Japanese Capital Markets
15. The Emerging Capital Markets

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	0 hours	{0%}
Self guided	70 hours	{70%}

Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 50%, will assess learning outcomes 1-6.

Coursework, 50%, composed of a paper, will assess learning outcomes 1-6.

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

1. F. Fabozzi J. Frank., 2015. *Capital Markets: Institutions, Instruments, and Risk Management*. MIT Press.
2. *The Wall Street Journal Europe, Financial Times* and *HBR*
3. P.S. Rose, and Marquis, M.H., 2008, *Money and Capital Markets*, 10th ed. BPI/Irwin.

Recommended Reading

None.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Dr Wlodzimierz Majcherczak
E-mail	wlodzimierz.majcherczak@citi.com

Length and month of examination

110 minutes in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

LABOUR MOBILITY IN THE EUROPEAN UNION

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to make students familiar with the factors affecting international mobility of labour, with the special attention to the EU labour markets. The social and political consequences of migration are also considered. Presentation of the topic is not limited to economic approach. Students are also encouraged to explore interdisciplinary approaches to the analysis and assessment of migration, its trends and patterns.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Łazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final Exam, 50%,

Coursework, 50%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component. Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students should be able to:

1. Compare different social and economic theories of migration and integration.
2. Judge applicability of these different theories in different contexts.
3. Review the migration patterns after the WW2.
4. Critically analyze, compare and assess policies, patterns and mechanisms of migration in Europe.

Indicative Content

1. Economics and migration from the perspective of labour market, international trade and migration theories. Segmented labour markets. Impact upon economy and migration.
2. Guest workers schemes after 1945 in Europe – a source of ethnic division on labour markets.
3. Globalization, migration and development.
4. Patterns of integration of migrants: exclusion/inclusion, discrimination of migrant workers. Impact upon demographic structures. Ageing of population and “replacement migration”. Irregular migration and informal labour market.
5. Migration pressure on Europe; policies of immigration and migrants’ integration - Management of international migration main ideas, constraints and scenarios for the future. Fortress Europe: Welcome the skilled, keeping away unskilled.
6. Changes on labour markets in CEE region in the 1990s – a source of demand for forming labour migration
7. Dynamics and structure of labour migration from Poland before and after 1989.
8. Polish labour migrants in the selected EU countries after 2004.
9. Dynamics and structure of labour migration into Poland after 1989. Migration Policy of Poland after 1989

Teaching and Learning

This module will be taught by means of lectures and seminars. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(0%)

Total 100 hours

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final exam, 50%, will assess learning outcomes 1, 2, 3, 4

Coursework, 50%, composed of a paper (3000-4000 words), will assess learning outcomes 1, 2, 3,4

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

Castles S.& Miller M.J. The age of Migration, International Population Movements in the Modern World, fifth edition, Palgrave Macmillan, 2013

Portes A. and DeWind J. (eds), Rethinking Migration. New Theoretical and Empirical Perspectives, Berghahn Books, 2007

Recommended Reading

Iglicka, K. Poland's Post-War Dynamics of Migration, Aldershot, Ashgate,2003

Selected papers from academic journals provided by the teacher

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Katarzyna Gmaj

E-mail k.gmaj@lazaski.edu.pl

Length and month of examination

110 minutes in January

Expected teaching timetable slots

Note that some tutorials/seminars may be provided at times other than those shown below. Timetable information should be verified with the School responsible for the module. No timetable information available.

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

THE AMERICAN ECONOMY: FACTORS OF GROWTH – PAST, PRESENT, AND FUTURE

1. MODULE SUMMARY

Aims and Summary

The course examines the economic history of the United States as an approach to economics, and a survey of major issues pertaining to the historical/institutional bases for the distinctive performance of the American economy. The course will also assess factors of growth, their past development and how they impact future expansion. Challenges facing the American economy in the 21st century will also be analyzed and examined. Class discussion is central to the course, and students are expected to come to class prepared.

Module Size and credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, a student should be able to:

1. Analyze main factors in the development of the American economy.
2. Appraise mutual influences between the American economy and the global economy.
3. Appraise aspects of American industrialization, development, as well as economic and trade policy
4. Debate current changes, crises and threats in the American economy.

Indicative Content

1. America's place in the world economy
2. The US Constitution as an economic document
3. The American slave trade and industrialization
4. The growth of big business and the roaring twenties
5. Causes and response to the Great Depression
6. America's role in shaping the world economic order after WWII
7. Economic stagnation of the 1970s and the rise of Reaganomics
8. American economic growth at the turn of the century
9. Sources of the most recent financial and economic crisis and its impact on the US and global economy
10. The US economy under the Obama administration and beyond

Teaching and Learning

This module will be taught by means of lectures, seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	00 hours	(0%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 50%, will assess learning outcomes 1-4

Coursework, 50%, composed of a paper (2000-2500 words) will assess learning outcomes 1-4

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

14.02.2017

3. MODULE RESOURCES

Essential Reading

G. Walton, and J. Hughes, 2015. *History of the American Economy, 12th ed.* Cengage Learning.

Gordon, R. J. 2016. *Rise and Fall of American Growth: The U.S. Standard of Living since the Civil War*, Princeton: Princeton University Press.

Council of Economic Advisers. 2015. *Economic Report of the President*, Government Printing Office, Washington DC.

W. Bienkowski, *Reaganomics Goes Global: What Can the EU, Russia and Transition Countries Learn from the USA?*, Palgrave Macmillan, 2006.

Recommended Reading

Douglass North, "Institutions", *Journal of Economic Perspectives*, 5, Winter (1991), pp. 97-112.

Hall, Robert E. and Charles I. Jones. 1999. 'Why do some countries produce so much more output per worker than others?'. *Quarterly Journal of Economics*, 114: 83-116.

Eugene N. White, "The Stock Market Boom and Crash of 1929 Revisited." *Journal of Economic Perspectives*, Vol. 4, No. 2 (Spring 1990), pp. 67-83.

A. Nathan. "How China Sees America." *Foreign Affairs*. 3 Feb. 2015. Web. 3 Feb. 2015.

J. Schumpeter, *The Theory of Economic Development*, Transaction Publishers, 1982

Barro, Robert, *Determinants of Economic Growth: A Cross-Country Empirical Study*, NBER Working Paper No. 5698, 1996

H. Kissinger. "The Future of U.S.-Chinese Relations." *Foreign Affairs*. 3 Feb. 2015. Web. 3 Feb. 2015.

P. Krugman *The Return of Depression Economics and the Crisis of 2008*. W. Norton & Company, 2009.

F. Zakaria. *The Post-American World: Release 2.0*. W. Norton & Company, 2012.

A. Laffer. *The End of Prosperity: How Higher Taxes Will Doom the Economy--If We Let It Happen*. Threshold Editions, 2009.

W. Niskanen. *Reaganomics*. Oxford University, 1988.

M. Rothbard, *Economic Depressions*. Ludwig von Mises Institute, 2011.

T. Taylor. "Thinking about a 'New Economy,'" *The Public Interest*, Spring 2001, pp. 3-19

S. Fischer. *Globalization and Its Challenges*. American Economic Review, 2003, vol. 93, issue 2, pages 1-30

Conte and Karr, *An Outline of the U.S. Economy*. - <http://usa.usembassy.de/etexts/oecon/>

R. Altman. "The Fall and Rise of the West." *Foreign Affairs*. 3 Feb. 2015. Web. 3 Feb. 2015.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Prof. dr. hab. Wojciech
Bienkowski

E-mail wbienkowski@gmail.com

Length and month of examination

110 minutes in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and
Management

Shortened title

Date of approval by FCPC 13 Feb 2017

TAX SYSTEMS IN EUROPEAN UNION COUNTRIES

1. MODULE SUMMARY

Aims and Summary

The main focus of the class content will be on the variety of tax systems in the European Union countries and the dilemma as to whether these should be harmonized or not. Some comparisons will be drawn between EU systems and federal tax systems such as Switzerland and the United States. The students will be introduced to various tax systems functioning in EU member countries and to tax competition hypotheses developed by economists. The students will also be shown how to evaluate the tax system as a national institution.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Łazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

-Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a student's project and its in-class presentation

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course students should be able to:

1. Compare the various tax systems present in EU member countries and their role in attracting and maintaining a competitive economic environment
2. Evaluate the main three theories related to tax competition and apply them in argumentative form for or against tax competition in the EU
3. Evaluate the two main theories related to institutional competition and apply them in argumentative form for or against tax competition in the EU
4. Appraise the role of taxation and the characteristics of “desired” tax systems
5. Analyze EU tax systems

Indicative Content

1. Tax systems in the economic theory – the relation between taxation and economics
2. Qualitative and quantitative characteristics of tax systems
3. Tax systems’ harmonization in the European Union countries – a dilemma
4. Tax competition in economic models – Tiebout model, Zodrow-Mieszkowski model, Leviathan model
5. Tax system as an institution – related theories
6. Tax competition and location of enterprises in the EU
7. Tax systems in EU member countries

Teaching and Learning

This module will be taught by means of lectures.

Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam.

Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows):

Final exam, 50%, will assess learning outcomes 2, 3 and 4.

Coursework, 50%, composed of a student's project and its in-class presentation (multi-media strongly preferred), will assess learning outcomes 1, 2 and 5.

Re-sit

Students failing any component of assessment, at the first attempt, is entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Students may miss the class twice. For each additional unexcused absence 10% of the earned points will be deducted. Documentation attesting to the reasons of your excused absence will be accepted only during the first in-class presence after the absence and be subject to the assessment of the teacher.

Date of last amendment

15-02-2017

3. MODULE RESOURCES

Essential Reading

Essential reading for the module includes lecture handouts and academic articles, such as:

Tax Policies in the European Union 2016 Survey, Luxembourg: Publications Office the European Union [online]

Zodrow, G.R. (2003), "Tax competition and tax coordination in the European Union", *International Tax and Public Finance* 10 (6):651–671.

Ioan TALPOȘ and Alexandru O. CRĂȘNEAC. (2010)"The Effects of Tax Competition", *Theoretical and Applied Economics*, XVII (8, 549), pp. 39-52.

The module's approach is to scrutinise and analyse tax systems of EU countries and macroeconomic setting of tax and institutional competition among countries as published in relevant academic journals and statistical yearbooks. Therefore, there is no core textbook required for this module.

Recommended Reading

Joseph E. Stiglitz, 2015. *Economics of the Public Sector (Fourth Edition)*. 4 Edition. W. W. Norton & Company.

Required Equipment

Projector in class

4. MODULE ORGANISATION

Module leader

Name Dr. Agata Kocia

E-mail akocia@wne.uw.edu.pl

Length and month of examination:

120 minutes in January

Expected teaching timetable slots

Note that some tutorials/seminars may be provided at times other than those shown below. Timetable information should be verified with the School responsible for the module

No timetable information available.

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

THE INTERNATIONAL FINANCIAL SYSTEM

1. MODULE SUMMARY

Aims and Summary

This course aims at outlining a comprehensive picture of the institutional structure and functioning of the international financial system in the era of financial globalization, focusing on the nature of challenges which it faces, as illustrated by the experiences of the recent global financial crisis. The complex nature of individual market segments and features of the most important instruments traded in those markets receive due attention. The emphasis is placed on practically relevant aspects of the subject matter.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a paper

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, the students should be able to:

1. Assess what factors influence and shape the overall structure of the present-day global financial system,
2. Appraise the policies and actions of the global financial system's component institutions and market segments,
3. Judge what conditions are required to ensure the stability and smooth functioning of the global financial system

Indicative Content

1. Origins and unfolding of the present-day international financial system
2. Structure of the contemporary international monetary system
3. The types of exchange-rate arrangements and adjustment processes
4. The build-up and operation of the international currency market
5. Types and mechanics of international capital flows
6. General principles of risk management in international financial transactions
7. Financial futures and options – types and uses
8. Currency swaps, interest-rate swaps, credit default swaps – examples and uses
9. Financial offshore centers - eurocurrency banking markets, origins and characteristics
10. The eurobond market
11. International banking, structure and recent trends in its evolution
12. Investment banking and other financial intermediaries in the international sphere
13. Sources and nature of the latest international financial crisis
14. Regulatory and supervisory challenges in the era of financial globalization
15. The present and prospective role of international financial organizations
11. International banking, structure and recent trends in its evolution
12. Investment banking and other financial intermediaries in the international sphere
13. Sources and nature of the latest international financial crisis
14. Regulatory and supervisory challenges in the era of financial globalization

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam, 50%, will assess learning outcomes 1-3

Coursework, 50%, composed of a paper (3000-4000 words), will assess learning outcomes 1-3

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

15.02.2017

3. MODULE RESOURCES

Essential Reading

Stephen Valdez & Philip Molyneux (2015) – “An Introduction to Global Financial Markets” – Palgrave McMillan, 8th ed.

Supplementary reading: articles from the financial press indicated by the lecturer

Recommended Reading

None.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Dr. Tomasz Schabek
E-mail	schabek.tomasz@gmail.com

Length and month of examination

110 minutes in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

CORPORATE GROWTH AND FINANCIAL MARKETS

1. MODULE SUMMARY

Aims and Summary

This course aims at introducing core ideas of corporate finance, focusing on corporate growth, its financing and use of financial market instruments. In particular, the course examines 1) financial markets and the pricing of principal types of securities, 2) corporate decision making, 3) development and implementation of a corporate financial strategy, 4) some special sources and methods of corporate funding and growth.

Module Size and Credits

CATS points	10
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

N/A

-Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of a project

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. final exam and coursework). Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students should be able to:

1. Construct and apply a strategic planning model.
2. Appraise the contributions made by investment projects, mergers and acquisitions to corporate growth.
3. Conceptualize the relationship between the corporate life cycle, financing strategy and payout policy.
4. Discuss corporate fund raising in private and public capital markets.
5. Evaluate the arguments for and against the existence of an optimal capital structure of a business.

Indicative Content

1. **Value:** financial decisions and market efficiency, risk, return and risk pricing, valuation of cash flows, bonds and common stocks, valuation and delivery of growth opportunities;
2. **Growth:** strategic financial planning, corporate life cycle theory, managing a business through the stages of growth, corporate investment projects, mergers and acquisitions,
3. **Financing:** long-term financing of a firm, raising capital in private and public markets, capital structure and payout decisions.

Teaching and Learning

This module will be taught by means of seminars and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	70 hours	(70%)
Seminar	30 hours	(30%)
Workshop	0 hours	(0%)
Total	100 hours	

Method of Assessment (normally assessed as follows)

Final exam 50%, will assess learning outcomes 1 – 5.

Coursework, 50%, composed of a project, will assess learning outcomes 1 – 5.

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

Essential Reading

Brealey R.A., Myers S.C., Allen F., *Principles of Corporate Finance (10th Edition)*, Global Edition, McGraw-Hill Irwin (2011).

Recommended Reading

Bender R., Ward K., "*Corporate Financial Strategy*" (3^d Edition), Routledge (2009).

Required Equipment

A computer with MS Windows software and an overhead projector.

4. MODULE ORGANISATION

Module leader

Name	Dr. Tomasz Schabek
E-mail	schabek.tomasz@gmail.com

Length and month of examination

110 minutes in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management
Shortened title	
Date of approval by FCPC	13 Feb 2017

GLOBAL TRADE FINANCE

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to provide students with an understanding of the main features of trade finance as well as the methods and processes of structuring international trade transactions using instruments available on the market.

Module Size and credits

CATS points	10
ECTS points	5
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

n/a

Excluded Combinations

None

Composition of module mark (including weighting of components)

Coursework: Project / Case study (50% of the final mark)
Final exam (50% of the final mark)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of the course, the student should be able to:

1. Critically analyse and adapt basic trade documents.
2. Evaluate conditions and logistic requirements of a specific commercial transaction.
3. Draft and negotiate payment and delivery terms of the commercial contract using INCOTERMS 2010.
4. Critically analyse the risks and choose the appropriate trade finance product to mitigate that risk.
5. Critically analyse and negotiate terms and conditions of plain vanilla trade finance solutions.

Indicative Content

- Introduction to international trade
- Incoterms 2010
- International trade documentation
- International modes of transport
- International contracts
- Methods of payment
- Documentary collection
- Documentary credits
- Trade related Guarantees

Teaching and Learning

This module will be taught by means of Seminars (100%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	0 hours	{0%}
Self guided	70 hours	{70%}
Seminar	30 hours	{30%}
Workshop	0 hours	{00%}
Total	100 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Group project / Case study to be delivered at the end of the course (50%) will cover all learning outcomes (1-5), Final Exam (50%) will cover all learning outcomes (1-5).

Re-sit

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

2.06.2016

3. MODULE RESOURCES

THE MAIN TEXTBOOK

INCOTERMS 2010

Grath, A., 2013. *The Handbook of International Trade and Finance: The Complete Guide for International Sales, Finance, Shipping and Administration*. Paperback. Available online.

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Mgr. Grzegorz Pojnar
	Mgr. Oleh Turchyn
E-mail	grzegorzpojnar@gmail.com
	oleh.turchyn@gmail.com

Length and month of examination

110 mins in January

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study	Faculty Collaborative Provision Committee
Subject Assessment Board	Faculty Council, Faculty of Economics and Management

Shortened title

Date of approval by FCPC 13 Feb 2017

SEMESTER 4 (POLISH AWARD)

MASTERING EXCEL FOR BUSINESS

1. MODULE SUMMARY

Aims and Summary

The course prepares students to work with MS Excel spreadsheet mainly for business analytics. This course touches two levels of using MS Excel in business applications. The first one is to cover useful analytic topics in business quantitative analysis, like customers buying behavior (recency-frequency-value analysis), basic financial operations like deposits and loans, business plan, financial calculations and financial projects assessment. Second one is to present functionality of MS Excel (e.g. recalculations, building universal models) together with the important tools of MS Excel like pivot table, VLOOKUP() merging function, dates and times operations and financial built-in functions. After completing the course, students will be able to run their own business analysis using MS Excel tools. *(only form and some language changes – not the content)!!!*

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

None

Excluded Combinations

None

Composition of module mark (including weighting of components)

Coursework 50%: composed of an in-class exam in a computer lab.

Exam 50%: Final exam in a computer lab.

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

The course conducted in a computer laboratory.

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. perform quantitative business analysis in MS Excel using the proper tools provided by this software
2. analyse financial conditions of potential investment
3. plan the way of reporting for given dataset

Indicative Content

- Introduction: Excel functionality, how to use data and build models successfully?
- Useful built-in functions: financial models of deposits and loans with business applications, financial project analyses
- Time and date operations: financial examples, optimization in handling with large datasets
- Merging the data: combining different data sources and databases
- Basic statistics: how to explore business datasets, how to present attractive reports and charts
- Pivot table and more sophisticated MS Excel analytical tools: quick data mining and reporting, customer data analysis, optimal production analyses, introduction to cluster analyses. *(order changes and minor amendments)*

Teaching and Learning

This module will be taught by means of seminar and lab classes. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	0 hours	{0%}
Self guided	50 hours	{62%}
Seminar	30 hours	{38%}
Workshop	0 hours	{0%}
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final examination (50%) will assess learning outcomes 1-3 – full analysis with all tools, the in-class exams (50%) will assess learning outcomes 1-3 – checking partial knowledge

Date of last amendment

01.02.2015

3. MODULE RESOURCES

THE MAIN TEXTBOOK

Day A., Mastering Financial Mathematics in Microsoft Excel: A Practical Guide for Business Calculations, FT Press

Required Equipment

MS Excel in preferred language version (Polish or English available during classes), should be installed on students' computers.

4. MODULE ORGANISATION

Module leader

Name Dr Mateusz Kopyt

E-mail mkopyt@wne.uw.edu.pl

Length and month of examination

120 minutes in January

Expected teaching timetable slots

No timetable information available

INTRODUCTION TO GLOBAL OPERATIONS AND SUPPLY CHAIN MANAGEMENT

1. MODULE SUMMARY

Aims and Summary

This is the introduction to the field of global operations and supply chain management that is gaining on importance. It introduces the fundamental terms and knowledge concerning operations and supply chain management and their global dimension. Students are expected to read the appropriated chapters of the books and case studies before the class.

Aims:

Understand the basic rules, principles, strategies and policies of supply chain and operations management as they are used in the “real world”;

Be able to apply operations and supply chain tools;

Be able to make decisions concerning supply chain and operations management in the “real world”

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

None.

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final examination 50%, coursework (50%)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics , Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course students:

1. will know the rules of functioning of market economy
2. will be trained in making practical use of economic information and transforming them for the economic and social usage
3. will acquire competences of working on her/his own and in a team

Indicative Content

- Introduction into operations and supply chain management
- Basic definitions and terms
- Linking operations and supply chain management with other functional fields of the company
- Process choice and layout
- Benihana of Tokyo – Harvard Business School case study
- Operations and supply chain strategies
- The Beer Game – simulation
- The Beer Game debriefing session and inventory management
- Logistics, sourcing and purchasing
- Gillette case study
- Managing production in supply chain
- Toyota production – Harvard Business School case study
- Zara fast fashion - Harvard Business School case study
- Social responsibility in operations and supply chain management – Esquel- mini case study
- Final group projects

Teaching and Learning

This module will be taught by means of lectures – 2,5 hours, workshops – 15 hours, and discussion seminars – 12,5 hours. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(40%)
Self guided	50 hours	(60%)
Seminar	0 hours	(00%)
Workshop	0 hours	(00%)
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final examination (50%) will assess learning outcomes 1,2, coursework (50%) will assess learning outcomes 1,2,3

Date of last amendment

15.07.2015

3. MODULE RESOURCES

Cecil C. Bozarth, Robert B. Handfield, Introduction to Operations and supply chain management, Pearson Prentice Hall, 2008

David Simchi-Levi, Operations Rules, Delivering Customer Value through Flexible Operations, MIT Press, 2010

Case studies and selected articles

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Prof. Aleksandra Laskowska-Rutkowska

E-mail a.laskowska@lazariski.edu.pl

Length and month of examination

110 mins in January

Expected teaching timetable slots

No timetable information available

STRATEGIC DECISION MAKING

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to introduce basic concepts of decision making under uncertainty and strategic environment.

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

Microeconomics.

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final examination (50%) and mid-term exam (50%).

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics , Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. Understand basic concepts of decision making under uncertainty, incl. von Neumann-Morgenstern expected utility function
2. To construct and use decision trees
3. Understand basic concepts of game theory
4. Analyze simple games
5. Understand strategic moves

Indicative Content

- Choice under uncertainty
- Decision making under uncertainty

- Value of information
- Basic ideas and terminology of game theory
- Games with sequential moves, extended form of game
- Games with simultaneous moves
- Mixed strategies
- Prisoners' dilemma
- Strategic moves

Teaching and Learning

This module will be taught by means of lectures (75%) and games (25%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(40%)
Self guided	50 hours	(60%)
Seminar	0 hours	(00%)
Workshop	0 hours	(00%)
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Final examination (50%) will assess ALL learning outcomes, coursework (50%) will assess learning outcomes 1 through 3.

Date of last amendment

25.09.2015

3. MODULE RESOURCES

A. Dixit, S. Skeath, D. Reiley, *Games of Strategy*, 4th ed., W.W. Norton, 2015

H. Varian, *Intermediate Microeconomics*, 7th ed, Norton

F. W. Samuelson, G. S. Marks, *Managerial Economics*, 7th ed., John Wiley and Sons 2006 or 8th ed., 2014

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Prof. Maciej Krzak

E-mail maciej.krzak@lazarzski.pl

Length and month of examination

110 mins in January

Expected teaching timetable slots

No timetable information available

QUANTITATIVE METHODS IN FINANCIAL MARKET

1. MODULE SUMMARY

Aims and Summary

High frequency data analysis is one of the most important skills that can be needed in practical application of knowledge acquired during the studies of financial markets (also important from theoretical ground - Nobel prize for methods of analyzing economic time series with time-varying volatility won by R. F. Engle).

The module has strictly applicative and easy-to-understand focus.

Emphasis is placed upon practically relevant aspects of the subject, mainly: creating ARCH models in order to analyze stock market data, interpreting models parameters and constructing investment strategy simulation based on the results.

This course aims are to deliver easy-to-understand and easy-to-application ways of analyzing financial markets (stock market particularly). Providing understanding of Quantitative Methods as main tool in modern research and variety of jobs especially in financial sector is one of the goals of the course. Fluent use of MS Excel spreadsheet and EViews in financial modeling can be valuable resource in future academic or in any sector where data analysis is used (financial sector, banking, marketing, management, IT, etc.), therefore learning outcomes include: acquiring mostly applicative but also theoretical knowledge of financial market analyzes (stock market), developing skills of investing strategy building process, developing IT skills in case of MS Excel Spreadsheets and econometric software (Eviews), understanding theories and role of stock market efficiency and process of exploiting potential market inefficiencies.

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

Basics of Economic Modelling, Research Methods

Excluded Combinations

None

Composition of module mark (including weighting of components)

Coursework, 100% (project report)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics , Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

1. Know how to define and explain relationship between different stock markets in context of “meteor shower effect”. Students characterize rules of opening (long and short) and closing positions on stock market, choose, evaluate and analyse optimal investment strategy and explain reasons of heteroskedasticity and role it plays in econometric model estimations,
2. Use quantitative methods in practical analysis of stock markets,
3. Fluently organize and undertake econometric modelling of investment process,
4. Will be trained to use spreadsheet in order to simulate investment process/strategy, to undertake computation and interpretation of direction quality measures of econometric model used in investment process.

Indicative Content

1. Introduction to ARCH models – theoretical background, need of use ARCH models in financial models with heteroscedasticity problem.
2. Efficiency of stock markets.
3. „Meteor shower effect” and „Heat waves effect” on stock markets.
4. Direction quality measures. Basic of simulation of the strategy. Strategy assumptions and conditions.
5. Data quality and its role in building of financial econometric models. Developing ARCH models.
6. Development of simulation of the strategy.
7. Introducing tools for improving practicability of the strategy (filters, introducing transaction costs).
8. Spreadsheets based work and further development of the strategy.
9. Influence of assumptions.
10. Calculation of break-even-point in context of transaction costs.
11. Developing the complexity of the strategy – introducing portfolios of indexes to the “Meteor shower effect”.
12. Developing the complexity of the strategy – introducing improvements developed by students during classes (or others like: stop-loss/take-profit orders) of indexes to the “Meteor shower effect”.
13. Measures of strategy efficiency.
14. Financial modeling and its challenges in context of econometric theory development and practical application of it.

Teaching and Learning

This module will be taught by means of workshops in the computer lab (100%). Formative

Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(40%)
Self guided	50 hours	(60%)
Seminar	0 hours	(00%)
Workshop	0 hours	(00%)
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Coursework, 100%, consisting of a project report (1500-2500 words), will assess learning outcomes 1-4

Date of last amendment

15.07.2015

3. MODULE RESOURCES

Required Reading

Gujarati D. N. (2004), „Basic Econometrics”, The McGraw–Hill Companies

Recommended Reading

Campbell J.Y, Lo A.W., MacKinlay A.C. (1997) „The Econometrics of Financial Markets”, Princeton University Press

Winston W.L. (2014), “Microsoft Excel 2013 Data Analysis and Business Modeling” Microsoft Press

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Dr Tomasz Schabek
E-mail	schabek.tomasz@gmail.com

Length and month of examination

None

Expected teaching timetable slots

No timetable information available

FIXED INCOME ANALYSIS

1. MODULE SUMMARY

Aims and Summary

Total Debt Securities according to IMF Global Financial Stability Report 2014 is worth 99.8 trillion of dollars, comparing to total stock market capitalization of 65.5 trillion and world GDP equal 74.7 trillion. Such big and important market cannot be omitted in process of understanding global finance market. Bond market can be also source of great financial turmoil as we observed in past years. Therefore understanding of instruments that consist for this market, their characteristics, valuation, risks and volatility is crucial in full comprehension of capital markets. The course is focused on delivering of knowledge and tools for practical and theoretical approach to debt securities.

The aim of the course is to transfer of the knowledge about fixed income securities to the students. To deliver proficiency in valuating risks associated with debt securities, also full understanding of mechanisms of debt instruments valuation. Introduce tools of understanding mechanisms and valuation of more complicated structured instruments like Assets Backed Securities, Mortgage Backed Securities. Efficiently use MS Excel Spreadsheet to create, manage and evaluate portfolio of fixed incomes. Provide good basis for undertaking finance related professional programs, like e.g. Chartered Financial Analyst (CFA).

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

None

Excluded Combinations

None

Composition of module mark (including weighting of components)

Midterm exam 50%, Final Exam, 50%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics , Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should be able to:

4. Define features of fixed income securities
5. Evaluate risk associated with debt securities
6. Understand yield measures and relations of spot and forward rates in the perspective of theories describing shapes of yield curves
7. Use the process of bootstrapping to generate theoretical spot yield curve
8. Evaluate the value of the bond
9. Use duration and convexity of the bond or portfolio of bonds
10. Calculate payments to mortgage backed bonds and risk involved with such securities (like prepayment risk)
11. Know and understand how different types of Assets Backed Securities (ABS) work
12. Value ABS by Option Adjusted Spread analysis

Indicative Content

15. Introduction to debt securities. Their characteristics, types, risks and recent innovations on the fixed income market
16. Time value of money. Valuation of bonds, quotations of bonds, bonds' prices sensitivity for changes of interest rates – introduction
17. Types of yields of bonds – understanding and calculations
18. Volatility of fixed income instruments' prices. Measures, usage, calculations
19. Times structure of interests rates. Understanding, application, calculation.
20. Treasury bonds in US and other state issued bonds across Europe. Ratings agencies
21. Fixed incomes issued by companies. Characteristics
22. Other types of bonds – bonds with options, Mortgage Backed Obligations. Introduction, characteristics, mechanism. Zero volatility spread. Binominal tree valuation
23. Other type of Assets backed Securities. Types, role in the financial crisis. Case study - working mechanism
24. Valuation of the portfolio of the bonds, introduction and characteristics, practical calculations
25. Strategies of bond portfolio management – basic concepts and application

Teaching and Learning

This module will be taught by means of workshops in the computer lab (100%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	30 hours	{40%}
Self guided	50 hours	{60%}
Seminar	0 hours	{00%}
Workshop	0 hours	{00%}
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Midterm exam 50% (will assess learning outcomes 1-6), Final Exam, 50%, will assess learning outcomes 1-9

Date of last amendment

15.07.2015

3. MODULE RESOURCES

Required Reading

Fabozzi F.J. (2012) "Bond Markets, Analysis and Strategies", Prentice Hall

Recommended Reading

Amenc, N., and L. Martinelli. 2002. "Portfolio Optimization and Hedge Fund Style Allocation Decisions." Journal of Alternative Investments, vol. 5, no. 2 (Fall):7-20

Asness, Clifford. 2004. "Sources of Change and Risk for Hedge Funds." CFA Institute Conference Proceedings: Challenges and Innovation in Hedge Fund Management (August):4-9

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr Tomasz Schabek,

E-mail schabek.tomasz@gmail.com

Length and month of examination

110 mins in January

Expected teaching timetable slots

No timetable information available

GLOBAL TRADE FINANCE

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to discuss general idea of Trade Finance. To provide students with basic knowledge on Trade Finance Solutions, focusing on methods and the process of structuring international trade transactions using instruments available on the market.

Module Size and credits

ECTS points	4
Total student study hours	80
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

n/a

Excluded Combinations

None

Composition of module mark (including weighting of components)

Project / Case study (50% of the final mark)

Final exam (50% of the final mark)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of the course, the student should be able to:

6. Identify and adapt basic trade documents.
7. Choose the appropriate mode of transport for specific commercial transaction.
8. Draft and negotiate payment and delivery terms of the commercial contract using INCOTERMS 2010.
9. Identify the risks and choose the appropriate trade finance product to mitigate that risk.
10. Adjust and negotiate terms and conditions of plain vanilla trade finance solutions.

Indicative Content

- Introduction to international trade
- Incoterms 2010
- International trade documentation
- International modes of transport
- International contracts
- Methods of payment
- Documentary collection
- Documentary credits
- Trade related Guarantees

Teaching and Learning

This module will be taught by means of Seminars (100%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self guided	50 hours	(60%)
Seminar	30 hours	(40%)
Workshop	0 hours	(00%)
Total	80 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Project / Case study (50%) will cover all learning outcomes (1-5), Final Exam (50%) will cover all learning outcomes (1-5).

Date of last amendment

2.06.2016

3. MODULE RESOURCES

THE MAIN TEXTBOOK

INCOTERMS 2010

Anders Grath "The Handbook of International Trade and Finance: The Complete Guide for International Sales, Finance, Shipping and Administration Paperback" – December 28, 2013

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name	Mgr. Grzegorz Pojnar Mgr. Oleh Turchyn
E-mail	grzegorzpojnar@gmail.com oleh.turchyn@gmail.com

Length and month of examination

110 mins in January

Expected teaching timetable slots

No timetable information available

INVESTING IN CAPITAL MARKETS

1. MODULE SUMMARY

Aims and Summary

The aim of the course is to acquaint the students with the basic concepts and methods used in capital market investing.

Module Size and credits

ECTS points	3
Total student study hours	60
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2018/2019

Entry Requirements (pre-requisites and co-requisites)

The course requires basic knowledge of financial accounting and can be used as the introductory course on investment portfolio theory.

Excluded Combinations

None

Composition of module mark (including weighting of components)

Midterm test (50% of the final mark)

Final exam (50% of the final mark)

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Re-assessment: coursework component and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory

None

Course stages for which this module is a core option

MSc in International Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module a student should:

1. Understand the investment environment, transaction types and markets,
2. Understand and be able to apply the basic conceptual tools of capital market investing such as the time value of money, the risk-return relationship, Modern Portfolio Theory and the Capital Asset Pricing Model,
3. Perform basic security analysis,

4. Perform basic valuation of common stocks and bonds,
5. Know and discuss the ideas and methods used in technical analysis,
6. Know and discuss the various performance evaluation and portfolio management techniques, as well as investment philosophies and styles.

Indicative Content

- The Investment Process,
- Security Markets and Investment Transactions,
- Investment Risk and Return,
- Modern Portfolio Theory,
- The Characteristics of Common Stocks,
- Security Analysis,
- Valuation of Common Stocks,
- Fixed-Income Instruments,
- Bonds Yields, Valuation and Bond Portfolio Immunisation,
- Technical Analysis,
- Financial Crises and the Financial Instability Hypothesis,
- Investing Styles and Portfolio Management.

Teaching and Learning

This module will be taught by means of lectures (100%). Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	30 hours	(50%)
Self guided	30 hours	(50%)
Seminar	0 hours	(00%)
Workshop	0 hours	(00%)
Total	60 hours	

Method of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Midterm test (50% of the final mark) – test composed of mini case studies and valuation tasks, will assess learning outcomes 1-4

Final exam (50% of the final mark) will assess learning outcomes 1-6

Date of last amendment

25.07.2015

3. MODULE RESOURCES

REQUIRED READING

Aswath Damodaran “Investment Valuation: Tools and Techniques for Determining the Value of Any Asset”, 3rd Edition, Wiley, 2012

(http://pages.stern.nyu.edu/~adamodar/New_Home_Page/Inv3ed.htm)

RECOMMENDED READING

Aswath Damodaran, The Little Book of Valuation: How to Value a Company, Pick a Stock and Profit (2011)

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr Tomasz Schabek

E-mail schabek.tomasz@gmail.com

Length and month of examination

110 mins in June

Expected teaching timetable slots

No timetable information available

INTERNET, SOCIAL MEDIA AND MARKETING RESEARCH

1. MODULE SUMMARY

Typically marketing research employs such methods like surveys, focus groups interviews, personal interview, tests, etc. Development of Internet, social media and Information Technology helps to conduct this type of research in virtual reality and (what is probably more important) helps to develop new methods - perhaps more efficient and reliable. Terms such as big data, data mining, big query, social media analysis, content analysis, brand sentiment analysis, etc. are becoming more and more popular among marketing researchers nowadays. It seems to be that this approach is a future of marketing (or even social) research.

The purpose of this course is to provide students with basic methodological knowledge about those new types of marketing research in practical way. While conducting a simple research project students will experience all stages, including advantages and limitations, of this methodology.

Module Size and Credits

CATS points	n/a
Total student study hours	100
Number of weeks	12
School responsible	Lazarski University, Faculty of Economics and Management
Academic Year	2017-2018

Entry Requirements (pre-requisites and co-requisites)

Research methods

Excluded Combinations

None

Composition of module mark (including weighting of components)

Research project (group work) – report 100%

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component. Re-assessment: coursework component(s) and/or examination as appropriate.

Special Features

None

Course stages for which this module is mandatory MSc in International Business Economics

Course stages for which this module is a core option

None

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

On completion of this module, students should be able to:

- Evaluate basic methodological knowledge about project conceptualisation, conducting research, and data analysis in internet based marketing and social research.
- Evaluate basis knowledge concerning data mining methods and procedures.
- Construct a simple database containing internet and social media textual data.
- Construct a simple dictionary (for example sentiment dictionary) typically used for media content analysis in marketing research.

- Conduct (including data analysis) a simple project focused on content analysis (related to particular brand image, reception) and analyse in a critical way problems and biases which usually are related to this research tool.

Indicative Content

1. Introduction, old methods, new forms – survey, focus group, in-depth interview and social media
2. New methods – new forms – social media growing importance and marketing research
3. Data mining/data harvesting – introduction, data sources, methods and applications
4. Text mining/data harvesting – API and search machines, social media as a data sources
5. Google analytics, FB statistics - different indicators in sociometrix
6. Processing textual data: text preprocessing, keywords, phrases, categories, dictionaries
7. Processing textual data frequency analysis, transforming qualitative data into quantitative variables
8. Analysing textual data – software review
9. Processing textual data: sentiment analysis.
10. Machine learning methods in media content analysis.
11. Brand monitoring services – pros and cons
12. Draft results presentations

Teaching and Learning

This module will be taught by means of seminar and self-directed study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework. Student activity and time spent on each activity comprises:

Guided	0 hours	{0%}
Lecture	0 hours	{0%}
Self guided	70 hours	{70%}
Seminar	30 hours	{30%}
Workshop	0 hours	{0%}
Total	100 hours	

Method Of Assessment (normally assessed as follows)

The intended learning outcomes will be assessed as follows:

Research project (group work) 100%, will assess learning outcomes 1,2,3,4,5

Date of last amendment

June 02, 2015

3. MODULE RESOURCES

Essential Reading

Hill C. A., Dean E., Murphy J., 2013, Social Media, Sociality, and Survey Research, Wiley

Recommended Reading

Krippendorff K. H., 2012, Content Analysis: An Introduction to Its Methodology, SAGE Publications

Russell, M. A., 2013, Mining the Social Web: Data Mining Facebook, Twitter, LinkedIn, Google+, GitHub, and More, O'Reilly Media

Required Equipment

None.

4. MODULE ORGANISATION

Module leader

Name Dr. Jaroslaw Jura

E-mail juraja@o2.pl

Length and month of examination

None

Expected teaching timetable slots

No timetable information available

MODULE LEADERS

WOJCIECH BIEŃKOWSKI

PRESENT POSITION

- Dean of Faculty of Economics and Management;
- Director, US Economy and International Business Relations Institute, Lazarski University;
- Fellow at the Institute for Applied Economics and the Studies of Business Enterprise, Johns Hopkins University, Baltimore

EDUCATION AND RESEARCH

1968	Warsaw School of Economics (formerly – Main School of Planning and Statistics in Warsaw, faculty: Foreign trade), M.A. diploma
1978	Ph.D. diploma
1993	D.Sc. diploma
1971-1972	University of Rochester, NY, USA; Ph.D. Studies
1984-1986	Harvard University, Cambridge, Mass., USA; Visiting Scholar
1991-1992	Nagoya City University, Japan, Visiting Scholar
02/06 1994	George Mason University, USA, Visiting Scholar
Fall 2005	Harvard University, Visiting Scholar
Fall 2006	Johns Hopkins University, Visiting Scholar

Several short-term research studies in:

Germany (RFE/RL Institute in Munich), Austria, Italy (The Rockefeller Conference and Study Center at Bellagio) and University of Rochester, New York.

Scientific research as Head of the team

2010 (till now)

Head of the project: “Przydatność polskich rynków finansowych na niestabilności wewnętrzne i zewnętrzne” (Committee of Economic Research NBP), with budget of 68 500zł
2007-2009

Head of the project nr N112 008 32/0274, pt: “Zmiana znaczenia czynników międzynarodowej konkurencyjności gospodarczej wynikająca z procesów globalizacji i integracji z Unią Europejską. Wnioski dla optymalizacji modelu polskiej polityki gospodarczej” (Ministry of Science and Higher Education), with budget of 200,000zł.

BUSINESS EXPERIENCE:

1993 – 1995	Director, International Cooperation Department National Environmental Fund (NFOŚiGW)
1995 – 1998	Vice-President, National Environment Fund
1998 – 1999	Executive Director, European Investment Fund
2006 – present	Advisor to Poland’s Minister of Economy

Member of several supervisory boards, including Environmental Bank and the Polish Agency

for Foreign Investment

MEMEBERSHIPS:

- Harvard Alumni Club in Poland (Vice-President)
- W. Fulbright Scholar Association
- Salzburg Seminar Alumni Association
- Foreign Trade Faculty Graduates Association
- Association of Polish Economists (TEP)

OTHER INFORMATION

2006-2007 – Adviser to Poland’s Minister of Economy

06/2009 – present – Editorial Board Member of “ Eastern European Economics”

CONFERENCES (recent)

2010 – Conference “Drivers from Higher to Quality Education, organized by U.S. Economy and Transatlantic Relations Institute, Lazarski University

2010 - V Congress of the Citizens „Polish Idea of the 21st Century”, Warsaw University of Technology;

2009 - Conference „Transatlantic Dimension of the mobility of Europeans”, US Economy and Transatlantic Relations Institute at Lazarski University;

2009 - Conference „International Management. Competitiveness of the Polish Enterprises”, Faculty of Economics and Management at Lazarski University;

2009 - Conference „Conditions for the Effectiveness of the Medical Care System Reforms in Poland”, Faculty of Economics and Management at Lazarski University;

PUBLICATIONS:

Author and co-author of dozens of articles and several books published by such publishing houses as Palgrave-Macmillan (USA-UK), Cambridge University Press (UK), M.E. Sharpe (USA), Maruzen (Japan) and PWN, PWE (Poland) and at scientific journals: Harvard International Review, Comparative Economic Studies, Journal of Comparative Economics, Bank of Austria

Selected publications

Międzynarodowa zdolność konkurencyjna kraju i przedsiębiorstw. Wyzwania dla Polski na progu XXI wieku. Wydawnictwo SGH, Warszawa 2004

Reaganomika i jej wpływ na konkurencyjność gospodarki amerykańskiej, wyd. PWN, Warszawa 1995,

“Prospects for East-West Trade in the 1980s”, in Harvard International Review, Vol. IX, No.2, January 1987,

“New Developments in Economic Relations Between Japan and CMEA Countries (co-author with Masumi Hakogi), in Marie Lavigne (ed.), *The Soviet Union and Eastern Europe in the Global Economy*, Cambridge University Press, Spring 1992

“Completion of Systemic Transformation Processes in Post-Communist Countries as a Condition for Successful Development of Economic Cooperation”, Vol. 40, no. 3, M.E. Sharpe, Inc. – USA, 2002.

“Globalization and economic integration and its impact on government economic policy

choices”, Journal of Economics Shxang University, China, 2002.

BOGNA GAWROŃSKA-NOWAK

Current post:	Head of Chair of Economics
Education and Qualifications	2014- habilitation in Economics at the Faculty of International Business and Economics at Poznań University of Economics, habilitation thesis title: “Exchange rate regimes in view of instability in emerging European economies”; 2002- PhD in Economics at the Faculty of Economics and Sociology at the University of Łódź, dissertation title: “Regional differences in unemployment in Poland in the nineties”, supervisor: Prof. zw. dr hab. Eugeniusz Kwiatkowski;
Teaching Experience:	since 2003 – teacher at the validated programmes in Economics at Lazarski University (Macroeconomics, International Economics) teaching in the MBA organized by the National Bank of Poland (International Finance) teaching in the LLM organized by Lazarski University and Boston University (Finance and International Business)
Pedagogic interests (how these interests inform your teaching and research):	Macroeconomics, International Economics, International Finance, Exchange Rate Economics, Mathematical Economics, Macromodeling, Financial Markets, Financial Crisis, Contagion, Behavioural Economics, Interdisciplinary approach towards Economics.
Research, scholarly and enterprise activity	2014- Coordinator of two modules in the research project titled “Immigrants with degrees in the Polish labour market” carried out by the Foundation ISEE and Nasz Wybor, funded by European Fund for the Integration of third-country nationals and the Polish government, the report is published; from 2013- expert and reviewer in the multidisciplinary project “Recovering Forgotten History. The Image of East–Central Europe in English–Language Academic Textbooks” founded by Ministry of Foreign Affairs and International Visegrad Fund, and also organized and co-financed by the Foundation of Civic Space and Public Policy. The project partners are Georgetown University and

	<p>Polish Academy of Learning;</p> <p>September 2011 - December 31, 2011, senior researcher in the project coordinated by Dr Joanna Konieczna-Sałamatin, the project funded by the Stefan Batory Foundation, title: "The Open Europe- own actions, A Friendly Border, Monitoring of passenger traffic handling between the Polish and Ukraine by Polish state services." the report is not published;</p> <p>November 5, 2009 - November 4, 2011- coordinator of the project financed by the Ministry of Science and Higher Education titled "The effectiveness of foreign exchange interventions for the economies similar to those Polish", published in two monographs;</p> <p>28 May 2010 - 31 May 2010- senior researcher in the project coordinated by Wojciech Bieńkowski, the project came into force on the base of 1st edition competition of the Committee for Economic Research of the National Bank of Poland, project title "The vulnerability of Polish financial markets to interior and exterior instabilities", the research report is published in Materials and Studies of NBP and related publications;</p> <p>June 2007, October 2006- expert of Sejm (the Polish Parliament) Bureau of Research, analysis of the state budget (evaluation of the budget bill for 2007 and the implementation of the budget in 2006) with particular emphasis on the labor market; publication: "The state budget for 2007. Preliminary Appraisals." Sejm Paper 1000, 2/2006, Bureau of Research, Chancellery of the Sejm;</p>
<p>Published output from research and scholarly activity:</p>	<ol style="list-style-type: none"> 1. „Imigranci o wysokich kwalifikacjach na polskim rynku pracy. Raport z badań 2014 – 2015”, [eng: "Immigrants with degrees in the Polish labour market. The research report 2014 - 2015"], ed. Joanna Konieczna-Sałamatin, iSEE- Institute for Socio- Economics Enquiry, foundation "Nasz Wybor", Warsaw 2015, p. 335. 2. Wojciech Bieńkowski, Bogna Gawrońska-Nowak, Wojciech Grabowski "Comovements of Stock Markets in the CEE-3 Countries During the Global Financial Crisis", Eastern European Economics Vol. 52, Iss. 5, 2014. 3. Bogna Gawrońska-Nowak, Joanna Konieczna-Sałamatin, „Szara strefa” w: „Rynek pracy wobec zmian demograficznych”, [eng: "The Shadow Economy", "Labour market in a view of demographic changes"], Zeszyty Demograficzne No. 1, p. 18. 4. Bogna Gawrońska-Nowak, „Reżimy kursowe wobec niestabilności dotyczących europejskie gospodarki wschodzące”, [eng: "Exchange rate regimes in view of instability in emerging European economies"] Scholar Publishing House, Warsaw 2013, p. 205. 5. Wojciech Bieńkowski, Bogna Gawrońska-Nowak, Wojciech Grabowski, „Analiza transmisji szoków dla rynków giełdowych Czech, Węgier i Polski w okresie globalnego kryzysu", [eng: „Analysis of shocks transmission on Czech, Hungarian and Polish stock markets during the global crisis"], 2013 Bank and Credit, NBP, p. 29. 6. Wojciech Bieńkowski, Bogna Gawrońska-Nowak, Wojciech Grabowski, „Podatność polskich rynków finansowych na niestabilności wewnętrzne i zewnętrzne”, [eng: The vulnerability of

	<p>Polish financial markets to interior and exterior instabilities”], Materials and Studies, No. 258, NBP, Warsaw 2011, p. 66.</p> <ol style="list-style-type: none"> 7. Bogna Gawrońska-Nowak i Wojciech Grabowski, Cointegration Approach to Estimation of the Exchange Market Pressure in Slovakia, Journal of Business and Economics, Academic Star Publishing Company, Volume 2, Number 1, January 2011, US, s. 11. 8. Bogna Gawrońska-Nowak, „Kryzysy walutowe w krajach rozwijających się”, [eng:” Currency crises in developing countries”], ed. R. Piasecki, “Development Economics”, Polish Economic Publishing House, II edition (amende), Warsaw 2011, p. 20. 9. Bogna Gawrońska-Nowak, „Reżim kursowy a presja kryzysowa w wybranych gospodarkach nowych krajów członkowskich UE”, [eng: „Exchange rate regime at the time of crisis pressure in certain selected economies of the new EU member states”], Optimum- Economic Studies. No 1 (49), Publishing House of the University of Białystok, 2011, p. 15. 10. Bogna Gawrońska-Nowak, Wojciech Grabowski i Katarzyna Rzentarzewska, „Efektywność interwencji walutowej w warunkach gospodarek transformowanych”, [eng:” The effectiveness of foreign exchange interventions in transforming economies”], Scholar Publishing House, Warsaw 2011, p. 157. 11. Bogna Gawrońska-Nowak, Łukasz Konopielko, Katarzyna Rzentarzewska, „Interwencja walutowa – jej efektywność i aspekt etyczny”, [eng: „The foreign exchange intervention- its effectiveness and the ethical aspect”], ed. Andrzej Bocian, Economics-Politics-Ethics, Volume IV, University of Białystok 2011, p.16. 12. Bogna Gawrońska-Nowak i Wojciech Grabowski, „Using genetic algorithm in a dynamic model of speculative attack”, Proceedings of the 6-th Finance Conference, Ponta Delgada, Portugal, 2010 published online, p. 16. 13. Bogna Gawrońska-Nowak, „To peg or not to peg? – an update crisis lesson from experience of Central and Eastern Europe”, ed. Sławomir Bukowski, Global Economy. Challenges of the 21st century, Technical University of Radom 2010, p. 17.
<p>Research grants and awards:</p>	<p>2006 (November / December) - study visit to the Universidad Internacional SEK, Ecuador, Quito, financed by the University of Łódź, gathered materials for the habilitation thesis, held interviews with representatives of the Central Bank of Ecuador, presentation of a paper titled: “Euroisation - what we can learn from dollarisation case of Ecuador?” on a seminar organized on Dec. 4, 2006 at the Universidad Internacional SEK Ecuador in Quito;</p> <p>June 1998 to September 1997- internship at the University of Padua, Department of Economics and Management “Marco Fanno”, University of Padua PhD scholarship awarded for the research titled:” Regional labour markets in Europe – differences and similarities”, publication “On Some Determinants of Regional Unemployment in Poland in Transition” (co-authorship E. Kwiatkowski, P. Kubiak P), University of Padua, „Discussion Paper”, Nr 2, Padova 1998 ;</p> <p>1997 (January - June) - internship at the University of Glasgow, Institute of the Central and Western European Studies, scholarship Dekaban Liddle</p>

	<p>Glasgow, Junior Fellowship, awarded for conducting the research on "Determinants of Regional Unemployment in Europe", presentation of the paper: "Regional unemployment in Poland in the 90-s";</p> <p>1996 (June)- summer school at the Central European University in Budapest on the topic: "Labour Markets and the Applied Microeconomics of Transition", own research on the topic " Entrepreneurship and Polish Unemployment in the Transformation Period";</p> <p>1995 – study visit to the London School of Economics, courses in Intermediate and Advanced Macroeconomics and selected courses in MSc in Economics, Batory Foundation scholarship;</p> <p>1992 (January - June) - a TEMPUS fellowship at Erasmus University of Rotterdam, Undergraduate European & Environmental Studies;</p> <p>June 1991 - September 1990- a TEMPUS fellowship at the University of Coimbra, European Studies</p>
Administrative roles:	<p>from 2015- Dean of the Faculty of Economics and Management at Łazarski University in Warsaw;</p> <p>2013- 2015- a Member of the Board of the Institute for Socio- Economics Enquiry (ISEE) in Warsaw;</p> <p>2011- 2012- Rector's Adviser for Foreign Affairs at Łazarski University in Warsaw;</p> <p>from 2009- Head of Chair in Economics at Łazarski University in Warsaw;</p> <p>2009- 2011- Deputy Dean for International Affairs and Learning at Łazarski University in Warsaw;</p> <p>2007- 2009- a Director of Programs in Economics validated by the University of Wales at Łazarski University in Warsaw;</p>

KATARZYNA GMAJ

Current post:	Lecturer
Education and Qualifications (with dates and Institutions details):	<p>Ph.D., 2011, Faculty of Sociology and Philosophy, Warsaw University</p> <p>Postgraduate Course Program "Teaching Polish as a Foreign Language" , 2011, Warsaw University</p> <p>M.A. in Sociology, Warsaw University , M.A. in Culture Studies, 2001,1999, Warsaw University</p>
Career details to-date	<p>2012 – ...lecturer at Lazarski University</p> <p>2011-2012 – lecturer at University of Computers Sciences and Economics (WSliE TWP) in Olsztyn</p> <p>2008-2010 - junior member of teaching at Lazarski University</p> <p>2002 - ... researcher in various institutions (Center for International Relations, Institute of Public Affairs, Foundation for Somalia, Helsinki Foundation for Human Rights)</p>
Research, scholarly and enterprise activity (how this has informed your teaching):	<p>Participation in EU Grants :</p> <p>2014-2015 – Namaste Poland! Researching the situation and integration needs of Indian immigrants in Poland (Namaste Polsko! Badanie sytuacji i potrzeb związanych z integracją Hindusów w Polsce), European Fund for the Integration of Third Country Nationals. Project carried out by the Foundation</p>

	<p>for Somalia.</p> <p>2013-2015 - ASSESS - Integration of Vulnerable Migrant Groups. European Fund for the Integration of Third Country Nationals. International project in Poland carried out by the Lazarski University.</p> <p>2012-2014 - Diversity in Political Parties' Programmes, Organisation and Representation, European Fund for the Integration of Third Country Nationals. International project. In Poland project carried out by the Lazarski University.</p> <p>2012-2013 – Integration of refugee children and minors under international protection into Polish schools, European Refugee Fund. Project carried out by the Center for International Relations.</p> <p>2011-2012 – Integration of non-EU women, wives of Polish citizens (Cudzoziemscy małżonkowie obywateli polskich – wymiar genderowy),, European Fund for the Integration of Third Country Nationals. Project carried out by the Center for International Relations.</p> <p>2011-2012 A hurdle race - barriers to integration (Bieg przez płotki. Bariery na drodze do integracji), European Fund for the Integration of Third Country Nationals. Project carried out by the Helsinki Foundation for Human Rights.</p> <p>2009 –2011 METOIKOS 'Circular Migration Patterns in Southern and Central Europe: Challenges and Opportunities for Migrants and Policy Makers', EC DG JFS. International project. In Poland Project carried out by the Center for International Relations.</p> <p>2007-2009 CLANDESTINO 'Undocumented Migration: Counting the Uncountable. Data and Trends across Europe', 6th Framework Programme – International project. In Poland Project carried out by the Center for International Relations.</p> <p>2006-2009 EMILIE ' A European Approach to Multicultural Citizenship: Legal, political and educational challenges', 6th Framework Programme International project. In Poland Project carried out by the Center for International Relations.</p> <p>Since all above-mentioned projects are devoted to migration, and integration in particular, their findings are useful not only at the stage of curriculum development and preparing certain lectures or seminars. They also make me more aware of problems that might influence foreign students' performance at University.</p>
<p>Research, scholarly and enterprise activity (how this has informed your teaching):</p>	<p>Participation in EU Grants :</p> <p>2014-2015 – Namaste Poland! Researching the situation and integration needs of Indian immigrants in Poland (Namaste Polsko! Badanie sytuacji i potrzeb związanych z integracją Hindusów w Polsce), European Fund for the Integration of Third Country Nationals. Project carried out by the Foundation for Somalia.</p> <p>2013-2015 - ASSESS - Integration of Vulnerable Migrant Groups. European Fund for the Integration of Third Country Nationals. International project in Poland carried out by the Lazarski University.</p> <p>2012-2014 - Diversity in Political Parties' Programmes, Organisation and Representation, European Fund for the Integration of Third Country Nationals. International project. In Poland project carried out by the Lazarski University.</p> <p>2012-2013 – Integration of refugee children and minors under international protection into Polish schools, European Refugee Fund. Project carried out by the Center for International Relations.</p> <p>2011-2012 – Integration of non-EU women, wives of Polish citizens</p>

	<p>(Cudzoziemscy małżonkowie obywateli polskich – wymiar genderowy),, European Fund for the Integration of Third Country Nationals. Project carried out by the Center for International Relations.</p> <p>2011-2012 A hurdle race - barriers to integration (Bieg przez płotki. Bariery na drodze do integracji), European Fund for the Integration of Third Country Nationals. Project carried out by the Helsinki Foundation for Human Rights.</p> <p>2009 –2011 METOIKOS ‘Circular Migration Patterns in Southern and Central Europe: Challenges and Opportunities for Migrants and Policy Makers’, EC DG JFS. International project. In Poland Project carried out by the Center for International Relations.</p> <p>2007-2009 CLANDESTINO ‘Undocumented Migration: Counting the Uncountable. Data and Trends across Europe’, 6th Framework Programme – International project. In Poland Project carried out by the Center for International Relations.</p> <p>2006-2009 EMILIE ‘ A European Approach to Multicultural Citizenship: Legal, political and educational challenges’, 6th Framework Programme International project. In Poland Project carried out by the Center for International Relations.</p> <p>Since all above-mentioned projects are devoted to migration, and integration in particular, their findings are useful not only at the stage of curriculum development and preparing certain lectures or seminars. They also make me more aware of problems that might influence foreign students’ performance at University.</p>
<p>Research supervision:</p>	<p>TRANSFAM – Doing Family in Transnational Context. Polish-Norwegian Research Fund. Center for International Relations, Work Package Leader.</p> <p>Namaste Poland! Researching the situation and integration needs of Indian immigrants in Poland (Namaste Polsko! Badanie sytuacji i potrzeb związanych z integracją Hindusów w Polsce), European Fund for the Integration of Third Country Nationals. Project carried out by the Foundation for Somalia</p> <p>A hurdle race - barriers to integration (Bieg przez płotki. Bariery na drodze do integracji), European Fund for the Integration of Third Country Nationals. Project carried out by the Helsinki Foundation for Human Rights.</p>
<p>Published output from research and scholarly activity:</p>	<p>Recent five years:</p> <p>Iglicka K., Gmaj K. 2015, From Integration to Participation. Challenges for Immigration in Poland and Europe, Warszawa: Scholar (forthcoming)</p> <p>Iglicka K. Gmaj K. 2015, Od integracji do partycypacji. Wyzwania imigracji w Polsce i Europie, Warszawa: Scholar (forthcoming)</p> <p>Gmaj K. 2015, Dlaczego Polska? [Why Poland?], in: Bąbiak I., Gmaj K. (eds), Namaste Polsko! : sytuacja i potrzeby imigrantów z Indii w Polsce [Namaste Poland! Researching the situation and integration needs of Indian immigrants in Poland], Warszawa: Scholar, pp.24-46</p> <p>Bąbiak I., Gmaj K , 2015, Wstęp [Introduction] Dane statystyczne na temat osób pochodzących z Indii, zamieszkałych w Polsce; Opis badania [Indian immigrants in Poland – statistics. About the research], Główny wniosek z badania. I co dalej...? [Main findings. What is next?], in: Bąbiak I., Gmaj K. (eds), Namaste Polsko! : sytuacja i potrzeby imigrantów z Indii w Polsce [Namaste Poland! Researching the situation and integration needs of Indian immigrants in Poland], Warszawa: Scholar, pp. 7-9, 11-23, 70-74</p> <p>Gmaj K. (with Iglicka K. and Walczak B.), 2013, Dzieci uchodźcze w polskiej szkole. Wyzwania systemu edukacji dla integracji i rynku pracy.[Refugee children in Polish school. Educational challenges for integration and labour</p>

market], Scholar, Warszawa p.115

Gmaj K.(with Iglicka K.), 2013,Circular Migration Patterns between Ukraine and Poland, in: Triandafyllidou A.(ed) Circular Migration between Europe and its Neighbourhood. Choice or Necessity? Oxford: OUP,pp.166-187

Gmaj K. (with Iglicka, K and Bąbiak I.), 2012, Integracja imigrantek - żon polskich obywateli. Wyniki badań i rekomendacje [Integration of women, wives of Polish citizens], Scholar, Warszawa, p. 105

Gmaj K. (with I. Babiak), 2012, Migranci „rodzinni” [Migrants driven by family reasons], in: Mikulska A. and Patzer H. (eds), “Bieg przez płotki – bariery na drodze do integracji”, pp.80-108

Gmaj K. (with Iglicka, K and T. Maroukis), 2011, ‘Irregular migration and informal economy in Southern and Central-Eastern Europe: breaking the vicious cycle?’, International Migration vol. 49 (5), pp.129-156.

Gmaj K., 2011, Immigrant Pupils: Realities and Challenges for Polish Schools, in: Ziótek-Skrzypczak M. and Gandenberger G. (eds), “Labour Market Integration of Immigrant Youth. Polish and German Perspectives”, Internationales Forum Burg Liebenzell and Centrum Stosunków Międzynarodowych

Gmaj K. (with K. Iglicka), 2010, Poland: ‘Waiting For’ Irregular Migration’, in: Triandafyllidou A. (ed.), Irregular Migration in Europe. Myths and Realities, Ashgate, Aldershot, pp. 201-227.

WŁODZIMIERZ MAJCHERCZAK

Current post:	Director, Risk Management Department, Citibank Handlowy Warsaw.
Education and Qualifications (with dates and Institutions details):	<p>1974-1979; Department of Foreign Trade, Warsaw School of Economics (formerly Central School of Planning and Statistics)</p> <p>1979 : obtained a title Master of Economics</p> <p>1979-1981; Post-Doctoral Studies, Warsaw School of Economics.</p> <p>1984-1990; Institute of Economics, Polish Academy of Sciences, Warsaw</p> <p>1986; University of Sussex, Institute of Development Studies, internship, research fellow.</p> <p>1989: IMF Institute, Washington D.C. Macroeconomic Modelling - 3 months course.</p> <p>1989: Ph.D. awarded by Warsaw School of Economics. Dissertation submitted “Modern Theories of Exchange Rate Determination and their Verification”.</p> <p>1991-2016 ; various positions within Citigroup Inc. including</p> <ul style="list-style-type: none"> Citibank Poland, Banker, 1991-96 Citicorp Securities, USA, banker, 1997-1999 Citibank N.A. UK, senior internal auditor,2000-2001 Citibank Handlowy,Poland,Head of Commercial Credit RiskMan.2002-2006 Citibank Ukraine, Chief Risk Officer, 2007-2012 Citibank Handlowy, Poland, Head of Restructuring Dep.2013-2016.
Membership of Professional Bodies and Learned	<p>Polish Economist Association 1985-1990</p> <p>FINRA Registered Investment Adviser.</p>

Societies:	
Career details to-date:	<p>1979 – 1981; Doctoral Studies Warsaw School of Economics (formerly Warsaw School of Planning and Statistics)</p> <p>1982-1984; WSK Swidnik, trade representative</p> <p>1984-1990; Institute of Economics, Polish Academy of Sciences, research assistant</p> <p>1988-1990: National Bank of Poland, Statistics Department, part time.</p> <p>1991-1996: Citibank Poland, Banker, Corporate Bank Head.</p> <p>1997-1999: Citicorp Securities Inc., USA, investment banker</p> <p>2000-2001; Citibank N.A, UK, internal auditor</p> <p>2002-2006: Citibank Handlowy, Poland, Senior Credit Officer</p> <p>2007-2012; Citibank Ukraine, Chief Risk Officer</p> <p>2013-2016: Citibank Poland, Head of Restructuring Department.</p>
Teaching Experience: Please highlight teaching experience (e.g. undergraduate or postgraduate)	<p>1979 – 1981 Warsaw School of Economics; as professor’s assistant I taught undergraduate course on International Economic Relations.</p> <p>2002-2003: High School of Banking and Insurance Warsaw, I taught course on “Management of Credit Risk in Financial Institutions” - ungraduated studies.</p>
Pedagogic interests (how these interests inform your teaching and research):	With my academic background and professional experience specified above I would like to share this experience with students and again be involved in research related to finance and banking.
Consultancy and industry links (how these have informed your teaching):	Industry Links – 26 years with Citigroup in various countries allowed me to assess what are the expectations of prospective employers in finance industry, what needs to be taught at the university level to adequately prepare graduates for entering job market. I have been involved in hiring on various levels and in various capacities. I managed teams of young graduates on the one hand, on the other I have observed closely how employer’s expectations have been evolving over the past couple of years. I hope that while teaching courses related to business I will be able to combine and pass to students rigorous theoretical models with deep understanding of real processes taking place currently in the global economy.
Published output from research and scholarly activity:	<p>1986 – Zeszyty Ekonomiczne INE PAN “Management of external debt in highly inflationary countries”.</p> <p>1990 : Polish Banking Gazette : Introduction to Derivatives”</p> <p>1991: Polish Banking Gazette: Various ways to privatize state owned enterprises”.</p> <p>1996: CASE Publications: Foreign banks and competition in the financial sector.</p>
Overseas links: (e.g with British/European higher education Institutes)	As mentioned above I was on 6 months internship at the University Of Sussex, Development Institute. I did my research on “Growth and inflation in developing Countries with high external debt”.

JAROSŁAW JURA

Current post:	since 2015 Assistant Professor, Lazarski University, Warsaw, Poland
Education and Qualifications (with dates and Institutions details):	2006 - University of Warsaw, Faculty of Sociology and Philosophy, Institute of Sociology, Ph.D. in Sociology, dissertation title: Social functions of eating and drinking behaviour. Anthropological study of contemporary Beijing; Major: Interactional Sociology, Sociology and Anthropology of Food Minor: China studies 1996 - University of Lodz, Faculty of Economics and Sociology, Master of Science in Sociology; Major: Sociology of Communication, Sociology of Culture Minor: Interactional Sociology
Membership of Professional Bodies and Learned Societies:	2016 - Mixed Methods International Research Association – member 2012 - The Chinese in Africa/Africans in China Research Network (CA/AC Research Network) - member 2012 - American Anthropological Association - member 2011 - European Sociological Association - member 2008 - European Association of Chinese Studies - member 2008 -The Association for Asian Studies – member
Career details to-date:	2015 – Lazarski University (Warsaw, Poland), Assistant Professor. 2013 – Institute for Socio – Economic Enquiry - president 2008 – 2013 Lazarski University (Warsaw, Poland), Assistant Professor. 2008 Jagiellonian University, Faculty of Far and Middle Eastern Cultures, Krakow, Poland, Assistant Professor. 2006/2007 Academy of International Economic and Political Relations (Gdynia, Poland), Lecturer 1997-2006 University of Warsaw, Institute of Sociology, Ph.D. student, Researcher, Lecturer 2004-2006 The Academy of Humanities and Economics (Lodz, Poland), Lecturer: Chinese Mandarin 2002 University of Warsaw, Oriental Studies Institute, Lecturer 2001/2002 University of Trade (Lodz, Poland), Lecturer
Teaching Experience: Please highlight teaching experience	Lazarski University (Warsaw, Poland) Courses taught (in English): Introduction to Sociology, Introduction to Anthropology, Intercultural Communication, Research methods, Communication and Negotiations, East Asia, Socio-Economic Changes in Contemporary China, Chinese civilisation,

(e.g undergraduate or postgraduate)	<p>Internet, Social Media And Marketing Research, Introduction to statistics Jagiellonian University, Faculty of Far and Middle Eastern Cultures, Krakow, Poland Courses taught (in Polish): Sociology of Culture, Chinese Food Culture, Social Transformations in Contemporary China, Individual, Community, State in Traditional and Contemporary China Academy of International Economic and Political Relations (Gdynia, Poland), Lecturer: Contemporary China University of Warsaw, Institute of Sociology, Ph.D. student, Lecturer: Social Anthropology, Introduction to Sociology The Academy of Humanities and Economics (Lodz, Poland), Lecturer: Chinese Mandarin University of Warsaw, Oriental Studies Institute, Lecturer: Qualitative Methodology in Intercultural Research University of Trade (Lodz, Poland), Lecturer: Sociology of Organization</p>
Pedagogic interests (how these interests inform your teaching and research):	<p>Sociology, Cultural Anthropology, Sociology and Anthropology of Food, Sociology of Culture, Sociology of Communication, Negotiations, Cross-Cultural Business and Organization Culture, Qualitative Methods, Social Anthropology, Research methods, Asian Studies, Chinese Studies, Asian Business Culture, Chinese expansion in Africa, Qualitative and Quantitative Content Analysis, Data Mining Software Application in Sociology and Related Sciences</p>
Published output from research and scholarly activity:	<p>SELECTED PUBLICATIONS</p> <p>Jura J., Kałużńska K., 2016, "Transformation of the Dragon - China's image in Polish media." in: J. Wardęga (ed.), China-Central and Eastern Europe (CEE). Societies, markets and cultures in transition (working title), Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków (forthcoming)</p> <p>Jura J., de Carvalho P., 2016, Percepção da China e dos chineses em Angola in: Biblioteka Iberyjska (forthcoming)</p> <p>Jura J., Kałużńska K., de Carvalho P., 2015, Events Over Endauvours: Image of the Chinese in Zambia and Angola, Wydawnictwo Uniwersytetu Jagiellońskiego, Kraków</p> <p>Jura J., Kałużńska K., 2015, „Obraz obcokrajowców i imigrantów w polskich mediach tradycyjnych i internetowych” in: J. Konieczna Salamatin (ed.) Imigranci o wysokich kwalifikacjach na polskim rynku pracy. Raport z badań 2014-2015, Instytut Społeczno-Ekonomicznych Ekspertyz; Fundacja "Nasz Wybór", Warszawa</p> <p>Beck K., Gawrońska-Nowak B., Jura J., 2015, „Dyskryminacja imigrantów – kandydatów do pracy. Badanie eksperymentalne.” in: J. Konieczna Salamatin (ed.) Imigranci o wysokich kwalifikacjach na polskim rynku pracy. Raport z badań 2014-2015, Instytut Społeczno-Ekonomicznych Ekspertyz; Fundacja "Nasz Wybór", Warszawa</p>
Research grants and awards:	<p>2011- 2014 research grant of National Science Centre: „Obraz Chin i Chińczyków oraz kształt interakcji międzykulturowych pomiędzy Chińczykami, a Afrykanami w Zambii i Angoli”(The view of China and Chinese and inter-cultural relations between Chinese and Africans in Zambia and Angola)</p>

	2007	Institute of Civic Space and Public Policy, Warsaw, research fellowship
	1999	Renmin University, Beijing, Polish Ministry of Education fellowship (Ph.D. studies), field research
	1996/97	Sichuan Union University, Polish Ministry of Education fellowship
Other:	Presentations at Conferences 2015 - The 2nd Academic Conference on China-Central and Eastern Europe (CEE) Cross-cultural Dialogue, Education and Business, Kraków, The image of China and Chinese in selected Polish periodicals and so called "new" Internet media. 2015 - Imigranci o wysokich kwalifikacjach na polskim rynku pracy. Badanie społeczne, (Immigrants of high qualification on the Polish labor market) Warsaw, Obraz cudzoziemców w polskich mediach i internecie (The image of foreigners in Polish media and Internet). 2014 - Colóquio Comemorativo dos 40 anos do 25 de Abril, (Re)pensar Abril, Warsaw, Percepção da China e dos chineses em Angola 2012 - 111th meeting of the American Anthropological Association, San Francisco Trust, Conflict, and Social Class: The Diverse Relations Between Chinese and Africans	

PIOTR KŁOSSOWICZ

PRESENT POSITION

Since 1999 Lazarski University, Warsaw, English language teacher (Specialty: Academic Writing)

Since 1996 Melchior Wankowicz Warsaw College of Journalism, English Language teacher, head of language teaching unit.

Since 1998 lectures/seminars "British Institutions In Historical Perspective"

EDUCATION

1990-1995 Uniwersytet Warszawski, Department of English and American Studies, **M.A.**

Major: *American Studies* Minor: *British Studies*

AREAS QUALIFIED TO TEACH

General English, Business English, Academic Writing, TELC courses.

FELLOWSHIPS AND AWARDS

1994 Scholarship at Warwick University, UK.

WORK EXPERIENCE

Since 1999 Lazarski University, Warsaw, English language teacher,

Since 1996 Melchior Wankowicz Warsaw College of Journalism, English Language teacher, head of language teaching unit.

Since 1998 lectures/seminars “British Institutions In Historical Perspective”

AGATA A. KOCIA

Current post:	<p>Adjunct Lecturer Faculty of Economics and Management Lazarski University</p> <p>Assistant Professor Chair of Banking, Finance and Accounting Faculty of Economic Sciences University of Warsaw</p>
Education and Qualifications (with dates and Institutions details):	<p>ASSOCIATION OF ACCOUNTANTS IN POLAND Professional Studies for Chief Accountant in IAS/IFRS Warsaw, Poland, 10.2011 – 02.2013</p> <p>WARSAW UNIVERSITY, EDUCATION DEPARTMENT Education Studies Warsaw, Poland, 10.2006 – 12.2007</p> <p>WARSAW UNIVERSITY, FACULTY OF ECONOMIC SCIENCES Doctoral Studies Warsaw, Poland, 10.2005 – 09.2009</p> <p>SUFFOLK UNIVERSITY, DEPARTMENT OF MANAGEMENT M.B.A. Studies, specialization: International Business Boston, U.S.A., 09.2003 – 08.2004</p> <p>WARSAW UNIVERSITY, FACULTY OF ECONOMIC SCIENCES Master Studies, specialization: Finance and Banking Warsaw, Poland, 02.2002 – 06.2003</p> <p>AUBURN UNIVERSITY, SCHOOL OF BUSINESS Bachelor Studies, specialization: Finance Auburn, U.S.A., 08.1998 – 12.2001</p>
Career details to-date:	<p>WARSAW UNIVERSITY, FACULTY OF ECONOMIC SCIENCES Chair of Banking, Finance and Accounting Lecturer, Researcher since 11.2009</p> <p>LAZARSKI UNIVERSITY Lecturer since 12.2009</p> <p>SUFFOLK UNIVERSITY, DEPARTMENT OF MANAGEMENT Researcher Boston, U.S.A., 09.2003 – 05.2004</p>
Teaching Experience: Please highlight teaching experience	<ul style="list-style-type: none"> - Tax Systems in European Union countries - Financial Statement Analysis - Financial Accounting - Managerial Accounting

(e.g undergraduate or postgraduate)	<ul style="list-style-type: none"> - History of Economic Thought - Issues in Macroeconomics - Microeconomics
Pedagogic interests (how these interests inform your teaching and research):	<p>Research area: Public economics in the area of institutional regulation particularly:</p> <ul style="list-style-type: none"> - taxation in European Union member countries with respect to positives and negatives of competition and harmonization, - possible incorporation of institutional improvements in Poland's public administration, - financial accounting including differences in standards (US GAAP, Polish Accounting Act, IAS/IFRS).
Research, scholarly and enterprise activity (how this has informed your teaching):	<p>Chair of Banking, Finance and Accounting at Faculty of Economic Sciences, University of Warsaw; financed by National Research Centre, research project entitled: Model of fiscal policy integration analysis in European Union, 09.2012 – 11.2014</p> <p>Chair of Banking, Finance and Accounting at Faculty of Economic Sciences, University of Warsaw; financed by National Research Centre, research project entitled: Measurement methodology of networks in public administration, 06.2011 – 02.2014</p> <p>Chair of Banking, Finance and Accounting at Faculty of Economic Sciences, University of Warsaw; research project entitled: Factors determining effectiveness of modern organizations, 09.2010 – 09.2011</p> <p>Doctoral grant from the Polish Ministry of Higher Education, Grant no. N N112 0425 33 pt.: Tax systems competition and economic growth in European Union countries. Economic-institutional approach, 10.2007 – 06.2009</p> <p>Cooperation with international research team (Boston, USA and Warsaw, Poland) to conduct empirical studies on Foreign Direct Investment (FDI) in European Union, 06. 2007 – present</p>
Published output from research and scholarly activity:	<p>Opolski, Krzysztof, Modzelewski, Piotr and Kocia Agata, (2014), Measurement methodology of networks in public administration, Wydawnictwo CeDeWu.</p> <p>Kocia, Agata and Maselewska, Marzena, (2012), "Is Greek collapse, possible in Poland" Journal of Marketing Development and Competitiveness, vol. 6(2).</p> <p>Kocia, Agata and Szymańska, Grażyna, (2012), "PFSA and BaFin - comparison of institutional framework in dynamic financial markets" Journal of Applied Business and Economics, vol. 13(2), pp. 188-205.</p> <p>Kocia, Agata and Maselewska, Marzena, (2012), "Selected aspects of accounting and their impact on effectiveness of modern organizations" Journal of Accounting and Finance, vol. 12(1), pp. 84-93.</p> <p>Kocia, Agata, (2011), "Tax System as an Institutional Factor Attracting Investment into the European Union Countries", in Polish Yearbook of Law & Economics, J. Bełdowski, K. Metelska-Szaniawska, L. Visscher, eds., Publisher: CH Beck, pp. 155-170.</p>

TOMASZ SCHABEK

Current post:	lecturer, research assistant, Ph.D, University of Lodz, Poland
Education and Qualifications (with dates and Institutions details):	<p>2008 – lecturer, research assistant, per Ph.D. (concluding in 2015) University of Lodz, Poland</p> <p>2013.07-12 – visiting collaborator; Universidade de Sao Paulo – USP, (Sao Paulo, Brazil)</p> <p>2013.05 – visiting researcher, lecturer; Gazi University, (Ankara, Turkey)</p> <p>2013.07-12 – visiting collaborator; Universidade de Sao Paulo – USP, (Sao Paulo, Brazil)</p> <p>2011.07 - 2012.01 – Erasmus Scholarship, University of Tampere and Tampere University of Applied Sciences, Tampere, Finland</p> <p>2003 – 2008; University of Lodz, Master of Science, Economics, Specialization: Capital Investments, Master Thesis: Test of Arbitrage Pricing Theory on The Polish Stock Market</p>
Membership of Professional Bodies and Learned Societies:	Since 2013 – expert in Institute for Socio-Economic Enquiry (iSEE), Warsaw
Career details to-date:	Finished PhD thesis: “Influence of behavioral and fundamental factors on stock market rates of returns in Emerging Markets – case of Poland and Brazil”
Teaching Experience:	<p>Both under- and post-graduate</p> <ul style="list-style-type: none"> - Fundamental Analysis of Stock Markets, - Derivatives Markets (Risk management), - Econometrics of Financial Markets, - Bonds Market Analysis, - Capital Markets, - Financial Managements,
Pedagogic interests	Capital markets, behavioural finance, economics, business administration
Research, scholarly and enterprise activity (how this has informed your teaching):	Research at University of Lodz and University of Sao Paulo in capital markets, behavioural finance.
Published output from research and scholarly activity:	<p>Castro H., Schabek T., (2014), “Sell not only in May”. Seasonal Effect on Emerging and Developed Stock Markets, in review</p> <p>Lucińska A., Schabek T., (2014), Factors affecting the prices of artworks in the Polish auction market, „Quantitative Methods in Economics”, in printing</p> <p>Gajdka. J, Schabek T., (2013), WIG-Energy shares on Warsaw Stock Exchange, „Energy Market”, s.31-38</p> <p>Schabek T., (2013), Influence of macroeconomic variables on Polish stock market returns in: „Local and global conditions for economic growth”, Polish Economic Society, Łódź, s.361-368</p>

	<p>Brzeszczyński J., Gajdka J., Schabek T., (2011), The role of stock size and trading intensity in the magnitude of the „interval effect” in beta estimation. Empirical evidence from the Polish capital market, „Emerging Markets Finance and Trade”, 47 (1): 28-49</p> <p>Schabek T., (2010) Analysis of relationship between stock market rates of return and growth rate of US Gross Domestic Product „Management of intensifying economic development”, „Science and Economy” vol. II , ed. J. Teczke, J. Czekaj, 2010</p> <p>Gajdka J., Gniadkowska A., Schabek T., (2010), Liquidity and return in Polish stock market „Research Papers – University of Poznan” nr 142</p> <p>Brzeszczyński J., Gajdka J., Schabek T., (2010), Earnings management in the Polish stock market, „Research Papers – University of Wroclaw”, nr 98</p> <p>Gajdka J., Brzeszczyński J., Schabek T., (2010), Variability of beta parameters depending on time in Polish stock market „ Research Papers – University of Wroclaw”, nr 117</p> <p>Brzeszczyński J., Gajdka J., Schabek T., (2009), Sustainable investing, “Polish Journal of Environmental Studies”, vol. 18 no. 5B/2009</p> <p>Brzeszczyński J., Gajdka J., Schabek T., (2009), Relationship between the stock market and real economy in Poland „Organization Review”, 7-8/2009</p> <p>Prządo I., Schabek T., (2009), The influence of U.S. macroeconomic announcements on volatility of the Polish stock market in: ed. Z. E. Zieliński, in: „The role of informatics in social and economics sciences”</p> <p>Brzeszczyński J., Gajdka J., Schabek T., (2008), Application of ARCH Models For The Estimation of Beta Parameters Using Different Time Intervals for Returns, „Research Papers” 1200, Wroclaw University of Economics</p> <p>Schabek T., Zieliński B., (2008), Exchange Market Pressure in determining degree of economic integration – case of Poland, The Czech Republic and Hungary, in: ed. Gawronska-Nowak Bogna, „The effects of EU integration in different sectors of economy”</p> <p>Brzeszczyński J., Gajdka J., Schabek T., (2008), „Interval Effect” in the Estimation of the Beta Parameter for Stocks Listed on the Warsaw Stock Exchange. The Role of Trading Intensity and Capitalization „Research Papers” 520, Szczecin University</p> <p>Gawrońska-Nowak B., Schabek T., (2008), Walerysiak G., Zieliński B., Exchange Market Pressure indicator as a method of analysis of currency crisis and contingent effect in Poland, Czech and Hungary in 1998-2005, „Folia Oeconomica”, nr 219</p>
<p>Other:</p>	<p>University of Lodz Rector’s prize for the best academic articles in the field of finance and investing, 2012</p> <p>Passed international exam CFA Level II – June 2012, Warsaw</p> <p>CFA Society of Poland Scholarship ‘2012</p> <p>Passed international exam CFA (Chartered Financial Analyst) Level I – December 2010, London</p> <p>Finalist of “Young Economist” Contest organized by TEP and FOR, Warsaw</p> <p>Laureate of the 3rd edition of Academy of the Capital Market Leaders organized by Leslaw A. Paga Foundation, 2008, Warsaw</p> <p>Finalist Primus Inter Pares – Student of Year 2008, Lodz county</p> <p>National Finalist – international contest Global Management Challenge (prev. Euromanager) 2007, Warsaw</p>

OLHA ZADOROZHNA

Current post:	<p>Since 2014 Lecturer (adjunct faculty) at the Faculty of Economics and Management at Lazarski University, Warsaw</p> <p>2011-present Kyiv School of Economics, Visiting Research Associate</p>
Education and Qualifications	<p>2013 Bocconi University, Milan, Italy, Ph.D. in International Law and Economics; Major field: Political Economics;</p> <p>2009 Houston University, Houston, USA, M.A. in Theoretical Economics Major field: <i>Financial Economics</i>;</p> <p>2008 Ternopil National Economic University, Ternopil, Ukraine, M.A. in International Economics with distinction;</p> <p>2007 London Metropolitan University, London, UK, M.Sc. in Business Economics and Finance with merit;</p> <p>2006 Ternopil National Economic University, Ternopil, Ukraine, B.A. in International Economics with distinction;</p>
Career details to-date:	<p>Since 2014 Lazarski University (Warsaw, Poland), Lecturer in Economics</p> <p>Since 2011 Kyiv School of Economics (Kyiv, Ukraine), Visiting Research Associate</p> <p>2006 - 2010 Research Center on Energy and Environmental Economics (Milan, Italy), Research Fellow</p> <p>2009 BG Capital Investment Bank (Kyiv, Ukraine), Analyst</p> <p>2008-2009 Concorde Capital Investment Bank (Kyiv, Ukraine), Analyst</p>
Teaching Experience:	International Economics, International Political Economics, Research Methods, Economics of European Integration, Mathematical Economics, Information Technology, Moder Microeconomics, BA Thesis Seminar, Econometrics, BOEM, Research Methods and Statistics
Pedagogic interests	Political and Development Economics, Law and Economics, International Economics, Financial Economics, Economies in Transition.
Published output from research and scholarly activity:	<p>Publications</p> <p>“Security of Property Rights and Land Use Transition in Ukraine” (with D. Nizalov, S. Loveridge, S. Thornsbury, oraz M. Woods), Chapter 21 in “The Emerging Role of KRU in Global Agricultural Markets: Promise and Concern”, eds. Andy Schmitz and Willie Meyers), CABI, 2015.</p> <p>“Determinants of GHG emissions from urban ground transportation” (with E. Croci, S. Melandri, T. Molteni), in: AA.VV.ISEE (International Society of Ecological Economics) Conference proceedings – Ecological Economics and Rio+20: challenges and contributions for a green economy. 2012, p. 1/1-1/14.</p> <p>“The Impact of Cultural and Social Biases on Investment Decisions and Trade”</p>

	<p>International economy at the beginning of 21st century, Tarnopol: Economic Thought, 2006. – str. 88-95.</p> <p>Working papers</p> <p>“Impact of Political Regime Shift on Stock Returns of Oligarch Companies” (with Natalia Zaderey) EERC Working Paper No. 13/06E, EERC, 2013</p> <p>“How Much Do the Neighbors Pay? Economic Costs of International Gas Disputes”, IEFE Working Paper No. 48, Bocconi University, 2012.</p> <p>“Weather Effects in Transition” (with Tom Coupe), Kyiv School of Economics Discussion Paper Series No. 36, 2010</p> <p>“Foreign Market Servicing Strategy in the Context of Ukrainian Pharmaceutical Industry”, TNEU-06</p>
Research grants and awards (recent):	<p>2012-13 Bocconi University, Milan, academic excellence research grant.</p> <p>2012-13 EERC research grant competition, project “Impact of Political Regime Shift on Stock Returns of Oligarch Companies”.</p> <p>2011-13 Skovoroda scholarship from Katedra Foundation, Canada, project “Land and Power: Evidences of Clientelism in Ukraine”.</p> <p>2009-12 Bocconi University, Milan, Ph.D. scholarship.</p>
Other:	<p>PRESENTATIONS AT CONFERENCES</p> <p>2013 Annual World Bank Conference on Land and Poverty. Washington, USA.</p> <p>2012 European Business and Economics Society-2012. Warsaw, Poland.</p> <p>2012 Warsaw International Economic Meeting 2012. Warsaw, Poland.</p> <p>2012 Land Use in Transition. IAMO Forum 2012. Halle, Germany.</p> <p>2011 Economic Policy and Agri-Food Sector. Warsaw University of Life Sciences.</p> <p>2011 Economic and Political Transformation. Corvinus University of Budapest.</p> <p>2011 International Conference of Political Economy. Izmit, Turkey.</p> <p>2010 European Business and Economics Society-2010. Athens, Greece.</p> <p>2010 9th EUDN PhD Workshop, CERDI – Clermont-Ferrand, France.</p>

USEFUL VOCABULARY AND TERMS

Academic Link Tutor: a professor appointed on behalf of LU's partner university on the recommendation of the LU to ensure that the teaching and assessment practices conform to the rules agreed in the submission documents and to the British education standards.

Assessment: methods of evaluation of student's learning performance. It usually consists of a final examination, and coursework, e.g. mid-term examinations, term papers, problem sets, case studies, projects, strategic games or presentations in class. The final MSc thesis is also one of the forms of assessment.

Capped mark: in case of reassessment (of coursework or an examination), a module repetition or a delay in submitting the final thesis, the final module mark will not be higher than 40%*. The student should be informed of the real value of his/her work though.

Compensation: a possibility to get a pass grade without taking a re-sit examination when student's overall average mark is equal or higher than 45% and when the student has achieved at least 35% on all forms of assessment. Compensation is possible only within the number of 2 percentage points on any course (module).

Condonement: a special "reward" for good students (with overall mark of 60% and above) awarded by the Examination Board, whereby marks of 58-59% as well as 68-69% are raised to 60 and 70% respectively. Condonement also applies to final awards.

Elective courses: courses (modules) which are elected by students and indicate their areas of specialisation.

External Examiner: an external examiner (or examiners) appointed on behalf of LU's partner university on the recommendation of LU; this examiner does not belong to the faculty of LU, and is appointed from a different British university to ensure that the assessment practice is fair and conforms to the British education standards.

Internal Examiner: an examiner who belongs to the faculty of LU and who marks students' examination papers. Final examinations are marked by two internal examiners.

Retake: a course (module) which is taken again because the student failed it.

Resit examination: a second examination for a failed course (module).

Validation: Lazarski University defines validation as the process by which the partner university, as the awarding institution, judges that a programme developed and delivered by Lazarski University is of an appropriate quality and standard to lead to its

* The rules relating compensation and condonement do not apply to the non-validated students

award.

APPENDIX A - DIRECTIONS TO STUDENTS AT EXAMINATIONS

The examinations will be held at times specified in the degree examination time-table. Students should be in their seats punctually at the hours fixed for the commencement of the examination.

No student may enter the examination room fifteen minutes or more after the commencement of an examination.

Students are not permitted to leave the examination room until forty five minutes have elapsed, nor may they leave in the last fifteen minutes of the examination. Any student who has left the room without the invigilators' authority shall not be allowed to re-enter it during the examination. This regulation does not apply to students who completed their exams earlier and returned their work to the invigilator.

In every examination the students occupy the seats assigned to them by the invigilator.

Students may take into the examination room only such books, mathematical or other tables, printed documents, manuscripts, notes, formulae, electronic equipment or other source of information or assistance as have been approved by Lazarski University and the Examination Board. In some cases, where appropriate, students will be provided by Lazarski University with such material and / or equipment as the examiners consider necessary. In particular, students are NOT allowed to use any electronic devices apart from non-programmable calculators when clearly specified. All electronic devices must be turned off and put away.

The material and / or equipment which students are permitted to bring into the examination room shall bear no marks or notes of any kind other than the name of the owner and anything which is regarded as normal in the nature or construction of the item in question.

Unfair practice during examination or test conditions

Under examination or test conditions it is unfair practice to:

- i. introduce into an examination room any unauthorized form of materials such as a book (including mathematical tables), manuscripts, or loose papers of any kind or any source of unauthorized information;
- ii. communicate with any other person in the examination room, except as authorized by an Invigilator;
- iii. copy or use in any other way unauthorized materials or the work of any other student;
- iv. impersonate an examination student or allow oneself to be impersonated;
- v. engage in plagiarism by using other people's work and submitting it for examination as though it were one's own work;
- vi. claim either to have carried out experiments, observations, interviews or any form of research which one has not in fact been carried out or to claim to have obtained results which have not in fact been obtained.

Where it is considered or suspected that a student is engaging in unfair practice, the student shall be informed by the invigilator, preferably in the presence of a witness, that the circumstances will be reported. According to LU Rector's Regulation no. 10/11, the teacher/invigilator is to put a 0% on the exam script and ask the student to leave the examination room in an orderly fashion.

Where appropriate, the invigilator shall confiscate and retain evidence relating to any alleged unfair examination practice, so that it is available to any subsequent investigation. The invigilator shall as soon as possible report the circumstances in writing, with any evidence retained, to the Registrar worker.

APPENDIX B – STUDENT COMPLAINTS PROCEDURE

The Student Complaints procedure applies to:

- i. Complaints arising from a student's educational experience, other than disputes relating to assessment and examinations;
- ii. Complaints in respect of academic and/or administrative support or other services provided by Lazarski University;
- iii. Complaints regarding alleged harassment by staff of Lazarski University;
- iv. Complaints arising from alleged discrimination by staff of Lazarski University in relation to gender, race, disability, sexual orientation or otherwise.
- v. Complaints falling outside those listed above will be considered and investigated at the discretion of the Programme Director.

The Student Complaints procedure does not apply to:

- i. Students wishing to appeal against an academic decision—students should note that appeals against the academic judgment of examiners cannot be accepted;
- ii. Disciplinary matters;
- iii. Issues concerning physical education and internships.

Submission of a Complaint – Stage One

In order to make a formal complaint to Lazarski University, the student concerned should submit the Complaints Form (available in the Registrar), attach any supporting evidence to it and send to the Programme Director. The form can be submitted electronically, though certified copies of documents (e.g. medical certificates) may be requested. Should a student prefer the complaint to remain anonymous and it is feasible to do so, the Programme Director shall seek to respect the student's wishes.

The Programme Director will confirm receipt of the complaint to the student normally within 5 working days and will liaise with the English-language Studies Registrar regarding the complaint. The outcomes available are as follows:

- i. Complaint not upheld.
- ii. Complaint upheld in whole or in part.
- iii. In the event of a complaint being upheld in whole or in part, recommendations should be made in respect of remedial action required. A response may be required from Lazarski University, within a set timeframe.

Submission of a Complaint – Stage Two

If a student is not satisfied with the outcome of the Stage One investigation of the complaint, he/she may submit an appeal against the outcome within 14 days of the written judgment being issued by the Programme Director.

The appeal should be submitted to the University Rector, and should indicate in writing why the response to the complaint is not satisfactory. Taking into account all the previous attempts at resolution, the Rector (or his/her nominee) will decide whether a further complaint hearing is required, and will normally communicate his/her decision to the student within 10 working days of the appeal against the outcome being received.

Should such a complaint hearing be required, the Rector shall convene it within one calendar month of the appeal against the outcome being received.

The student (and if deemed necessary staff from Lazarski) will be invited to any meeting but the meeting shall be held via telephone or videoconference if necessary. In the event of a meeting a meeting being held, the student (and if deemed necessary Lazarski) shall have access to all relevant documentation relating to the complaint. The student may be accompanied, but not represented, by a member of the academic, welfare, or advisory staff of Lazarski University, by a student or officer of the Students' Self-Government at Lazarski, but not by any other individual. The appellant may not send another person to a hearing in his/her stead.

The outcomes available are as follows:

- i. Complaint not upheld.
- ii. Complaint upheld in whole or in part.
- iii. In the event of a complaint being upheld in whole or in part, recommendations should be made in respect of remedial action required. A response may be required from the institution concerned, within a set timeframe.

The written response to the complaint, and details of any action to be taken in the light of the complaint, will be sent by the Office of the Rector to the student and to the English-language Studies Registrar.

QAA Compliance Update – Complaints procedure for students studying at collaborative institutions

Students studying on a course leading to an award from Coventry University may if they wish submit their complaint/appeal to the Registrar & Secretary of Coventry University if they are dissatisfied with the outcome of the process at Lazarski University. In order to qualify for consideration by Coventry University, details of the complaint/appeal and full supporting documentation should be sent to Coventry University within ten (10) days of completing the internal process at Lazarski University.

The Registrar & Secretary (or nominee) shall consider the referred matter **on the grounds of procedural irregularity only**.

The Registrar and Secretary shall endeavour to complete the review within thirty (30) days of receipt of the complaint. However, given the requirement to investigate the case thoroughly with Lazarski University some additional time may be required, in which case the student shall be informed accordingly.

At the end of the Registrar and Secretary's review, the student will receive a letter setting out the findings and outcome, and will additionally be issued with a "Completion of Procedures" letter to enable the student to take their complaint to the UK Office of the Independent Adjudicator for Higher Education if appropriate.

The Office of the Independent Adjudicator for Higher Education ("OIA") operates an independent student complaints scheme pursuant to the UK Higher Education Act 2004.

Students or former students may only take their complaint relating to a final decision reached under the University's review and appeal process to the OIA once all internal processes have been exhausted. The OIA cannot look at complaints relating to matters of academic judgement. The "Completion of Procedures" letter will therefore only be issued from the office of Coventry University's Registrar & Secretary when it has been determined that all internal processes at Lazarski University have been completed. The OIA must receive a completed Scheme Application Form within three months of the date of Completion of Procedures Letter.