Attatchment no. 4

SUBJECT/MODULE SYLLABUS*

1.	Subject/module name Basic skills of computer science for archaeologists
2.	Discipline archaeology
3.	Lecture language Polish
4.	The entity conducting subject Institute of Archaeology
5.	Subject/module code 22-AR-S1-02-PIdA
6.	Type of subject/module *(obligatory or optional)* obligatory
7.	Field of study (specialization)* archaeology
8.	Level of studies *(1st degree*, 2nd degree*, long-cycle master's studies*, name of the Doctoral College*)* 1st degree
9.	Year of studies *(if applicable*) 1st year
10.	Semester *(winter or summer)* winter
11.	Form of classes and number of hours (including number of hours of online classes*) Laboratory 30 hours
12.	Prerequisites in terms of knowledge, skills and social competences for the subject/module Basic computer skills
13.	Learning objectives for the subject Practical knowledge of computer methods of archaeological research and documentation techniques. Learning how to search for scientific information in archaeology and related fields using computer techniques.
14.	Program content: 1. Editing scientific texts using text editors 2. Preparation of numerical data using a spreadsheet (creating databases, inventories of monuments, charts) 3. Creating archaeological databases (e.g. database of sites, catalogs of monuments)

	4. Processing graphic information, creating archaeological drawings using raster graphics programs (GIMP) 5. Searching for scientific information in publicly available Internet resources (graphics, maps, books and scientific articles) 6. Searching for scientific information in peer-reviewed resources through scientific websites subscribed to by the University Library (JSTOR, Wiley, Science Direct, Springer) 7. Creating a scientific poster in a raster environment 8. Creating a multimedia presentation 9. Presentation of the scope of operation of specialized programs for archaeologists: A) GIS systems B) CAD programs C) Surfer D) museum records systems (Fibula and MONA)	
	Assumed learning outcomes Knows and understands the basic concepts and principles of intellectual property and copyright protection Has basic knowledge of collecting, managing and processing archaeological source resources and using digital techniques for these purposes Is able to search, analyze, evaluate, select and use information using various sources and methods Has basic skills in: - formulating scientific problems and their analysis by selecting appropriate research	Appropriate directional symbols learning outcomes K_W08 K_W15 K_U01 K_U02

	methods and tools, - developing and presenting research results, - solving problems in scientific fields and disciplines relevant to the field of study. Correctly edits, comments and annotates prepared texts, in accordance with the canons adopted in various fields of historical sciences Has the skills to conduct technical and documentation work during archaeological research and inventory and laboratory work Is able to use basic information technologies, multimedia and Internet resources and process archaeological data through the use of basic computer programs and multimedia devices and techniques Demonstrates independence and independence in thinking, while understanding and respecting the right of other people to do the same Demonstrates basic responsibility and civil courage in presenting a picture of history consistent with the current state of archaeological knowledge	K_U08 K_U11 K_U12 K_K07 K_K09
15.	Required and recommended literature (sources, studies, textbooks, etc.) Alexander M., Kusleika D. 2014. Microsoft Access 2013. Biblia, Gliwice: Helion. Gradias M. 2014. GIMP 2.8. Praktyczne wprowadzenie, Gliwice: Helion. Jaronicki A. ABC MS Office 2013 PL i nowszy, Gliwice: Helion. Libre Office 5.1: http://kursdlaopornych.pl/ Mendrala D., Szeliga M. 2016. ABC systemu Windows 10 PL, Gliwice: Helion. Mendrala D., Szeliga M. 2016. Access 2016PL, Gliwice: Helion. Wróblewski P. 2016. MS Office 2016PL w biurze i nie tylko, Gliwice: Helion.	

	Application and service usage guides (on-line): https://docs.gimp.org/2.10/en/; https://support.google.com/websearch/; https://docs.microsoft.com/en-us/microsoft-365/; https://icm.edu.pl/o-icm/projekty/ Basic portal for searching scientific content: https://www.bu.uni.wroc.pl/; https://www.europeana.eu/portal/pl http://www.gimpuj.info/	
16.	Methods of verifying the assumed learning outcomes: preparation and implementation of projects (individual)	
17.	Conditions and form of passing individual components of the subject/module: - continuous monitoring of attendance and progress in the scope of classes, - preparation and implementation of a project (individual or group), carried out during classes, confirming knowledge of computer techniques, used to develop research results, documentation and archaeological inventory. The degree of proficiency in performing individual tasks is the basis for issuing the final grade.	
18.	Student/PhD student workload	
	the form of carrying out classes by the student*/doctoral student*	the number of hours allocated to carry out a given type of classes
	classes (according to the study plan) with the instructor: laboratory:	30
	student/doctoral student's own work (including participation in group work), e.g.: - reading the indicated literature: - preparation for the practical part of the exam	40 50

	(project)	
	Total number of hours	120
	Number of ECTS points (*if required*)	4

(T) – implemented in a traditional way
(O) – implemented online

* remove unnecessary