



## Library Training

| 1. IMPRINT                                |                                                                                                                                                                         |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Academic Year                             | 2026/2027                                                                                                                                                               |
| Department                                | Faculty of Medicine and Dentistry                                                                                                                                       |
| Field of study                            | English Dentistry Division                                                                                                                                              |
| Main scientific discipline                | Medical Sciences                                                                                                                                                        |
| Study Profile                             | General academic                                                                                                                                                        |
| Level of studies                          | Uniform MSc                                                                                                                                                             |
| Form of studies                           | Full time studies                                                                                                                                                       |
| Type of module / course                   | Obligatory                                                                                                                                                              |
| Form of verification of learning outcomes | Completion                                                                                                                                                              |
| Educational Unit / Educational Units      | Main Library of the Medical University of Warsaw<br>Library and Information Center, 63 Zwirki i Wigury Street, 02-091 Warsaw<br>biblioteka@wum.edu.pl, phone: 116-60-11 |

|                                                             |                                                         |
|-------------------------------------------------------------|---------------------------------------------------------|
| <b>Head of Educational Unit / Head of Educational Units</b> | Agnieszka Czarnecka, MA                                 |
| <b>Course coordinator</b>                                   | Agnieszka Czarnecka, MA, agnieszka.czarnecka@wum.edu.pl |
| <b>Person responsible for syllabus</b>                      | Agnieszka Czarnecka, MA, agnieszka.czarnecka@wum.edu.pl |
| <b>Teachers</b>                                             | Agnieszka Czarnecka, MA                                 |

| 2. BASIC INFORMATION                    |                         |                     |                          |   |
|-----------------------------------------|-------------------------|---------------------|--------------------------|---|
| Year and semester of study              | 1 st year, 1st semester |                     | Number of ECTS credits   | 0 |
| FORMS OF CLASSES                        |                         | Number of hours     | ECTS credits calculation |   |
| Contacting hours with academic teacher  |                         |                     |                          |   |
| Lecture (L)                             |                         |                     |                          |   |
| Seminar (S)                             |                         | 2 (2 as e-learning) |                          |   |
| Classes (C)                             |                         |                     |                          |   |
| e-learning (e-L)                        |                         |                     |                          |   |
| Practical classes (PC)                  |                         |                     |                          |   |
| Work placement (WP)                     |                         |                     |                          |   |
| Unassisted student’s work               |                         |                     |                          |   |
| Preparation for classes and completions |                         | 2                   |                          |   |

### 3. COURSE OBJECTIVES

|    |                                                                                                                                |
|----|--------------------------------------------------------------------------------------------------------------------------------|
| O1 | To gain knowledge about the organizational structure of the library and information system of the Medical University of Warsaw |
| O2 | To gain knowledge about the library offer                                                                                      |
| O3 | To gain knowledge about the library units and services                                                                         |
| O4 | Preparation for independent and effective use of the library resources                                                         |
| O5 | Preparation to find information about library collections using the library's online catalogues                                |

### 4. STANDARDS OF LEARNING – DETAILED DESCRIPTION OF EFFECTS OF LEARNING

| Code and number of effect of learning in accordance with standards of learning | Effects in the field of:                                                                               |
|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <b>Knowledge – Graduate knows and understands:</b>                             |                                                                                                        |
|                                                                                |                                                                                                        |
| <b>Skills– Graduate is able to:</b>                                            |                                                                                                        |
| B. U10.                                                                        | Use databases, including the Internet, and search for the information needed using the tools available |

### 5. ADDITIONAL EFFECTS OF LEARNING

| Number of effect of learning                       | Effects in the field of:                                                                      |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <b>Knowledge – Graduate knows and understands:</b> |                                                                                               |
| K1                                                 | Organization and principles of functioning of the University's library and information system |
| <b>Skills– Graduate is able to:</b>                |                                                                                               |

|                                                     |                                                                                                       |
|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| S1                                                  | Use library resources and specialized databases to obtain up-to-date scientific information           |
| <b>Social Competencies – Graduate is ready for:</b> |                                                                                                       |
| SC1                                                 | Conducting self-assessments of educational deficits and needs, and systematically expanding knowledge |

| <b>6. CLASSES</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Form of class     | Class contents                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Effects of Learning    |
| Seminar           | Organization and structure of the University's library and information system, University Library - provision of services regulations, tasks, resources, tools for remote access to e-collections, hardware and technical facilities; Service units (characteristics, location), library services (including sale of scripts, self-service lending and returns, interlibrary loans); Preparation to use resources - placing orders, extension of the book return deadline, managing the user account; Searching for scientific information - Aleph catalog, PRIMO multisearch engine (rules of use, characteristics of basic functionalities), medical scientific databases; Library website – information website for presenting resources and services; Selected scientific libraries in Warsaw. | B. U10.<br>K1, S1, SC1 |

| <b>7. LITERATURE</b> |
|----------------------|
| <b>Obligatory</b>    |
|                      |
| <b>Supplementary</b> |
|                      |

| <b>8. VERIFYING THE EFFECT OF LEARNING</b> |                                                                                                                                                        |                                                                                                                                                              |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Code of the course<br>effect of learning   | Ways of verifying the effect of learning                                                                                                               | Completion criterion                                                                                                                                         |
| B. U10.<br>K1, S1, SC1                     | Test on the e-learning platform – 30 questions. The test consists of multiple choice questions (choosing one correct answer) and true/false questions. | Provide correct answers to 67% of the 30 test questions. If a student does not take the test on the first scheduled date or fails to pass it, the student is |

|  |  |                                                                                                                                                                                                                    |
|--|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  | entitled to two additional attempts, as determined by the course coordinator. If the student fails to pass the test on the final date set by the course coordinator, the student will not receive a passing grade. |
|--|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## 9. ADDITIONAL INFORMATION

1. The seminar is held on the WUM e-learning platform.
2. The condition for passing the subject is obtaining a positive result of the test at the end of e-learning seminar.
3. Students who have passed the course in previous years must obtain the Dean's approval to have their grade transferred or retake the test in order to receive credit for the course in the current academic year. If the Dean grants approval, a copy of the document containing said approval must be sent to the following address: [agnieszka.czarnecka@wum.edu.pl](mailto:agnieszka.czarnecka@wum.edu.pl)
4. The due date for passing the test is **January 31<sup>st</sup>, 2027**.
5. To justify failing to take the test by the above-mentioned due date, the student is required to notify the course coordinator by email or in writing no later than three business days after that date. Submitting an excuse after the deadline is permitted if the student was unable to do so for valid reasons; in such cases, the excuse must be submitted as soon as those reasons cease to exist. Failure to provide a valid excuse for not taking the test by the above-mentioned due date constitutes grounds for failing the course. If a student provides a valid excuse for failing to take the test by the above-mentioned due date, the student is entitled to take the test on an alternate date specified by the course coordinator.
6. Any questions concerning the subject should be send to the e-mail address: [agnieszka.czarnecka@wum.edu.pl](mailto:agnieszka.czarnecka@wum.edu.pl)

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### ATTENTION

The final 10 minutes of the last class in the block/semester/year should be allotted for students to fill out Survey of Evaluation of Classes and Academic Teachers.