



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing, Business Administration
Study Domain	Business administration
Study Level	Bachelor
Study Program	Business administration

2. Discipline Information

Discipline Name	Business English			
Course Code	Course Type	Year of Study	Semester	Credit Number
	DO	I	II	3
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
V	DC			
Course Teacher	Lect.univ.dr. Arina Greavu			
Seminar Teacher	Lect.univ.dr. Arina Greavu			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
1	1			2
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total ($NOAD_{sem}$)
14	14			28

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		8
Additional learning by using library facilities, electronic databases and on-site information		8
Preparing seminars/laboratories, homework, portfolios and essays		24
Tutorial activities		5
Exams		2
Total Number of Hours for Individual Study ($NOSI_{sem}$)		47
Total Hours per Semester ($NOAD_{sem} + NOSI_{sem}$) = credits x 25		75

4. Preconditions (if needed)

Disciplines needed to be passed	English language
Competences	Upper-intermediate English level

5. Conditions (if needed)

Course related	- audio device - PC and Internet connection
Seminar/laboratory related	- audio device - PC and Internet connection



6. Gained Specific Competences

Professional Competences	<p>At the end of the course the students will be able to:</p> <ul style="list-style-type: none"> • communicate fluently and accurately in business settings • produce and understand various oral and written messages • use the formal and informal registers appropriately • integrate specialist knowledge from other subject areas into Business English learning • use new vocabulary independently and creatively in various professional settings • use specialized dictionaries
Transversal Competences	<ul style="list-style-type: none"> • appreciate cultural diversity manifested as communicative differences between English and Romanian • apply the principles of professional ethics to their own work strategy • identify opportunities of professional development and employ learning resources and techniques efficiently • have an ethical behaviour

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> • to communicate accurately and fluently in professional settings
Specific Objectives	<ul style="list-style-type: none"> • to understand and produce various types of business messages (presentations, telephone conversations, small talk conversations, meetings, negotiations). • to participate in dialogues on everyday and professional topics • to use the formal and informal registers according to the situation

8. Content

Course		Hours
Course 1	Socializing: Cross-cultural understanding; greetings and introductions; stages of a first meeting; opening small talk; offering, accepting and declining assistance.	2
Course 2	Telephoning: Preparing to make a phone call; receiving calls; taking and leaving messages; asking for and giving repetition.	2
Course 3	Telephoning: Setting up appointments; changing appointments; problem solving on the phone; complaints	2
Course 4	Presentations: Presentation structure (introduction, sections, ending and questions); using visual aids Saying small and large numbers, fractions, percentages, decimal points.	2
Course 5	Presentation structure: the main body (listing information, linking, sequencing) Structure: the end (summarizing and concluding, questions and discussion)	2
Course 6	Meeting: Chairing a meeting; stating and asking for opinion; interrupting and handling interruptions; ending the meeting.	2
Course 7	Negotiations: making an opening statement; bargaining and making concessions; accepting and confirming; summarizing; dealing with conflict; ending the negotiation	2
Total Course Hours:		14
Seminar/Laboratory		Hours



Sem 1	Welcoming visitors and small talk: listening the dialogue of a first meeting; building a dialogue based on a flowchart; building a dialogue based on a given situation	2
Sem 2	Listening to the recording a telephone conversation and completing a message pad; making a complete telephone conversation based on a flow chart; making a complete telephone conversation based on a given situation.	2
Sem 3	Listening to the recording a telephone conversation and completing the details of an appointment on a calendar; making a complete telephone conversation based on a flow chart (setting up an appointment); making a complete telephone conversation involving a complaint..	2
Sem 4	Preparing a brief introduction to a presentation on any topic; describing a graph; describing a pie chart; describing a table.	2
Sem 5	Listening to the recording of the main body of a presentation; preparing a short presentation using listing; linking and sequencing techniques; handling questions.	2
Sem 6	Working out the agenda for a meeting; preparing an opening statement; making a dialogue based on a flow chart; role playing an internal company meeting.	2
Sem 7	Preparing an opening statement; making a dialogue based on a flow chart (negotiating a sale); conducting a negotiation on a given topic.	2
Total Seminar/laboratory hours		14

Teaching Methods

- presentation - exercise - pair/team work		
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Bibliography

Recommended Bibliography	<ul style="list-style-type: none"> • Sweeney, Simon: <i>Communicating in Business</i>, Cambridge University Press, 2005 • Brieger, Nick, Sweeney, Simon: <i>The Language Of Business English: Grammar and Functions</i>, Prentice Hall International, 1994
	<ul style="list-style-type: none"> • Swan, Michael: <i>Practical English Usage</i>, Oxford University Press, 2004
	<ul style="list-style-type: none"> • Greavu, Arina: <i>English Grammar in Business Settings</i>, Casa Cartii de Stiinta, 2016
	<ul style="list-style-type: none"> • http://www.englishpage.com
Additional Bibliography	<ul style="list-style-type: none"> • Naterop, Jean and Revell, Rod: <i>Telephoning in English</i>, Cambridge University Press, 2012 • <i>Longman Business English Dictionary</i>, Longman, 2007 • Business English http://www.bbc.co.uk/worldservice/learningenglish • http://www.merriam-webster.com • http://www.nonstopenglish.com

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the stakeholders.



10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Minimum grade of 5	- written exam	60%	
Seminar/ Laboratory	Seminar activity	- continuous assessment (assignments, presentations)	20%	nCPE
		- homework assessment	20%	nCPE

Minimum performance standard

Correct communication in business settings

(* **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Lect.univ.dr.Arina Greavu	
Seminar Teacher	Lect.univ.dr.Arina Greavu	
Department Director	Conf.univ.dr.Camelia Budac	

FIȘA DISCIPLINEI*

1. Date despre program

Instituția de învățământ superior	Universitatea „Lucian Blaga” din Sibiu
Facultatea	Facultatea de Științe Economice
Departament	Management, Marketing, Administrarea afacerilor
Domeniul de studiu	Administrarea afacerilor
Ciclul de studii	Licenta
Specializarea	Administrarea afacerilor în limba engleză- Business Administration (BA)

2. Date despre disciplină

Denumirea disciplinei	Mathematics applied in economics			
Codul cursului	Tipul cursului	An de studiu	Semestrul	Număr de credite
DF	O	I	I	3
Tipul de evaluare	Categoria formativă a disciplinei (DF=fundamentală.; DD=domeniu; DS=specialitate; DC=complementară)			
Examen	E			
Titular activități curs	Lector univ. dr. Rațiu Augusta			
Titular activități seminar / laborator/ proiect	Lector univ. dr. Rațiu Augusta			

3. Timpul total estimat

Extinderea disciplinei în planul de învățământ – număr de ore pe săptămână				
Curs	Seminar	Laborator	Proiect	Total
1	1	-	-	2
Extinderea disciplinei în planul de învățământ – Total ore din planul de învățământ				
Curs	Seminar	Laborator	Proiect	Total ($NOAD_{sem}$)
14	14	-	-	28

Distribuția fondului de timp pentru studiu individual		Nr.ore
Studiul după manual, suport de curs, bibliografie și notițe		8
Documentare suplimentară în bibliotecă, pe platformele electronice de specialitate și pe teren		4
Pregătire seminarii/laboratoare, teme, referate, portofolii și eseuri		8
Tutoriat:		2
Examinări:		2
Total ore alocate studiului individual ($NOSI_{sem}$)		24
Total ore pe semestru ($NOAD_{sem} + NOSI_{sem}$)		52

4. Precondiții (acolo unde este cazul)

De curriculum	
De competențe	

5. Condiții (acolo unde este cazul)

De desfășurare a cursului	
De desfășurare a sem/lab/pr	

6. Competențe specifice acumulate

Competențe profesionale	<ul style="list-style-type: none"> • să dezvolte abilități de gândire, raționament, comunicare și modelare printr-o abordare matematică a rezolvării problemelor • aplicarea matematicii în contextul economiei • dobândirea de competențe minime necesare activității de cercetare • să promoveze spiritul creativ și inovator prin implicarea studenților în cercetarea științifică, angajarea în parteneriate cu alte persoane sau instituții
Competențe transversale	<ul style="list-style-type: none"> • cunoașterea și înțelegerea conceptelor de bază utilizate • învățarea limbajului specific • dezvoltarea capacității de generalizare și rezolvare a unor probleme • dezvoltarea abilităților de lucru în echipă, colaborare și interacțiune cu colegii pentru a realiza proiecte de complexitate ridicată

7. Obiectivele disciplinei (reieșind din grila competențelor specifice acumulate)

Obiectivul general al disciplinei	<ul style="list-style-type: none"> • să dobândească concepte și abilități matematice pentru a sprijini studiile în economie • să dezvolte abilități de gândire, raționament, comunicare și modelare printr-o abordare matematică a rezolvării problemelor • aplicarea matematicii în contextul economiei
Obiectivele specifice	<ul style="list-style-type: none"> • familiarizarea studenților cu principiile de bază ale algebrei liniare și analizei • obținerea abilităților de implementare și evaluare a modelelor economice • utilizarea corectă a pachetelor software existente pentru a rezolva problemele economice

8. Conținuturi

Curs		Nr. ore
Curs 1	Gauss-Jordan elimination method	2
Curs 2	Linear programming problems	2
Curs 3	Higher order determinants ($n > 3$)	2
Curs 4	Differential calculus of two and three variables (partial derivatives)	2
Curs 5	Extrema of function of several variables	2
Curs 6	Transportation problems	2
Curs 7	Improper integrals	2
Total ore curs:		14
Seminar/Laborator		Nr. ore

Sem 1	Gauss-Jordan elimination method	2
Sem 2	Linear programming problems	2
Sem 3	Determinants of second and third order. Higher order determinants ($n > 3$)	2
Sem 4	Differential calculus of one variable Differential calculus of two and three variables (partial derivatives)	2
Sem 5	Extrema of function of several variables	2
Sem 6	Transportation problems	2
Sem 7	Integral calculus of one variable. Improper integrals	2
Total ore seminar/laborator		14

Metode de predare

Metode moderne	
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Bibliografie

Referințe bibliografice recomandate	D. Acu, P. Dicu, M. Acu, A-M Acu, Matematici aplicate in economie, vol. II- Elemente de analiza matematica, Editura Universitatii Lucian Blaga, Sibiu, 2002
	R. Bartle, D. Sherbert, Introduction to Real Analysis, John Wiley & Sons, Inc., 2000
Referințe bibliografice suplimentare	Mong Mara, Applied Mathematics for Business and Economics-Lecture Note, Norton University, 2010
	Lee Larson, Introduction to Real Analysis, University of Louisville, 2020

9. Coroborarea conținuturilor disciplinei cu așteptările reprezentanților comunității epistemice, asociațiilor profesionale și angajatorilor reprezentativi din domeniul aferent programului

Se realizeaza prin contacte periodice cu acestia in vederea analizei problemei.

10. Evaluare

Tip activitate	Criterii de evaluare	Metode de evaluare	Ponderea în nota finală	Obs.**
Curs		Examen	80%	
Laborator		Activități în timpul semestrului	20%	
Standard minim de performanță				
<ul style="list-style-type: none"> concepte și rezultate fundamentale ale algebrei liniare si analizei matematice rezolvarea problemele de transport 				

(*) Fișa disciplinei cuprinde componente adaptate persoanelor cu dizabilități, în funcție de tipul și gradul acestora.

(**) CPE – condiționează participarea la examen; nCPE – nu condiționează participarea la examen; CEF - condiționează evaluarea finală;

Data completării: 24.09.2020

	Grad didactic, titlul, prenume, numele	Semnătura
Titular disciplină	Lector univ. dr. Augusta Rațiu	
Director de departament	Prof. univ.dr. Mugur Acu	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Faculty of Economic Sciences
Department	Management, Marketing and Business Administration
Study Domain	Business Administration
Study Level	Business Administration
Study Program	Bachelor in Economic Sciences

2. Discipline Information

Discipline Name	Accounting Bases			
Course Code	Course Type	Year of Study	Semester	Credit Number
	Compulsory	1	1	5
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
Exam	DF			
Course Teacher	Associate Professor Raluca Sava			
Seminar/laboratory /project Teacher	Teaching Assistant Ioana Pop			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	2	-	-	4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (<i>NOAD_{sem}</i>)
28	28	-	-	56

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		28
Additional learning by using library facilities, electronic databases and on-site information		11
Preparing seminars/laboratories, homework, portfolios and essays		28
Tutorial activities		
Exams		2
Total Number of Hours for Individual Study (<i>NOI_{sem}</i>)		69
Total Hours per Semester (<i>NOAD_{sem}</i> + <i>NOI_{sem}</i>) = credits x 25		125

4. Preconditions (if needed)

Disciplines needed to be passed	none
Competences	none

5. Conditions (if needed)

Course related	Desktop/laptop, wireless, videocam, microfon, internet, classroom google account
Seminar/laboratory related	Desktop/laptop, wireless, videocam, microfon, internet, classroom google account



6. Gained Specific Competences

Professional Competences	<p>C 1.1. Defining concepts, procedures and methods used in accounting</p> <p>C 1.2. Explaining concepts, procedures and methods used in accounting</p> <p>C 1.3. Applying concepts, procedures and methods used in accounting for registration of economic operations</p> <p>C 1.4. Assessment processes and techniques applicable to the registration of economic operations in accounting</p> <p>C1.5. Develop a procedure for analysis, evaluation and registration of economic operations in accounting</p> <p>C 3.1, 3.2, 3.3 Define, explain and apply the concepts, theories and basic methods for preparing information for the reports of financial accounting and / or tax accounting</p>
Transversal Competences	Critical and analytical thinking

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	The objective of the course is to learn to read, understand, and analyse financial statements. The course is intended for students with no previous exposure to financial accounting. The course adopts a decision-maker perspective of accounting by emphasizing the relation between accounting data and the underlying economic events that generated them. The course focuses initially on how to record economic events in the accounting records (i.e., bookkeeping and accrual accounting) and how to prepare and interpret the primary financial statements that summarize a firm's economic transactions (i.e., the balance sheet, the income statement, and the statement of cash flows).
Specific Objectives	<ul style="list-style-type: none">• Acquiring basic knowledge concerning the firm and the management of the accountancy.• Familiarizing students with the specific language of the accounting standards and the understanding of the mechanisms in which they are applied in a firm.• Demonstrate competency in applying course knowledge to analyze and successfully solve course specific problems

8. Content

Course	Hours	
Course 1	Accounting Information System, Accounting Principles, Accounting Concepts	2 h
Course 2	Financial Statement Concepts.	2 h
Course 3	Accounting Cycle, Recording of Transactions.	2 h
Course 4	Balance Sheet – Long-term Operating Assets and Current Assets	2 h
Course 5	Balance Sheet – Liabilities and Owner's Equity	2 h
Course 6	Accounting for equity	2 h



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Course 7	Fixed assets accounting	2 h
Course 8	Current assets accounting	2 h
Course 9	Human resource accounting	2 h
Course 10	Other liabilities accounting	2 h
Course 11	Profit or loss accounting, expenses and revenues	2 h
Course 12	Financial Statements	6 h
Total Course Hours:		28 h
Seminar/Laboratory		Hours
Sem 1	Accounting Information System, Accounting Principles, Accounting Concepts	2 h
Sem 2	Financial Statement Concepts	2 h
Sem 3	Accounting Cycle, Recording of Transactions	2 h
Sem 4	Balance Sheet – Long-term Operating Assets and Current Assets	2 h
Sem 5	Balance Sheet – Liabilities and Owner's Equity	2 h
Sem 6	Accounting for equity - exercises	2 h
Sem 7	Fixed assets accounting - exercises	2 h
Sem 8	Current assets accounting - exercises	2 h
Sem 9	Human resource accounting - exercises	2 h
Sem 10	Other liabilities accounting - exercises	2 h
Sem 11	Profit or loss accounting, expenses and revenues - exercises	2 h
Sem 12	Financial Statements – case studies	6 h
Total Seminar/laboratory hours		28 h

Teaching Methods

Lectures, tutorials, questioning and discussion, Problem-Based Learning, in-class exercises, case studies		
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Bibliography

Recommended Bibliography	Bragg S.M., <i>Accounting control Best Practices</i> , Second Edition, Wiley and Sons Inc., Hoboken, New Jersey, 2009
	Davies T, Crawford I., <i>Financial Accounting</i> , Harlow: Pearson Education, 2012, available at LBUS Library
	Orloff J., Mullis D., <i>The Accounting Game; Basic Accounting Fresh from the Lemonade Stand</i> , 2008 Edition available at https://www.pdfdrive.com/the-accounting-game-basic-accounting-fresh-from-the-lemonade-stand-2008-edition-e158692801.html
	Robert Libby, Patricia Libby, Daniel Short - <i>Financial Accounting, 8th Edition</i> , ISBN-13: 978-0078025556, 2013 Available at https://www.coursehero.com/textbook-solutions/Financial-Accounting-10th-Edition-9781259964947-612/?utm_source=google&utm_medium=cpc&utm_campaign=nonbrand_textbooks_bts2020&utm_term=stu_accounting&utm_content=textbooks&gclid=CjwKCAjwh7H7BRBBEiwAPXjadk76qT7ApEOb_Ung-tbItrLFA8hP2WtMCbIKqXkJqqa11bpUsoNkxoCargQAvD_BwE
Additional Bibliography	Accounting Basics Tutorial (PDF Version) Available at https://www.pdfdrive.com/download-accounting-basics-tutorial-pdf-version-e39087042.html
	OMFP 1802/2014 – Reglementările contabile privind situațiile financiare anuale individuale și consolidate
	OMFP nr. 2861/2009 pentru aprobarea Normelor privind organizarea și efectuarea inventarierii elementelor de natura activelor, datoriilor și capitalurilor proprii



9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Final exam	Online exam with multiple choice and problem solving exercises	70%	CEF
Seminar/ Laboratory	Online class participation,	quizzes, exercises, assignments	10%	CEF
	Mid term exam	Online exam with multiple choice and problem solving exercises	20%	CEF

Minimum performance standard

The course is graded from 0 to 10 points. Passing the course necessitates a minimum grade of 4.0 points obtained in the final exam AND an average grade of 5.0 points in total.

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date:25.09.2020.....

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Associate Professor Raluca Sava	
Seminar/laboratory Teacher	Teaching Assistant Ioana Pop	
Department Director	Associate Professor Camelia Budac	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing, Business Administration
Study Domain	Business administration
Study Level	Bachelor
Study Program	Business administration

2. Discipline Information

Discipline Name	Business foreign language			
Course Code	Course Type	Year of Study	Semester	Credit Number
	DO	I	I	3
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
V	DC			
Course Teacher	Assistant Professor Arina Greavu			
Seminar Teacher	Assistant Professor Arina Greavu			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
1	1			2
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total ($NOAD_{sem}$)
14	14			28

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		8
Additional learning by using library facilities, electronic databases and on-site information		8
Preparing seminars/laboratories, homework, portfolios and essays		24
Tutorial activities		5
Exams		2
Total Number of Hours for Individual Study ($NOSI_{sem}$)		47
Total Hours per Semester ($NOAD_{sem} + NOSI_{sem}$) = credits x 25		75

4. Preconditions (if needed)

Disciplines needed to be passed	English language
Competences	Upper-intermediate English level

5. Conditions (if needed)

Course related	- PC and internet connection - microphone
Seminar/laboratory related	- PC and internet connection - microphone



6. Gained Specific Competences

Professional Competences	<p>At the end of the course the students will be able to:</p> <ul style="list-style-type: none"> • communicate fluently and accurately in business settings • produce and understand various type of witten messages • use the formal and informal registers appropriately • integrate specialist knowledge from other subject areas into Business English learning • use specialized dictionaries
Transversal Competences	<ul style="list-style-type: none"> • identify opportunities of professional development and employ learning resources and techniques efficiently • have an ethical behaviour

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> • To communicate accurately and fluently in business settings
Specific Objectives	<ul style="list-style-type: none"> • To write different types of business emails/letters • To write business reports and proposals • To express their ideas clearly and concisely • To use the formal and informal registers according to the situation.

8. Content

Course		Hours
Course 1	Planning business documents	2
Course 2	General principles of business writing (Concision); Request letters/emails and replies (Enquiries; Enquiry replies)	2
Course 3	General principles of business writing (Concision); Request letters/emails and replies (Orders, Order acknowledgements)	2
Course 4	General principles of business writing (Simplicity); Complaints and adjustments	2
Course 5	General principles of business writing (Tone); Social business correspondence (Invitations; Sales-oriented invitations)	2
Course 6	General principles of business writing (Sentence structure); Sales and public relations letters; Announcements	2
Course 7	General principles of business writing (Punctuation); Business reports and proposals	2
Total Course Hours:		14
Seminar/Laboratory		Hours
Sem 1	Parts of a business letter/email; Email format; Email conventions	2
Sem 2	Enquiries for prices and discounts; Asking for and sending information Direct and indirect questions	2
Sem 3	Placing orders; Confirming orders	
Sem 4	Making mild complaints; Making a point; Warning; Making strong complaints; Requesting action; Apologizing	2
Sem 5	Writing personal business letters; Invitations; Accepting and declining invitations;	2
Sem 6	Sales-promotion letters; Announcing a new product to customers; Announcing a price increase/reduction	2
Sem 7	Reports describing graphs, pie charts, tables	2



Total Seminar/laboratory hours	14
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Teaching Methods

<ul style="list-style-type: none"> - presentation - writing practice - conversation - exercise 		
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Bibliography

Recommended Bibliography	<ul style="list-style-type: none"> ● Littlejohn, Andrew: <i>Company to Company. A task based approach to business emails, letters and faxes</i>, Cambridge University Press, 2005
	<ul style="list-style-type: none"> ● Blake, Gary and Bly, Robert: <i>The Elements of Business Writing</i>, Longman, 1991
	<ul style="list-style-type: none"> ● <i>A Plain English Handbook</i>, US Securities and Exchange Commission, 1998, https://www.sec.gov/pdf/handbook.pdf
	<ul style="list-style-type: none"> ● Geffner, A: <i>Business English – A Complete Guide to Developing An Effective Business Writing Style</i>, Barron’s, 2010
	<ul style="list-style-type: none"> ● Bond, A: <i>300 + Successful Business Letters for All Occasions</i>, Barron’s, 2005
Additional Bibliography	<ul style="list-style-type: none"> ● Cutts, Martin: <i>The Plain English Guide : How to Write Clearly and Communicate Better</i>, Oxford University Press, 1995
	<ul style="list-style-type: none"> ● Brieger, Nick: <i>English for Business Writing</i>, HarperCollins Publishers, 2011
	<ul style="list-style-type: none"> ● Greavu, Arina- <i>English Grammar in Business Settings</i>, Casa Cartii de Stiinta, 2016

9. Conjunction of the discipline’s content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Minimum grade of 5	- written examination	60%	
Seminar/ Laboratory	Seminar activity	- continuous assessment (classwork)	20%	nCPE
		- homework assessment	20%	nCPE

Minimum performance standard

To write clear and effective business emails, letters, and reports.

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25 September 2020



ULBS

Universitatea "Lucian Blaga" din Sibiu

Department Acceptance Date 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Assistant Professor Arina Greavu	
Seminar/laboratory Teacher	Assistant Professor Arina Greavu	
Department Director	Associate Professor Camelia Budac	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing and Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name				
Course Code	Course Type	Year of Study	Semester	Credit Number
	DR	I	2	3
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
V				
Course Teacher	Assoc. Prof. PhD. Lia-Alexandra Baltador			
Seminar/laboratory /project Teacher	Assoc. Prof. PhD. Lia-Alexandra Baltador			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	1			3
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (NOAD _{sem})
28	14			42

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		10
Additional learning by using library facilities, electronic databases and on-site information		10
Preparing seminars/laboratories, homework, portfolios and essays		11
Tutorial activities		
Exams		2
Total Number of Hours for Individual Study (NOSI _{sem})		33
Total Hours per Semester (NOAD _{sem} + NOSI _{sem}) = credits x 25		75

4. Preconditions (if needed)

Disciplines needed to be passed	None
Competences	None

5. Conditions (if needed)

Course related	None
Seminar/laboratory related	None



6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none">• An in depth understanding of the interdependencies between nations, worldwide, brought about by globalization• The collection, processing and analysis of information regarding the interaction between the enterprise/organization and its external environment.• Research skills, which will be developed through reading and researching how and why the globalization occurred; after this course students will be familiar with the main global reports and institutions, databases and major multinationals.
Transversal Competences	<ul style="list-style-type: none">• The application of ethical principles, norms and values in one's own rigorous, efficient and responsible work strategy, in accordance to the principles of sustainability• The identification of roles and responsibilities in a multi-specialized team and the application of efficient relationship and work techniques within a team

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none">•The course will provide basic knowledge to students about economic globalization, its causes and effects on individuals, business and national states.
Specific Objectives	<p>After this course, students will be able to:</p> <ul style="list-style-type: none">•Demonstrate a basic understanding of the system of economic globalization, its advantages and disadvantages•Identify the institutions and policies that promote economic globalization• Understand the main forms of globalization – international trade, foreign direct investment and international financial markets• Demonstrate familiarity with the main global institutions and data sources in the field of economic globalization• Understand the benefits and challenges of regional economic blocks

8. Content

Course	Hours	
Course 1	Introduction - What is globalization?	2
Course 2	Origin, evolution and prospects of the economic globalization	2
Course 3	The great Convergence	2
Course 4	International trade	2
Course 5	Foreign direct investments	2
Course 6	International financial markets	2
Course 7	Measuring globalization	4
Course 8	International Economic Institutions	2
Course 9	Regional Economic blocks	2
Course 10	The role of European Union in the global economy	2
Course 11	Globalization vs. regionalization in contemporary economy	2
Course 12	Globalization of the Romanian economy	2



Course 13	Advantages and disadvantages of Globalization	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	Economic globalization and the world economy	2
Sem 2	Future of international trade (5G, robotization, IoT, Blockchain, Virtual Reality)	2
Sem 3	Multinational Companies	2
Sem 4	Global institutions	2
Sem 5	Economic and financial crisis	2
Sem 6	Economic regional associations	2
Sem 7	KOF Index of Globalization	2
Total Seminar/laboratory hours		14

Teaching Methods

<ul style="list-style-type: none"> - Presentations, multimedia sources - Debates and problem solving (in teams and individual) - Case Studies - Discussions 		
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Bibliography

Recommended Bibliography	Krugman P. (2013), End This Depression Now!, Princeton University Press
	Eckes, A. E. J. (2011). The contemporary global economy. A history since 1980: Wiley-Blackwell.
	Stiglitz J., (2015) Creating a Learning Society: A New Approach to Growth, Development, and Social Progress, Columbia University Press
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	Giovanni, J.; Levchenko, A. (2010) "Firm entry, trade and welfare in Zipf's world", NBER Working Paper No. 16313 (Cambridge, MA, National Bureau of Economic Research)
Additional Bibliography	Samimi P, Lim GC, Buang AA (2011) Globalization Measurement: Notes on Common Globalization Indexes. Knowledge Management, Economics and Information Technology
	Haltiwanger j., (2010) Globalization and economic volatility https://www.wto.org/english/res_e/booksp_e/glob_soc_sus_e_chap4_e.pdf
	Latitude, (2013) The new Sharing Economy: a study by Latitude in collaboration with Shareable magazine. (PDF)
	Rivoli, Pietra; The Travels of a T-Shirt in the Global Economy: An Economist Examines the Markets, Power and Politics of the World Trade, 2 nd Edition, Wiley and Sons, 2009

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Midterm Assessment of theoretical and practical knowledge	Midterm test	20%	nCPE
	Final assessment of theoretical and practical knowledge	Exam	50%	



ULBS

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Seminar/ Laboratory	Team projects	Ongoing assessment during the semester	20%	nCPE
	Homeworks	Ongoing assessment during the semester using google calssroom	10%	nCPE

Minimum performance standard

Correct knowledge and usage of concepts, principles, elements

Specialized language is simple but used in a correct manner;

The student is able to proof that he/she recognizes recommended compulsory bibliography.

(*) The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Assoc. Prof. PhD. Lia-Alexandra Baltador	
Seminar/laboratory Teacher	Assoc. Prof. PhD. Lia-Alexandra Baltador	
Department Director	Assoc. Prof. PhD. Camelia Budac	

DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Faculty of Economic Sciences
Department	Management, Marketing and Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name	Entrepreneurship			
Course Code	Course Type	Year of Study	Semester	Credit Number
	DD	1	2	3
Evaluation Type	Discipline Category (<i>DF=fundamental.; DD=domain; DS=specialty; DC=complementary</i>)			
Course Teacher	Associated Professor Razvan Sorin Serbu, Ph.D			
Seminar/laboratory /project Teacher	Lecturer Eugen Popescu, Ph D			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	2			4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (<i>NOAD_{sem}</i>)
24	24			48

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		8
Additional learning by using library facilities, electronic databases and on-site information		8
Preparing seminars/laboratories, homework, portfolios and essays		8
Tutorial activities		2
Exams		1
Total Number of Hours for Individual Study (<i>NOSI_{sem}</i>)		27
Total Hours per Semester (<i>NOAD_{sem} + NOSI_{sem}</i>) = credits x 25		75

4. Preconditions (if needed)

Disciplines needed to be passed	
Competences	Knowing and understanding of the basic concepts in business

5. Conditions (if needed)

Course related	Laptop & internet connection
Seminar/laboratory related	Laptop & internet connection

6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none"> • Identifying, describing and explaining the main concepts, categories and theories of entrepreneurship – in order to use them in specific contexts; • Define and describe the main concepts of opportunity in entrepreneurship; • Applying the most appropriate tools in entrepreneurship related problems; • Identify and describe the necessary strategy in starting and operating a small business. • Applying the most appropriate tools to optimize the strategic process within the organization • Identifying, explaining of the social entrepreneurship and green entrepreneurship
Transversal Competences	<ul style="list-style-type: none"> • Familiarize students with situations arising in entrepreneurship thus ensuring a better perception of business environment and the global economy. • Presenting concepts of entrepreneurship and interpret different situations; • Analysis of case studies and the ability to correlate the theoretical elements and studied cases of entrepreneurship reality; • It also develops the student's ability to apply the acquired knowledge in practice, research skills, creativity and ability to create projects and run them; • Identifying roles and responsibilities in a multi-specialized team and applying networking and effective work techniques within the team in creating a virtual enterprise; • Identifying training opportunities and effective use of resources and learning techniques for personal and professional development; • Working with entrepreneurship specific vocabulary in English.

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> • To introduce students in the world of entrepreneurship, why is it crucial for economy to have more entrepreneurs and how can they determine a sustainable and competitive environment
Specific Objectives	<ul style="list-style-type: none"> • Understanding the electronic business process and the key-role of strategy within it;

	<ul style="list-style-type: none"> • Developing the ability to work in teams and to lead working teams in order to elaborate – formulate – implement – control and evaluate a company’s e-business management; • The acquisition and developing of knowledge and skills enabling creative and critical thinking, fast and timely decisions, and proactive behaviors;
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8. Content

Course		Hours
Course 1	Main concepts, categories and theories of entrepreneur	2
Course	Characteristics of successful entrepreneurs	2
Course 3	Think like an entrepreneur	2
Course 4	Creating Business from Opportunity	2
Course 5	Exploring Your Market	2
Course 6	Relationship between risk and reward	2
Course 7	The triple bottom line: People, planet, profit	2
Course 8	Understanding and Managing Start-Up	2
Course 9	Entrepreneurship and the economy	2
Course 10	Add value to scarce resources	2
Course 11	Financing Strategy	2
Course 12	Managing Risk	2
Course 13	Management, Leadership, & Ethical Practices	2
Course 14	Growth strategies	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	Entrepreneurship vs. working in a corporation. Entrepreneur vs. "Intrapreneur"	2
Sem 2	Business plan and business models. What is the difference	2
Sem 3	A tool for new ventures - Business model canvas (BMC)	2
Sem 4	The business idea Value proposition - BMC1	2
Sem 5	The business costumers segments - BMC2	2
Sem 6	Distribution channels for the product - BMC3	2
Sem 7	Customer relationships - BMC4	2
Sem 8	The business revenue streams - BMC5	2
Sem 9	The business key resources - BMC6	2
Sem 10	The business key activities - BMC7	2
Sem 11	The business key partners - BMC8	2
Sem 12	The company cost structure - BMC 9	2
Sem 13	Short presentation of the business idea (1 minute) + Project presentation	2
Sem 14	Short presentation of the business idea (1 minute) + Project presentation	2
Total Seminar/laboratory hours		28

Teaching Methods

Lecture, Explanation; Classroom discussion; Case Study; Demonstration; Collaboration, Classroom Action Research		
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Bibliography

Recommended Bibliography	<ul style="list-style-type: none"> • Steve Mariotti, Debra DeSalvo, Caroline Glackin, <i>The Young Entrepreneur's Guide to Starting and Running a Business: Turn Your Ideas into Money!</i>, 2014 • MOLE, Kevin ; RAM, Monder, <i>Entrepreneurship : A Critical Approach</i>, Hampshire: Palgrave Macmillan, 2012 • Michael E. Gerber, <i>The E-Myth Revisited: Why Most Small Businesses Don't Work and What to Do About It</i>, 2004, and: "AWAKENING THE ENTREPRENEUR WITHIN HOW ORDINARY PEOPLE CAN CREATE EXTRAORDINARY COMPANIES", 2009 • Richard Branson, <i>Screw Business As Usual: Turning Capitalism into a Force for Good</i>, Penguin Random house, 2017 • TIMMONS, Jeffrey A., <i>New Venture Creation: Entrepreneurship for the 21st Century</i>, Boston: McGraw-Hill, 2007 • The Economist
Additional Bibliography	<ul style="list-style-type: none"> • Osterwalder, Alexander, and Yves Pigneur. <i>Business model generation: a handbook for visionaries, game changers, and challengers</i>. John Wiley & Sons, 2010. • Blank, Steven G., & Bob Dorf. <i>The Startup Owner's Manual: The Step-by-Step Guide for Building a Great Company</i>. Pescadero, Calif: K & S Ranch, Inc, 2012. • Ries, Eric. <i>The Lean Startup: How Today's Entrepreneurs Use Continuous Innovation to Create Radically Successful Businesses</i>. 2011. • Kawasaki, Guy. <i>The Art of the Start: The Time-Tested, Battle-Hardened Guide for Anyone Starting Anything</i>. New York: Portfolio, 2004. • Constable, Giff, Frank Rimalovski, Steven G. Blank, & Tom Fishburne. <i>Talking to Humans: Success Starts with Understanding Your Customers</i>. 2014. Trefor Jones; <i>Business Economics and Managerial Decision Making</i>, John Wiley & Sons, 2005

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
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Course	Knowing and understanding of the concepts, categories and theories of the course	Exam	50%	
	Class participation	Continuous evaluation	10%	nCPE
Seminar/ Laboratory	Continuous assessment throughout the semester	• Team assignments	20%	nCPE
	The ability to apply in practice theoretical notions learned periodic assessment by oral and / or written mock examinations	• Final project presentation & evaluation	20%	CPE
Minimum performance standard				
<ul style="list-style-type: none"> • The student to identify and classify the basic concepts • The student to define, recognize and enumerate the fundamental categories of entrepreneurship • The student to conceptualize and to operate with the basic concepts, to identify them into case studies; • The student to develop a proper and coherent representation of the significance of entrepreneurship 				

(*)**The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Associated Professor Razvan Sorin Serbu, Ph.D	
Seminar/laboratory Teacher	Lecturer Eugen Popescu, Ph D	
Department Director	Associated Professor Camelia Budac Ph.D	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing and Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name	European Economy			
Course Code	Course Type	Year of Study	Semester	Credit Number
	Mandatory	I	II	5
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
Exam	DF			
Course Teacher	Assoc.Prof. PhD Silvia Mărginean			
Seminar/laboratory /project Teacher	PhD Marius Dărăban			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	1	-	-	3
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (<i>NOAD_{sem}</i>)
28	14	-	-	42

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		28
Additional learning by using library facilities, electronic databases and on-site information		37
Preparing seminars/laboratories, homework, portfolios and essays		14
Tutorial activities		2
Exams		2
Total Number of Hours for Individual Study (<i>NOSI_{sem}</i>)		83
Total Hours per Semester (<i>NOAD_{sem}</i> + <i>NOSI_{sem}</i>) = credits x 25		125

4. Preconditions (if needed)

Disciplines needed to be passed	None
Competences	None

5. Conditions (if needed)

Course related	None
Seminar/laboratory related	None



6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none"> • Understanding the European Union history and evolution • Understanding European integration and enlargement process • Learning about EU institutions • Explaining the EU policies • Understanding the impact of EU policies on the business environment • Learning about the economy of the 27 member states
Transversal Competences	<ul style="list-style-type: none"> • Understand that European Union is founded on the values of respect for human dignity, liberty, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities.

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> • The course European Economy will provide the students basic knowledge about European integration process and European Union economy.
Specific Objectives	<ul style="list-style-type: none"> • This course is design as an overview of European Union issues and will familiarize the participants with the key historical facts regarding creation and evolution of EU. • The course provides also an introduction to the main current challenges of the European Union. Initially, we will investigate the historical context of EU, the enlargement process and the structure of its main institutions. • Therefore the course will cover the main economic issues of the EU policies. • Topics include the origin and development of European Union, the institutional structure of EU, regional policy, social policy, fiscal policy and European Monetary Union. • We also provide information about Romania as a member of European Union, the benefits and costs of integration, the role and the contribution of Romania to the development of European Union. • This course will put emphasis on economic analysis of the process of the European economic integration, analyzing main causes and objectives, processes of implementation and consequences of current evolution of European Union. The students will be able to understand and explain the concepts and processes, and they also will be able to take decisions in European business environment.

8. Content

Course	Hours	
Course 1	Origin, evolution and prospects for the European Union	2
Course	EU Institutions	2
Course 3	Budget of the European Union	2
Course 4	Competition Policy	2
Course 5	Common Agricultural Policy	2
Course 6	Fiscal integration	2
Course 7	European Monetary Integration	2
Course 8	Regional Policy	2



Course 9	Social Policy	2
Course 10	Mobility of Labour	2
Course 11	Brexit2	2
Course 12	Trade policy and international economic cooperation	2
Course 13	Energy policy. Transport policy. Environment policy	2
Course 14	Enlargement	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	Origins and evolution of European integration before and after the Treaty of Rome	2
Sem 2	European Union: Institutions and Member States. Treaty of Lisbon	2
Sem 3	Budget of European Union. 2021-2027 Multiannual Financial Framework	2
Sem 4	Competition policy: antitrust, state aid, mergers and liberalization	2
Sem 5	ECB and the Eurosystem	2
Sem 6	Regional development and cohesion policy 2021-2027	2
Sem 7	Romania as member state: challenges, opportunities, responsibilities	2
Total Seminar/laboratory hours		14

Teaching Methods

<p>Lectures & PPT presentations, discussions, reading requirements, in-class assignments, team project</p> <p>Additional/ independent learning by using library facilities, electronic databases and on-line information is an important part of the teaching. For each lecture/ seminar relevant links will be provided (web pages, reports, articles).</p>	<p>Tools: Google Classroom – for assignments, teaching materials and communication Google Meet (for online classes)</p>	
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Bibliography

Recommended Bibliography	Baldwin Richard, Wyplosz Charles, The Economics of European Integration, McGraw-Hill, 6e, 2019/ 5e 2015
	Jovanovic, Miroslav N., The Economics of European Integration, Edward Elgar Publishing Ltd., Second Edition, 2015, 736 pages
	https://europa.eu/european-union/index_en
Additional Bibliography	Andrei, Liviu, Economie europeană, Editia a doua, Editura Economică, 2011
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	Marginean, S., Orastean, R., Sava, R., The Road to the Economics of Brexit: A New Direction in Economic Research, Journal of Business, Economics and Management, 21/6, 2020
	McDonald Frank, Dearden Stephen, European Economic Integration, Prentice Hall, 4th Edition, 2005
	Mindford, Patrick, After Brexit, What Next?: Trade, Regulation and Economic Growth, Elgar, 2020
	Neal Larry, The Economics of Europe and the European Union, Cambridge University Press, 2007
	Porfiroiu Marius, Popescu Irina, Instituții și Politici europene, Editura Economică, 2008
	Wiener Antje, Diez Thomas, European Integration Theory, Third Edition, Oxford University Press, 2018



9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Knowing and understanding of the concepts, categories and theories of the course	Final exam	40%	CEF CPE
	Required reading and homework	Before/After class assignments, answers and course participation	20%	CEF nCPE
Seminar/ Laboratory	Applying the theory, cooperation and teamwork, communication skills	Team project	30%	CEF CPE
	Required reading (case studies, articles and reports) and assignments	Before/After class assignments, answers and seminar participation	10%	CEF nCPE

Minimum performance standard

The students know the main concepts, recognize them and can define them
 The students understand EU terminology („eurojargon”) – at least the main terms relating to European integration and the institutions and activities of the EU
 The students have read the minimum required bibliography
 Students should accumulate at least 50% of the total score. Final exam and team project are compulsory

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Associate Professor PhD Silvia Mărginean	
Seminar/laboratory Teacher	Associate Professor PhD Silvia Mărginean	
Department Director	Associate Professor PhD Camelia Budac	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	"Lucian Blaga" University of Sibiu
Faculty	Faculty of Economic Sciences
Department	Department of Management, Marketing, Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration (in English)

2. Discipline Information

Discipline Name	HISTORY OF ECONOMICS			
Course Code	Course Type	Year of Study	Semester	Credit Number
		I	1	4
Evaluation Type: E	Discipline Category: DF			
Course Teacher	PhD. Lecturer Popescu Doris-Louise			
Seminar/laboratory/project Teacher	PhD. Lecturer Popescu Doris-Louise			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
1	1			2
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (<i>NOAD_{sem}</i>)
14	14			28

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		30
Additional learning by using library facilities, electronic databases and on-site information		20
Preparing seminars/laboratories, homework, portfolios and essays		18
Tutorial activities		2
Exams		2
Total Number of Hours for Individual Study (<i>NOSI_{sem}</i>)		72
Total Hours per Semester (<i>NOAD_{sem}</i> + <i>NOSI_{sem}</i>) = credits x 25		100

4. Preconditions (if needed)

Disciplines needed to be passed	Not the case.
Competences	

5. Conditions (if needed)

Course related	notebook; webcam; internet.
Seminar/laboratory related	notebook, webcam; internet.



6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none">• Acquiring knowledge related to the main issues of the world economic evolution/national economy evolution;• Achieving understanding of the processes and phenomena with impact on the evolution of the economic system;• Analysing the contemporary economic phenomena;• Determining the current tendencies in the development of the world/national economic system.
Transversal Competences	<ul style="list-style-type: none">• Applying principles, norms and values of professional ethic in a a rigorous, efficient and responsible work strategy;• Identifying roles and responsibilities in a pluri-specialized team and applying relational techniques for an efficient team work;• Identifying opportunities of continuous training and the efficient capitalization of resources and techniques of learning for its own development.

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none">• Survey of trends in the world economic history, with particular reference to the national economic history.
Specific Objectives	<ul style="list-style-type: none">• Emphasizing the processes and phenomena with major impact on the evolution of economy;• Determining the origins and the current tendencies in the development of the world/national economic system;• Analyzing in-depth of the contemporary economic phenomena.

8. Content

Course		Hours
Course 1	Economic History. Introduction/Fundamentals.	2
Course	The role of the Industrial Revolution in the general economic growth.	2
Course 3	The economic development of the Romanian countries at the beginning of the 19 th century.	2
Course 4	The evolution and the consolidation of the Romanian economy between the Independence and the First World War (1877-1914).	2
Course 5	The world/the national economy and its development in the interwar period.	2
Course 6	The Romanian economy in the communist period. The transition process in Romania and its economic challenges.	2
Course 7	Current tendencies in the world/national economy: the economic effects of the European integration, the impact of the economic crisis and of the globalization.	2
Total Course Hours:		14
Seminar/Laboratory		Hours
Sem 1	From primitive to market economy. Fundamental aspects regarding the evolution of the world economy. The myth of scarcity: basic economic problem.	2
Sem 2	From feudal to capitalist economic relations. The advent of capitalism as economic system.	2
Sem 3	The Industrial Revolution: a critical review (economic approach).	2



ULBS

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	The European economic supremacy (the 18th century- 1918) Modern Romania: debates on essential economic issues (the structure of economy, the commercial policy, the foreign investments).	
Sem 4	The interwar Romanian economy in search of a development model: The Great Debate (Europeanism, industrialization/ Traditionalism, returning to the autochthonic values/ Agrarianism, the small peasant exploitation). The interwar Romanian economy and the Agrarian Reform from 1921: solving an essential social-economic problem or perpetuating it?	2
Sem 5	The interwar Romanian economy and the issue of the foreign investments: the doctrinal confrontation: "by ourselves"/"open gates" The interwar Romanian economy and the economic effects of The Great Depression.	2
Sem 6	The Romanian socialist economy. Main dynamics: centralized economy, nationalization, collectivization, rationalization, industrialization, systematization.	2
Sem 7	Current evolutions in the economy of Romania/global economy: between the European Union, the globalization process and the economic crisis.	2
Total Seminar/laboratory hours		14

Teaching Methods

Problematization, Heuristic conversation, Problem-solving, Explanation, Comparison, Case studies	
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Bibliography

Recommended Bibliography	<ul style="list-style-type: none"> • Allen R. C., Global Economic History: A Very Short Introduction, Oxford University Press, 2011. • Bulei, Ion, A Short History of Romania, Meronia Publishers, Bucharest, 2015. • Heilbroner R. L., The Worldly Philosophers, Penguin, 2000. • Hitchins K., Rumania 1866-1947, Oxford University Press, 1994. • Hitchins K., The Romanians 1774-1866, Oxford University Press, 1996. • Hitchins K., A Concise History of Romania, Cambridge University Press, 2014. • Toynbee A., The Industrial Revolution, Gleed Press, 2013.
Additional Bibliography	<ul style="list-style-type: none"> • Clark G., A Farewell to Alms: A Brief Economic History of The World, Princeton University Press, 2007. • Djuvara N., A Concise History of Romanians, Cross Meridian, 2014. • Galbraith J. K., A History of Economics (the past as the present), Penguin, 1991. • Rondo C., Larry N., A Concise Economic History of the World: From Paleolithic Times to the Present, Oxford University Press, 2003.

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
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Course	<ul style="list-style-type: none"> Knowing key aspects of the world economic evolution; Understanding the complex dynamic of the economic processes and phenomena; Making connections between the social, political and historical facts and the economic development. 	Final exam	40%	CFE
Seminar/ Laboratory	<ul style="list-style-type: none"> Understanding the particularities of the economic development of Romania; Understanding the place and the role of the national economy in the world economic system; Noticing the tendencies in nowadays economic evolution. 	Homework Midterm exam Team project	20% 20% 20%	CEP/CFE CEP/CFE CEP/CFE

Minimum performance standard

- Knowing the general directions in the world economic development;
- Knowing the main processes and phenomena which have influenced economy;
- The correct use of appropriate terms and concepts.

(* **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	PhD. Lecturer Popescu Doris-Louise	
Seminar/laboratory Teacher	PhD. Lecturer Popescu Doris-Louise	
Department Director	Associate Professor Camelia Budac	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	Lucian Blaga University of Sibiu
Faculty	Faculty of Economic Sciences
Department	Management, Marketing and Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration – in English

2. Discipline Information

Discipline Name	Informatics			
Course Code	Course Type	Year of Study	Semester	Credit Number
	Compulsory	I	1	5
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
Exam	DF			
Course Teacher	Assoc. Prof. Eduard Stoica, Ph.D.			
Seminar/laboratory /project Teacher	Assoc. Prof. Eduard Stoica, Ph.D.			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	0	2	0	4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total ($NOAD_{sem}$)
28	0	28	0	56

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		20
Additional learning by using library facilities, electronic databases and on-site information		16
Preparing seminars/laboratories, homework, portfolios and essays		21
Tutorial activities		4
Exams		8
Total Number of Hours for Individual Study ($NOSI_{sem}$)		69
Total Hours per Semester ($NOAD_{sem} + NOSI_{sem}$) = credits x 25		125

4. Preconditions (if needed)

Disciplines needed to be passed	-
Competences	Basic skills for computer use

5. Conditions (if needed)

Course related	<ul style="list-style-type: none"> G Suite for Education access (Google Classroom, Google Meet); Have access to a computer. Have a video projector.
Seminar/laboratory related	<ul style="list-style-type: none"> Have access to a computer Have continuous broadband internet access. Have the ability to download and save files and documents to a



	<p>computer.</p> <ul style="list-style-type: none"> • Have the ability to open Microsoft files and documents (.docx, .pptx, .xlsx, pdf, accdb, etc.).
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6. Gained Specific Competences

Professional Competences	<p>This course is meant to prepare students for business and computer-related courses as well as preparing students for work in industry in the information processing fields. In particular, it aims to:</p> <ul style="list-style-type: none"> - Provide a basic knowledge of computer hardware and software; - Introduce the business areas to which computers may be applied; - Provide an introduction to business organization and information systems; - Develop the skills in communication, verbal and written, which play an important part in business computing and information processing; - Provide sufficient training in programming to enable the design, writing and documenting of a program or suite of programs in a high-level language; - Provide sufficient training in basic web-design using generic authoring tools - Provide sufficient training in database design and implementation using the relational data model - Develop knowledge regarding the capabilities of generic software. - Describe the information needs of core business operations and how IT can support them.
Transversal Competences	<ul style="list-style-type: none"> • Describe the fundamental principles of computing hardware, application software, networking and applications development. • Identify a Information technology related operational improvement and determine an optimal software / hardware solution • Develop skills for critical, analytical and functional approach, comparative skills for problem solving that may be applied in the fields of Business Informatics.

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> • To Know the Fundamentals of Computers • To Understand how to use Computer applications in day to Day Applications
Specific Objectives	<ul style="list-style-type: none"> • Understand the relationship among society, people, organizations, and technology and identify the implications for managing and using information technology in the workplace; • Use the web to efficiently quality information; • Apply critical thinking, problem solving and information literacy skills appropriate for the workplace.

8. Content

Course		Hours
Course 1	Introduction to the course. Information and communication technologies (ICT) elements and knowledge processing	2
Course	ICT in companies. Being Digital: Engaging the Organization to Accelerate Digital Transformation	2
Course 3	The Architecture of Computer Hardware and Systems Software	2
Course 4	Operating systems	2



Course 5	Cloud computing solutions. Storage and processing online data. Collaboration Software	2
Course 6	Document and Word Processing Software	2
Course 7	Spreadsheet software program – Excel 1	2
Course 8	Spreadsheet software program – Excel 2	2
Course 9	Spreadsheet software program – Excel 3	2
Course 10	Database Management Systems (DBMS) - Overview	2
Course 11	Creating Databases in Microsoft Access	2
Course 12	Managing Databases in Microsoft Access	2
Course 13	Internet, Intranet, Extranet. Specific programs and services.	2
Course 14	Reviewing of the gained knowledge	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Lab 1	Introduction to Information and Communication Technology (ICT) - computer systems, operating systems, programs applications, operating environments / navigation, multimedia and web applications, computer networks, Internet.	2
Lab 2	Architecture and structure of hardware systems - electronic computing system, central processing unit, microprocessors, internal memory, external memory, I/O devices, multimedia systems, network technologies.	2
Lab 3	Architecture and structure of software systems - operating systems, utilities, operating environments / resolution, medium navigation, graphical user interfaces, processors text / images, programs, communications, e-mail services, Web services, application programs.	2
Lab 4	Social Media Case Studies – Creating campaigns for E-Business	2
Lab 5	Microsoft Word - editing and formatting documents - techniques and editing tasks text / images, formatting, creating and editing tables, sorting information, drawing elements, working with objects.	2
Lab 6	Microsoft Excel - Introduction to Excel, editing and formatting tables - formatting cell and fields (numeric formatting, numeric formatting custom types, conditional formatting, formatting of alphanumeric characters, styles, insertion / removal / hide / rows and columns formatting, introducing simple formulas and matrix; Elements	2
Lab 7	Microsoft Excel - Functions – financial, mathematical, statistical, logical, graphical, text, database functions.	2
Lab 8	Microsoft Excel - Formulas and graphs - Using functions and nested functions in formulas, use names in formulas, use calculation operators in formulas. Graphic: data series; graphs orientation; types of graphs and their use in synthesis problems; elements of a graph; graphics format	2
Lab 9	Microsoft Access - Create and edit database tables - new access database, create tables, changing the structure of a table, enter and view data, making relationships between tables, modification and deletion of data	2
Lab 10	Microsoft Access - Creating and editing queries (simple selection, multiple selection, parameterized, delete, append, update, make table, crosstab)	2
Lab 11	Microsoft Access - Creating and editing forms, choose the format, the arrangement, and which fields you want to display, creating buttons.	2
Lab 12	Microsoft Access - Creating and editing reports - totals, counts, and percentages in a detail report	2
Lab 13	Internet, Intranet, Extranet (host systems, server and client, Domain Name Service (DNS), Web (WWW - World Wide Web), FTP - File Transfer Protocol)	2
Lab 14	Final examination conducted by presenting a project on an economic theme choice. This will be achieved in all programs studied	2



Total Seminar/laboratory hours	28
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Teaching Methods

Course	<ul style="list-style-type: none"> - Power point presentation - Interactivity - Heuristic conversation 	28
Laboratory	<ul style="list-style-type: none"> - Worksheets - Heuristic conversation - Interactivity - Case studies 	28

Bibliography

Recommended Bibliography	Excel 2019 Bible 1st Edition, Michael Alexander, Richard Kusleika, John Walkenbach, Publisher: Wiley, ISBN-13: 978-1119514787
	John Walkenbach, Excel 2016 Bible, Ed. Wiley, 2015
	M.Alexander, R.Kusleika, Access 2016 Bible, Ed. Wiley, 2015
	Nancy Conner, Matthew MacDonald, Office 2013: The Missing Manual, O'Reilly Media, 978-1449357085, 2014
	Peter Norton, Introduction to Computers, 7th Edition, Tata McGraw-Hill, 2011
	Janina Mihaela Mihaila, "Bazele tehnologiei informatiei", Editura Universitara, 2010
	Beth Melton et. all, "Microsoft Office Professional 2013 Step by Step (Step By Step (Microsoft))", Microsoft Press, ISBN-13: 978-0735669413, 2013
Additional Bibliography	http://classroom.google.com – class course
	http://office.microsoft.com/en-us/training
	https://www.gcflearnfree.org/topics/office2013
	https://www.gcflearnfree.org/topics/office2016

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

The content of the course was developed based on the study of similar programs found in European universities and research of international literature. Additionally, representatives of Romanian business environment have been consulted and dialogues have been held with professors and researchers at international conferences.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Full and correct acquire of taught theories; Logic coherence; The degree of specific language acquired; The adequate usage of concepts, methods and procedures.	Online examination	50%	CFE
Seminar/ Laboratory	The ability of delivering theory in practice; The attitude aspects: seriosity, interest for individual study.	Project	50%	CPE
Minimum performance standard				



ULBS

Universitatea "Lucian Blaga" din Sibiu

- To take part in the final exam of the semester, the student must be present at least 70% of the laboratory activities.
- To take part in the final exam of the semester, the student must obtain a minimum mark 5 at the laboratory project.
- Weighted average final will be achieved only if the laboratory project and final exam, the student is referred to the minimum mark 5.
- The mark obtained in project evaluation, if more than 5 will be considered for future examinations, if the student has not passed the exam of the semester.

(*) The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date 25.09.2020

Department Acceptance Date 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Assoc. Prof., Ph.D., Eduard Stoica	
Seminar/laboratory Teacher	Assoc. Prof., Ph.D., Eduard Stoica	
Department Director	Associate Professor Camelia Budac	

DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	„Lucian Blaga” University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing, Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name	Macroeconomics			
Course Code	Course Type	Year of Study	Semester	Credit Number
		I	I	6
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
E	DF			
Course Teacher	Conf.univ.dr. Cristina Tănăsescu			
Seminar/laboratory /project Teacher	Asist.univ.dr. Cristina Popa			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	2	-	-	4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (NOAD _{sem})
28	28	-	-	56

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		34
Additional learning by using library facilities, electronic databases and on-site information		20
Preparing seminars/laboratories, homework, portfolios and essays		34
Tutorial activities		2
Exams		4
Total Number of Hours for Individual Study (NOSI _{sem})		94
Total Hours per Semester (NOAD_{sem} + NOSI_{sem}) = credits x 25		150

4. Preconditions (if needed)

Disciplines needed to be passed	-
Competences	

5. Conditions (if needed)

Course related	-
Seminar/laboratory related	

6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none"> • Analysis of macroeconomic models • Understanding of economic reality • Ability to translate economic reality to economic models • Ability to apply basic mathematical concepts to economic
Transversal Competences	<p>Instrumental</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ability to summarize <input type="checkbox"/> Skills to manage information <input type="checkbox"/> Abstract and critical thinking <input type="checkbox"/> Adaptation and clear understanding of the ideas <p>Interpersonal</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ability to work in teams <input type="checkbox"/> Ability to criticize <p>Systemic</p> <ul style="list-style-type: none"> <input type="checkbox"/> Creativity (ability to generate new ideas) <input type="checkbox"/> Independence (ability to work independently)

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<p>Macroeconomics is intended to introduce students to the current understanding and relevant issues of the macroeconomy. We will develop a solid foundation of the microeconomic underpinnings that comprise the macroeconomy. Within that macroeconomic framework, we will examine the effects of government intervention in individual markets and consider both efficiency and distributional effects. We will develop a thorough understanding of the macroeconomy, looking closely at GDP growth, unemployment, inflation, and business cycles. We will examine the models used by economists to depict the macroeconomy and use these models to examine monetary and fiscal policy. Finally, we will examine the international financial system and exchange rate fluctuations.</p>
Specific Objectives	<ul style="list-style-type: none"> • An important goal of Macroeconomics is to provide students with a broad overview and solid grasp of the aggregate economy (e.g., aggregate economic accounts), thereby enabling students to read and understand reporting on the aggregate economy from various media outlets. • Additionally, students will be exposed to theories of economic growth (the "long-run") and theories of the

	<p>business cycle (the "short-run").</p> <ul style="list-style-type: none"> This course features a heavy emphasis on the role of economic policy: monetary and fiscal policies aimed at short-run stabilization, policies concerning trade and international finance, and policies aimed at promoting long-run growth. The course aims to clearly highlight the trade-offs involved in policy-making; e.g., short-run stabilization versus long-run growth. students should be able to evaluate national economic components, conditions, and alternatives for achieving socioeconomic goals.
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8. Content

Course		Hours
Course 1	Module 1: Microeconomic Foundations	2
Course 2, 3	Module 2: Understanding the Macroeconomy GDP: Shortcomings for Measuring Social Wellbeing Economic Growth	4
Course 4	Module 2: Economic Growth	2
Course 5,6	Module 2: Understanding the Macroeconomy Unemployment and Inflation	4
Course 7	Module 2: Understanding the Macroeconomy Finance, Savings, and Investment Macroeconomic Equilibrium: The AS-AD Model	2
Course 8	Module 3: Identifying Short-Run Macroeconomic Relationships	2
Course 9	Module 4: The Government and the Macroeconomy Inflation, Employment, and the Business Cycle	2
Course 10,11	Module 4: The Government and the Macroeconomy The Business Cycle	4
Course 12	Module 4: Government Intervention: Fiscal Policy	2
Course 13	Module 4: Money and Inflation Government Intervention: Monetary Policy	2
Course 14	Module 5: The International Macroeconomy	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	Ten Principles of Economics. Thinking Like an Economist	2
Sem 2	Interdependence and the Gains from Trade	2
Sem 3	Understanding the Macroeconomy	2
Sem 4	Economic Growth. Measuring a Nation's Income	2
Sem 5	Measuring the Cost of Living	2
Sem 6	Production and Growth	2
Sem 7	Saving, investment, and the financial system	2

Sem 8	The Basic Tools of finance	2
Sem 9	Unemployment and its Natural Rate	2
Sem 10	Business Cycles . Economic Crises	2
Sem 11	The Monetary System	2
Sem 12	Money Growth and inflation	2
Sem 13	International macroeconomics	2
Sem 14	Fiscal and Monetary Policy	2
Total Seminar/laboratory hours		28

Teaching Methods

<p>Online teaching using the Google Meet platform</p> <p>Explaining; Debating; Demonstrating; Case studies; Team work</p> <p>Google Classroom for homework, posting, and communicating with students</p>		
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Bibliography

Recommended Bibliography	Gregory Mankiw and Mark Taylor: Economics, 4th edition, Cengage Learning UK, 2017
	Dornbush, R.; Fischer, S.; Startz, R.; Macroeconomics, 12th edition, McGraw-Hill, 2013
	Hoover, K. D., Applied Intermediate Macroeconomics, Cambridge University Press, 2012
	Parkin, M., Powell, M., & Matthews, K. (2014). Economics: European Edition: Pearson Education.
Additional Bibliography	Mărginean, S., Tănăsescu, C., & Opreana, A. (2011). Microeconomie și macroeconomie: aplicații, întrebări și răspunsuri: Editura Universității "Lucian Blaga" din Sibiu.

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.
The course will provide students with the tools necessary to be able to converse intelligently on economic events, think critically about public policies, derive and solve basic macroeconomic models.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Knowledge and understanding of specific notions	Final Exam	50%	CEF CPE
	Browse the bibliography and solve the topics	Evaluation during the semester. Homeworks	10%	CEF nCPE
Seminar/ Laboratory	Quizzes	Evaluation during the semester	10%	CEF



	Essays, case/review presentation, active participation in the seminar discussion	Evaluation during the semester	30%	CPE CEF
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Minimum performance standard

- The students know the main concepts, recognize them and can define them
- The students understand the terminology and they can use them in an appropriate way
- The students have read the minimum required bibliography

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date:25.09.2020

Department Acceptance Date 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Conf.univ.dr. Cristina Tănăsescu	
Seminar/laboratory Teacher	Asist.univ.dr. Cristina Popa	
Department Director	Conf.univ.dr. Camelia Budac	



DISCIPLINE SYLLABUS *

1. Program Information

Higher-Education Institution	"Lucian Blaga" University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing, and Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name	MANAGEMENT			
Course Code	Course Type	Year of Study	Semester	Credit Number
	DO	I	II	6
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
E	DF			
Course Teacher	CLAUDIA OGREAN			
Seminar/laboratory /project Teacher	ANCA SERBAN			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	2	-	-	4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total ($NOAD_{sem}$)
28	28	-	-	56

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		25
Additional learning by using library facilities, electronic databases and on-site information		20
Preparing seminars/laboratories, homework, portfolios and essays		25
Tutorial activities		14
Exams		10
Total Number of Hours for Individual Study ($NOSI_{sem}$)		94
Total Hours per Semester ($NOAD_{sem} + NOSI_{sem}$) = credits x 25		150

4. Preconditions (if needed)

Disciplines needed to be passed	Microeconomics
Competences	Knowledge and understanding of the basic economic concepts

5. Conditions (if needed)

Course related	Google Classroom / Google Meet
Seminar/laboratory related	Google Classroom / Google Meet



6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none"> Defining and describing the main concepts, principles, theories and Identifying the theories, concepts, methods, and tools that are essential to: (a). define and develop management processes; (b). design organizational strategies and policies; (c). implement a firm's management system and its components; Defining and explaining the basic concepts and methods that characterize a firm's management system and process (together with their main components and interplays); Applying managerial methods, techniques, and tools in solving specific managerial problems / situations (defined by the complex interactions between a firm and its external environment); Developing and implementing different works of analysis, diagnosis, and audit of organizational processes and systems – by using data analytics.
Transversal Competences	<ul style="list-style-type: none"> Applying the ethical principles, standards and values in students' work; Identifying roles and responsibilities in a multi-specialized team and applying networking and effective work techniques within the team; Identifying training opportunities and effective use of resources and learning techniques for personal and professional development; Working with Management's specific vocabulary in English.

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	<ul style="list-style-type: none"> Introducing students to the theory and practice of Management – by addressing the main concepts, theories, tools and instruments of Firm Management, able to guide an organization towards achieving its goals (efficiently and effectively)
Specific Objectives	<ul style="list-style-type: none"> Developing a comprehensive framework of the management process and its functions (planning, organizing, leading and controlling); Familiarizing students with the integrative approach of businesses and their (changing and challenging) environment – through the eyes of both a manager and an employee; Integrating different levels (individual, group/team, organization) and multiple perspectives (manager's & employee's) and contexts (national & international); Providing students with the most significant and recent methods, techniques, tools and instruments able to lead to organizational and managerial success.

8. Content

Course		Hours
Course 1	Course description – themes, objectives, bibliography, evaluation methods	2
Course 2	Part I INTRODUCTION TO MANAGEMENT Organizations, Management and Managers Organizations – definition & common characteristics Why are managers important? Who are managers and what do they do? Management (process) defined & the universality of management The managerial roles General and specific skills for managers How is the manager's job changing?	2
Course 3	The Management (internal & external) Environment The manager: Omnipotent or Symbolic? The external environment: constraints and challenges	2



	Organizational culture: constraints & challenges Current Issues in organizational Culture	
Course 4	Integrative Management Issues Managing in a Global Environment Managing Social responsibility & Ethics Managing Change and Innovation	2
Course 5	Part II PLANNING Foundations of planning and Strategic Management The what & why of planning Goals & plans Setting goals & developing plans Contemporary issues in planning Strategic management The strategic management process Types of organizational strategies – corporate & competitive Current strategic management issues	2
Course 6	Foundations of Decision Making Decision making & the decision-making process Managers making decisions Types of decisions and decision-making conditions Decision-making styles Effective decision-making in today's world	2
Course 7	Organizational Design Basic Organizational Design - Designing organizational structure - Mechanistic & organic structures - Contingency factors affecting structural choice - Traditional organizational designs Adaptive Organizational Design - Contemporary organizational designs - Organizing for collaboration - Flexible work arrangements - Contingent workforce - Today's organizational design challenges	2
Course 8	Staffing and human resource management (HRM) The HRM Process – Content & importance; External factors that affect the HRM process Identifying and selecting competent employees Providing employees with needed skills & knowledge Retaining competent, high-performing employees Contemporary issues in managing human resources	2
Course 9	Part IV LEADING Understanding individual and group behavior; Managing teams Focus and goals of organizational behavior (OB) Individual behavior - Attitudes and Job Performance - Personality - Perception - Learning Group behavior; Managing teams - Groups and group development - Work group performance and satisfaction - Turning groups into effective teams - Current challenges in managing teams	2
Course 10	Managers and Communication The nature and function of communication Methods of interpersonal communication Effective interpersonal communication	2



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	Organizational communication Information technology (it) and communication Communication issues in today's organizations	
Course 11	Motivating employees What is motivation? Early theories of motivation Contemporary theories of motivation Current issues in motivation	2
Course 12	Managers as Leaders Who are leaders and what is leadership? Early leadership theories (traits & behaviors) Contingency theories of leadership Contemporary views of leadership Leadership issues in the 21 st century	2
Course 13	Part V CONTROLLING Introduction to Monitoring and Controlling What is controlling and why is it important? The control process Controlling for organizational and employee performance Tools for measuring organizational performance Contemporary issues in control	2
Course 14	Managing Operations The role and importance of operations management What is value chain management and why is it important? Managing operations using value chain management Current issues in managing operations	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	The History of Management (as theory & practice)	2
Sem 2	Time management	2
Sem 3	Business ethics and corporate social responsibility	2
Sem 4	Decision-making and problem-solving	6
Sem 5	Planning tools and techniques - Techniques for assessing the environment	2
Sem 6	Planning tools and techniques - Techniques for allocating resources	2
Sem 7	Planning tools and techniques - Contemporary planning techniques	2
Sem 8	Evaluation Test	2
Sem 9	Creativity and innovation for organizational development	2
Sem 10	Managing communication and diversity	2
Sem 11	Leadership, motivation and team building	2
Sem 12	Managing your career	2
Total Seminar/laboratory hours		28

Teaching Methods

- Explanation	- Problematizing	- Mosaic
- Lecturing	- Case studies	- Cognitive map
- Demonstrating	- Debates	- Brainstorming
- Collaborating	- Problem solving	- Class participation
- Lesson development	- Role playing	

Bibliography

Recommended Bibliography	Boddy, D. (2017). <i>Management: an Introduction</i>. Pearson Education. Lungescu, D., Salanta I., Popa M. (2015). <i>Management: concepte, tehnici, abilitati</i> . Ed. Risoprint.
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	Nicolescu, O., Lloyd Reason, L. (2016). <i>Challenges, Performances and Tendencies in Organisation Management</i> . World Scientific Publishing.
	Burdus, E. (2017). <i>Tratat de management</i> . Ed. Pro Universitaria.
	Nicolescu, O., Plumb, I., Pricop, M., Vasilescu, I., Verboncu, I. (2003). <i>Abordari moderne in managementul si economia organizatiei</i> , (4 volume). Ed. Economica.
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	Robbins, S., Coulter, M. (2016). <i>Management</i>. Pearson Education Limited.
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	Drucker, P. (2013). <i>The Frontiers of Management</i> . Harvard Business Press.
	Hamel, G., Breen, B. (2013). <i>The future of management</i> . Harvard Business Press.
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	Morden, T. (2017). <i>Principles of management</i> . Routledge.
	Ogrea, C., Herciu, M. (2014). <i>Challenges of the complex global economy on the networked modern enterprise</i> . Economic and Social Development: Book of Proceedings. 442.
	Schermerhorn Jr, J. R., Davidson, P., Woods, P., Factor, A., Junaid, F., & McBarron, E. (2019). <i>Management</i> . John Wiley & Sons.
	Steers, R.M., Nardon, L., Sanchez-Runde, C.J. (2017). <i>Management across cultures: developing global competencies</i> . Cambridge University Press.

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Participation – in an argumentative and creative way – to class discussions and debates	Continuous in class evaluation	10%	nCPE
	Knowledge, understanding, and proper use and application of the specific concepts, categories, tools and instruments	Final exam	40%	CEF
Seminar/ Laboratory	Assessing a management-related situation, problematizing, identifying alternatives and making choices to optimally solve it – participation to class discussions and debates	Continuous evaluation (case studies; class participation)	30%	CEF
	Proper application of the: (a) acquired knowledge – to particular situations / projects; (b) specific tools and instruments – for planning and decision making	Projects; Homework	20%	CPE

Minimum performance standard

- ✓ The student to identify and properly categorize the main concepts of Management;
- ✓ The student to define, recognize, and enumerate the main categories (both theoretical and instrumental);
- ✓ The student to conceptualize/internalize and deal/operate with the main concepts and instruments when solving case studies, developing projects and performing other specific class assignments.

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;



ULBS

Universitatea "Lucian Blaga" din Sibiu

Filling Date: 25.09.2020

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Prof. univ. dr. Claudia Ogrea	
Seminar/laboratory Teacher	Asist. univ. dr. Anca Serban	
Department Director	Conf. univ. dr. Camelia Budac	

DISCIPLINE SYLLABUS

1. Program Information

1.1 Higher-Education Institution	„Lucian Blaga” University of Sibiu
1.2 Faculty	Economic Sciences
1.3 Department	Management, Marketing, and Business Administration
1.4 Study Domain	Business Administration
1.5 Study Level	Bachelor
1.6 Study Program/ Qualification	Business Administration

2. Discipline Information

2.1 Discipline name	Marketing						
2.2 Course Teacher	Lect. Univ. dr. Mihai Țichindelean						
2.3 Seminar Teacher	Lect. Univ. dr. Mihai Țichindelean						
2.4 Year of Study	1 st	2.5 Semester	1 st	2.6 Evaluation Type	E	2.7 Discipline Type	DF

3. Estimated Total Time (hours/semester for teaching activities)

3.1 Hours/Week	4	Out of which: 3.2 course	2	3.3 seminar/laboratory	2
3.4 Total hours from learning plan	56	Out of which: 3.5 course	28	3.6 seminar/laboratory	28
Learning time schedule					Hours
Learning by using course materials, references and personal notes					25
Additional learning by using library facilities, electronic databases and on-site information					20
Preparing seminars/laboratories, homework, portfolios and essays					20
Tutorial activities					2
Exams					2
Other activities					-
3.7 Total individual study hours			69		
3.9 Total hours per semester			125		
3.10 ECTS			5		

4. Preconditions (if needed)

4.1 curriculum	- Microeconomics
4.2 competences	-

5. Conditions (if needed)

5.1. course related	-
5.2. seminar/laboratory related	-

6. Developed competences



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Universitatea "Lucian Blaga" din Sibiu

Ministerul Educației Naționale și Cercetării Științifice

Universitatea "Lucian Blaga" din Sibiu

Facultatea de Științe Economice

Professional	<ul style="list-style-type: none"> - Understanding and interpreting the external environment's economic influence on the company's/organization's activity; - Applying the adequate instrument for analyzing the external's environment economic influence on the company's/organization's activity; - Understanding and interpreting the economic and social effects due to the activity of the company's departments; - Explaining and interpreting qualitative and quantitative data gathered from the company's data base.
Transversal	<ul style="list-style-type: none"> - Applying professional ethic's principles, norms, and values within the personal working strategy in a rigorous, efficient, and responsible way; - Identification of roles and responsibilities within a multi-specialized team and application of relational techniques and efficient work within the considered team.

7. Course objectives (resulted from developed competencies)

7.1 Main course objective	Understanding and applying the basic Marketing concepts
7.2 Specific course objectives	<ul style="list-style-type: none"> • Understanding the basic Marketing concepts, the methods and techniques used for analyzing the external marketing environment and for marketing-mix decision making; • Forming skills for implementing the marketing process with a company/organization; • Knowing and understanding the importance of marketing policies and their correct application within the company/organization.

8. Content:

8.1 Course	Teaching methods	Observation
1. Theoretical concepts: role and content of marketing, evolution marketing theory and practice	Lecture/Debate	4
2. Analysis of the company's external environment	Lecture/Debate	4
3. Analysis of the company's internal environment	Lecture/Debate	4
4. Research of the company's market	Lecture/Debate	4
5. Market segmentation, targeting, and positioning	Lecture/Debate	2
6. Market segmentation, targeting, and positioning	Lecture/Debate	2
7. Product strategy	Lecture/Debate	2
8. Price strategy	Lecture/Debate	2
9. Promotion strategy	Lecture/Debate	2
10. Placement strategy	Lecture/Debate	2
Bibliography:		
<ul style="list-style-type: none"> • Kotler, Ph., Keller, K.L. – Marketing Management, 15th Edition, Pearson Education, 2016 • Lilien, L., Gary, Rangaswamy, Arvid, De Bruyn, Arnaud– Principles of Marketing Engineering and Analytics, 3rd Edition, DecisionPro Inc., 2017; • Kotler Philip, Caslione John A. - Chaotics: The Business of Managing and Marketing in the Age of turbulence, Publica Publishing House, Bucuresti, 2009 • Ries Al, Trout Jack – Positioning. The Battle for your Mind, Brandbuilders Publishing House, București, 2004 		
8.2 Seminar/laboratory	Teaching methods	Observation
1. Theoretical concepts: role and content of marketing, evolution marketing theory and practice	Case Study	4
2. Analysis of the company's external environment	Case Study	4
3. Analysis of the company's internal environment	Case Study	4
4. Research of the company's market	Case Study	4
5. Market segmentation, targeting, and positioning	Case Study	2

6. Market segmentation, targeting, and positioning	Case Study	2
7. Product strategy	Case Study	2
8. Price strategy	Case Study	2
9. Promotion strategy	Case Study	2
10. Placement strategy	Case Study	2

Bibliography:

- Kotler, Ph., Keller, K.L. – Marketing Management, 15th Edition, Pearson Education, 2016
- Lilien, L., Gary, Rangaswamy, Arvid, De Bruyn, Arnaud– Principles of Marketing Engineering and Analytics, 3rd Edition, DecisionPro Inc., 2017;
- Kotler Philip, Caslione John A. - Chaotics: The Business of Managing and Marketing in the Age of turbulence, Publica Publishing House, Bucuresti, 2009
- Ries Al, Trout Jack – Positioning. The Battle for your Mind, Brandbuilders Publishing House, București, 2004

9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

For developing the content and the teaching methods for the present course, education platforms of other domestic and foreign universities were consulted. Moreover, dialogs with employers were undertaken for knowing their expectations regarding the desired skills students should have for being performant employees.

10. Evaluation

Activity type	10.1 Evaluation Criteria	10.2 Evaluation Methods	10.3 Percentage in the Final Grade
10.4 Course	Knowing and understanding the course's topics	Final test	35%
	Active participation within the course's debates	Evaluation of the student's course activity	15%
10.5 Seminar/laboratory	Developing and presenting seminar project	Individual evaluation	35%
	Active participation within the seminar's debates	Evaluation of the student's seminar activity	15%

10.6 Minimum performance standard

- For graduating this discipline, the final grade should be minimum 5 (five);
- The student should know the discipline's basic concepts evaluated through the final test;
- The student should have the ability of using the theoretical concepts into practice – seminar activities and projects.

Fill-in Date

Signature of Course Teacher

Signature of Seminar Teacher

25.09.2020




Department Acceptance Date

Signature of Department Director

28.09.2020



**DISCIPLINE SYLLABUS *****1. Program Information**

Higher-Education Institution	„Lucian Blaga” University of Sibiu
Faculty	Economic Sciences
Department	Management, Marketing, Business Administration
Study Domain	Business Administration
Study Level	Bachelor
Study Program	Business Administration

2. Discipline Information

Discipline Name	MICROECONOMICS			
Course Code	Course Type	Year of Study	Semester	Credit Number
		I	I	5
Evaluation Type	Discipline Category (DF=fundamental.; DD=domain; DS=specialty; DC=complementary)			
E	DF			
Course Teacher	Conf.univ.dr. Cristina Tănăsescu			
Seminar/laboratory /project Teacher	Asist.univ.dr. Cristina Popa			

3. Estimated Total Time

Discipline Extension within the Curriculum – Number of Hours per Week				
Course	Seminar	Laboratory	Project	Total
2	2	-	-	4
Discipline Extension within the Curriculum – Total Number of hours within the Curriculum				
Course	Seminar	Laboratory	Project	Total (<i>NOAD_{sem}</i>)
28	28	-	-	56

Time Distribution for Individual Study		Hours
Learning by using course materials, references and personal notes		23
Additional learning by using library facilities, electronic databases and on-site information		20
Preparing seminars/laboratories, homework, portfolios and essays		20
Tutorial activities		2
Exams		4
Total Number of Hours for Individual Study (<i>NOSI_{sem}</i>)		69
Total Hours per Semester (<i>NOAD_{sem}</i> + <i>NOSI_{sem}</i>) = credits x 25		125

4. Preconditions (if needed)

Disciplines needed to be passed	-
Competences	



5. Conditions (if needed)

Course related	-
Seminar/laboratory related	

6. Gained Specific Competences

Professional Competences	<ul style="list-style-type: none"> • Analysis of microeconomic models • Understanding of economic reality • Ability to translate economic reality to economic models • Ability to apply basic mathematical concepts to economic
Transversal Competences	<p>Instrumental</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ability to summarize <input type="checkbox"/> Skills to manage information <input type="checkbox"/> Abstract and critical thinking <input type="checkbox"/> Adaptation and clear understanding of the ideas <p>Interpersonal</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ability to work in teams <input type="checkbox"/> Ability to criticize <p>Systemic</p> <ul style="list-style-type: none"> <input type="checkbox"/> Creativity (ability to generate new ideas) <input type="checkbox"/> Independence (ability to work independently)

7. Discipline Objectives (as resulted from the matrix of gained specific competencies)

General Objective of the Discipline	The course topics focus on microeconomic issues and problems, such as competition and monopoly, pricing, consumer demand, and producer supply. The course develops a theoretical framework for microeconomic analysis and applies this theory to practical domestic and international economic policy problems.
Specific Objectives	<ul style="list-style-type: none"> • To guide students toward communicating an understanding of how social science knowledge is established, how this knowledge changes over time and why, the Microeconomics course addresses the application of Scientific Method and utilizes economic models. Students are introduced to the nature of assumptions in economic modeling and general problems involving comparative statics. • To guide students toward evaluating evidence and applying it to solving problems through social science methods, the Microeconomics course addresses specific models of price or output determination. Students are acquainted with market models like the demand and supply model and asked to explain the impact of various types of



	<p>public policy (e.g. rent control, price regulation, etc.), to forecast how exogenous events may affect market prices and output, discuss how differences in market structure affect price and output, and explain how consumers make purchasing choices.</p> <ul style="list-style-type: none"> To guide students toward communicating an understanding of a body of social science knowledge and its disciplinary perspective, the Principles of Microeconomics course follows a cross-disciplinary perspective. Students are introduced to regulatory issues and expected to explain contemporary events in light of the tools of microeconomic analysis. These contemporary events typically contain political, sociological and psychological components.
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8. Content

Course		Hours
Course 1	Ten Principles of Economics. Thinking Like an Economist	2
Course	Interdependence and the Gains from Trade	2
Course 3	The Market Forces of Supply and Demand	2
Course 4	Elasticity and Its Application	2
Course 5	Supply, Demand, and Government Policies	2
Course 6	Consumers, Producers and the Efficiency of Markets	2
Course 7	International Trade	2
Course 8	Public Goods and Common. Externalities	2
Course 9	The Costs of Production	2
Course 10	Firms in Competitive Markets	2
Course 11	Monopoly	2
Course 12	Monopolistic Competition	2
Course 13	Oligopoly	2
Course 14	The Markets for the Factors of Production	2
Total Course Hours:		28
Seminar/Laboratory		Hours
Sem 1	Ten Principles of Economics. Thinking Like an Economist	2
Sem 2	Interdependence and the Gains from Trade	2



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Sem 3	The Market Forces of Supply and Demand	2
Sem 4	Elasticity and Its Application	2
Sem 5	Supply, Demand, and Government Policies	2
Sem 6	Consumers, Producers and the Efficiency of Markets	2
Sem 7	International Trade	2
Sem 8	Public Goods and Common. Externalities	2
Sem 9	The Costs of Production	2
Sem 10	Firms in Competitive Markets	2
Sem 11	Monopoly	2
Sem 12	Monopolistic Competition	2
Sem 13	Oligopoly	2
Sem 14	The Markets for the Factors of Production	2
Total Seminar/laboratory hours		28

Teaching Methods

Online teaching using the Google Meet platform		
Explaining; Debating; Demonstrating; Case studies; Team work		
Google Classroom for homework, posting, and communicating with students	Code: io4cuod	

Bibliography

Recommended Bibliography	Gregory Mankiw and Mark Taylor: Economics, 4th edition, Cengage Learning UK, 2017
	Michael Parkin: Microeconomics, 10th edition, Pearson Education, 2012.
	N. Gregory Mankiw: Principles of MICROECONOMICS, 4th Edition, Thompson Publishers, 2005
	Parkin, M., Powell, M., & Matthews, K. (2014). Economics: European Edition: Pearson Education.
	Varian, H. R. (2014). Intermediate Microeconomics (9th ed.): De Boek.
Additional Bibliography	Mărginean, S., Tănăsescu, C., & Opreana, A. (2011). Microeconomie și macroeconomie: aplicații, întrebări și răspunsuri: Editura Universității "Lucian Blaga" din Sibiu.



9. Conjunction of the discipline's content with the expectations of the epistemic community, professional associations and significant employers of the specific teaching program

Will be achieved through periodical meetings with the mentioned stakeholders.

10. Evaluation

Activity Type	Evaluation Criteria	Evaluation Methods	Percentage in the Final Grade	Obs.**
Course	Knowledge and understanding of specific notions	Final Exam	50%	CEF CPE
	Browse the bibliography and solve the topics	Evaluation during the semester. Homeworks	10%	CEF nCPE
Seminar/ Laboratory	Quizzes	Evaluation during the semester	10%	CEF
	Essays, case/review presentation, active participation in the seminar discussion	Evaluation during the semester	30%	CPE CEF

Minimum performance standard

- The students know the main concepts, recognize them and can define them
- The students understand the terminology and they can use them in an appropriate way
- The students have read the minimum required bibliography

(*) **The Discipline Syllabus will encompass components adapted to persons with disabilities in accordance with their type and degree.**

(**) CPE – Conditions Exam Participation; nCPE – Does Not Condition Exam Participation; CEF – Conditions Final Evaluation;

Filling Date: 25.09.2020

Department Acceptance Date: 28.09.2020

	Academic Rank, Title, First Name, Last Name	Signature
Course Teacher	Associate Professor Cristina Tănăsescu	
Seminar/laboratory Teacher	Associate Professor Cristina Popa	
Department Director	Associate Professor Camelia Budac	