

SYLLABUS

1. Information regarding the programme

1.1 Higher education institution	Babeş Bolyai University
1.2 Faculty	Faculty of Mathematics and Computer Science
1.3 Department	Department of Computer Science
1.4 Field of study	Computers and Information Technology
1.5 Study cycle	Bachelor
1.6 Study programme / Qualification	Information Engineering

2. Information regarding the discipline

2.1 Name of the discipline (en) (ro)	Professional Communication and career plan Comunicare și dezvoltare profesională în informatică						
2.2 Course coordinator	Prof.PhD. Simona Motogna						
2.3 Seminar coordinator	-						
2.4. Year of study	1	2.5 Semester	1	2.6. Type of evaluation	C	2.7 Type of discipline	Facultative DC
2.8 Code of the discipline	MLE7005						

3. Total estimated time (hours/semester of didactic activities)

3.1 Hours per week	3	Of which: 3.2 course	2	3.3 seminar/laboratory	1 P
3.4 Total hours in the curriculum	42	Of which: 3.5 course	28	3.6 seminar/laboratory	14
Time allotment:	hours				
Learning using manual, course support, bibliography, course notes	6				
Additional documentation (in libraries, on electronic platforms, field documentation)	7				
Preparation for seminars/labs, homework, papers, portfolios and essays	8				
Tutorship	7				
Evaluations	5				
Other activities:	-				
3.7 Total individual study hours	33				
3.8 Total hours per semester	75				
3.9 Number of ECTS credits	3				

4. Prerequisites (if necessary)

4.1. curriculum	•
4.2. competencies	•

5. Conditions (if necessary)

5.1. for the course	<ul style="list-style-type: none"> Room with projector
5.2. for the seminar /lab activities	<ul style="list-style-type: none">

6. Specific competencies acquired

Professional competencies	
Transversal competencies	<p>CT1 Honorable, responsible, ethical behavior, in the spirit of the law, to ensure the professional reputation</p> <p>CT2 Identifying, describing and conducting processes in the projects management field, undertaking different team roles and clearly and concisely describing own professional results, verbally or in writing</p> <p>CT3 Demonstrating initiative and pro-active behavior for updating professional, economical and organizational culture knowledge</p>

7. Objectives of the discipline (outcome of the acquired competencies)

7.1 General objective of the discipline	<ul style="list-style-type: none"> Initiate students in communication and presentation of the Computer Science domain from a professional perspective
7.2 Specific objective of the discipline	<ul style="list-style-type: none"> Communication skills for academic and professional writing (documentation, technical reports, scientific papers) Communication skills for verbal presentations: participation, debate, argument Professional development: prepare a CV, prepare an interview Career choice: continue education, academic career, industry career

8. Content

8.1 Course	Teaching methods	Remarks
1. Presentation of the faculty, academic plans, structure of studies	Exposure: description, debate	
2. Communication – technical; general presentation	Exposure: description, debate, case studies, examples, dialogue	
3. Written communication	Exposure: description, debate, case studies, examples, dialogue	
4. Verbal communication	Exposure: description, debate, case studies, examples, dialogue	
5. Visual communication	Exposure: description, debate, case studies, examples, dialogue	

6. Prepare a CV	Exposure: description, debate, case studies, examples, dialogue	
7. Prepare an interview	Exposure: description, debate, case studies, examples, dialogue	
8. CV and technical interview		Invited lecture from software company
9. Domain of Computer Science	Exposure: description, debate, case studies, examples, dialogue	
10. Technical organization of a software company	Exposure: description, debate, case studies, examples, dialogue	
11. Hierarchical organization of a software company	Exposure: description, debate, case studies, examples, dialogue	
12. Invited lecture from software company		
13. How to build a research career?	Exposure: description, debate, case studies, examples, dialogue	
14. Evaluation	evaluation	

Bibliography

ACM – Professional Competencies – acm.org

IEEE – Computer Science Curricula iee.org

Fitz, Michael P. *Fundamentals of communications systems*. McGraw-Hill Education, 2007.

Madhow, Upamanyu. *Fundamentals of digital communication*. Cambridge university press, 2008.

- Onlinesources: soft skills, presentation skills, communication skills

8.2 Project	Teaching methods	Remarks
1. Academic plan	Exposure: description, debate	
2. Communication – technical; general presentation	Exposure: description, debate, case studies, examples, dialogue	
3. Written communication	Exposure: description, debate, case studies, examples, dialogue	
4. Verbal communication	Exposure: description, debate, case studies, examples, dialogue	

5. Visual communication	Exposure: description, debate, case studies, examples, dialogue	
6. Prepare a CV	Exposure: description, debate, case studies, examples, dialogue	
7. Prepare an interview	Exposure: description, debate, case studies, examples, dialogue	
8. Interview mockup	Exposure: description, debate, case studies, examples, dialogue	

9. Corroborating the content of the discipline with the expectations of the epistemic community, professional associations and representative employers within the field of the program

- The course respects the IEEE and ACM Curricula Recommendations for Computer Science studies;
- The course exists in the studying program of all major universities abroad;
- The content of the course is providing basic communication skills required by companies in Romania

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Share in the grade (%)
10.4 Course	- know the basic principle of communication; - apply the course concepts	Written exam	50%
	- portofolio	CV Course quiz	30% 20%

10.6 Minimum performance standards

- At least grade 5 (from a scale of 1 to 10) at both evaluation forms
- Basic communication skills for Computer Science

Date

Signature of course coordinator

Signature of seminar coordinator

27.04.2022

Prof.PhD. Simona MOTOGNA



Date of approval
head of department

Signature of the

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Prof.dr. Laura Dioşan

24.05.2022

