

# Syllabus

## 1. Program information

1.1. Institution	ACADEMY OF ECONOMIC STUDIES
1.2. Faculty	Business Administration in Foreign Languages
1.3. Departments	MANAGEMENT
1.4. Field of study	Business Administration
1.5. Cycle studies	Master Studies
1.6. Education type	Full-time
1.7. Study program	Entrepreneurship and Business Administration in Energy
1.8. Language study	English
1.9. Academic year	2016-2017

## 2. Course information

2.1. Name	<b>Human Resource Development in the Energy Sector</b>								
2.2. Code	<b>16.0252IF1.2-0001</b>								
2.3. Year of studies	<b>1</b>	2.4. Semester	<b>2</b>	2.5. Assessment type	<b>Exam</b>	2.6. Course type	<b>O</b>	2.7. Number of ECTS	<b>6</b>
2.8. Instructors	C(C)	<b>prof.univ.dr. DEACONU G ALEXANDRINA</b>				alex.deaconu@ase.ro			
	S(S)	<b>prof.univ.dr. DEACONU G ALEXANDRINA</b>				alex.deaconu@ase.ro			

## 3. Total estimated time

3.1. Number of weeks	14.00		
3.2. Number of hours per week	3.00	of which	
		C(C)	2.00
		S(S)	1.00
3.3. Total hours from curriculum	42.00	of which	
		C(C)	28.00
		S(S)	14.00
3.4. Total hours of study per semester (ECTS*25)	150.00		
3.5. Total hours of individual study	108.00		
<i>Time distribution for individual study</i>			
Study the textbook, course support, bibliography and notes	25.00		
Further reading in the library, on the online platforms and field	25.00		
Preparing seminars, labs, homework, portfolios and essays	42.00		
Tutoring			
Examinations	4.00		
Other activities	12.00		

## 4. Prerequisites

4.1. About curriculum	Management
4.2. About skills	Knowledge of HR function activities

### 5. Requirements

C(C)	Lectures in rooms with multimedia teaching equipment
S(S)	Lectures in rooms with multimedia teaching equipment

### 6. Skills covered

	C3	The elaboration, knowledge and implementation of strategies for development of the human resource in the energy field
--	----	---

### 7. Course objectives

7.1. General objective	To develop the skills needed to create, organize, develop and motivate the project team members
7.2. Specific objectives	<ol style="list-style-type: none"> <li>1. The construction and use of current methods and techniques for selecting project team;</li> <li>2. Identification and exploitation assessment tools project team activity.</li> <li>3. Create a system of skills development project team members</li> <li>4. The re rewards of the project team</li> <li>5. The system of motivating the project team</li> <li>6. Design and implementation of the evaluation system performative project team</li> <li>7. Learning methods to streamline the work of the project team</li> </ol>

### 8. Course contents

8.1. C(C)		Teaching methods	Advices
1	Introductory cours: the objectifs of the cours, the competencies acquired as result of learning, the accurate methods and tools, data sources, and requirements and assesment standards used during the study and at the end of the activity	Interaction with students	The course is electronically distributed of the students at the bginning of the activity
2	The team:team size, definition of roles in a team, stages of team development, team leader and team performance	Debate Simulation on team functioninig	
3	Recruitment of the organization members . Identify skills needed. Testing and interviewing. Assigning team roles	Debate	
4	Performance evaluation of the employees. Evaluation methods. Evaluation criteria definition. Errors in the evaluation project team members.	Lecture Debate	
5	Design and manage the training and development activity. Determining the training need. Methods to assess the need for training. Project team involvement in the selection of the training methods. The training and its effects.	Lecture Debate	
6	The reward system. Reward system components. Design of the reward system components.	Lecture	
7	Employee's motivation. Intrinsec and extrinsec motivation, motivational package design, work satisfaction surveys	Lecture Motivation degree mesurement	
8	Conflict managemen. Typology of conflicts. Evolution conflicts. Conflict resolution strategies.	Lecture Debate Simulation	
9	Effectiveness and performance. Maximize results. Time management in project team. Consuming time factors.	Lecture Debate	

### ***Bibliography***

- Alexandrina Deaconu, Viorel Lefter, Aurel Manolescu, Cristian Marinas, Ramona Puia, Irinel Marin, Dezvoltarea resurselor umane, ASE Bucuresti, Bucuresti, 2012, România
- Deaconu A., Rașcă L, Podgoreanu S, colab, Factorul uman și performanțele organizații, ASE Bucuresti, Bucuresti, 2004, România
- Lefter V., Deaconu A., Marinaș C., Puia R., Managementul resurselor umane. Teorie și practică, Economica, Bucuresti, 2008, România
- Manolescu A. Lefter V., Deaconu A., Marinaș C, Managementul Resurselor Umane, Economica, Bucuresti, 2008, România
- Michael A. West, Lucrul în echipă, Lecții practice, Polirom, Iasi, 2005, România

8.2. S(S)		Teaching methods	Advices
1	The team:definition of roles in a team, stages of team development, team leader, team performance	Debate Simulation on team functioninig	
2	Recruitment of the organization members . Identify skills needed. Testing and interviewing. Assigning team roles	Debate	
3	Performance evaluation of the employees. Evaluation methods. Evaluation criteria definition. Errors in the evaluation project team members.	Debate	
4	The reward system. Reward system components. Design of the reward system components.	Case study	
5	Employee's motivation. Intrinsec and extrinsec motivation, motivational package design, work satisfaction surveys	Case study	
6	Conflict managemen. Typology of conflicts. Evolution conflicts. Conflict resolution strategies.	Debate Cas study	
7	Effectiveness and performance. Maximize results. Time management in project team. Consuming time factors.	Debate Cas study	

### ***Bibliography***

- Alexandrina Deaconu, Viorel Lefter, Aurel Manolescu, Cristian Marinas, Ramona Puia, Irinel Marin, Dezvoltarea resurselor umane, ASE Bucuresti, Bucuresti, 2012, România
- Gary Dessler, Human resources management, Prentice Hall Inc, Florida, 2005, <https://drive.google.com/file/d/.../view>, Statele Unite ale Americii

**9. Course contents corroboration with the demands of epistemic community representatives, professional associations and representative employers**

--

**10. Assessment**

Activity	Assessment criteria	Assessment methods	Percentage in the final grade
10.1. C(C)	Active participation during the lectures: questions, coments.	Mark average	20.00
10.2. S(S)	Active participation during the lectures: questions, coments.	Mark average	30.00
10.3. Final assessment		Written exam	50.00
10.4. Grading scale	Whole notes 1-10		
10.5. Minimum performance standard	Team project in human resources field		

Completion date,  
11/20/2017

Instructors,

Approval date of department

Director of department,