Syllabus

1. Programme information

1.1. Institution	THE BUCHAREST UNIVERSITY OF ECONOMIC STUDIES
1.2. Faculty	Administration and Public Management
1.3. Departments	Department of Modern Languages and Business Communication
1.4. Field of study	Sociology
1.5. Cycle of studies	Bachelor
1.6. Education type	Full-time
1.7. Study programme	Human Resources
1.8. Language of study	Romanian
1.9. Academic year	2024-2025

2. Information on the discipline

2.1. Name	**Romanian for professional communication 1**								
2.2. Code	**24.0253IF1.1-07.4**								
2.3. Year of study	**1**	2.4. Semester	**1**	2.5. Type of assessment	**Test**	2.6. Status of the discipline	**Optional**	2.7. Number of ECTS credits	**3**
2.8. Leaders	Seminars (S)	**Lector univ. dr. FEDOT Zinaida-Tamara**				fedot.zinaida@rei.ase.ro			

3. Estimated Total Time

3.1. Number of weeks	14.00		
3.2. Number of hours per week	2.00	of which	
		Seminars(S)	2.00
3.3. Total hours from curriculum	28.00	of which	
		Seminars(S)	28.00
3.4. Total hours of study per semester (ECTS*25)	75.00		
3.5. Total hours of individual study	47.00		
Distribution of time for individual study			
Study by the textbook, lecture notes, bibliography and student's own notes	15.00		
Additional documentation in the library, on specialized online platforms and in the field	10.00		
Preparation of seminars, labs, assignments, portfolios and essays	15.00		
Tutorials	5.00		
Examinations	2.00		
Other activities			

4. Prerequisites

4.1. of curriculum	
4.2. of competences	• Appropriate level, according to the CEFR

5. Conditions

for the Seminars(S)	• Seminar rooms endowed with audio / video devices • Lecture notes distributed by the teacher during the first meeting

6. Acquired specific competences

Professional	C6	Analysis of the interaction types of human resources

7. Objectives of the discipline

7.1. General objective	• By the end of the academic year, students have to be able to communicate in Romanian in a multicultural environment
7.2. Specific objectives	Development of oral and written communication skills involving general and specialized knowledge of Romanian language, at each level (CEFR) • Accumulation and correct use of knowledge of Romanian culture and civilization

8. Contents

8.1. Seminars(S)		Teaching/Work methods	Recommendations for students
1	Theme 1: Overview of the seminar topics, objectives, requirements, key concepts etc.	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
2	Theme 2: Saying hello and introducing ourselves Common expressions and conversations on specific topics: The personal pronoun and the noun in the nominative case.	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
3	Theme 3 : Colleagues and friends Introducing colleagues and friends The cardinal numeral The polite form of the personal pronoun, the interrogative pronoun (who, what).	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
4	Theme4 : About the daily schedule Expressing time; Irregular verbs The cardinal numeral up to 1000 The polite from of the personal pronoun	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
5	Theme5: At the bookstore Days of the week, months of the year, the seasons. The plural form of nouns and the definite article.The cardinal numeral over 1000	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
6	Theme 6 : A little geography Describing familiar places; Time and place adverbs	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
7	Theme 7: Description of a person The adjective	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
8	Theme 8: At the rastaurant Different communication situations.	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
9	Theme 9: At the rastaurant Verbs in the present subjunctive.	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
10	Theme 10: At the hospital Personal pronouns in accusative, short forms	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
11	Theme 11: At the hospital Personal pronouns in accusative, short forms + long forms	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
12	Theme 12: My Family Genitive. Expression of possession	Oral interaction Written assignment Written comprehension Listening	Students have to participate actively and to prepare homework for each seminar.
13	Theme 13: Final recap and feedback. Oral test	Oral interaction Written assignment Written comprehension Listening	Students will carefully solve the assessment tasks.
14	Theme 14: Final evaluation and feedback. Written test	Oral interaction Written assignment Written comprehension Listening	Students will carefully solve the assessment tasks.

Bibliography

- Olga Bălănescu, Limba română pentru străini, Ariadna ’98, Bucureşti, 2003
- Raluca Suciu, Virginia Fazakaş, Romanian at first sight, a textbook for beginners, Compania, Bucureşti, 2006

9. Corroboration of the contents of the discipline with the expectations of the representatives of the epistemic community, of the professional associations and representative employers in the field associated with the programme

Permanent contact with representatives of the epistemic community, with professional associations, as well as with leading employers in the given field of study.

10. Assessment

Type of activity	Assessment criteria	Assessment methods	Percentage in the final grade
10.1. Seminars(S)	Active participation in seminar activities Project and Theme Presentations	Ongoing evaluation + feed-back	50.00
10.2. Seminars(S)	Participation in the written test	Written test	50.00
10.3. Final assessment			
10.4. Modality of grading	Integer Grades 10-1		
10.5. Minimum standard of performance	• Reading and listening - materials studied in class • Speaking during the class activities		

Date of listing,
11/23/2026

Signature of the discipline leaders,

Date of approval in the department

Signature of the Department Director,