

Syllabus

1. Programme information

1.1. Institution	THE BUCHAREST UNIVERSITY OF ECONOMIC STUDIES
1.2. Faculty	Business Administration in Foreign Languages
1.3. Departments	Department of Business Administration in foreign languages (UNESCO chair)
1.4. Field of study	Business Administration
1.5. Cycle of studies	Licence
1.6. Education type	Full-time
1.7. Study programme	Business Administration (in English language)
1.8. Language of study	English
1.9. Academic year	2019-2020

2. Information on the discipline

2.1. Name	Scientific writing								
2.2. Code	19.0153IF2.2-0007								
2.3. Year of study	2	2.4. Semester	2	2.5. Type of assessment	Test	2.6. Status of the discipline	O	2.7. Number of ECTS credits	3
2.8. Leaders	S(S)	conf.univ.dr. MEGHISAN - TOMA GEORGETA MADALINA					madalina.meghisan@bbs.ase.ro		

3. Estimated Total Time

3.1. Number of weeks	14.00		
3.2. Number of hours per week	2.00	of which	
		S(S)	2.00
3.3. Total hours from curriculum	28.00	of which	
		S(S)	28.00
3.4. Total hours of study per semester (ECTS*25)	75.00		
3.5. Total hours of individual study	47.00		
<i>Distribution of time for individual study</i>			
Study by the textbook, lecture notes, bibliography and student's own notes	20.00		
Additional documentation in the library, on specialized online platforms and in the field	10.00		
Preparation of seminars, labs, assignments, portfolios and essays	10.00		
Tutorials	5.00		
Examinations	1.00		
Other activities	1.00		

4. Prerequisites

4.1. of curriculum	
4.2. of competences	

5. Conditions

for the S(S)	
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6. Acquired specific competences

CROSS	CT2	Identification of roles and responsibilities in a plurispecialized team and the application of relationing and efficient work techniques inside the team
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7. Objectives of the discipline

7.1. General objective	
7.2. Specific objectives	

8. Contents

8.1. S(S)		Teaching/Work methods	Recommendations for students
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13			
14			
15	Scientific writing: scientific objectives and relevant questions/seminar requirements	Power Point presentation, examples, debates	
16	Calendar of research activity	Power Point presentation, examples, debates	
17	Choosing the research subject	Power Point presentation, examples, debates	
18	Scientific databases	Power Point presentation, examples, debates	
19	Development of the research plan	Power Point presentation, examples, debates	
20	General introduction	Power Point presentation, examples, debates	
21	Literature review	Power Point presentation, examples, debates	

22	Questionnaire-based research: types of questions and order of questions in a questionnaire	Power Point presentation, examples, debates	
23	Interview	Power Point presentation, examples, debates	
24	Data collection and interpretation	Power Point presentation, examples, debates	
25	General conclusions Title, summary, keywords	Power Point presentation, examples, debates	
26	Bibliography and citations in the text Presentation content	Power Point presentation, examples, debates	
27	Presentation of research projects	Power Point presentation, examples, debates	
28	Presentation of research projects	Power Point presentation, examples, debates	

Bibliography

- Dinu, V., Săvoiu Gh., Dabija, D.-C, A concepe, a redacta și a publica un articol științific. O abordare în contextul cercetării economice, ASE, Bucuresti, 2017, România
- Chelcea, S. , Metodologia cercetării sociologice. Metode cantitative și calitative, Economica, Bucuresti, 2009, România
- Dinu, V., Săvoiu Gh., Dabija, D.-C, A concepe, a redacta și a publica un articol științific. O abordare în contextul cercetării economice, ASE, Bucuresti, 2017, România
- Chelcea, S., Metodologia cercetării sociologice. Metode cantitative și calitative, Economica, Bucuresti, 2009, România
- Constant, A.-S., Lévy, Q., Réussir mémoire, thèse et HDR, 6e édition, Gualino, Paris, 2017, Franța

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

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10. Assessment

Type of activity	Assessment criteria	Assessment methods	Percentage in the final grade
10.1. S(S)	Progressive evaluation	Active presence in seminar activities Group Project	50.00
10.2. S(S)			50.00
10.3. Final assessment			50.00
10.4. Modality of grading	Whole notes 1-10		
10.5. Minimum standard of performance			

Date of listing,
10/25/2021

Signature of the discipline leaders,

Date of approval in the
department

Signature of the Department Director,