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	**Computer Science**
1.5 Study cycle	**Bachelor**
1.6 Study programme / Qualification	**Computer Science (in English)**

2. Information regarding the discipline

2.1 Name of the discipline (en) (ro)			Professional Communication and career plan				
2.2 Course coordinator			**Assoc.Prof.PhD. Simona Motogna**				
2.3 Seminar coordinator			**-**				
2.4. Year of study	**3**	2.5 Semester	**5**	2.6. Type of evaluation	**C**	2.7 Type of discipline	**Facultative**
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 pr
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	• Room with projector
5.2. for the seminar /lab activities	•

6. Specific competencies acquired

Professional competencies	• C3.2 Identify and explain the basic computer science models corresponding to application domain • C3.4 Data and model analysis
Transversal competencies	CT1 Apply rules to: organized and efficient work, responsabilities of didactical and scientifical activities and creative capitalization of own potential, while respecting principles and rules for professional ethics CT2 Efficient organization of activities in an inter-disciplinary group and development of empatic communication, relational and collaboration abilities CT3 Use efficient methods and techniques for learning, knowledge gaining, and research and develop capabilities for capitalization of knowledge, accomodation to society requirements and communication in English

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

7.1 General objective of the discipline	• Initiate students in communication and presentation of the Computer Science domain from a professional perspective
7.2 Specific objective of the discipline	• Communication skills for academic and professional witting (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 od 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 ieee.org
- Onlinesources: soft skills, presentation skills, communication skills

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 Curriculla 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 communciation; - 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

14.04.2021 | Assoc.Prof.PhD. Simona MOTOGNA

Date of approval | Signature of the head of department

..... | Prof.dr. Laura Dioșan