

SYLLABUS

1. Information regarding the program

1.1 Higher education institution	UNIVERSITY OF ORADEA
1.2 Faculty	FACULTY OF ECONOMIC SCIENCES
1.3 Department	MANAGEMENT-MARKETING DEPARTMENT
1.4 Field of study	MANAGEMENT
1.5 Cycle of study	CYCLE II – MASTER
1.6 Program of study /Degree	ADVANCED MANAGEMENT/MASTER DEGREE

2. Information regarding the discipline

2.1 Name of discipline	PRACTICAL STAGE						
2.2 Course titleholder	Lecturer, Teodora Mihaela TARCZA, PHD						
2.3 Seminar titleholder	Lecturer, Teodora Mihaela TARCZA, PHD						
2.4 Year of study	II	2.5 Semester	IV	2.6 Type of assessment	Cv	2.7 Type of discipline	I

(I) Compulsory; (O) Elective; (F) Facultative

3. Estimated total time (hours/semester of activities)

3.1 Number of hours/week	90	out of which: 3.2 course	-	3.3 seminar/practical work	90
3.4 Total of hours in the Curriculum	90	out of which: 3.5 course	33	3.6 seminar	-
Distribution of hours:					0
Studying the workbook, course book, bibliography and notes					0
Supplementary documentation in the library, on electronic specialty sites and in the field					0
Preparing seminars/laboratories, themes, projects, portfolios and essays					0
Tutorship					0
Assessment activities					0
Other activities.....					0
3.7 Total hours of individual study	0				
3.9 Total hours/semester	75				
3.10 Number of credits	3				

4. Pre-requisites (if applicable)

4.1 Curriculum	n.a.
4.2 Skills	

5. Conditions (if applicable)

5.1. concerning the course activities	-
5.2. concerning the seminar/laboratory activities	The internship will take place within a host organisation that carries out activities in the field of study, on the basis of a Traineeship Agreement.

6. Specific skills acquired

Professional skills	C1. In-depth analysis, synthesis and use of economic information to substantiate decisions within organisations. Application of leadership principles in the organisation.
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Transversal Skills	- CT1. Coordinating professional teams, assuming, assigning and monitoring the fulfilment of specific responsibilities in the economic field - Identifying roles and responsibilities in a multi-specialised team and applying relationship-building techniques and effective teamwork within the team - CT2. Self-assessment of the need for continuing professional development, diagnosis and self-control of learning - Identifying continuing training opportunities and making efficient use of learning resources and techniques for one's own development - CT3. Substantiating and undertaking economic strategies, under conditions of responsibility and autonomy - Applying the principles, norms and values of professional ethics within one's own strategy of rigorous, efficient and responsible work
ESCO Skills/Competencies	- Complies with company standards. - Establishes business relationships. - Liaises with managers. - Works in teams.

6. 2. Expected learning outcomes	
Knowledge	- The student/graduate demonstrates advanced knowledge of organizational management, strategic management, human resources management, marketing, finance, supply chain, and information systems - The student/graduate demonstrates advanced Knowledge of digital systems and online business models
Skills	- The student/graduate applies advanced methods, tools, and techniques for managerial analysis, financial diagnosis, market research, project design, and organizational development. - The student/graduate develops skills in using management systems, methods and techniques to solve complex economic-managerial problems within organizations. - The student/graduate demonstrates the ability to apply ICT tools in management and communication
Responsibility and autonomy	- The student/graduate manages complex and unpredictable organizational situations through strategic and innovative approaches - The student/graduate shows responsibility in the ethical use of digital technologies

7. Objectives of discipline (resulting from the grid of specific skills acquired)

7.1. General objective of discipline	Identifying the ways in which managerial functions are exercised at different hierarchical levels
7.2. Specific objectives	- Getting to know the organisation in which the internship will take place - Getting to know the organisation's management - Getting to know the organisation's managers - Participating in current coordination activities within departments/divisions/offices - Generating results from the internship that have practical usefulness

8. Contents

8.5 Practical work (P)	Teaching methods / learning outcomes achieved	Observations
	debate, direct answers to questions, observation method, investigation of the procedures used by administering questionnaires, case studies.	
1. Presentation of the organisation and of manager A's work environment	Internship file Company description, Organisation chart, Internal rules of procedure, Code of conduct/behaviour of	Students will complete an internship in organisations - host units in which they will

	employees (if any)	get to know the organisation, its structure, departments and the persons with managerial responsibilities, will assist managers in current decisions and activities, will monitor the achievement of the internship objectives mentioned above and will directly use the managerial methods, techniques and tools employed in the organisation - under the guidance of the internship coordinator and of the internship tutor appointed by the company.
2. Presentation of person A and analysis of his/her managerial characteristics	Internship file Observation sheet - I	
3. Manager A's activity: decisions, relationships, time management, exercise of managerial functions	Internship file Observation sheet - II	
4. Methods, techniques and tools used in planning activity.	Internship file - Methods, techniques and tools used in planning activity.	
5. Methods, techniques and tools used in managerial activity: organising.	Internship file - Methods, techniques and tools used in managerial activity: organising.	
6. Methods, techniques and tools used in the communication process	Internship file - Methods, techniques and tools used in the communication process	
7. Methods, techniques and tools used in the activity of training and motivating human resources	Internship file - Methods, techniques and tools used in the activity of training and motivating human resources	
8. Methods, techniques and tools used in evaluation-control activity.	Internship file - Methods, techniques and tools used in evaluation-control activity.	
9. Arguing the qualities of person A as a good manager/leader	Essay – min. 1 page	
10. Conclusions on the characteristics and efficiency of management within	Essay – min. 1 page	
Bibliography		
1. Amason & Ward, Strategic Management: From Theory to Practice (2nd edition), 2021		
2. Burduș, E. & Popa, I., Fundamentele managementului organizației [Fundamentals of Organisational Management] (3rd edition), 2018		
3. Burduș, E. & Popa, I., Metodologii manageriale [Managerial Methodologies] (2nd edition), 2018		
4. Maria-Madela Abrudan (ed.), Manualul Departamentului de resurse umane [The Human Resources Department Handbook], University of Oradea Publishing House, 2009.		
5. Ovidiu Nicolescu, Managerii și managementul resurselor umane [Managers and Human Resources Management], Economica Publishing House, Bucharest, 2004.		
6. Viorel Lefter et al., Managementul resurselor umane. Teorie și practică [Human Resources Management. Theory and Practice], 2nd edition, Economica Publishing House, Bucharest, 2005.		
7. Gheorghe Militaru, Comportament organizațional [Organisational Behaviour], Economica Publishing House, Bucharest, 2005.		
8. Ghidul de practică al studentului PRACTeam [PRACTeam Student Internship Guide], published by the University of Oradea Publishing House, 2011, general ISBN 978-606-10-0509-3, Volume I, University of Oradea, Faculty of Economic Sciences, University of Oradea Publishing House, Oradea, 2011, ISBN: ISBN 978-606-10-0514-7		

9.1. Corroboration of the contents of the discipline with the expectations of the epistemic community, professional associations and employers representing the field of study of the program

The course content is consistent with that of similar courses taught in master's degree programmes at specialised faculties in the country and abroad. During meetings with representatives of professional associations and employers, they were consulted on the course content, so that the competences acquired by graduates of this specialisation meet labour market requirements.

- knowledge and understanding of how the organization can and should relate to the current and future environment
- development of action skills aimed at solving problems in specific contexts
- cultivating and promoting a scientific environment focused on values, ethics and social responsibility

9.2. Use of generative AI-based tools

For the assessment activities in the following section, the use of generative AI (GenAI) is permitted for tasks such as generating ideas, slogans, or images, rewriting text, editing, reviewing, etc. Commonly used tools of this type include—but are not limited to—ChatGPT, Google Gemini, and Copilot for text generation, and MidJourney for image generation.

Each student is required to disclose the tool used, the specific manner of its use, and the section where it was applied. This disclosure must be made via a statement drafted separately for each assignment, following the template provided in Annex 2 of the Regulation on the Use of Generative Artificial Intelligence in Teaching and Research Activities at the Faculty of Economic Sciences, University of Oradea. The statement must be included at the beginning of the work submitted for the respective assignment.

10. Assessment

Type of activity	10.1 Assessment criteria	10.2 Assessment methods	10.3 Percentage of the final grade
10.4 Projects			
10.5 Seminar (S)			
10.6 Laboratory (L)			
10.7 Project (P)			
10.8 Practical works (P)	1. Assessment of the internship report The internship coordinator will assess and record, in the <i>Internship report assessment sheet completed by the internship coordinator</i>, the extent to which the student has complied with the requirements regarding form, content and writing when drafting the report. Minimum requirements for grade 5 – Drafting the internship report at a minimum level (summary presentation and description of the topic). – Obtaining a score of 50 points in the assessment of the internship report. Requirements for grade 10 – The report presents the topic logically and coherently and fully complies with the drafting requirements, using specialised language appropriate to the topic addressed. Obtaining a score above 95 points in the assessment of the internship report. 2. Assessment by the internship tutor The internship tutor will assess and record, in the <i>Monitoring and assessment sheet completed by the tutor</i>, the extent to which the student has managed to integrate into the daily activities of the economic entity and the student's ability to apply in practice the theoretical knowledge acquired in specialised courses. Minimum requirements for grade 5 – Attendance at internship hours. – Fulfilment of the tasks assigned by the internship tutor. – Attitude and behaviour in accordance with the internal rules of the host organisation. – Obtaining the "Needs improvement" standard in the assessment by the internship tutor. Requirements for grade 10 – Attendance at internship hours. – Fulfilment of the tasks assigned by the internship tutor with responsibility and professionalism. – Attitude and behaviour in accordance with the internal rules of the host organisation. Obtaining the "Very good" standard in the assessment by the internship tutor.	Summative assessment: presentation of the internship report Continuous assessment: Ongoing verification	50% 25%
	3. Assessment at the internship colloquium At the internship colloquium the student will present the completed <i>Internship journal</i> and will defend the <i>Internship report</i> produced during the internship period. The internship coordinator will assess and record, in the <i>Final assessment sheet completed by the internship coordinator</i>, the extent to	Assessment by the internship tutor	25%

	which the internship was used to consolidate and acquire new skills or for career orientation. Minimum requirements for grade 5 – Daily completion of the Internship journal with minimal information. – Presentation of the Internship report at the colloquium using appropriate specialised language. – Compliance with the requirements of the Internship portfolio. Requirements for grade 10 – Daily completion of the Internship journal with coherent and systematic information. – Fluent, logical and coherent presentation of the Internship report. – Formulation of personal opinions on the topic of the internship report. – Compliance with the requirements of the Internship portfolio. Very good presentation at the internship colloquium.		
10.9 Minimum performance standard • completing the internship in the host organisation; • drafting the internship report and the internship journal. The report contains at least 5 pages, and the master's student demonstrates a minimum level of specialised practical knowledge acquired; • obtaining the performance criterion "Needs improvement" on all aspects assessed: integration at the internship placement, use of the basic theoretical knowledge acquired in specialised courses, and acquisition of specialised practical knowledge. • completion of all internship hours at the company in accordance with the number of credits provided.			

Date
18.09.2026

Course titleholder:
Lecturer Teodora Mihaela TARCZA, PhD
E-mail address:
ttarcza@uoradea.ro

Seminar titleholder:
Lecturer Teodora Mihaela TARCZA, PhD
E-mail address:
ttarcza@uoradea.ro

**Director of Department,
Professor Maria-Madela ABRUDAN, PhD**

**Date of approval
in the
Department:**

25.09.2026

Contact data¹:

University of Oradea, Faculty of Economic Sciences, Management-Marketing Department
Universităţii 1, Building Corp E, floor 1, room E118
Zip code 410087, Oradea, Bihor, Romania
Tel.: 0259-408796;
E-mail: steconomice@uoradea.ro
Web page: <http://steconomiceuoradea.ro>

**Dean,
Professor Diana SABĂU-POPA, PhD**

**Date of approval
in The Council of
the Faculty of
Economic
Sciences:**

28.09.2026

Contact data²:

University of Oradea, Faculty of Economic Sciences
Universităţii 1
Zip code 410087, Oradea, Bihor, Romania
Tel.: 0259-408109; Fax: 0259-408409
E-mail: steconomice@uoradea.ro
Web page: <http://steconomiceuoradea.ro>

¹ State the contact information (telephone, e-mail, web page, etc) of the academic institution beneficiary of the *Syllabus*

² State the contact information (telephone, e-mail, web page, etc) of the academic institution beneficiary of the *Syllabus*