

# COURSE OUTLINE

|                          |   |                                    |                                  |  |  |                      |
|--------------------------|---|------------------------------------|----------------------------------|--|--|----------------------|
| COURSE TITLE             | <b>MANAGEMENT</b>   |                                    |                                  |  |  |                      |
| YEAR OF STUDY            | II  | SEMESTER                           | III                              | COURSE STATUS (C-COMPULSORY/O-OPTIONAL/E-ELECTIVE) | C  |                      |
| NUMBER OF HOURS PER WEEK |   | TOTAL NUMBER OF HOURS PER SEMESTER | TOTAL NUMBER OF SELF-STUDY HOURS | CREDITS  | TYPE OF ASSESSMENT (MT-MID-TERM, O-ORAL EXAM, M-MIXED) | LANGUAGE OF TEACHING |
|                          |   |                                    |                                  |  |  |                      |
| 2                        |   | 56                                 | 94                               | 5  | MT+E   | EN                   |
| COURSE COORDINATOR       | ACADEMIC TITLE, FIRST NAME, LAST NAME   |                                    |                                  | DEPARTMENT   |  |                      |
|                          | ASSOCIATE PROFESSOR DANIELA TATIANA AGHEORGHIESEI   |                                    |                                  | BUSINESS ADMINISTRATION                            |  |                      |
| PREREQUISITE COURSES     | Macroeconomics, Microeconomics, Essentials of accounting, Mathematics for Economists, Essentials of statistics, Financial accounting  |                                    |                                  |  |  |                      |
| COURSE OBJECTIVES        | <p>Main objective:<br/>To acquire the theoretical and methodological elements of management. To develop the ability to analyse management issues. To develop the communication skills. To develop the specific skills of synthesis, as far as certain issues in management are concerned. To develop the decision implementation skills.</p>  |                                    |                                  |  |  |                      |
|                          | <p>SPECIFIC OBJECTIVES: <u>KNOWLEDGE, ABILITIES AND/OR COMPETENCIES</u></p> <p>i) <u>Cognitive competencies (knowledge)</u><br/>to understand fundamental concepts and principles of management, including the basic roles, skills, and functions of management; be knowledgeable of historical development, theoretical aspects and practice application of managerial process; be familiar with interactions between the environment, technology, human resources, and organizations in order to achieve high performance; be aware of the ethical dilemmas faced by managers and the social responsibilities of businesses.</p> <p>ii) <u>Functional competencies (abilities and competencies: applying knowledge to a particular context)</u><br/>ability to gain the performance as a supervisor/manager in a organization by dealing with people, problems and performance; the ability to plan and control work</p> <p><u>Personal competencies</u><br/>ability to lead people delivering the vision, to set and achieve ambitious targets, making informed decisions</p> <p>iii) <u>General competencies</u><br/>ability to set clear objectives, to manage relationships with employees/customers/clients, to organise work to deliver on time, in budget and with quality, to demonstrate effective project management skills, to assess and manage risk, to monitor performance, to strive for continuous improvement (self and team).</p> |                                    |                                  |  |  |                      |
| COURSE OUTLINE           | <ol style="list-style-type: none"> <li>1. Key-issues of management.</li> <li>2. Organizational culture and business ethics.</li> <li>3. Goals, objectives and strategies.</li> <li>4. Management decisions. quantitative methods of decision substantiation.</li> <li>5. Organization and management organizational structures.</li> <li>6. Activities of human resources management.</li> <li>7. Labour motivation.</li> <li>8. Communication and information systems in management.</li> <li>9. Conflict management.</li> <li>10. Management control .</li> </ol>   |                                    |                                  |  |  |                      |

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| SEMINAR/LAB TOPICS | <i>Applications</i> – Introduction to management. <i>Applications</i> – Types of managers and managers' roles. <i>Case study</i> – Organizational culture. <i>Debate</i> – Business ethics. <i>Case study</i> – Goals, objectives, strategies. <i>Applications</i> – Quantitative methods in decision making. <i>Case study</i> – Organizational structures. <i>Applications</i> – Motivating through management. <i>Applications</i> – Leadership. <i>Applications</i> – Management control. |
| TEACHING METHODS   | Lectures, interactive courses.<br>Case study, debate, applications.   |

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| BIBLIOGRAPHY | <ol style="list-style-type: none"> <li>1. Nica, P. , Iftimescu, A., <i>Management. Concepte și aplicații</i>, Editura Sedcom Libris, Iași, 2004</li> <li>2. Certo, C. S., <i>Managementul modern</i>, Editura Teora, București, 2002; <i>Modern Management</i>, 9<sup>th</sup> edition, Prentice Hall Inc., 2004</li> <li>3. Jones, R.G., George, M.J., <i>Contemporary Management</i>, 3rd Editions, McGraw-Hill Irwin, 2003</li> </ol> Dessler, G., <i>Management. Leading People and organizations in the 21st Century</i> , Prentice Hall, 2004 |
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| ASSESSMENT | TERMS               |  |
|            | CRITERIA            | Acquiring specific knowledge and abilities; using the adequate methodology and language. |
|            | TYEPES              | Mid-term in-class evaluation; Multiple choice – exam.                                    |
|            | FINAL GRADE FORMULA | 0,5*MT +0,5*E  |