

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 | Organizational Management | | | | | | |
| 2.2 Course titleholder | Associate Professor Mirela BUCUREAN, PHD | | | | | | |
| 2.3 Seminar titleholder | Associate Professor Mirela BUCUREAN, PHD | | | | | | |
| 2.4 Year of study | I | 2.5 Semester | 1 | 2.6 Type of assessment | Ex | 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 | 3 | out of which: 3.2 course | 2 | 3.3 seminar | 1 |
| 3.4 Total of hours in the Curriculum | 42 | out of which: 3.5 course | 28 | 3.6 seminar | 14 |
| Distribution of hours: | | | | | |
| Studying the workbook, course book, bibliography and notes | | | | | 32 ore |
| Supplementary documentation in the library, on electronic specialty sites and in the field | | | | | 34 ore |
| Preparing seminars/laboratories, themes, projects, portfolios and essays | | | | | 46 ore |
| Tutorship | | | | | 24 ore |
| Assessment activities | | | | | 4 ore |
| Other activities..... | | | | | - ore |
| 3.7 Total hours of individual study | 133 | | | | |
| 3.9 Total hours/semester | 175 | | | | |
| 3.10 Number of credits | 7 | | | | |

4. Pre-requisites (if applicable)

| | |
|----------------|------|
| 4.1 Curriculum | n.a. |
| 4.2 Skills | n.a. |

5. Conditions (if applicable)

| | |
|---|-----------------------|
| 5.1. concerning the course activities | Projector, whiteboard |
| 5.2. concerning the seminar/laboratory activities | whiteboard |

| 6. Specific skills acquired | |
|-----------------------------|----------------|
| Professional skills | C1 C2 C5 |
| Transversal Skills | CT1 |

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

| | |
|-------------------------------------|--|
| 7.1 General objective of discipline | <ul style="list-style-type: none"> ▪ proper usage of concepts, categories, discipline-specific concepts; ▪ the development of intellectual skills: independent study, conducting scientific research ▪ understanding of discipline-specific knowledge • understanding the transfer opportunity between the theoretic field to the pragmatic one |
| 7.2 Specific objectives | <ul style="list-style-type: none"> ▪ knowing and understanding the management functions ▪ knowing and understanding of the links between the following subsystems: organizational, informational, decisional and methodological management system ▪ knowing and understanding of modern management methods ▪ explanation and interpretation of the management behavior • continuous assessment of practical activities - decisions problems |

8. Contents

| 8.1 Course (C) | Teaching methods | Observations |
|--|---|--------------|
| 8.1.1. Organizational Management: an overview | Lecture, problem-solving, debate, deduction, illustration | |
| 8.1.2. Managers and Managing | | |
| 8.1.3. The Manager - Values, Attitudes, and Culture | | |
| 8.1.4. Decision making process | | |
| 8.1.5. The Manager as a Planner and Strategist | | |
| 8.1.6. Managing Organizational Structure and Culture | | |
| 8.1.7. Management Styles for Effective Leadership | | |
| 8.1.8. Management Methods (I) | | |
| 8.1.9. Management Methods (II) | | |
| 8.1.10. Management Methods (III) | | |
| 8.1.11. Organizational Control and Change | | |
| 8.1.12. Human Resource Management | | |
| 8.1.13. Communication | | |
| 8.1.14. Organizational Management: final review | | |

| | | |
|---|--|---------------------|
| Bibliography | | |
| <ol style="list-style-type: none"> 1. Angelo Kinicki, Brian K. Williams, Management: A Practical Introduction , Editura IRWIN/MCGRAW HILL, 2010; 2. Morgen Witzel, Management: The Basics, Editura Hardback, 2004; 3. Tim Hannagan, Management: Concepts & Practices , 2007. | | |
| 8.2 Seminar (S) | Teaching methods | Observations |
| 8.1.1. Management Theory: Essential Background for the Successful Manager | Questioning, debate, deduction, applications, examples | |
| 8.1.2. Individual & Group Decision Making: How Managers Make Things Happen | | |
| 8.1.3. Planning: The Foundation of Successful Management | | |
| 8.1.4. Organising – meaning and process | | |
| 8.1.5. Leading - Management methods | | |
| 8.1.6. Controlling - Techniques for Enhancing Organizational Effectiveness | | |
| 8.1.7. Groups & Teams: Increasing Cooperation, Reducing Conflict | | |
| Bibliography | | |
| <ol style="list-style-type: none"> 4. Angelo Kinicki, Brian K. Williams, Management: A Practical Introduction , Editura IRWIN/MCGRAW HILL, 2010; 5. Morgen Witzel, Management: The Basics, Editura Hardback, 2004; 6. Tim Hannagan, Management: Concepts & Practices , 2007. | | |

9. 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

| |
|---|
| <ul style="list-style-type: none"> ▪ The analysis of how environmental factors influence the organization ▪ The study of the organizational behaviour and the environment ▪ Analysis of the main economic changes in the environment of Romanian firms |
|---|

10. Assessment

| Type of activity | 10.1 Assessment criteria | 10.2 Assessment methods | 10.3 Percentage of the final grade |
|---|---|---|------------------------------------|
| 10.4 Course (C) | Full knowledge and understanding of discipline contents | Written exam | 50 % |
| 10.5 Seminar (S) | The activity during the seminar | The presentation of an essay and the continuous assessment during the seminar | 50 % |
| 10.6 Laboratory (L) | | | |
| 10.7 Project (P) | | | |
| 10.8 Practical works (P) | | | |
| 10.9 Minimum performance standard | | | |
| <ul style="list-style-type: none"> ▪ Knowledge and understanding of course content to the essential ideas ▪ Obtain at least 5 points (of 10) for the seminar work ▪ Obtain at least 5 points (of 10) for exam answers - written test ▪ Obtain at least 5 points (of 10) as the final note | | | |

| Date | Course titleholder: | Seminar titleholder: |
|-------------|--|--|
| 25.09.2019 | Associate Professor Mirela BUCUREAN, PhD E-mail address: mbucurean@uoradea.ro | Associate Professor Mirela BUCUREAN, PhD E-mail address: mbucurean@uoradea.ro |

Director of Department,

Professor Maria-Madela ABRUDAN, PhD

Date of approval in the Department:

27.09.2019

Contact data¹:
University of Oradea, Faculty of Economic Sciences, Management-Marketing Department
Universității 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 Alina BĂDULESCU, PhD

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

30.09.2019

Contact data²:
University of Oradea, Faculty of Economic Sciences
Universității 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*