



COURSE OUTLINE

1. Information about the program

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|-----------------------------------|---|
| 1.1 Higher education institution | “Alexandru Ioan Cuza” University of Iași |
| 1.2 Faculty | Faculty of Economics and Business Administration |
| 1.3 Department | Management, Marketing and Business Administration |
| 1.4 Field of study | Business Administration |
| 1.5 Cycle of study | undergraduate |
| 1.6 Study program / Qualification | Business Administration |

2. Information about the course

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|-------------------------|--|--------------|---|-------------------------|---|---------------------|---|
| 2.1 Course title | Internship | | | | | | |
| 2.2 Course coordinator | | | | | | | |
| 2.3 Seminar coordinator | Assoc. Prof. Ruxandra Ciulu , PhD | | | | | | |
| 2.4 Year of study | 2 | 2.5 Semester | 2 | 2.6 Type of evaluation* | O | 2.7 Course status** | C |

* MT-MID-TERM, O-ORAL EXAM, E-EXAM, M-MIXED; ** C-compulsory/O-optional/E-elective

3. Estimated time allocation (hours per semester and teaching activities)

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|--|----|--------------------------|---|--------------------------|-----|
| 3.1 Number of hours per week | 30 | out of which: 3.2 course | - | 3.3 seminar / laboratory | - |
| 3.4 Total number of hours per semester | 90 | out of which: 3.5 course | - | 3.6 seminar / laboratory | - |
| Time allocation | | | | | h |
| Study based on course book, course materials, bibliography and other | | | | | 12 |
| Supplementary study in the library, on electronic platforms and on the field | | | | | 10 |
| Preparing seminars/laboratories, assignments, papers, portfolios and essays | | | | | 8 |
| Tutorship | | | | | 6 |
| Examination | | | | | 4 |
| Other activities | | | | | 60 |
| 3.7 Total hours of individual study | | | | | 100 |
| 3.8 Total hours per semester | | | | | 100 |
| 3.9 Number of credits | | | | | 4 |

4. Prerequisites (if applicable)

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|------------------------------|-----------------------|
| 4.1 Referring to curriculum | Management, Marketing |
| 4.2 Referring to competences | Not applicable |

5. Conditions (if applicable)

| | |
|----------------------------------|----------------|
| 5.1 For the course | Not applicable |
| 5.2 For the seminar / laboratory | Not applicable |



6. Specific competences accumulated

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|----------------------------------|---|
| Professional competencies | C2 Assistance for administrating the activity of the company/organization as a whole (1 credit) C3 Administrating the activity of a subdivision within the structure of the firm/organization (1 credit) |
| Transversal competencies | CT1 - Applying principles, norms and values of professional ethics within their work strategies (1 credit) CT2 – Identifying roles and responsibilities within a multispecialized team and applying relational techniques and efficient work techniques within the team (1 credit) CT3 - Identifying opportunities for long life learning and efficiently using resources and learning techniques for self development (1 credit) |

7. Course objectives (based on specific competencies accumulated)

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|--------------------------------|--|
| 7.1 General objective | Analyzing the activity within an organization in order to get a better understanding of organizational processes. |
| 7.2 Specific objectives | After successfully finalizing this course, students will be able to: <ul style="list-style-type: none">▪ 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. |

8. Content

| 8.1 | Course | Teaching methods | Observations (time and bibliography) |
|------------|--|-------------------------|--|
| | Not applicable | | |
| 8.2 | Seminar / Laboratory | Teaching methods | Observations (time and bibliography) |
| | STRUCTURE OF THE INTERNSHIP REPORT: 1. Presentation of the organization 2. Present the evolution of the main economic and financial indicators 3. Present two managerial issues that impacted on the organizational performance and that are on the way of being solved within the organization 4. Assessment of the internship 5. Conclusions of the report 6. Appendices and supplementary material 7. References | | |

**9. Bridging course content with the expectations of the community, professional associations and representative employers in the field of the program**

On an annual basis, the course content is discussed with the representatives of the business environment, who hire or could hire graduates from this program, while students are required to provide feedback (online, anonymous) after each semester about the course structure, teaching methods, as well as strengths / weaknesses (after the final evaluation).

10. Evaluation

| Type of activity | 10.1 Evaluation criteria | 10.2 Evaluation methods | 10.3 Allocation to the final grade (%) |
|---|--------------------------|---|--|
| Sending the report by the deadline and presenting the internship report on exam day | | Project design and elaboration | 70 |
| Orally presenting elements of the internship report | | Presentation skills, ability to detail activities performed during the internship period. | 30 |
| 10.6 Minimal performance standard | | | |
| Obtaining 5 points (out of 10) as overall grade. | | | |

Date
27 September 2023

Course coordinator

Seminar coordinator
Assoc. Prof. **Ruxandra Ciulu**,
Ph.D.

Date of approval in the department
28 September 2023

Head of department
Prof. **Andrei Neșțian**, Ph.D.