

**SYLLABUS**  
**Academic year 2024-2025**  
**Year of Study II / Semester I**

**1. Information on academic program**

1.1. University	„1 Decembrie 1918” University of Alba Iulia
1.2. Faculty	Faculty of Economics
1.3. Department	Business Administration and Marketing
1.4. Field of Study	Business Administration
1.5. Cycle of Study	Bachelor
1.6. Academic program / Qualification/ ESCO Code	Business Administration / 242102 Process improvement specialist, 242104 Process manager, 242110 Specialist in planning, control, and reporting of economic performance; ESCO Code 2421 - Management and Organisation Analysts

**2. Information of Course Matter**

2.1. Course		<b>Ethics and academic integrity</b>		2.2. Course code	BA 216.2		
2.3. Course leader		Assoc. Prof. PhD Dan-Constantin Dănuțiu					
2.4. Seminar leader		Assoc. Prof. PhD Dan-Constantin Dănuțiu					
2.5. Academic Year	<b>2</b>	2.6. Semester	<b>1</b>	2.7. Type of Evaluation (E – final exam / CE - colloquium examination / CA -continuous assessment)	<b>E</b>	2.8. Type of course (C– Compulsory, <b>Op</b> – optional, <b>F</b> - Facultative)	<b>C</b>

**3. Number of teaching hours per semester**

3.1. Teaching hours per week	<b>3</b>	from wich: 3.2. course	<b>2</b>	3.3. seminar	<b>1</b>
3.4. Total of hours per semester	<b>42</b>	from wich: 3.5. course	<b>28</b>	3.6. seminar/laboratory	<b>14</b>
a) Allocation of time:					hours
b) Individual study of readers					<b>26</b>
c) Documentation (library)					<b>10</b>
d) Home assignments, Essays, Portfolios					<b>20</b>
e) Tutorials					-
f) Assessment (examinations)					<b>2</b>
g) Other academic activities (study visits, mentoring, projects )					-

3.7 Total number of hours for individual study (a+b+c)	<b>56</b>
3.8 Total number of hours for academic activities (d+e+f+3.4)	<b>44</b>
3.9 Total number of hours per semester (3.7+3.8)	<b>100</b>
Number of ECTS	<b>5</b>

**4. Prerequisites** (when is the case)

4.1. of curriculum	
4.2. of competences	

**5. Requisites** (where applicable)

5.1. for the course	
5.2. for the seminar	

**6. Specific competences to be acquired** (chosen by the course leader from the programme general competences grid)

Competences/Study results	C1. Knowledge, understanding of the basic concepts, theories and methods of the field and area of specialization; their proper use in professional communication C2. Using basic knowledge to explain and interpret various types of concepts, situations, processes, projects, etc. associated with the field
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	C3. Application of basic principles and methods for solving well-defined problems/situations, typical of the field in conditions of qualified assistance C.4. Appropriate use of standard evaluation criteria and methods, in order to assess the quality, merits and limits of processes, programs, projects, concepts, methods and theories
Transversal competences	

### 7. Course objectives (as per the programme specific competences grid)

7.1 General objective	Developing students skills for conducting scientific research in the business administration area
7.2 Specific objective	- Developing the skills of scientific inquiry of the economic phenomenon for the future specialists - Learning and applying the values of the professional ethics in the research activity

### 8. Content

8.1. Course	Teaching methods	Obs.
Axiology and human condition	Lecture, discussions	2 hours
Ethics - notion and dimensions	Lecture, discussions	2 hours
Integrity - concept presentation	Lecture, discussions	2 hours
Academic behavior - constraints and guide lines	Lecture, discussions	2 hours
Guidelines for research writing in the business administration field	Lecture, discussions	2 hours
Academic writing in economics and business administration	Lecture, discussions	2 hours
Main instruments used in scientific research	Lecture, discussions	2 hours
Documentation and scientific learning.	Lecture, discussions, exercises	2 hours
The use of library and online databases.	Lecture, discussions	2 hours
Methods of research used in economic field	Lecture, discussions, study cases	2 hours
Writing and public presentation of a scientific paper	Lecture, discussions, exercises	2 hours
Scientific papers publishing	Lecture, discussions, examples	2 hours
Ethics in scientific research	Lecture, discussions, examples	2 hours
Plagiarism	Lecture, discussions	2 hours
<b>Bibliography</b>		
<ol style="list-style-type: none"> <li>1. Brewer, D.D., Essentials Of Scientific Research: A Practical Guide, Seattle: Evidence Guides, 2020</li> <li>2. Creswell, J.W., Creswell, J.D., Research design : qualitative, quantitative, and mixed methods approaches, 5<sup>th</sup> ed., Los Angeles; London; Delhi; Singapore; Washington DC: SAGE Publications, 2018</li> <li>3. Dănulețiu D., Economic scientific research. Ethics and academic integrity, (material in pdf format), 2023</li> <li>4. Dudenhefer, P., A Guide to Writing in Economics, online at <a href="https://static1.squarespace.com/static/58991b1546c3c4da5df402e4/t/589c5b0f37c58162f7acb007/1486641936481/A+Guide+to+Writing+in+Economics.pdf">https://static1.squarespace.com/static/58991b1546c3c4da5df402e4/t/589c5b0f37c58162f7acb007/1486641936481/A+Guide+to+Writing+in+Economics.pdf</a></li> <li>5. Ghauri, P., Gronhaug, K., Strange, R., Research Methods In Business Studies, Cambridge: Cambridge University Press, 2020</li> <li>6. Gillet, A., Using English for Academic Purposes. For Students in Higher Education, Academic Writing, online at <a href="http://www.uefap.com/writing/writfram.htm">http://www.uefap.com/writing/writfram.htm</a></li> <li>7. Hartley, J., Academic writing and publishing. A practical handbook, Routledge, 2008 (online at <a href="http://library.navoiy-uni.uz/files/academic%20writing%20and%20publishing.%20james%20hartley.pdf">http://library.navoiy-uni.uz/files/academic%20writing%20and%20publishing.%20james%20hartley.pdf</a>)</li> <li>8. Neugeboren, R., Jacobson, M., Writing Economics, 2001, online at <a href="https://writingproject.fas.harvard.edu/files/hwp/files/writingeconomics.pdf">https://writingproject.fas.harvard.edu/files/hwp/files/writingeconomics.pdf</a></li> <li>9. Taylor, S. J., Bogdan, R., Devault, M. L., Introduction To Qualitative Research Methods: A Guidebook And Resource, 4th Ed., Hoboken: Wiley Publishing Inc, 2016</li> <li>10. ***, Harvard Guide to Using Sources, online at <a href="https://usingsources.fas.harvard.edu/">https://usingsources.fas.harvard.edu/</a></li> </ol>		
<b>8.2. Seminar</b>		
1. Characteristics of academic writing and research in business administration field	Discussions	2 hours
2. Stages of the scientific research	Discussions	2 hours
3. Advanced search methods for bibliographic sources	Discussions	2 hours
4. Quantitative research methods in economic research	Practical activity	2 hours
5. Qualitative research methods in economic research	Debates, exercises	2 hours

6. Formatting of an scientific article	Debates, exercises	<b>2 hours</b>
7. Laws regarding ethics in research in Romania and other european countries	Exercises	<b>2 hours</b>

### Bibliography

1. Brewer, D.D., Essentials Of Scientific Research: A Practical Guide, Seatle: Evidence Guides, 2020
2. Creswell, J.W., Creswell, J.D., Research design : qualitative, quantitative, and mixed methods approaches, 5<sup>th</sup> ed., Los Angeles; London; Delhi; Singapore; Washington DC: SAGE Publications, 2018
3. Dănuleşiu D., Economic scientific research. Ethics and academic integrity, (material in pdf format), 2023
4. Dudenhefer, P., A Guide to Writing in Economics, online at <https://static1.squarespace.com/static/58991b1546c3c4da5df402e4/t/589c5b0f37c58162f7acb007/1486641936481/A+Guide+to+Writing+in+Economics.pdf>
5. Ghauri, P., Gronhaug, K., Strange, R., Research Methods In Business Studies, Cambridge: Cambridge University Press, 2020
6. Gillet, A., Using English for Academic Purposes. For Students in Higher Education, Academic Writing, online at <http://www.uefap.com/writing/writfram.htm>
7. Hartley, J., Academic writing and publishing. A practical handbook, Routledge, 2008 (online at <http://library.navoiy-uni.uz/files/academic%20writing%20and%20publishing.%20james%20hartley.pdf>)
8. Neugeboren, R., Jacobson, M., Writing Economics, 2001, online at <https://writingproject.fas.harvard.edu/files/hwp/files/writingeconomics.pdf>
9. Taylor, S. J., Bogdan, R., Devault, M. L., Introduction To Qualitative Research Methods: A Guidebook And Resource, 4th Ed., Hoboken: Wiley Publishing Inc, 2016
10. \*\*\*, Harvard Guide to Using Sources, online at <https://usingsources.fas.harvard.edu/>

### 9. Corroborating the contents of the discipline with the expectations of epistemic community representatives, professional associations and representative employers in the field of the program

The content of the discipline corresponds to the skills needed for research and provides formation of ethical values in work and research, essential requirements of a future researcher, teacher or employee as evidenced by meetings with its representatives, members of the CEAC commissions for study programs of Faculty of Economics.

### 10. Evaluation type

Activity type	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Percent in the final grade
10.4 Course	- <i>Solving the exam requirements</i>	<i>exam</i>	70%
10.5 Seminar	- <i>Finishing the practical activities</i>	<i>Project presentation</i>	30%
	- <i>Scientific content of the papers</i>		
	- <i>Involvement in classes topic</i>		
10.6 Minimum performance standard: - It is necessary to obtain a minimum grade of 5 (five) in order to pass this subject; - In order to pass the subject, it is mandatory to take the evaluation test.			

Fill in date:  
12.09.2024

Course leader signature:  
Assoc. Prof. PhD Dan-Constantin Dănuleşiu

Seminar tutor signature:  
Assoc. Prof. PhD Dan-Constantin Dănuleşiu

Date for Department approval:  
16.09.2024

Signature of the Head of Department:  
Assoc. Prof. PhD Silvia Ştefania Maican