



SYLLABUS

1. Information regarding the programme

1.1 Higher education institution	BABEȘ-BOLYAI UNIVERSITY
1.2 Faculty	EUROPEAN STUDIES
1.3 Department	INTERNATIONAL RELATIONS AND GERMAN STUDIES
1.4 Field of study	International Relations and European Studies
1.5 Study cycle	BA
1.6 Study programme / Qualification	INTERNATIONAL RELATIONS AND EUROPEAN STUDIES

2. Information regarding the discipline

2.1 Name of the discipline		IT Applied in Social Sciences					
2.2 Course coordinator		Conf Dr Alina Andreica					
2.3 Seminar coordinator		Conf Dr Alina Andreica					
2.4. Year of study	2	2.5 Semester	2	2.6. Type of evaluation	exam	2.7 Type of discipline	compulsory

3. Total estimated time (hours/semester of didactic activities)

3.1 Hours per week	2	Of which: 3.2 course	1	3.3 seminar/laboratory	1
3.4 Total hours in the curriculum	28	Of which: 3.5 course	14	3.6 seminar/laboratory	14
Time allotment: 14*2=28					hours
Learning using manual, course support, bibliography, course notes					14
Additional documentation (in libraries, on electronic platforms, field documentation)					14
Preparation for seminars/labs, homework, papers, portfolios and essays					14
Tutorship					10
Evaluations					10
Other activities:					
3.7 Total individual study hours		14			
3.8 Total hours per semester		28			
3.9 Number of ECTS credits		5			

4. Prerequisites (if necessary)

4.1. curriculum	•
4.2. competencies	•

5. Conditions (if necessary)

5.1. for the course	•
5.2. for the seminar /lab activities	• IT lab user procedures

6. Specific competencies acquired

Professional competencies	<ul style="list-style-type: none"> • Cognitive – knowledge regarding <ul style="list-style-type: none"> ○ evolution and functioning principles of computers, computer networks and Internet services applied in social sciences • Applicative skills <ul style="list-style-type: none"> ○ Creating a web site ○ Creating a blog
Transversal competencies	<ul style="list-style-type: none"> • Capacity of efficiently using time resources and learning techniques for personal and professional development • Using the acquired knowledge and skills for personal and professional development with regard to adapting to labour market requirements

7. Objectives of the discipline (outcome of the acquired competencies)

7.1 General objective of the discipline	<ul style="list-style-type: none"> • <i>Targeted knowledge:</i> functioning principles of: computers and IT information & communication facilities applied in social sciences, proficient design principles for web sites and blogs
7.2 Specific objective of the discipline	<ul style="list-style-type: none"> • <i>Targeted skills:</i> capability of using software products with electronic information & communication facilities applied in social sciences, designing web pages and blogs

8. Content

8.1 Course	Teaching methods	Remarks
1. Computer evolution, components and functioning principles	Computer assisted lectures for presenting the course content – PowerPoint presentations, examples, Q&A, on-going evaluations, explanations, problematising, discussions based on the educational resources and Materials: computer & beamer	
2. Software and operating systems		
3. Computer networks		
4. Internet evolution. Internet addressing; the Domain Name System The e-mail system		
5. Internet security aspects		
6. World Wide Web		
7. Web 2.0 Multimedia transmissions. Audio & videoconferences Electronic activities and social impact		

Topic synthesis	Revision	
<p>Bibliography Alina Andreica –IT Management, Ed. Efes 2009</p> <p>Preston Gralla, How the Internet Works, Que Publishing, 2006</p> <p>Stephen Moffat, Microsoft Publisher 2010, http://bookboon.com/en/publisher-2010-part-i-ebook , http://bookboon.com/en/publisher-2010-part-ii-ebook (part 2 optional)</p> <p>Charles R Severance, Introduction to Networking: How the Internet Works, CreateSpace Independent Publishing Platform, 2015</p> <p>Gwen Solomon, Lynn Shrumm, Web 2.0: New Tools, New Schools , International Society for Technology in Education, 2007</p> <p>Steve Scott, How to Start a Successful Blog, Amazon Digital Services, 2014 , available online</p> <p>Andrew S. Tanenbaum, Computer networks, Prentice Hall (4th edition), 2002</p> <p>Paul Hodkinson, Media, Culture and Society (an introduction), Sage, 2011 http://www.amazon.com/Media-Culture-Society-An-Introduction/dp/1412920531/ref=pd_sim_b_3#reader_1412920531</p> <p>Alina Andreica - <i>Organizing the Implementation of Information Systems</i> , Studia Europaea L, 1, 2005, “Babeş-Bolyai” University, p. 203-215 (faculty library) – optional</p> <p>UBBonline resources on the discipline’s site UBBonline portal https://www.ubbonline.ubbcluj.ro/lms/discipline/034/44334-2/Pages/DetailedSyllabus.aspx https://www.ubbonline.ubbcluj.ro/lms/discipline/034/44334-2/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2f034%2f44334-2%2fShared%20Documents%2f1%2e%20Curs&FolderCTID=%2f7b00E1B06D-8E62-4D94-ACC7-D128605C4EAE%7d</p>		
8.2 Seminar / laboratory	Teaching methods	Remarks
1. UBBonline portal	exercises	
2. Creating a Web site (1)	Exercises, applications	
3. Creating a Web site (2)	Presentation, team + individual work for the assignment	
4. Web site publishing Web site evaluation	individual work Ongoing evaluation	
5. Creating and administering a blog	Presentation, team + individual work for the assignment	
6. Blog evaluation	Ongoing evaluation	
7. E-activities project evaluation	Ongoing evaluation	
<p>Bibliography Stephen Moffat, Microsoft Publisher 2010, http://bookboon.com/en/publisher-2010-part-i-ebook</p> <p>Steve Scott, How to Start a Successful Blog, Amazon Digital Services, 2014 , available online</p> <p>New media text collection , online version available at http://www.newmediareader.com/book_contents.html</p> <p>UBBonline resources on the discipline’s site - UBBonline portal</p>		

<https://www.ubbonline.ubbcluj.ro/lms/discipline/034/44334-2/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2f034%2f44334-2%2fShared%20Documents%2f2%2e%20Seminar&FolderCTID=&View=%7b00E1B06D-8E62-4D94-ACC7-D128605C4EAE%7d>

9. Corroborating the content of the discipline with the expectations of the epistemic community, professional associations and representative employers within the field of the program

With a strong applied character, the course actively prepares students for using IT information and communication tools and online marketing facilities within their future job position

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Share in the grade (%)
10.4 Course	Appropriate knowledge management regarding the presented principles and concepts	Online quiz	2/5
10.5 Seminar/lab activities	Complying the assignment and site functioning requirements	Site evaluation – ongoing evaluation	1/5
	Complying the assignment requirements for the blog	Blog evaluation – ongoing evaluation	1/5
	Complying the assignment requirements for the e-activities project	Project evaluation – ongoing evaluation	1/5
10.6 Minimum performance standards			
➤ Minimum grade 5 for each task			

Note: For the continuous evaluation process, computer science high school and ECDL diplomas are recognized, with their corresponding grade

Date

Signature of course coordinator

Signature of seminar coordinator

January 28th, 2016

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Date of approval

Signature of the head of department

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