

University POLITEHNICA of Bucharest

Faculty of Industrial Engineering & Robotics

Study programme: Industrial Engineering

Form of study: Bachelor

COURSE SPECIFICATION

Course title	Communication	Semester	1
Course code	UPB.06.C.01.OUPB.06.C.01.O.005	ECTS	4

Course structure	Lecture	Seminar	Laboratory	Project	Total hours
No. of hours/ week	2		2		4
No. of hours/ semester	28		28		56

Lecturer	Lecture	Seminar	Laboratory	Project
Name, academic degree	Gabriela Beatrice COTET, PhD, Lecturer		Gabriela Beatrice COTET, PhD, Lecturer	
Contact (E-mail, location)	gabriela.cotet@upb.ro , CK 109			

Course description

The course intends to promote an appropriate communication style, communication and cooperation skills, and the capacity to use different ways to drive decision making and optimise decision-making strategies. Formation and development of trans-disciplinary communication skills and interaction with learning activities and tasks aimed at the conscious and appropriate interaction modalities and techniques in various communication situations.

The goals of the course:

The skills training course aims to interact linguistically in an appropriate manner in a variety of social and professional contexts

Acquiring appropriate communicative styles, communication and cooperation, the ability to use different ways to lead decision-making and optimisation strategies.

Laboratory description

The goals of the laboratory:

Fastening and deepening the practical knowledge for active communication and active listening

Developing the capacity to synthesise and participate in a debate with relevant arguments in a language fluently, coherently convincing adequately supported

Fastening and deepening the practical knowledge for effective communication, overcoming communication barriers

Assessment methods	Percentage of the final grade	Minimal requirements for award of credits
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Written exam	40	40
Report/ Project	20	20
Homework	20	20
Laboratory	20	20

References
[1] Allan Pease and Paul Dunn, (2003, ©1988), Write Language: The New Secrets of Writing Letters that Really Work, Australia: Pease International, ISBN 9781920816001
[2] Allan Pease and Barbara Pease, (2004), The Definitive Book of Body Language, Australia: Pease International, ©2004. ISBN 9781920816070
[3] John Fiske, (2010), Introduction to Communication Studies (Studies in Culture and Communication) 3rd Edition, ISBN-13: 978- 0415596480, ISBN-10: 0415596483
[4] Manfred Kets de Vries, (2006), Reflections on Groups and Organizations: On the Couch, ISBN: 978-1-119-96597-8

Prerequisites	Co-requisites (courses to be taken in parallel as a condition for enrolment)

Additional relevant information:

Date: 16.05.2022

PhD. Lecturer Gabriela Beatrice COTET