

## Syllabus

### 1. Data about the program of study

1.1 Institution	Technical University of Cluj-Napoca
1.2 Faculty	Automation and Computer Science
1.3 Department	Automation
1.4 Field of study	Systems Engineering
1.5 Cycle of study	Bachelor of Science
1.6 Program of study/Qualification	Automation and Applied Informatics (English)
1.7 Form of education	Full time
1.8 Codul disciplinei	57.00

### 2. Data about the subject

2.1 Subject name	<b>Project Preparing Methodology</b>				
2.2 Course responsible/lecturer	Conf.dr.ing.Ovidiu Stan				
2.3 Teachers in charge of applications	-				
2.4 Year of study	4	2.5 Semester	2	2.6 Assessment (E/C/V)	C
2.7 Type of subject	DF – fundamental, DD – in the field, DS – specialty, DC – complementary				DS
	DI – compulsory, DO – elective, Dfac – optional				DI

### 3. Estimated total time

3.1 Number of hours per week	1	of which:	Course	1	Seminar	0	Laboratory	0	Project	0
3.2 Number of hours per semester	14	of which:	course	14	Seminar	0	Laboratory	0	Project	0
3.3 Individual study										
(a) Manual, lecture material and notes, bibliography										20
(b) Supplementary study in the library, online and in the field										12
(c) Preparation for seminars/laboratory works, homework, reports, portfolios, essays										0
(d) Tutoring										0
(e) Exams and tests										4
(f) Other activities:										0
3.4 Total hours of individual study (sum of (3.3(a)...3.3(f)))					36					
3.5 Total hours per semester (3.2+3.4)					50					
3.6 Number of credit points					2					

### 4. Pre-requisites (where appropriate)

4.1 Curriculum	-
4.2 Competence	-

### 5. Requirements (where appropriate)

5.1. For the course	Attendance is compulsory
5.2. For the applications	-

### 6. Specific competences

6.1 Professional competences	<p>C4 Design, implement, test, use and maintenance of general purpose and dedicated equipment systems, including computer networks, for automation and applied computing applications.</p> <p>C4.1 Define, using operating and design principles, the requirements of applicable standards and methods for implementation, testing, maintenance and operation of equipment used in automation and applied computing applications.</p>
6.2 Cross competences	<p>CT1 Apply, in the context of compliance with legislation, intellectual property rights (including technology transfer), product certification methodology, principles, rules and values of the code of professional ethics as part of own strategy for rigorous, efficient and responsible work.</p>

## 7. Course objectives

7.1 General objective	Gained knowledge and specific skills in order to gather technical information, to design and write project proposal, to objective analysis of own and other projects.
7.2 Specific objectives	Be able to write a project proposal. Be able to carry out literature searches and critically evaluate other written work. Be able to use citations and references in written technical reports. Be able to write the final project report. Be able to conduct quality discussions about the project.

## 8. Contents

8.1 Lecture	No.hours	Teaching methods	Notes
Introduction – types of projects	1	Use of modern learning techniques and access to the Internet. Teaching using laptop and projector, interactive course, debate / or online on Teams platform	In case of major force, the courses will be held online using the Microsoft Teams platform
Project selection	1		
Preparing the projet proposal	1		
Research a topic and the research process	1		
Research methods	1		
Report	1		
Literature search and review	1		
Structurin the report	1		
Writing a report	1		
Manage citations and references	1		
Referencing styles	1		
Defend and discuss the outstanding projects	1		
Oral presentation	1		
Discussion and defending	1		
Bibliography			
1. Corina Rădulescu et al., <i>Planificarea și conducerea proiectelor</i> , U.T.Press, 2017 (UTCN Library– 1 exemplar; online la <a href="http://biblioteca.utcluj.ro/carti-online.html">http://biblioteca.utcluj.ro/carti-online.html</a> ).			
2. Luis Gonçalves, Ben Linders, <i>Getting Value out of Agile Retrospectives</i> , lulu.com, 2014 (online la <a href="https://www.infoq.com/minibooks/agile-retrospectives-value">https://www.infoq.com/minibooks/agile-retrospectives-value</a> ).			
3. Uladzislau Shauchenka, <i>Why Projects Fail</i> , 2013 (online la <a href="http://www.onlineprogrammingbooks.com/free-online-book-why-projects-fail/">http://www.onlineprogrammingbooks.com/free-online-book-why-projects-fail/</a> ).			

## 9. Bridging course contents with the expectations of the representatives of the community, professional associations and employers in the field

Correlation with corresponding COR qualifications: Automation Researcher, Automation Engineer, Computer Systems Engineer, Automation Research Engineer, Computer Consultant, Computer Project Manager, Computer Researcher. Continuous adaptation of the material to the requirements of potential employers and feedback from graduates already employed.
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## 10. Evaluation

Activity type	Assessment criteria	Assessment methods	Weight in the final grade
Course	Assessment of the knowledge taught in the course by giving an oral presentation.	Oral presentation / Online assessment on Teams platform	100%
Seminar	-	-	-
Laboratory	-	-	-
Project	-	-	-
Minimum standard of performance: Written exam rabk > 5			

Date of filling in:		Title Firstname NAME	Signature
12.02.2025	Course	Conf.dr.ing. Ovidiu Stan	

Date of approval by the Department Board Automation

Head of Departament Automation

Prof.dr.ing. Honoriu VĂLEAN

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Date of approval by the Faculty Council Automation and Computer  
Science

Dean

Prof.dr.ing. Vlad Muresan

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