

SYLLABUS CONTENT

1. Program information

1.1 Higher Education Institution	Technical University of Cluj-Napoca
1.2 Faculty	Constructions
1.3 Department	Civil Engineering and Management
1.4 Field of study	Civil Engineering
1.5 Cycle	Graduation
1.6 Study program/Qualification	Civil Engineering
1.7 Type of education	IF - învățământ cu frecvență
1.8 Syllabus code	48.00

2. Syllabus information

2.1 Syllabus name	Practice CCIA						
2.2 Course official	-						
2.3 Practice official	Assoc. Prof. Eng. PhD Livia Anastasiu – Livia.Anastasiu@ccm.utcluj.ro						
2.4 Year of study	III	2.5 Semester	2	2.6 Evaluation	V	2.7 Syllabus type	DOB

3. Total estimated time

3.1 Hours per week	30	From which: 3.2 courses	-	3.3 Practice	30
3.4 Total hours	90	From which: 3.5 courses	-	3.6 Practice	90
Time distribution					ore
Study after manual, course support, reference, notes					
Additional documentation in the library, specialized on-line platforms and practice					9
Preparing the applications, themes, portfolios, essays					
Tutoring					
Exams					5
Other activities					
3.7 Total hours of self study	14				
3.8 Total hours per semester	104				
3.9 Number of ECTS	4				

4 Perquisite (where needed)

4.1 Curriculum	No need
4.2 Competencies	No need

5. Conditions (where needed)

5.1. Courses	No need
5.2. Applications	Attendance is mandatory. Existence of safety equipment.

6. Specific competencies

Professional competencies	<p>C2.1. Identifying the main materials and structures in constructions.</p> <p>C3.1. Explaining the technological processes for achieving the civil, industrial and agricultural buildings.</p> <p>C3.2. Explaining the properties of the construction materials, as well as the technologies used in civil, industrial and agricultural buildings.</p> <p>C3.5. Translating the selected technologies in the technological project for civil, industrial and agricultural buildings.</p> <p>C4.2. Identifying and justifying the material and human resources required for the execution, exploitation and maintenance of the buildings.</p> <p>C5.1. Identifying and putting into practice the technical regulations for the civil, industrial and agricultural buildings.</p>
Transversal competencies	<p>CT1. Applying the responsible principles, norms and professional ethic values in achieving the professional tasks, and identifying the objectives to be achieved, the available resources, the working phases, the duration of tasks, the delivery deadlines and the related risks.</p> <p>CT2. Identifying the roles and responsibilities in a multi-task team, and applying the techniques of effective teamwork.</p> <p>CT3. Identifying the opportunities for life-long learning and efficiency for self-development, informational sources, communication resources and assisted training (Internet portals, software applications, data bases, on-line courses, etc.), both in Romanian and in an international language.</p>

7. Syllabus objectives (coming from the grid of acquired specific competencies)

7.1 General objective of the syllabus	<ul style="list-style-type: none"> • Acknowledging the students with the site management of a civil engineering organization; • Training the necessary skills for reflecting them in the integrated project management by explaining the importance of planning the construction works through appropriate methods; • Developing the student's capacity to understand and use the methods for organizing and planning the construction projects; • Acquiring individual study in the theoretical and practical training of the student.
7.2 Specific objectives	<ul style="list-style-type: none"> • Ability to design a time schedule of the construction works by optimizing the timetable, and the specialized teams; • Ability to design, present, analyze and optimize the planning of the construction work by using at least three methods; • Ability and capacity to draw up, present and analyze the site organization of a construction project.

8. Content

8.2 Practice	Teaching methods	Observations
1. Presentation of the construction site	Presentation, applications	Video-projector
2. Presentation of a construction organization`s departments		
3. Presentation of the safety and security norms		
4. Presentation of the materials and equipment of a construction company		
5. Coaching the students for adapting in the organizational structure of a construction firm		
6. Empowering the students with responsibilities based to their competencies		
7. Designing the student`s practice book		
References: In UTC-N library 1. Anastasiu, L.: <i>Management of Construction Works (II) – Course notes</i> , Ed. UTPRES 2018 In other libraries: 2. Belker, L., McCormick J., Topchik G. : <i>The First Time-Manager</i> , 6 th Edition, AMACOM, 2012 3. Newitt, J. : <i>Construction Scheduling : Principles and Practices</i> , 2 nd Edition, PEARSON, 2008 4. Berkun, S.: <i>Making Things Happen: Mastering Project Management (Theory and Practice)</i> , Revised Edition, REILLY, 2008		

9. Corroborating the content of the syllabus with the expectations of the epistemic community representatives, professional associations and employers belonging to the program area

The acquired competences will serve the employees who will work in design or manufacturing companies in constructions (site or supply).

10. Evaluation

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Ratio on the final mark
10.5 Practice	Delivery of the practice book.	Evaluation of the practice book	100%
10.6 Minimum performance standard			
<ul style="list-style-type: none"> • Rightness and completion of the practice book 			

Completion Date:	Responsible	Title, Name, Surname	Signature
01.10.2018	Course	-	
	Practice	Assoc. Prof. Eng. PhD Livia ANASTASIU	

Approval in the CCM Department Council _____	Manager of CCM Department Assoc. Prof. Eng. PhD Claudiu ACIU
Approval in the Civil Engineering Faculty Council _____	Dean Assoc. Prof. Eng. PhD Nicolae CHIRA