

Informing, Documentation and Scientific Communication

(ANUL II, SEMESTRUL II)

Credit value (ECTS) 2

Course category

Optional

Course holder

Conf. univ. dr. Carmen Olguța Brezuleanu

Discipline objectives (course and practicum)

The course aims to develop and master the conceptual framework of information, documentation, human communication and learning, implicitly training skills to communicate effectively in different life situations; Learning creative communication techniques; developing empathic capacity between students and teachers.

The practical works aim at acquiring training skills on: the correct and productive use of communication, information and documentation methods; cultivating positive attitudes towards learning.

Course
Modern information techniques: techniques for filing a specialized book; computer information techniques; the technique of critical reading of a scientific article; book review.
Definition and particularities of the communication process: communication - definition of the term; particularities of the communication process; the structural elements of the communication process
Communication techniques - written communication: characteristics; forms of written communication; curriculum vitae, definition, characteristics, rules for writing a CV, letter of intent / motivation.
Elements of effective learning training: stages, general rules, optimal conditions and learning strategies, learning disorders.
Online communication: general notions; email client functions; e-mail signature; yahoo messenger; discussion forum.
Techniques of scientific communication: book review; creation and presentation of a paper at a scientific event; research project.

Practicum

How to get to better know me and communicate
Exam preparation guide
Documentation technique
Techniques of writing reports
Analysis of structuring of communication time
Form of drafting and editing the project
Techniques of preparing a CV

Bibliography

1. Brezuleanu Carmen Olguța – Comunicare și negociere, Editura ” Ion Ionescu de la Brad” Iași, 2015
2. Brezuleanu Carmen Olguța- Management educațional pentru învățământul agronomic. Editura ”Ion Ionescu de la Brad Iași”.Ghid metodologic.2016

Evaluation

Evaluation form	Evaluation Methods	Percentage of the final grade
Exam	Oral examination	40%
Appreciation of the activity during the semester	Oral assessment during the semester, Colloquium	60%

Contact

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