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| O imagine care conține siglă, simbol, Font, Grafică  Descriere generată automat | MINISTERUL EDUCAŢIEI **UNIVERSITATEA „AUREL VLAICU“ DIN ARAD**310130 Arad, B-dul Revolutiei nr. 77, P.O. BOX 2/158 AR *Tel.: 0040-257- 283010; fax. 0040-257- 280070*  [http://www.uav.ro](http://www.uav-arad.go.ro)*;* e-mail: rectorat@uav.ro |

**Operator de date cu caracter personal nr. 2929**

**SYLLABUS**

1. **Study programme**

|  |  |
| --- | --- |
| 1.1. Higher education institution | **„Aurel Vlaicu” University of Arad** |
| 1.2. Faculty | **of Exact Sciences** |
| 1.3. Department | **Department of Mathematics and Computer Science** |
| 1.4. Field of study | **Mathematics** |
| 1.5. Academic year | **2024-2025** |
| 1.6. Study level | **Bachelor** |
| 1.7. Study programme / Qualification | **Mathematics informatics** |
| 1.8. Form of education | **Full – Time study** |

1. **Course details**

|  |  |
| --- | --- |
| 2.1. Name of the course | **Scientific and professional writing and communication** |
| 2.2. Course coordinator | **PhD. Mihiț Claudia Luminița** |
| 2.3. Seminar/laboratory/project coordinator | **PhD. Popa Lorena Camelia** |
| 2.4. Study year | **2** |
| 2.5. Semester | **2** |
| 2.6. Evaluation type | **summative** |
| 2.7. Course type | **optional** |

1. **Estimated total time (hours per semester)**

|  |  |
| --- | --- |
| 3.1. Hours per week | **4** |
| 3.2. Lecture hours per week | **2** |
| 3.3. Seminar/laboratory/project hours per week | **2** |
| 3.4. Total hours per curriculum | **56** |
| 3.5. Lecture hours per semester | **28** |
| 3.6. Seminar/laboratory/project hours per semester | **28** |
| Time division [hrs] | |
| 3.4.1. Independent study from textbooks, course support, bibliography and notes | **25** |
| 3.4.2. Additional reading (libraries, specialized electronic platforms and field research) | **15** |
| 3.4.3. Preparing of seminars/laboratories/projects, homework, papers, portfolios and essays | **20** |
| 3.4.4. Tutorial coaching | **5** |
| 3.4.5. Examinations | **4** |
| 3.4.6. Other activities | **0** |
| 3.7. Total individual study hours | **69** |
| 3.8. Total hours per semester | **125** |
| 3.9. Number of ECTS credits | **5** |

1. **Prerequisites** (if applicable)

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| --- | --- |
| 4.1. Curriculum related |  |
| 4.2. Competence related |  |

1. **Conditions** (if applicable)

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| 5.1. for the lecture | video projector; blackboard; computers; MiKTeX installed, WinEdit installed; Acrobat Reader installed |
| 5.2. for the seminar |  |
| 5.3. for the laboratory | video projector; blackboard; computers; MiKTeX installed, WinEdit installed;  Acrobat Reader installed |
| 5.4. for the project |  |

1. **Specific educational objectives (competences to be acquired)**

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| --- | --- |
| 6.1. Professional skills | **C6. Analysing, testing and exploiting information systems.** |
| 6.2. Transversal skills | **CT3. Efficient use of information, communication resources and assisted education both in Roumanian and in an internationally widespread language.** |

1. **Course outcomes (resulting from the specific educational objectives to be acquired)**

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| 7.1. General outcomes | **Effective use of the LaTeX text editor.** |
| 7.2. Specific outcomes | **Writing and editing a scientific text; designing a professional CV.** |

1. **Outline** (if applicable)

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| --- | --- | --- |
| 8.1 Lecture Outline | Teaching methods | Remarks |
| 1. Introduction. The structure of a LaTeX document  2. Text formatting  3. Work environments  4. Mathematical formulas  5. Insertion of images and graphics  6. Tables  7. Lists  8. Construction of graphs  9. Bibliography of a LaTeX document  10. Construction of slides | Lecture, discussion: exemplification | 2 hours  2 hours  2 hours  6 hours  2 hours  2 hours  2 hours  2 hours  4 hours  4 hours |
| 8.2 Lecture References   * + 1. **\*\*\* – AMS – LATEX Version 1.2, User’s Guide, macros/latex/required/amslatex/math/amsldoc.tex**     2. **\*\*\* – Instructions for Preparation of Papers and Monographs:AMS LATEX**     3. **\*\*\* – Learn LaTeX in 30 minutes** [**https://www.overleaf.com/learn/latex/Learn\_LaTeX\_in\_30\_minutes**](http://www.overleaf.com/learn/latex/Learn_LaTeX_in_30_minutes)     4. **\*\*\* – A simple guide to LaTeX - step by step https://latex-tutorial.com/tutorials/**     5. **P. A. Blaga, H. F. Pop – LATEX 2", Ed. Tehnică, București, 1999**   **[6] F. Mittelbach, M. Goossens, J. Braams, D. Carlisle, C. Rowley – The LATEX Companion (second edition) Addison-Wesley Professional, 2004.** | | |

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| 8.3 Seminar Outline | Teaching methods | Remarks |
|  |  |  |
| 8.4 Seminar References | | |
| 8.5 Laboratory Outline | Teaching methods | Remarks |
| 1. Introduction. The structure of a LaTeX document  2. Text formatting  3. Work environments  4. Mathematical formulas  5. Insertion of images and graphics  6. Tables  7. Lists  8. Construction of graphs  9. Bibliography of a LaTeX document  10. Construction of slides | Lecture, discussion: exemplification | 2 hours  2 hours  2 hours  6 hours  2 hours  2 hours  2 hours  2 hours  4 hours  4 hours |
| 8.6 Laboratory References   * + 1. **\*\*\* – AMS – LATEX Version 1.2, User’s Guide, macros/latex/required/amslatex/math/amsldoc.tex**     2. **\*\*\* – Instructions for Preparation of Papers and Monographs:AMS LATEX**     3. **\*\*\* – Learn LaTeX in 30 minutes** [**https://www.overleaf.com/learn/latex/Learn\_LaTeX\_in\_30\_minutes**](http://www.overleaf.com/learn/latex/Learn_LaTeX_in_30_minutes)     4. **\*\*\* – A simple guide to LaTeX - step by step https://latex-tutorial.com/tutorials/**     5. **P. A. Blaga, H. F. Pop – LATEX 2", Ed. Tehnică, București, 1999**   **[6] F. Mittelbach, M. Goossens, J. Braams, D. Carlisle, C. Rowley – The LATEX Companion (second edition) Addison-Wesley Professional, 2004.** | | |
| 8.7 Project Outline | Teaching methods | Remarks |
| 8.8 Project Outline | | |

1. Correlation of course outline with the expectations of the epistemic community, professional associations and representative employers within the field of the program

The content of the discipline is consistent with what is done in other university centers in the country and abroad. In order to better adapt the content of the discipline to the requirements of the labor market, meetings were held with representatives of employers.

1. **Evaluation / Grading** (if applicable)

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| Activity type | Evaluation criteria | Evaluation methods | Percentage of the final grade |
| 10.1. Lecture | **Correctness and completeness of assimilation of concepts; the use of concepts and tools made available by text editors in the design of a report, a CV and a scientific text.** | Evaluation conversation | 30% |
| 10.2.  Seminar |  |  |  |
| 10.3.  Laboratory | **The ability to use all the tools provided by text editors in the design of a report, a CV or a scientific text.** | Elaboration of a report, a CV, a scientific text. | 70% |
| 10.4. Project |  |  |  |
| 10.5 Minimal performance standard  **Accumulation and use of fundamental LaTeX concepts.** | | | |

Course coordinator

Lect.univ.dr. Claudia MIHIȚ

Seminar/laboratory/project coordinator

Lect.univ.dr. Lorena POPA

Head of the Department

Lect.univ.dr. Lorena Camelia POPA

Dean

Prof.univ.dr. Sorin-Florin NĂDĂBAN