

Transilvania University of Braşov, Romania

Study program: Work and Organizational Psychology and Human Resources

Faculty: Psychology and Education Sciences

Study period: 2 years (master)

1st Year

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Complements of Work Psychology and Ergonomics	CPME	Romanian	7	2	1	-	-

Course description (Syllabus): New areas of study and intervention in labor psychology. Analysis of work. Design of work. COMPETENCE in work and its formalization: the referential of skills. Physical environment of work-Organization of space and working conditions. Environmental Psychology of work. Ergonomics of the workplace in the industrial environment. Ergonomics of the workplace in services and office work. Prevention of human error. Disenchantment in work: delays, absenteeism and fluctuation. Occupational stress, burnout and mental health at work.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Advanced Theories in Communication Psychology	TAPC	Romanian	4	1	1	-	-

Course description (Syllabus): Communication-conceptual clarifications. Communication process. Models of communication. Psychological factors in communication. Barriers in communication-determining factors and psychological mechanisms. Interpersonal perception in communication. Professional speech. The role of nonverbal communication in networking and communication.. Feedback in communication. Transactional analysis. Technique of clarifying and enriching communication questions.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Methods of Qualitative Research	MCCT	Romanian	7	1	-	2	-

Course description (Syllabus): Identification of the research problem. Formulation of research objectives and assumptions. Types of design of correlational, experimental and quasi-experimental research. Sampling methods. Statistical methods of testing research hypotheses. Internal and external validity of quantitative research. Psychopedagogical, laboratory and field experiment. Writing laboratory report and experimental research report. Scientifically validated psychological practice in the major applied areas of psychology.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Advanced Theories in Personality Psychology	TAPP	Romanian	6	2	1	-	-

Course description (Syllabus): Explanation of personality in psychology-the great theories of personality and contemporary research. Biological bases of personality: evolutionary perspective on personality; genetics and personality: heritability, environmental influences; constitutional and physiological aspects of personality. Culture and

personality. Current theoretical models of Personality: Personality Traits and factors. Intelligence and professional adaptation. Group differences: gender, race, social class. Personality and interpersonal attraction.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Ethics and Academic Integrity	EIA	Romanian	2	1	-	-	-

Course description (Syllabus): Academic ethics in the 21st century: necessity and finalities. The moral values of the University and the rules of conduct arising from them. Code of ethics and University deontology of UTBv. Norms of academic ethics in assessment situations. Academic writing: contemporary requirements and norms in the field. Ethics in the elaboration of dissertation work. Plagiarism and other forms of dishonesty in academic writing. Ethical aspects in university relations.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Entrepreneurship in the practice of psychology	APP	Romanian	4	1	1	-	-

Course description (Syllabus): Entrepreneur and entrepreneurship. The decision to open a business; Motivation. Business ideas. Sources of business ideas. Methods that can generate new business ideas. Forms of exercising the profession of psychologist. Legal forms for starting and running a business. Economic enterprises and commercial companies. Liberal professions. Typology, formation stages. The individual psychology cabinet. BUSINESS MARKETING: general marketing concepts, market and customers, competition and market segmentation. Product: goods and services; Pricing; Promotion and business communication; Placement and Distribution. BUSINESS PLANNING: business plan structure; marketing plan and financial plan (income and expenses, break-even point, cash flow). Presentation of the business plan.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Methods of Quantitative Research	MCC	Romanian	7	2	1	-	-

Course description (Syllabus): Identification of the research problem. Formulation of research objectives and assumptions. Types of design of correlational, experimental and quasi-experimental research. Sampling methods. Statistical methods of testing research hypotheses. Internal and external validity of quantitative research. Psychopedagogical, laboratory and field experiment. Writing laboratory report and experimental research report. Scientifically validated psychological practice in the major applied areas of psychology.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Psychological Evaluation	EP	Romanian	7	2	1	-	-

Course description (Syllabus): Test, Test and psychological evaluation. Basic qualities of psychometric instruments: standardization, fidelity and validity. The specifics of psychological evaluation in the fields of education, health, work, human resources and transport. Rules for drawing up the psychological report. Psychological evaluation at the level of the labor collective: psychological evaluation after cancellation and diagnose and plan organizational change. The factorial approaches of personality (Eysenck, Cattell). NEO Personality Inventory revised. California Psychological inventory. Myers-Briggs typological indicator. Self-Directed Search Holland.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Complements of Organizational Psychology	CPO	Romanian	6	2	1	-	-

Course description (Syllabus): Traditional and recent approaches in the theories of organizations. Organizational man. The relationship between man and organization. Environment, technology and strategy: organization size, external

environment of organizations, strategic responses of organizations. Motivation of employees (1): theories of motivation of work based on needs. Employee motivation (2): procedural theories of Labor motivation. Change and organizational development. Organizational socialization. Rituals in the organization. Organizational myths. Woman manager in the world of stereotypes. Emotions and values at work.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Adult Training	FA	Romanian	7	2	1	-	-

Course description (Syllabus): National and European legislation in the field of adult vocational training. Adult Learning, psychological and andragogical perspective. Classic methods of adult training. Methods of communication in adult training. Semantic and situational methods in adult training. Needs Analysis, job analysis and occupational standard analysis as sources of training. Development and evaluation of the vocational training programme. Development and implementation of an activity project for adult training. Evaluation of training. Professional didactics - way of transmitting competences from experts to novices.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Positive Psychology in Organizations	PPO	Romanian	4	1	1	-	-

Course description (Syllabus): Positive psychology - history. The PERMA model of positive psychology. The basic concepts of positive psychology applied to organizations. Cultivating the emotional health of employees. Identifying and developing individual strengths as foundation for work performance. Setting and achieving personal and career goals. Analysis of some cases from the perspective of positive psychology in organizations. Creating an intervention plan based on the principles of positive psychology for an organization/employee.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Labor Legislation	PP	Romanian	4	1	1	-	-

Course description (Syllabus): Labor Law - notion, object. Work and its regulation by legal norms. Legal liability. Forms of legal liability specific to labor law. The individual employment contract - notion, characteristic features. Types of individual employment contracts. Conclusion of the individual employment contract - validity conditions. Modification and suspension of the individual employment contract. Completion of the individual employment contract.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Traffic Psychology	PTR	Romanian	3	1	1	-	-

Course description (Syllabus): Introduction: directions to an ideal theoretical model of traffic behavior. Human Factor and Individual Differences: key variables with a role in traffic safety. Cognitive-motor component: "skill" and style, risk in traffic. Socio-cognitive component: biases as "illusions" of drivers. Social component: norms and deviance, attitudes in traffic, social representations. Ways of intervention and traffic paradoxes.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Managing Emotions at Work	GE	Romanian	3	1	1	-	-

Course description (Syllabus): Understanding the emotional experiences specific to the educational counseling process - theoretical framework. Development of emotion management skills with implications in optimizing the professional behavior of the educational counselor. Managing emotions from the model of emotional intelligence skills (Mayer & Salovey). Empathy and its benefits in educational counseling. Burnout syndrome of the educational counselor. Theoretical models of emotion management: the process model (Gross). Emotional management in educational

counseling: component of professional identity. Situational and individual history, goals of emotional regulation in educational counseling. Consequences of emotional regulation in educational counseling.

2nd Year

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Vocational Counseling and Career Management	CVMC	Romanian	6	2	1	-	-

Course description (Syllabus): Career counseling in the perspective of life career. Contemporary theoretical aspects in career counseling. Career counseling in school. Career counseling in organizations. Free practice in career counseling. Career development in cultural context. Legislation, deontological norms, attitudes and behaviors in relation to customers. Resources in the career counseling process. Evaluation and establishment of the intervention strategy. Selection of intervention techniques and instruments. Implementation of the intervention strategy

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Human Resources Management in Organizations	GRUO	Romanian	6	1	2	-	-

Course description (Syllabus): The role and functions of Human Resources Management in the organization. Induction and employee retention. Evaluation of professional performance. Errors in personnel evaluation. Diversity management in the organization. Safety and health at work. Human resources legislation.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Complementary Statistical Methods	MSC	Romanian	8	2	1	-	-

Course description (Syllabus): Introduction: objectives, key concepts and the issue addressed. Testing statistical assumptions. Type I and Type II of errors. The size of the effect. Statistical power of research, ways of increasing the power of research. Design of research by G-Power. Initial Screening of data. Normality uni and multivariate. Anova techniques. Regression analysis: simple linear regression and multivariate regression. Exploratory factor analysis. Cluster analysis.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Organizational Communication	CO	Romanian	6	1	2	-	-

Course description (Syllabus): Verbal and nonverbal in organizational communication. Active listening and feedback. Assertive communication. Organizational communication-theoretical aspects. Organizational communication-applicative aspects. Communication systems, procedures and documents. Management communication. Persuasive communication. Climate and pathology of organizational communication.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Applied Research in the Field of Specialization; Practice in Individual Psychological Evaluation, in Organizations and in Transport (Specialized Practice)	CAPS	Romanian	4	-	-	-	2

Course description (Syllabus): Identification of practical problems in the field of Labor, organizational and human resources psychology. Formulation of applicative research questions. Design of research: making the decision on the design of research, the type of data collected, the methods of research. Preparation of applicative research: choice and preparation of research tools. Preparation of research: choosing and identifying the location, managing time and

resources. Data collection and processing. Applicative research report: structure, content, form. Presentation of the applicative research report to the partner/beneficiary companies.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Interventions in Organizations	IO	Romanian	7	1	1	1	-

Course description (Syllabus): Psychological interventions in organizations-conceptual delimitations. Theoretical models of psychological interventions in organizations. Evidence-based approach to organizational intervention. Psychological harassment at work – overview and ways of intervention. Managing emotions at work-strategies and interventions. The well-being of the employees. Interventions to reduce burnout. Conflict Work-Family: consequences and strategies of intervention.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Personal and Professional Development Training	DPP	Romanian	4	-	-	-	2

Course description (Syllabus): Self-image and self-assessment. Expressive skills (nonverbal and verbal). Relational, emotional and cultural intelligence. Managing stress. Mindfulness. Motivation and self-determination. Relevant personal and professional objectives. Tools, methods and means to increase productivity. Professional and personal development plans. Construction and presentation.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Professional Recruitment and Selection	RSP	Romanian	4	1	1	-	-

Course description (Syllabus): Recruitment strategies and policies. Stages of the recruitment and selection process. Analysis and evaluation of posts. The candidate's perspective on the job. Improving candidates' expectations for the job they want. Recruitment methods: internal, recruitment agencies, internet, recruitment in educational institutions, job fair. Personnel selection: strategies, methods, techniques, tools. Ethics in staff recruitment and selection.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Applied Research in the Field of Specialization; Specialized Practice in Vocational Counseling and Human Resources Management (Specialized Practice)	CAPS	Romanian	4	-	-	-	2

Course description (Syllabus): Organization of practice activity: contract of practice and deontological norms to be observed in Applied Research. Setting themes and research questions by teams. Study of specialized literature in the field of established topic. Study of documents. Setting objectives and design of research in the team. Preparation of research instruments. Data collection. Data processing. Preparation of the research report. Drafting intervention proposals for the beneficiary.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
				course	seminar	laboratory	project
Practical Placement	PS	Romanian	5	-	-	-	2

Course description (Syllabus): The development of the project's intervention on the issue identified the consultation with the supervisor, the determination of the purpose of the intervention, the procedure and methods of intervention. Ethical aspects involved in carrying out the intended intervention. Implementation of the intervention: contacting the participants, carrying out the intervention, establishing the ways of assessing the effectiveness of the intervention.

Preparation and presentation of the intervention report. Elaboration of the preliminary report of the dissertation research. Auto and inter-evaluation of practice activity.

Course title	Code	Language of instruction	No. of credits	Number of hours per week			
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Practice for the Elaboration of the Dissertation Paper	PD	Romanian	5	-	-	-	3

Course description (Syllabus): Individual study to substantiate the research / intervention and to draft the theoretical framework. Optimization of chapters from the theoretical part. Development of research design, development / adaptation of tools / activities. Implementation of research /intervention. Data processing and interpretation. Drafting the research/ intervention report. Self-assessment / inter-evaluation of the final version of the dissertation and of the personal evolution. Presentation of the research/ intervention portfolio.