

DISCIPLINE RECORD
Academic year 2026/2027

1. Information about the program

University	Constanta Maritime University
Faculty	Navigation and Maritime Transport
Department	Management in Transport
Domain of study	Engineering and Management
Academic level	Master
Study programme/ qualification	Business Administration in Transport

2. Information about discipline

Course title	Professional practice				
Lecture tenured					
Application tenured					
Year of study	VI	Semester	II	Type of examination	V
Conditions of discipline	Course category: DF – Fundamental subjects, DS – Specialization subjects, DC – Complementary subjects				DS
	Course type: DOB – compulsory subjects; DOP – elective subjects; DFA – optional subjects				DOB

3. The total time estimated

I a) Number of hours per week	0	Course		Seminar		Laboratory		Project	
I b) Total hours per semester from the curriculum	90	Course		Seminar		Laboratory		Project	

II Time distribution for the semester:	ore
II a) Study after manual, course support, bibliography and notes	65
II b) Additional documentation in library, specialized electronic platforms	65
II c) Training seminars / labs, homework, essays, portfolios and essays	102
III Tutorial	
IV Examinations	2
V Other activities:	

Total hours of individual study II (a+b+c) Nu ar trebui la Tutorial?	232
Total hours per semester (Ib+II+III+IV+V)	324
Number of credits	10

4. Prerequisites (if necessary)

Curriculum	<ul style="list-style-type: none"> Curriculum of the disciplines within the Business Administration in Transport specialization
Expected learning outcomes	<ul style="list-style-type: none"> Ability to apply knowledge and methods specific to the field

5. Conditions (if necessary)

Progress of the course	•	
Progress of application	Seminar	•
	Laboratory/Practice	The institution of the internship partner in which the internship takes place must provide at least the following resources: <ul style="list-style-type: none"> Bibliographic references for documentation in accordance with the topic of practice Relevant data for the development of the activity in the field of transports Adequate tools for the implementation in practice of the basic concepts, theories and methods used in the transport activity
	Project	•

6.Objectives of discipline (based on the grid of specific skills acquired – no7)

The overall objective of discipline	<ul style="list-style-type: none"> To enable students to apply, in a real organisational context, the knowledge and skills acquired in the master's programme in order to analyse and improve transport and port operations, and to develop professional behaviour aligned with employer expectations.
The specific objectives of discipline	<p>By the end of the professional practice, the student will be able to:</p> <ul style="list-style-type: none"> Observe and describe the organisational structure and main processes of a transport / logistics / port company. Apply tools and methods from the master (efficiency analysis, financial viability, project management, quality control, risk analysis) to real-life tasks or projects. Identify factors that affect company performance (external environment, operational constraints, ICT systems) and formulate proposals for improvement or innovation. Contribute to ongoing activities in the host organisation (e.g. planning of transport operations, port operations, reporting) under the guidance of a supervisor. Prepare a structured practice report that documents activities carried out, problems analysed, proposed solutions and lessons learned for future professional development.

7. Expected learning outcomes:

No.	Knowledge	Skills	Responsibility and autonomy
1	The student understands techniques for financial risk assessment.	The student analyzes internal organizational processes.	The graduate independently proposes risk mitigation strategies.
2	The student is aware of trends and innovations in the transport sector.	The student conducts qualitative and quantitative market research.	The graduate leads initiatives to improve the quality of transport services.
3	The student comprehends organizational behavior and needs analysis.	The student builds and maintains effective business relationships.	The graduate identifies and reports previously undetected organizational needs.
4	The student knows the principles of financial performance evaluation.	The student accurately interprets complex financial statements.	The graduate manages financial risk with autonomy.
5	The student analyzes external factors impacting the business environment.	The student performs SWOT and PESTEL analyses.	The graduate recommends innovations in current business practices.
6	The student masters techniques for data acquisition and processing.	The student evaluates business performance through financial indicators.	The graduate takes responsibility for continuous professional development.

8. Competences covered by the discipline, according to the diploma supplement

Professional competences	<ul style="list-style-type: none"> Provides advice on efficiency improvements Analyzes external factors affecting companies Assesses financial viability Performs quality control Ensures continuous training for audits Manage contracts Plans transport operations Port operations manager
Transversal competences	<ul style="list-style-type: none"> Seek innovation in current practices Propose ICT solutions to business problems

9.Contents

Course	Nr. hours	Teaching methods	Obs.
•			
•			
•			
Bibliography			
•			
Selective bibliography			
•			

Application (Seminar / laboratory / project)	Nr. hours	Teaching methods	Obs.
<p>Practice report based on qualitative / quantitative research on:</p> <ol style="list-style-type: none"> 1. General presentation of the company where the practice activity takes place, highlighting economic, social, cultural information, legal regulation of the organization and functioning, status, etc. 2. The general presentation of the shareholding structure, the managerial pyramid, the organizational chart of the company, the main attributions of the functional compartments, etc. 3. The object of activity, production tasks, services provided. Efficiency of production tasks. 4. Technical department: production, operation, transport, maintenance, repairs (maintenance) :: <ul style="list-style-type: none"> -presentation of the main technological processes. -presentation of the installations, endowment equipment: -optimization of the equipment operation activity - procedures, methods and techniques used 5. Economic department: organization and management of the financial-accounting activity, presentation of the categories of activities carried out, structures, attributions, etc. 6. Human resources department: planning, work climate, performance analysis system / motivational evaluation / reward / professional training / career development / conflict prevention and resolution 7. Evaluation of relationships with business partners: customers, suppliers, etc. 8. Efficiency of the company's development strategies. • 9. Practice attendance sheet 	90	Practical demonstrations Practical application Applied research Scientific documentation	
•			
•			
Bibliography			
<ul style="list-style-type: none"> • Didactic materials related to the disciplines covered in the training process, specialized literature, specific legislation, as well as the documentation provided by the organization where the master student carries out his / her internship • Technische Universität Dresden. (2025). <i>Internship guidelines for the master's degree program "Air Transport and Logistics"</i>. TUD Dresden University of Technology. https://tu-dresden.de/bu/verkehr/ressourcen/dateien/studium/praktikantenamt/Praktikumsrichtlinie_ATL_2025_engl.pdf • Stirling, A., Kerr, G., Banwell, J., MacPherson, E., & Heron, A. (2016). <i>A practical guide for work-integrated learning: Effective practices to enhance the educational quality of structured work experiences offered through colleges and universities</i>. Higher Education Quality Council of Ontario. https://heqco.ca/wp-content/uploads/2020/03/HEQCO_WIL_Guide_ENG_ACC.pdf • College & Career Alliance & Support Network. (2021). <i>Internship handbook</i> (Rev. ed.). University of California, Berkeley. https://casn.berkeley.edu/wp-content/uploads/2022/02/Internship_Handbook.pdf • Vall d'Hebron Research Institute. (2021). <i>Student internship guide: Master in translational biomedical research 2021–2022</i>. Vall d'Hebron Research Institute. https://master.vhir.org/wp-content/uploads/2016/01/Student-Internship-Guide-2021-2022.pdf 			

- Northern Virginia Community College, Employer & Career Services. (2021, September). *Student internship guide*. Northern Virginia Community College. <https://www.nvcc.edu/dist/files/sites/student-resources/career-services/Student-Internship-Guide.pdf>

Selective bibliography

Didactic materials related to the disciplines covered in the training process, specialized literature, specific legislation, as well as the documentation provided by the organization where the master student carries out his / her internship
Notes available on the platform campus.cmu-edu.eu

Additional Notes

- Students may take photographs or make audio-video recordings in classrooms where teaching activities are conducted **only with the consent of the instructor and under the conditions established by the instructor.**
- Upon entering the classroom, students are kindly requested to **switch their mobile phones to silent mode and refrain from using them during classes.**
- All materials received by students, either directly or through postings on the platform *campus.cmu-edu.eu*, are subject to **national and international copyright legislation**. These materials may be used by students **solely for educational purposes**. Any other use or posting on publicly accessible websites without the consent of the copyright holder may be punished in accordance with **Law no. 8/1996 on copyright and related rights** and the **Berne Convention**.

10. The corroboration of contents of discipline with expectations epistemic community representatives, professional associations and representative employers in the corresponding program

- The content of the Professional Practice discipline is aligned with the expectations of the epistemic community in Business Administration and Transport, which promotes the application of theoretical models and research tools in real organisational contexts. It reflects the recommendations of professional associations in transport, logistics and port management regarding workplace learning, quality, risk awareness and project-based training. At the same time, it responds to the needs of representative employers, by engaging students in authentic company activities (planning, analysis, reporting, ICT use) and developing practical skills, professional behaviour and the capacity to propose concrete efficiency and innovation measures in transport and port operations.

11. Examination

Type of activity	Examination Criteria	Methods of examination	Percentage of final grade
Course			
Seminar			
Laboratory			
Project	Practice colloquium Practice notebook Indicative structure: 1. Introduction (motivation for choosing the topic, proposed objectives) 2. General data regarding the institution The practice partner. Theoretical considerations regarding the correlation of the chosen topic with the field of activity of the Practice Partner (fundamental concepts, principles of organization, management and functioning of the institution, management methods and techniques) 3. Case study • Description of the practical activities carried out during the internship at the economic operators operating in the transport sector	The practice tutor within the institution of the practice partner notes student performance Head of practice from college notes student performance (on the basis of the Notebook practice)	100%
Grading Requirements			
Minimum score required: 50 points: 50-54->nota 5; 55-64-> nota 6; 65-74-> nota 7; 75-84-> nota 8; 85-94-> nota 9; 95-100-> nota 10			
Additional Notes			
<ul style="list-style-type: none"> A midterm exam may be organized during the semester. 			

- If a student participates in **conferences** (student, local, national, or international) or **competitions** (national or international) related to the subject of this course, they may receive **additional points** or **equivalence for certain assignments, papers, and/or attendance**, depending on the results obtained.
- During written examinations, students are **not allowed to use mobile phones or any other electronic devices, except for simple scientific calculators**.

Minimum performance standards

A minimum grade required for promotion is Grade 5.

Date of completion	Signature of lecture tenured	Signature of application tenured
25.09.2025		

Date of approval in the department	Signature of Director of Department
26.09.2025	Lecturer Ana Cornelia OLTEANU PhD

Date of approval in the faculty council	Signature of Dean
29.09.2025	Associated Professor Nicoleta ACOMI EngD