

# SYLLABUS

## 1. Information about the program

1.1 Higher education institution	Babeş-Bolyai University
1.2 Faculty	Faculty of Political, Administrative and Communication Sciences
1.3 Department	Public Administration Department
1.4 Field of study	Administrative Sciences
1.5 Study cycle	I Bachelor Studies
1.6 The program of study / specialization	Leadership of the Public Sector

## 2. Discipline data

2.1 Course title	E-government						
2.2 The discipline holder	Nicolae Urs (urs@fspac.ro)						
2.3 Holder of seminar activities	Nicolae Urs						
2.4 Year of study	1	2.5 Semester	1	2.6. Type of evaluation	C	2.7 Discipline regime	

## 3. Total estimated time (hours of teaching per semester)

3.1 Number of hours per week	4	Of which: 3.2 course	2	3.3 workshop / laboratory	2	
Allocation of time:						hours
Study after handbook, course materials, bibliography and notes						
Additional documentation in the library, specialized electronic platforms and on field						
Training seminars / labs, homework, essays, portfolios and essays						
Tutoring						
Examinations						
Other activities: .....						
3.7 Total hours of individual study						
3.8 Total hours per semester						
3.9 Number of credits						

## 4. Prerequisites (where applicable)

4.1 curriculum	•
4.2 competence	• Basic internet research techniques

## 5. Conditions (where applicable)

5.1 of the course	•
5.2 to conduct seminar / laboratory	• For entering the final exam, 75% seminar attendance is required.

## 6. Specific skills acquired

<b>Professional skills</b>	<p>At the end of this course, students will be able to:</p> <ul style="list-style-type: none"> <li>• Understand basic e-government concepts</li> <li>• Use these concepts in real cases in the public sector</li> <li>• Use specific instruments related to e-government evaluation</li> <li>• Propose solutions that employ new technologies for solving problems in public administration institutions</li> </ul>
<b>Transversal competences</b>	<ul style="list-style-type: none"> <li>•</li> </ul>

## 7. Course objectives (based on accumulated skills grid)

7.1 General objective of the discipline	<ul style="list-style-type: none"> <li>• This is an introductory course in the use of ITCs in public administration. We will discuss how public institutions can take advantage of the internet and communication technologies for providing better service to citizens, companies and NGOs and also how these technologies transform the way public institutions communicate and engage with stakeholders.</li> </ul>
7.2 Specific objectives	<ul style="list-style-type: none"> <li>•</li> </ul>

## 8. Contents

8.1 Course	Teaching methods	Observations
Course introduction, requirements and bibliography	Lecture	
Role of technology in the society	Lecture	
Computers and their influence in public administration	Lecture	
Defining e-government. Why should we implement e-government projects?	Lecture	
Back-office and front-office	Lecture	
Local e-government. Why is it different?	Lecture	
Open data	Lecture	
E-democracy and electronic voting	Lecture	
E-participation and E-governance	Lecture	
Common mistakes in using charts	Lecture	
Security and privacy	Lecture	
E-government evaluation	Lecture	
Final Project presentation	Discussion	
Final Project presentation	Discussion	
Bibliography		
1. Nicolae Urs – E-governance, Tritonic, 2013.		
2. Vincent Homburg - Understanding E-Government Informational systems in public administration,		

Routledge, 2008,		
8.2 Seminar / laboratory	Teaching methods	Observations
Course introduction, requirements and bibliography	Discussion	
Role of technology in the society	Discussion	
Computers and their influence in public administration	Discussion	
Defining e-government. Why should we implement e-government projects?	Discussion	
Back-office and front-office	Discussion	
Local e-government. Why is it different?	Discussion	
Open data	Discussion	
E-democracy and electronic voting	Discussion	
E-participation and E-governance	Discussion	
Common mistakes in using charts	Discussion	
Security and privacy	Discussion	
E-government evaluation	Discussion	
Course evaluation, final thoughts.	Discussion	
Bibliography		
Materials will be provided on moodle every week.		

9. Corroborating course content with the expectations of epistemic community representatives, professional associations and employers representative for the program

<ul style="list-style-type: none"> <li>•</li> </ul>
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### 10. Evaluation

Activity type	10.1 Evaluation Criteria	10.2 Evaluation Methods	10.3 Proportion of final grade
10.4 Course	Written project, presentation		40
10.5 Seminar/laboratory	Seminar activity (projects, presentations, activity)		60
10.6 Minimum performance standard			

Date

12.02.2019

Signature course holder

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Signature of the holder of seminar

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Date of approval in the department

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Signature of Department Director

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