**Annex 5**

## Bibliography for the Language exam

1. **Candidates must show an advanced level of proficiency in the foreign language. The****advanced level is defined as follows:**

* 1. Correspondence between the conceptual and linguistic levels:
  + Expressing the basic notions and concepts of economic mechanisms by means of specialized vocabulary (foreign language for business)

b) Linguistic accuracy:

* + Knowledge of grammatical and structural aspects of the foreign language
  + Sentence complexity and logical connections between ideas
  1. Familiarity with the style specific to the economic/legal domains (the distinction between formal and informal discourse)
  2. Comprehension and synthetic presentation of essential information in a complex text.

1. **The exam bibliography is based on terminology specific to business or legal communication, respectively:**
   1. Language specific to market economy: market economy mechanisms (demand, supply, competition, price etc.), reform in the economy, privatization, financial and banking activity, accounting, management, institutional culture, marketing, commerce, advertising elements etc., as well as private and public law.
   2. International business cooperation (Euro-Atlantic integration, globalization, specialized international institutions and organizations etc.)
   3. Business communication (the specifics of business correspondence, of business cooperation instruments – letters, agreements, contracts, modern instruments of communication in the business world etc.)

1. **Bibliography**

**ENGLISH**

1. Emmerson P., *Business English Handbook Advanced*, Macmillan, 2007.
2. McCarthy, M., O’Dell, F. *English vocabulary in use advanced: vocabulary reference and practice with answers.* Cambridge : Cambridge University Press, 2017.
3. Any English-Romanian and Romanian-English dictionary of general economics and/or law.
4. Swan, M. *Practical English Usage*, OUP, third edition, 2005.
5. Vince, M.  *Advanced Language Practice with Key*, Macmillian, 2009.
6. Vince, M. Clarke, S. Macmillian *English Grammar in Context. Advanced*, Macmillian, 2008.
7. Vince, M. *English Grammar and Vocabulary, 4th edition*, Macmillan, 2014.
8. Yule, G. *Oxford Practice Grammar Advanced*, OUP, 2006.
9. *The Economist*
10. *Financial Times*
11. *Business Week*
12. *New Law Journal*

**GERMAN**

(1) Becker, N., Schlenker, W., *Unternehmen Deutsch – Aufbaukurs*, Kursbuch, Stuttgart: Klett Edition Deutsch, 2009

(2) Călugărița, A., Danciu, C., *Gramatica limbii germane*, București: Corint, 2014

(3) Dreyer, H., Schmidt, R., *Lehr- und Übungsbuch der deutschen Grammatik*, Ismaning: Verlag für Deutsch, 2019

(4) Eismann, V.*, Erfolgreich in der geschäftlichen Korrespondenz.* Berlin: Cornelsen, 2010

(5) Fügert, N., Grosser, R., Hanke, C., Mautsch, K. F., Sander, I., Schmeiser, D., *DaF im Unternehmen B2 Kurs- und Übungsbuch mit Audios und Filmen online*, Berlin: Cornelsen, 2019

(6) Leca, M., *Dicţionar de termeni economici german-român*, Iași: Polirom, 2002.

(7) Mihalciuc, M., Constantinescu, L., Mureşan, L., *Comunicare în afaceri. Scrisori în limbile română și germană / Geschäftskommunikation. Briefe rumänisch-deutsch*. Bucureşti: Oscar Print, 2009

(8) Any German-Romanian and Romanian-German dictionary of general economics and/or law.

(9) Wirtschaftswoche

(10) Manager Magazin | Wirtschaftsnachrichten

**FRENCH**

# Cilianu-Lascu, C., *La terminologie à l’usage de l’économie*, Editura ASE, 2016

# Ivanciu, N. (coord.) Korka, M., Lorentz, M.-A., Tourbatez, C., *Dicţionar trilingv de comunicare interculturală in afaceri: română-engleză-franceză*, Editura ASE, București, 2009

# Oprescu, M. A., *Précis de syntaxe du français contemporain à usage économique*, Editura ASE, București, 2016

# Penfornis, Jean-Luc, *Le français du droit,* CLE International, Paris, 1998

# Stanciu-Capotă, R., - *Précis de grammaire contextualisée du français contemporain: domaine économique*, Editura ASE, București, 2015

1. Any French-Romanian and Romanian-French dictionary of general economics and/or law.
2. Economic press in the French language: *L’Express, Le Monde, Le Figaro, Le Journal Économique, Alternatives Économiques*
3. Legal press in the French language: *Le Monde du Droit*, *Le Petit Juriste,* [*https://www.actu-juridique.fr/*](https://www.actu-juridique.fr/)