

**Course-Education methods for Macedonian language and literature
(60 ECTS)**

I semester- Compulsory subjects				
Code	SUBJECTS	Credits	Hours	Total (BO)*
4FF201712	Macedonian language and literature in the educational process – aesthetical reception and communication	6	3+2+2	216
4FF201812	Litarature for children and youth	6	3+2+2	216
4FF200112	Grammar of standard Macedonian language	6	3+2+2	216
	Elective subject from Faculty of Philology	4	2+2+1	156
	Elective subject from Faculty of Philology	4	2+2+1	156
	Elective subject from UGD	4	2+2+1	156
Total		30	15+12+9	

I semester – Elective subjects from Faculty of philology				
Code	SUBJECT	Credits	Hours	Total (BO)*
4FF201912	Theory of literature	4	2+2+1	156
4FF202012	Acquisition of Macedonian language as a foreign language	4	2+2+1	156
4FF202112	Linguistic theories and methods	4	2+2+1	156
4FF202212	Planning of pedagogical activity in schools	4	2+2+1	156

ISemester - ELECTIVE SUBJECTS FROM UGD				
SUBJECT	Credits	Hours	Total	
Entrepreneurship	4	2+2+1	156	
Human resources management	4	2+2+1	156	
Unconventional processes	4	2+2+1	156	

Plastic processing technologies	4	2+2+1	156	
European Union – Institutions and Law	4	2+2+1	156	
Political parties	4	2+2+1	156	
Design and analysis of experiments	4	2+2+1	156	
History and Theory of Design	4	2+2+1	156	
Mechanical properties of textiles	4	2+2+1	156	
Web Technologies for Business Support	4	2+2+1	156	
Businessdata communications	4	2+2+1	156	
E-learning	4	2+2+1	156	
Finite Element Method	4	2+2+1	156	
AppliedData Analysis	4	2+2+1	156	
UGD202412	Business foreign language (English language)*	4	2+2+1	156
UGD202512	Business foreign language (German language)*	4	2+2+1	156
UGD202612	Macedonian language in public communication	4	2+2+1	156
UGD202712	Music of humankind	4	2+2+1	156
UGD202812	Educational systems	4	2+2+1	156
UGD202912	A Topical Approach to Life-Span Development	4	2+2+1	156
UGD203012	GIS (Geographic Information Systems)	4	2+2+1	156
UGD203212	Methodology of scientific investigation work	4	2+2+1	156
UGD203512	International tourism zones	4	2+2+1	156
UGD203712	Regional planning and sustainable development	4	2+2+1	156
UGD203812	Applied Electrical Engineering	4	2+2+1	156

II SEMESTER – Compulsory subjects				
Code	SUBJECT	Credits	Hours	Total (BO)*
4FF202312	Methodology of pedagogical research	6	3+2+2	216
4FF207512	Master`s thesis	24		
Total		30		

I SEMESTER – Compulsory subjects

Annex No. 3		Course description			
1.	Course title	Macedonian language and literature in teaching - aesthetic reception and communication			
2.	Course code				
3.	Study programme	Methodology of Teaching Macedonian Language and Literature			
4.	Organizer of the study programme (faculty/ institute, department, academic programme)	Faculty of Philology Department of Macedonian Language and Literature			
5.	Level of studies (first, second, third cycle)	Second			
6.	Academic year / semester	I year/ II semester	7.	ECTS credits	6
8.	Lecturer / Instructor	Violeta Dimova, PhD			
9.	Required prerequisite courses	Passed the mandatory courses of the first semester.			
10.	Objectives of the curriculum (competencies): 1. Expanding knowledge in the field of methodology of teaching Macedonian language and literature and teaching methodology; 2. Methodical-theoretical foundations of the method of aesthetic communication and reception theory and their application to the study of the Macedonian language and literature; 3. Application of specific examples in practice through educational experiences and educational methods in the modern education system; 4. Encouraging students to study and research new teaching methods, forms and means in teaching Macedonian Language and Literature 5. Develop the ability to distinguish between scientific research and teaching methodology of the educational process in primary and secondary education.				
11.	Content of the course program: 1. Theoretical foundations of the subject of the methodology of teaching Macedonian language and literature; 2. Methodology and other related disciplines; 3. Research versus teaching methods; 4. Aesthetics of communication and teaching of literature and language; 5. Media as teaching aids and instructional forms; 6. Teaching methods; 7. Teaching principles; 8. Teaching aids; 9. Forms of education; 10. Types of classes in Macedonian Language and Literature;				
12.	Course methodology: Lectures, exercises (stylistic variations), seminar papers, consultations				
13.	Total available time:	12 weeks 60 hours			

14.	Distribution of available time:	Two hours lecture, two hours of exercises, one hour consultation with students 3 + 2 + 2		
15.	Forms of instruction	15.1.	Lectures	3
		15.2.	Practice (laboratory, auditory), seminars, team work	2
16.	Other forms of activities	16.1.	Project work	2
		16.2.	Individual work	
		16.3.	Homework	
17.	Assessment methods and criteria			
	17.1.	Tests/oral exams		30
	17.2.	Seminar papers/project (presentation: oral and written)		50
	17.3.	Attendance and participation		20
18.	Grading system		0 - 50 points	5 (five) (F)
			51 - 60 points	6 (six) (E)
			61 - 70points	7 (seven) (D)
			71 - 80 points	8 (eight) (C)
			81 - 90 points	9 (nine) (B)
			91 - 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities		
20.	Language of instruction	Macedonian language		
21.	Course evaluation	Self-evaluation		

22.	Literature:					
	22.1	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Rosandic, Dragutin	Methodology literary education	School book, Zagreb	1986
		2.	Nikolic , Milija	Methodology Serbo-Croatian language and literature	ZUNUS, Belgrade	1988
	3.	Dimova, Violeta	Literary work and recipient	Macedonian word, Skopje	2007	
	22.2	Supplementary literature				
		No.	Author	Title	Publisher	Year
		1.	Ducruet, Oswald	Encyclopedic dictionary of the language sciences	Kids delight, Skopje	1994
		2.	Ilic, Pavle	Student literary work, teaching	School book, Zagreb	1983
		3.	Kon, Jean	Aesthetics communication	Clio, Belgrade	2001

Annex No.3	Syllabus- first/second/third cycle studies
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1.	Title of the Course	Children and youth's literature		
2.	Code			
3.	Study Program	Macedonian language and literature		
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Macedonian Language and Literature Teaching department		
5.	Cycle (first, second and third cycle)	Second cycle		
6.	Academic year / semester	First / first	7.	Number of credits
8.	Professor (s)	Jovanka Denkova, PhD		
9.	Requirements for course enrollment	An undergraduate degree		
10	Purposes of the curriculum(competencies):			
.	1 Ability to determine and distinguish the characteristics of the genre affiliation of the Macedonian and South Slavic literature for children. 2 Ability for deeper and extended perception of children's literature.			
11	Content of the course program:			
.	Periodization and classification of the Macedonian literature for children and youth, genres in children's literature			
12	Learning methods: Lectures, exercises, research activities			
.	-			
13	Total available time			
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14	Distribution of available time	..+...+.. / per week		
15	Forms of teaching / learning activities	15.1	lectures / theoretical - contact teaching, e-teaching	
		15.2	theoretical and practical exercises, e-exams, preparation of independent seminar work	
16	Други форми на активности	16.1	Project tasks	hours
		16.2	Individual tasks	hours
		16.3	Home learning	hours
17	Method of assessment			
	17.1	Tests / oral exams		70 points
	17.2	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3	Activity and participation		20 points
18	Assessment Criteria (points /score)	up 50 points		5 (five) (F)
		51 to 60 points		6 (six) (E)
		61 to 70 points		7 (seven) (D)
		71 to 80 points		8 (eight) (C)
		81 to 90 points		9 (nine) (B)
		91 to 100 points		10 (ten) (A)
19	Signature requirement and passing the final exam	60% success from all before-exam activities ie 42 points from two colloquia, written assignment, lectures and exercises attendance		
20	Language of teaching / study	Macedonian		
21	Method of monitoring the quality of teaching	Self-evaluation		

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Miodrag Drugovac	Makedonskata knizevnost za deca I mladina	Detska radost, Skopje	1996
		2.	Muris Idrizovik	Makedonskata knizevnost za deca	Nasa kniga	1988
	3.	Miodrag Drugovac	Kon makedonskata knizevna sinteza	Makedonska kniga, Skopje	1990	
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.	Jadranaka Vladova	Literature za deca	Gurga, Skopje	2001
		2.	Natka Mickovik	Deteto I literaturata za deca	Makedonska kniga, Skopje	1985
3.	Miodrag Drugovac	Povoeni makedonski pisатели 2	Nasa kniga, Skopje	1986		
	4.	Blaze Kitanov	Impresii I pogledi	Globus, Skopje	1995	
	5.	Voja Marjanovik	Vo prostorot na svezinata	Nasa kniga, Skopje	1972	

Syllabus for the first, second and third cycle of study					
1.	Course title	Grammar of the Macedonian language			
2.	Code	4FF200112			
3.	Study programme	Macedonian language and literature			
4.	Organizer of the study programme (unit/institute, department)	Philological Faculty			
5.	Level of study (first, second, third cycle)	second			
6.	Academic year / semester	First year/Winter semester	7.	Number of ECTS credits	6
8.	Professor	PhD. Snezhana Venovska-Antevska			
9.	Preconditions for course enrollment	/			
10.	Goals of the syllabus (competences): Introduction with written development of the Macedonian language . Reference in the historiography of the development of the theory of grammar of the Macedonian language. Entry in the practice of the use of grammar and norm in the Macedonian language and the different approaches to the representation of the grammar of the Macedonian standard language.				
11.	Content of the syllabus: Historical review and theoretical structure of research in the field of grammar. Different approaches to linguistic research and to grammar. The position of the questions about Macedonian language in the XIX century. Macedonian grammar the codification (description, analysis, comparison). Modern approach to the study of Macedonian grammar of Macedonian linguists and foreigners. Acceptance norm as a conscious activity through learning grammar. Norm and global processes impact on the position of Macedonian grammar. Surveying the field				

	of grammar (phonetics, morphology,...) and global processes in linguistics. Different approaches to the grammar of the Macedonian language in modern frames. The orthography and alphabet of the Macedonian language. The lexis and functional styles in Macedonian language. The work of the Macedonian grammar-authors.			
12.	Methods of study:			
13.	Total amount of available time:			
14.	Distribution of available time:		2+1+1=120	
15.	Forms of teaching activities	15.1.	Lectures- theoretical classes	2
		15.2.	Practice(laboratory, auditory) seminars, team work	2
16.	Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Homework	
17.	Forms of assessment			
	17.1.	Tests		
	17.2.	Seminar paper/project (presentation: oral and written)		
	17.3.	Activity and participation		
	17.4.	Oral exam		
18.	Criteria for assessment (points /grade)		to 50 points	5
			from 51 to 60 points	6
			from 61 to 70points	7
			from 71to 80 points	8
			from 81to 90 points	9
			from 91 to 100 points	10
19.	Condition for getting a signature and taking the final exam		60% success from all pre-exam activities or 42 points from the mid-term tests and the seminar paper as well as attendance and participation in class	
20.	Language in which the classes are conducted		Macedonian	
21.	Method of monitoring the quality of instruction		Self-evaluation	

22.	Literature:					
	Compulsory literature					
		Ordinal number	Author	Title	Publisher	Year
	22.1.	1.	Бл.Конески	Историја на македонскиот јазик	Детска радост, Скопје	1996
		2.	Бл. Конески	Граматика на македонскиот јазик	Детска радост, Скопје	1996
3.		Група автори	Македонскиот јазик во глобалниот свет	Година на мак. јазик, Влада на РМ, Скопје	2008	

	22.2.	Additional literature				
		Ordinal number	Author	Title	Publisher	Year
		1.	Л. Минова-Гуркова	Стилистика на македонскиот јазик	Магор, Скопје	2006
		2.	Е.Шулц, Р Лавенда	Културна антропологија	Скопје	2009
		3.	Л Минова-Гуркова, Ж. Цветковски, С. Бојковска, Д.Пандев	Општа граматика на македонскиот јазик	Скопје	2008

I SEMESTER – Elective subjects from Faculty of Philology

22.	Literature:					
	22.1	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Vangelov Atanas	Teorija na prozata	Detska radost, Skopje	1996
		2.	Andonovski Venko	Obdukcija/abdukcija na teorijata	Galikul, Skopje	2011
	3.	Biti Vladimir	Pojmovnik suvremene knjizevne teorije	Matica Hrvatska, Zagreb	1997	
	22.2	Supplementary literature				
		No.	Author	Title	Publisher	Year
		1.	Dikro Osvald, Todorov Cvetan	Enciklopediski rechnik na naukite za jazikot 1,2	Detska radost, Skopje	1994
		2.	Hirsh Erih	Nacela tumacenja	Nolit, Beograd	1983
3.		Srbinovska Slavica	Niz prizmata na drugiот	Sigmapres, Skopje	2003	

Course description			
1.	Course title	Macedonian language as a foreign language	
2.	Code		
3.	Programme of study	Macedonian language and literature	
4.	Organizer of the study programme (unit/institute, department)	Faculty of Philology, Department of Macedonian	
5.	Level of study (first, second, third cycle)	Second	
6.	Academic year / semester	First	7. Number of ECTS credits
			4
8.	Instructor	Associate prof. Violeta Nikolovska, PhD	
9.	Course prerequisites		
10.	Course objectives	The aim of the course is to enable students to teaching Macedonian language as a foreign/second language in accordance with current theoretical and methodological achievements in the field of SLA. To provide student with the knowledge that the teaching of a	

	foreign/second language is a subject of a separate scientific field and to introduce students to the latest approaches in this field of linguistics.
11.	Course content Theoretical issues:

Annex No. 3		Course description			
1.	Course title	Theory of Literature			
2.	Course code	4FF201912			
3.	Study programme	Macedonian Language and Literature			
4.	Organizer of the study programme (faculty/ institute, department, academic programme)	Faculty of Philology Department of Macedonian Language and Literature			
5.	Level of studies (first, second, third cycle)	Second			
6.	Academic year / semester	I year/ I semester	7.	ECTS credits	4
8.	Lecturer / Instructor	Ranko Mladenoski, PhD			
9.	Required prerequisite courses	none			
10.	<p>Course objectives (competences):</p> <p>Postgraduate students are introduced to the general diachronic characteristics of the theory of literature, and contemporary synchronic methods of interpretation of literary discourse in all literary genres and types. Special emphasis is placed on the continuity of the historical development of the theory of literature as a theoretical discipline within the science of literature, from antiquity until the modern aspects of the interpretation of literary and artistic text.</p> <p>In addition, students gain knowledge related to the synchronic features of literary theory starting with the most productive semiotic-structuralist studies of literary discourse as artistic text. Theories about the vital importance of cultural identity as the dominant feature of modern trends in European and world literature are also included. The potential for symbiosis of literary-theoretical models of various eras will encourage and develop the creative spirit in students and this innovative energy will be directed towards the adaptation of literary-theoretical instruments to each artistic and literary discourse. The basic intention of the course of the second cycle will be postgraduate students to be able to apply the well-known thesis of the theory of literature with one's own creative approach that will mostly depend on the character of the applicative literary material that is interpreted.</p>				
11.	<p>Course content:</p> <p>I. DIACHRONY OF THEORY OF LITERATURE</p> <p>The roots of literary theory; Plato Vs. Aristotle / diegesis Vs. mimesis; positivism; formalism; structuralism; poststructuralism; Postcolonial criticism; Modern stylish formations in literature; Postmodernism (Macedonian postmodernism); Alternative postmodernism (English and world experiences).</p> <p>II. SYNCHRONY OF MODERN THEORY OF LITERATURE</p> <p>Semiology and literary theory; semiology in general linguistics - the general determinants; Polysemy of the literary discourse; Polyvalence of the literary discourse; Asemantisation of the poetic discourse; Dramaturgy; Drama Vs. Theatre; Syncretism of dramatic text; Drama in drama / discourse in discourse; Postcolonialism - cultural identities Vs. literature; Culture-term; Cultural semiospheres; Alterity - Other / Otherness; Hybrid cultural identities / interactions; Symbiosis of literary-theoretical models; Neopositivistic structuralism; Post-colonial poststructuralism; Adaptations of literary-theoretical instruments.</p>				
12.	Course methodology: Lectures, exercises (stylistic variations), seminar papers, consultations				
13.	Total available time:	156			
14.	Distribution of available time:	2+2+1			
15.	Forms of instruction	15.1.	Lectures	2	
		15.2.	Practice (laboratory, auditory), seminars, team work	2	

16.	Other forms of activities		16.1.	Project work	
			16.2.	Individual work	1
			16.3.	Homework	
17.	Assessment methods and criteria				
	17.1.	Tests/oral exams			70
	17.2.	Seminar papers/project (presentation: oral and written)			10
	17.3.	Attendance and participation			20
18.	Grading system			0 - 50 points	5 (five) (F)
				51 - 60 points	6 (six) (E)
				61 - 70 points	7 (seven) (D)
				71 - 80 points	8 (eight) (C)
				81 - 90 points	9 (nine) (B)
				91 - 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities		
20.	Language of instruction		Macedonian language		
21.	Course evaluation		Self-evaluation		
<p>Language Acquisition in Children vs SLA (in Children and Adults). Language Acquisition vs Language Learning (also Learning about Language). Language Teaching. Psycholinguistic aspects of SLA. Methods and Theoretical Approaches to SLA (Grammar-Translation Approach, Direct Approach, Reading Approach, Audiolingual Approach, Community Language Learning, The Silent Way, Communicative Functional Notional Approach, The Natural Approach, et c).</p> <p>Traditional approach to Teaching and Learning a Foreign/Second Language vs Current Approaches to Teaching and Learning a Foreign/Second Language. Implications for Instruction SLA: input, perception, developing system – intake, output. The role of input. Structured input. Input enhancement. Input modifications. Making Communicative tasks.</p> <p>Macedonian as a foreign/second language: Linguistic aspects of Macedonian Language as a foreign/second language (system, contrastive analysis). Sociocultural aspects of Macedonian as a second language (Macedonian literature, culture, history). Didactic aspects of Macedonian Language as a second language (comparison in classroom with traditional approach to teaching and classroom with the communicative approach to teaching).</p>					
12.	Course methodology Lectures, exercises, consultations, individual work, team work				
13.	Total amount of available time:				156
14.	Time allocation:				
15.	Instruction		15.1.	Lectures- theoretical classes	2 x 15 = 30
			15.2.	Practice(laboratory, auditory) seminars, team work	2 x 15 = 30
16.	Other forms of activities		16.1.	Projects	10 hours
			16.2.	Individual assignments	1 x 15 = 15
			16.3.	Homework assignments	71 hours
17.	Assessment				

	17.1.	Tests	30 points
	17.2.	Seminar paper/project (presentation: oral and written)	20 points
	17.3.	Attendance and participation	20 points
	17.4.	Oral examination	30 points
18.	Grading System		
		from 51 to 60 points	6 (E)
		from 61 to 70points	7 (D)
		from 71to 80 points	8 (C)
		from 81to 90 points	9 (B)
		from 91 to 100 points	10 (A)
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on tests, projects, seminar papers and attendance and participation
20.	Language of instruction		Macedonian
21.	Course evaluation		Self-evaluation

22.	Literature:				
	Required materials				
	Ordinal number	Author	Title	Publisher	Year
22.1.	1.	Алексова Гордана... Николовска Виолета и др.	Прирачник за наставата по немајчин јазик	Британски совет	2011
	2.	R. Ellis	SLA Research and Language Teaching	Oxford: Oxford University Press	1997
	3.	Van Patten B., Bennati A.	Key Terms in SLA	London. Continuum	2010
	Supplementary materials				
	Ordinal number	Author	Title	Publisher	Year
22.2.	1.				
	2.				
	3.				

Course description	
1.	Course title Linguistic theories and methods
2.	Code
3.	Programme of study Macedonian language and literature
4.	Organizer of the study programme (unit/ institute, department) Faculty of Philology, Department of Macedonian, Department of Turkish

5.	Level of study (first, second, third cycle)	Second			
6.	Academic year / semester	First	7.	Number of ECTS credits	4
8.	Instructor	Associate prof. Violeta Nikolovska, PhD			
9.	Course prerequisites				
10.	Course objectives				
	The aim of this course is to enable students to consider language in theoretical sense, to gain knowledge of contemporary theories and methods in linguistics, to enable students to generalize their knowledge about language and some aspects of language.				
11.	Course content				
	Language as a subject of scientific interest. Inductive method in the science of language: from individual languages to linguistic theory (from the idea of the language as a reflection of the mentality of the people to anthropological linguistics). Logical approach to the science of language. Traditional grammar and its relation to logic and philosophy. Structuralism in linguistics. American structuralism and European structuralism (differences and similarities). Semantic-oriented approaches to language. Functionally oriented approaches to language. Pragmatics. Deductive method in language studies. Aspirations to create a universal grammar. Descriptive method in linguistics. Prototype theory in Linguistics.				
12.	Course methodology Lectures, exercises, consultations, individual work, team work				
13.	Total amount of available time:		156		
14.	Time allocation:				
15.	Instruction	15.1.	Lectures- theoretical classes	2 x 15 = 30	
		15.2.	Practice(laboratory, auditory) seminars, team work	2 x 15 = 30	
16.	Other forms of activities	16.1.	Projects	10 hours	
		16.2.	Individual assignments	1 x 15 = 15	
		16.3.	Homework assignments	71 hours	
17.	Assessment				
	17.1.	Tests		30 points	
	17.2.	Seminar paper/project (presentation: oral and written)		20 points	
	17.3.	Attendance and participation		20 points	
	17.4.	Oral examination		30 points	
18.	Grading System				
			from 51 to 60 points	6 (E)	
			from 61 to 70points	7 (D)	
			from 71to 80 points	8 (C)	
			from 81to 90 points	9 (B)	
		from 91 to 100 points	10 (A)		
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on tests, projects, seminar papers and attendance and participation		
20.	Language of instruction		Macedonian		

21.	Course evaluation	Self-evaluation
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22.	Literature:					
	22.1.	Required materials				
		Ordinal number	Author	Title	Publisher	Year
		1.	A. Akmajian, R. Demers, R. Harnish	Linguistics An Introduction to Language and Communication	The MIT Press	1986
		2.	G. Yule	The study of Language	CUP	1996
	3.	L. Jeffries	Meaning in English An Introduction to Language Study	Macmillan Press LTD	1998	
	22.2.	Supplementary materials				
		Ordinal number	Author	Title	Publisher	Year
		1.				
		2.				
3.						

Annex No.3		Course program- second cycle studies		
1.	Course title	Planning of pedagogical work in school		
2.	Code			
3.	Study program			
4.	Organizer of the study program (unit or institute, department)	Faculty of philology		
5.	Degree (first, second, third cycle)	Second cycle		
6.	Academic year /semester		Number of ECTS credits	
8.	Professor	Sonja Petrovska, PhD		
9.	Requirements for Course enrolment	According to StudyRulebook		
10.	Goals of the curriculum (competencies): Students to gain extensive knowledge about the complexity of pedagogical activity in school.			

	<p>To become familiar with the structure of educational activities those are implemented in primary and secondary schools, according to state/national curricula and extracurricular activity .</p> <p>Enabling students to understand and to implement curricular approach in the planning and programming of pedagogical activities in school.</p> <p>Students to gain extensive knowledge about different roles of the teacher and to understand their significance for students success.</p> <p>Students to gain basic knowledge about the characteristics of successful/quality school.</p> <p>Enabling students for team work and active participation in school development.</p>			
11	<p>Content of the course program:</p> <p>Pedagogical work-concept, nature and structure.</p> <p>Structure of educational activities in primary and secondary schools in the Republic of Macedonia (curricular, extracurricular activities-project activities, cultural activities, socially useful work, the work of the student community, student health care, free student activities, cooperation with family and local environment).</p> <p>Planning and programming of educational activities based on goals and learning outcomes.</p> <p>The school's annual work program (structure and responsibilities).</p> <p>Organizational model of school and teacher participation in school development planning. School teams and their function.</p> <p>Planning of school development (analysis of the current situation/self-evaluation, visioning, selection of areas of change, setting development goals, the operationalization of goals through specific activities, monitoring and evaluation of development).</p>			
12	<p>Learning and teaching methods: Lecture, discussion, debate, cooperative learning techniques, individual tasks, simulation of outside teaching character activities, self-study</p>			
13	<p>Total available time</p>			
14	<p>Distribution of available time 2+1+1</p>			
15	Forms of teaching activities	15.1	Lectures – theory	2
		15.2	Exercises – (laboratory, auditorium, workshops)	1
16	Other forms of activities	16.1	Team project	
		16.2	Individual work	1
		16.3	Homework	1
17	Models of grading			
	17.1	Exams (midterm exams, exam, electronic testing)	50	

	17.2	Oral presentation				25
	17.3	Project – Written presentation				25
18	Criteria of grading (points / grade)	to 50 points			5(five) (F)	
		from 51 to 60 points			6(six) (E)	
		from 61 to 70 points			7(seven) (D)	
		from 71 to 80 points			8(eight) (C)	
		from 81 to 90 points			9(nine) (B)	
		from 91 to 100 points			10(ten) (A)	
19	Prerequisite for qualifying on final exam	/ 60% of term activities or minimum 42 points from 2 midterm exams, project activities and attending to lectures and discussions				
20	Study language	Macedonian				
21	Assessment methods	Reflection, self-evaluation, evaluation of students.				
22	Literature					
	22.1	Mandatory literature				
		No.	Author	Title	Publisher	Year
		1.	Vilotijević, Mladen	Organizacija i rukovodjenje školom	Naučna knjiga, Beograd	1993
		2.	Петровска, Соња	Училишна педагогија и училишна организација (одбрани поглавја)	Универзитет „Гоце Делчев“ – Штип, Педагошки факултет, Штип	2010
3.	Основни и средни училишта - Штип	Педагошка евиденција и документација	Училишни документи	Тековни		

Elective subjects (from UGD)

Appendix number 3	Course description	
1.	Title of the subject	Entrepreneurship
2.	Code	UGD200112
3.	Study program	Macedonian language and literature

4.	Organizer of the study program (unit, institute, department)	"Goce Delcev" University Faculty of Philology English language and literature			
5.	Level (first, second, third cycle)	II cycle studies			
6.	Study year / semester	First year/ First semester	7.	Number of ECTS Credits	4
8.	Professor	Professor Risto Fotov, Ph.D.			
9.	Course prerequisites				
10.	Goals of the study program: Goals of the lectures are to enable students gain knowledge and develop skills needed for effective organizing, development, creation and management of their own business. This concept means marketing, financing, management and introduction of the juristic requests for owning and operating a small corporation.				
11.	Content of the study program: Entrepreneurship- present and past, identification of business possibility and setting goals, communication skills and problem solving skills, entrepreneurs and market economy , types of ownership, development of business plan, identification of the market needs, financing and Insurance of the business, setting marketing goals, Financial management, usage of technologies, juristic, ethical and social responsibility in the business, computer applications.				
12.	Course methodology: Method of oral and method of written interpretation				
13.	Total amount of available time	156			
14.	Distribution of the available time	2+2+1			
15.	Forms of instruction	15.1.	Lectures- theoretical tuition	2	
		15.2.	Practical tuition (laboratory conditions), seminars, team work	2	
16.	Other forms of activities	16.1.	Studying for the lectures		
		16.2.	Preparation for practical tuition	1	
		16.3.	Consultation		
17.	Assessment methods and criteria				
	17.1.	Tests			70 points
	17.2.	Seminar work/ project (presentation: written and oral)			10 points
	17.3.	Attendance and participation			20 points
18.	Grading system	up to 50 points			5 (five) (F)
		from 51 to 60 points			6 (six) (E)
		from 61 to 70 points			7 (seven) (D)
		from 71 to 80 points			8 (eight) (C)
		from 81 to 90 points			9 (nine) (B)
		from 91 to 100 points			10 (ten) (A)

19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation
20.	Language of instruction	Macedonian
21.	Course evaluation	Self-evaluation

22.	Literature				
22.1.	Requird Literature				
	Ord. num	Author	Title	Editor	Year
	1.	Allen, Kathleen and Meyer, Earl.	Entrepreneurship & Small Business Management Workbook.(First Edition).	Glencoe/McGraw-Hill: Woodland Hills, CA.	2006
		Fotov R.	Entrepreneurship, Intern Script,	UGD, Faculty of Economics – Shtip,	2011, e-form
22.2.	Additional Literature				
	Ord. num	Author	Title	Editor	Year
	1.	Glencoe	Business Plan Project Workbook. (First Edition).	Alencoe/McGraw-Hill: Woodland Hills,CA.	2006
	2.	Applied Education Systems.	Introduction to Business. (Version A).	Applied Educational Systems:Lititz, PA.	2008

Appendix No. 3		Course description			
1.	Title of the course	Human Resource Management			
2.	Code	UGD200212			
3.	Study programme	Macedonian language and literature			
4.	Organizing body of the Curriculum (unit, i.e institute, department, section)	"Goce Delcev" University Faculty of Philology English language and literature			
5.	Level of studies (I, II, IIIcycle)	II cycle of studies			
6.	Academic year / term	First year/ First semester	7.	ECTS credits	4
8.	Lecturer / Instructor	Prof. D-r Trajko Mlceski			
9.	Course prerequisites				
10.	Course objectives(Competencies):	The study of the subject matter allows students to become familiar with the complex issue of human resources, understood as a process of executing a series of activities and functions and the most important resources in the organization to be used in the most effective and efficient manner.			
11.	Contents of the course:				

	Fundamentals of management, introduction to the development of human resources, job analysis, human resource planning, recruiting potential candidates, selection of candidates, staff training, employee performance evaluation, employee development, systems of earnings, earnings-based performance, labor relations and negotiation, leaving the organization, knowledge (understanding) of people, interaction: individual-group-organization, conflicts and approaches for solving, communication as a factor in leading, motivating, stress and understanding of stress management, mobbing, SWOT-analysis.			
12.	Course methodology: Oral and writing method of presentation			
13.	Total amount of available time	156		
14.	Distribution of available time	2+2+1		
15.	Forms of teaching/ learning activities	15.1.	Teaching- theoretical lectures	2
		15.2.	Practical (laboratorial, auditorium), seminars, team working	2
16.	Other forms of activities	16.1.	Learning of teaching material	
		16.2.	Preparation for practical	1
		16.3.	Consultations	
17.	Assessment methods and criteria			
	17.1.	Tests/ pral exams	70 scores	
	17.2.	Seminar work/ project (presentation:written and oral)	10 scores	
	17.3.	Attendance and participation	20 scores	
18.	Grading system	under50scores		5 (five) (F)
		from51to 60scores		6 (six) (E)
		from61to70scores		7 (seven) (D)
		from71to80scores		8 (eight) (C)
		from81to90scores		9 (nine) (B)
		from91to100scores		10 (ten) (A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation		
20.	Language of instruction	Macedonian, English		
21.	Course evaluation	Self evaluation		

22.	Literature				
	22.1.	Required literature			
		Ordinal number	Author	Title	Publisher
1.		Bojadzioski Dimitar, Eftimov LJupco	Menadzment na covecki resursi, vtoro izdanie	Faculty of Economics-Skopje	2010

	2.	Bojadzioski Dimitar, Eftimov LJupco	Menadzment na covecki resursi,	Faculty of Economics- Skopje	2009
	3.				
22.2.	Additional literature				
	Ordinal number	Author	Title	Publisher	Year
	1.	Gary Dessler	Human Resource Management, 11th edition,	Prentice Hall- Florida	2008
	2.				
	3.				

Annex No.3		Course description			
1.	Course title	Unconventional processes			
2.	Code	UGD200812			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	University "Goce Delcev"- Stip. Faculty of Philology English language and literature			
5.	Level of study (first, second and third cycle)	Second			
6.	Academic year / semester	First year/ First semester / first	7.	Number of credits	4
8.	Professor (s)	Ass. Prof. Ph.D Simeon Simeonov			
9.	Course prerequisites	None			
10.	Course objectives(competencies): Study of unconventional processes (UP) from aspect of physical, technological and process parameters. Generating new knowledge for (UP), plants, propulsion systems, working fluids, tools, etc. Justification for their production application, especially when processing difficult process able materials and parts with a complex configuration. Proper selection of the type (UP). Proper design of manufacturing processes with (UP) for making tools for spatial modeling and processing sheet metals				
11.	Course content: Fundamentals of unconventional processes (UP), types and division. Technological and parameters of the process (UP). Working with electro erosion (with full electrode and wire electrode) electrochemical, ultrasonic, electronic, laser, electromagnetic and chemical processing. Electron beam processing, plasma, ion beam, abrasive water jet, abrasive electrochemical and combined (UP). Combined conventional and (UP). Comparison of (UP), processing accuracy and quality of the surfaces. Technological innovations from aspect of the specifics of production, prices and environmental requirements.				
12.	Course methodology: Lectures, Laboratory exercises, e-learning, individual and team projects, consultations.				

13.	Total available time		156			
14.	Distribution of available time		2+2+1			
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2		
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2		
16.	Other forms of activities	16.1.	Project tasks			
		16.2.	Individual tasks	1		
		16.3.	Home learning			
17.	Assessment methods and criteria					
	17.1.	Tests / oral exams			70	
	17.2.	Seminars (paper / project - presentation: written and/or oral)			10	
	17.3.	Attendance and participation			20	
18.	Grading system		to 50 points	5(five) (F)		
			from 51 to 60 points	6(six) (E)		
			from 61 to 70 points	7 (seven) (D)		
			from 71 to 80 points	8 (eight) (C)		
			from 81 to 90 points	9 (nine) (B)		
			from 91 to 100 points	10 (ten) (A)		
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation			
20.	Language of instruction		Macedonian			
21.	Course evaluation		Self-evaluation			
22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	S. Trajkovski Lj. Dudevski	Unconventional methodsoftreatment	Faculty of Mechanical Engineering Skopje	1998
		2.	M. Lazic	Unconventional methodsoftreatment	Faculty of Mechanical Engineering Kraguevac	1980
	3.	R. Gatalo, M. Velkovic, Lj. Borojev	the production automationengineering	Faculty of Technical Sciences Novi sad	2007	
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.	M. Weck, C. Brecher	Werkzeugmaschinen 3- Mechatron Systeme, Vorschub antriebe, Prozesse diagnose	Springer Berlin	2006
		2.				

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Annex No.3		Course description			
1.	Course title	Plastic processing technologies			
2.	Code	UGD200912			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	University "Goce Delcev"- Stip. Faculty of Philology English language and literature			
5.	Level of study (first, second and third cycle)	II cycle studies			
6.	Academic year / semester	First year/ First semester	7.	Number of credits	4
8.	Professor (s)	Ass. Prof. Ph.D Slavco Cvetkov			
9.	Course prerequisites	No			
10.	Course objectives(competencies): Learning on technologies for plastic processing of the sheet metal and physical modeling. Training for designing of processes by plastic deformation. Simulation methods for deformability sheet metal.				
11.	Course content: Selected chapters of the theory of plasticity. Plasticity of materials and methods for the determination. Working in cold and hot condition. Terms of leak and curves of flow. Deformability of the material at processing the sheet metal. Assessment on deformability of the sheet metal on the established mechanical testing. Border deformability and methodologies for determining the diagram border deformability. Technology for processing of the sheet metal (punching, bending and drawing). Deformability of the material to spatial shaping, the influence on condition of the stress at appearance of the fracture and history of the deformation. Methodologies for determining the diagram border deformability in cold spatial plastic processing. Methodologies for determining of the diagram for boundary deformability in cold spatial plastic processing. Technologies for plastic processing with spatial modeling (free pressing, elongation, forging, extrusion and drawing). Modeling, simulation and optimization of plastic processing. Application on the ready computer packages in the technologies for the plastic processing. Application on ready computer packages in technologies of plastic processing. Basis of design on working and the technological processes. Productivity and the thrift.				
12.	Course methodology: Lectures, Laboratory exercises, e-learning, individual and team projects, consultations.				
13.	Total available time	156			
14.	Distribution of available time	2+2+1			
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2	
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2	

16.	Other forms of activities		16.1.	Project tasks		
			16.2.	Individual tasks	1	
			16.3.	Home learning		
17.	Assessment methods and criteria					
	17.1.	Tests / oral exams			70	
	17.2.	Seminars (paper / project - presentation: written and/or oral)			10	
	17.3.	Attendance and participation			20	
18.	Grading system			to 50 points	5(five) (F)	
				from 51 to 60 points	6(six) (E)	
				from 61 to 70 points	7 (seven) (D)	
				from 71 to 80 points	8 (eight) (C)	
				from 81 to 90 points	9 (nine) (B)	
				from 91 to 100 points	10 (ten) (A)	
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation			
20.	Language of instruction		Macedonian			
21.	Course evaluation		Self-evaluation			
22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	M. Math	Introduction to the technology of shaping by deforming	FSB Zagreb	2002
		2.	M. Plančak, D.Vilotić V. Vujić	Plasticity in mechanical engineering technology II	Faculty of Technical Sciences Novi sad	1992
		3.	B. Musafija	Material processing plastic deformation	Svjetlost Sarajevo	1982
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.	Z. Kampuš K. Kuzman	recommendation transformation	Ljubljana	2007
		2.	D. Nikolić	Processing theory II The theory of the process of metal forming	Faculty of Mechanical Engineering Beograd	1999
		3.	D. Nikolić	Technological design process II Deformation processing (forming)	Faculty of Mechanical Engineering Beograd	1998

		Course description			
1.	Course title	European Union – Institutions and Law			
2.	Code	UGD201112			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	First year III semester	7.	Number of credits	4 (optional)
8.	Professor (s)	Prof. Ljupco Sotiroski, PhD			
9.	Course prerequisites	none			
10.	<p>Course objectives (competencies):</p> <p>The basic scope of this this course is to acknowledge students with the structure, law and institutions of the European Union, the process of European Integration and Enlargement of the Union</p> <ul style="list-style-type: none"> - The course program consists of two parts - the first represents the legal framework of the EU, whereas the second represents the institutional framework of the Union. - The very basis of this program contains the idea of the existence and functioning of the Law of the Union (definition, legal sources, historical development, primary and secondary law, direct effect of the law). - The program elaborates the institutional framework (organs of the EU, their competence, function and interrelatedness and dependency) - The application of the European law in the institutional framework is fulfilled through an ongoing process of integration which takes place within the European integration - Republic of Macedonia is in the process of enlargement to the Union, that is in the process of fulfilling the obligations which derive from its candidate status to the EU 				
11.	<p>Course content:</p> <ul style="list-style-type: none"> - European integration - Law and regulations - Community method - Sources of law - Primary law 				

	<ul style="list-style-type: none"> - Secondary law - Institutions of the EU - Founding treaties of the EU - Legal application - The Constitutional treaty - Legal and implementing acts and general legal principles 			
12.	Course methodology: Oral and written learning Lectures, exercises, e-learning, project work, consultations, team work and visit to the Delegation of the European Commission in Skopje			
13.	Total available time	156		
14.	Distribution of available time	2+2+1 / per week		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2
16.	Other forms of activities	16.1.	Project tasks	Hours
		16.2.	Individual tasks	1 hours
		16.3.	Home learning	hours
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams	70 points	
	17.2.	Seminars (paper/project - presentation: written and/or oral)	10 points	
	17.3.	Attendance and participation	20 points	
18.	Grading system	up 50 points	5 (five) (F)	
		51 to 60 points	6 (six) (E)	
		61 to 70 points	7 (seven) (D)	

		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	60% of all pre-examination activities which equals 42 points from two mid-term examinations, project work, course attendance (lectures and practice)	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self-evaluation	

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Nikolas Music	Pristap do Evropskata unija (pravo, ekonomija, politika)	Institut za evropska integracija	2005
		2.	Ljupco Sotiroski	Voved vo pravoto na EU, Pravda I vnatresni raboti – reviewed script	Faculty of law - Shtip	2011
	3.	Ljupco Sotiroski	Pravo na EU, Pravda I vnatresni raboti – reviewed script	Facultu of law - Shtip	2011	
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.		Acquis of the European Union, title IV of the TEC, title Vi of the TEU,	DG Justice, Liberty and Security	2009
		2.	Dusan Bojcev	Evropska unija – leksikon	Knigoizdatelstvo MI-AN	2007
3.	Nigel Foster	EC Legislation	Blackstones	1997		

Annex No.3		Course description
1.	Course title	Political parties
2.	Code	UGD201312
3.	Study Program	Macedonian language and literature
4.	Organizer of the study program(unit or institute, Faculty, department)	“Goce Delcev” University, Faculty of Philology, Department of English language and literature

5.	Level of instruction(first, second and third cycle)	Second cycle 60 ECTS		
6.	Academic year / semester	1 / 1	7.	Number of credits 4
8.	Professor (s)	Prof. Jovan Ananiev, PhD		
9.	Course prerequisites			
10.	Course objectives(competencies): Getting a thorough knowledge of the role of political parties in democratic life, the types of political parties and their structure and activity in them; Obtaining the skill to analyze the party's actions and internal processes Getting the knowledge that will help in efficient functioning political parties			
11.	Course content: <ul style="list-style-type: none"> - - Definition and function of political parties - - Types of political parties - - Development of Political Parties - - Organization of Political Parties - - Types of leadership in political parties - - Ideology and political parties - - Political parties and interest groups - - Political parties in the Republic of Macedonia - - Political parties in the United States - - Political parties in the UK - - Party Systems 			
12.	Course methodology: Lectures, tutorials, practical work, an interactive approach (work in pairs, front, team, group work).			
13.	Total availabletime	156		
14.	Distribution of availabletime	2+2+1		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical andpractical exercises, e-exams, preparationofindependentseminar work	2
16.	-Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment metods and criteria			
	17.1.	Tests / oral exams		70
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10
	17.3.	Attendance and participation		20
18.	Grading system	up 50points		5(five) (F)

		51 to 60 points	6(six) (E)
		61 to 70 points	7 (seven) (D)
		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self-evaluation	

22.	Literature				
	Required literature				
	No.	Author	Title	Publisher	Year
22.1.	1.	Ganter R., H. R. Montero and H. H. Linc	Politicki partii, stari koncepti i novi predizvici	Akademski pecat	2009
	2.	Ware, Alan	Political Parties and Party Systems	Oxford University Press	2000
	3.				
	Additional literature				
	No.	Author	Title	Publisher	Year
22.2.	1.	Eldersveld, S. J. and Hanes Walton	Political Parties in American Society	Palgrave Macmillan	2000
	2.	Hejvud, E.	Politics	Akademski pecat	2009
	3.	Eser, F. i Barbara Fec	Sporeduvanje na politickata komunikacija	Akademski pecat	2009
	4.	Galager, M. i Pol Micel	Politika na izborni sistemi	Akademski pecat	2009
	5.				

Annex No.3		Course description
1.	Course title	Design and analysis of experiments
2.	Code	UGD201412
3.	Study Program	Macedonian language and literature

4.	Organizer of the study program (unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature		
5.	Level of study (first, second and third cycle)	Second cycle studies		
6.	Academic year / semester	2012-2013	7.	Number of credits 4
8.	Professor (s)	Dimko Dimeski PhD		
9.	Course prerequisites	No		
10.	Course objectives (competencies): Introducing students to full factorial experimental design and statistical processing of results			
11.	Course content: The role of statistics in investigation. Sampling. Dealing with outliers. Processing of experimental results. Two factorial two level experimental design. Regression equation with coded variables Regression equation with engineering variables Three factorial two level experimental design. Significance of regression coefficients. Interpretation of the results. Cochrain and Fischer criteria. T-distribution			
12.	Course methodology: Lectures, lab exercises, e-learning, individual and team projects, consultations			
13.	Total available time	156		
14.	Distribution of available time	2+2+1		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2
16.	Other forms of activity	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3.	Attendance and participation		20 points
18.	Grading system	up 50 points		5 (five) (F)
		51 to 60 points		6 (six) (E)

		61 to 70 points	7 (seven) (D)
		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self-evaluation	

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.	D.Dimeski	Design and analysis of experiments - lectures	UGD TTF	2012
	2.	T.Jovanovikj	Kvntativne metode	Masinski fakultet Belgrad	1982
	3.				
22.2.	Additional literature				
	No.	Author	Title	Publisher	Year
	1.	A.Dean, D.Voss	Design and analysis of experiments	Springer	1999
	2.				
	3.				

Annex No.3		Program of the Course - secondcyclestudies
1.	Course title	Historyand TheoryofDesign
2.	Code	UGD201512
3.	Study Program	Macedonian language and literature
4.	Organizer of the study program(unit orinstitute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature

5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	2012-2013 / first	7.	Number of credits	4
8.	Professor (s)	Assoc. Prof.KaterinaDespot, PhD			
9.	Course prerequisites	Completed an undergraduate degree			
10.	<p>Course objectives(competencies):</p> <p>Introducingstudentstothe roleof designinshaping themodernframeworkof life, the role of designanddesignersinhistoryandtodayinthe field oftextiles.</p>				
11.	<p>Course content:</p> <p>Establishingthelevelofunderstandingof the problemof artisticexpression, especiallythe problem ofdesign. Definition andwaking upthe basicementsof visual art: line, color, surface, surface, rhythmsection,relationshipsbetweenelements. The integration ofelementsinallaspectsof artisticexpression. Identificationofcriteriaforevaluatingart. Determinationofthe designconcept, origin anddevelopment. The roleofdesigninshaping themodernframeworkof life, the role of designanddesignersin the fieldoftextiles.</p>				
12.	<p>Course methodology: lectures with Power Point presentation, discussion, preparationofseminarwork, consultations</p>				
13.	Total availabletime	156			
14.	Distribution of availabletime	2+2+1			
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2	
		15.2.	theoretical andpractical exercises,	2	

			e-exams, preparation of independent seminar work	
16.	Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3.	Attendance and participation		20 points
18.	Grading system		up 50 points	5(five) (F)
			51 to 60 points	6(six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation	
20.	Language of instruction		Macedonia language	
21.	Course evaluation		Self-evaluation	

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.	I. Damjanov	Vizualni jezik i likovna umjetnost		1998
	2.	D.Quarante:	Osnove industrijskog dizajna		2000
	3.	M.Bačić, I.Mirenić	Uvod u likovno mišljenje		2003
22.2.	Additional literature				
	No.	Author	Title	Publisher	Year
	1.				
	2.				
	3.				

Annex No.3		Course description			
1.	Course title	Mechanical properties of textiles			
2.	Code	UGD201612			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle studies			
6.	Academic year / semester	2012-2013	7.	Number of credits	4
8.	Professor (s)	Dimko Dimeski PhD			
9.	Course prerequisites	No			
10.	Course objectives (competencies):	Introducing students to mechanical properties of fibers, yarn and fabrics			
11.	Course content:	<ul style="list-style-type: none"> Structure of man-made fibers. Tensile properties of fibers Stress-strain charts Frictional properties. Tear strength. Bursting strength. Seam strength Abrasion strength Bending strength. Shear strength Torsional strength Mechanical properties of common textile fibers 			
12.	Course methodology:	Lectures, lab exercises, e-learning, individual and team projects, consultations			
13.	Total available time	156			
14.	Distribution of available time	2+2+1			
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2	
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2	
16.	Other forms of activity	16.1.	Project tasks		
		16.2.	Individual tasks	1	
		16.3.	Home learning		
17.	Assessment methods and criteria				
	17.1.	Tests / oral exams			70 points

	17.2.	Seminars (paper/project - presentation: written and/or oral)	10 points
	17.3.	Attendance and participation	20 points
18.	Grading system	up 50points	5(five) (F)
		51 to 60 points	6(six) (E)
		61 to 70 points	7 (seven) (D)
		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self-evaluation	

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.	Dr. D.Dimeski	Mechanical properties of textiles - lectures	UGD TTF	2012
	2.	W.Morton, W.Hearle	Physical properties of textile fibres	Woodhead	2008
	3.				
22.2.	Additional literature				
	No.	Author	Title	Publisher	Year
	1.	B.P. Saville	Physical testing of textiles	Woodhead	1999
	2.				
	3.				

Annex No.3		Course description
1.	Course title	Web Technologies for Business Support
2.	Code	UGD201712
3.	Study Program	Macedonian language and literature

4.	Organizer of the study program(unit or institute, Faculty, department)	"Goce Delcev" University – Shtip Faculty of Philology Department of English language and literature		
5.	Level of study (first, second and third cycle)	Second cycle		
6.	Academic year / semester	1/1	7.	Number of credits 4
8.	Professor (s)	Assist. Prof. Natasa Koceska, PhD Assoc. Prof. Cveta Martinovska Bande, PhD Assist. Prof. Aleksandra Mileva, PhD Assist. Prof. Saso Koceski, PhD		
9.	Course prerequisites	/		
10.	Course objectives(competencies): Students acquire knowledge about crucial webtechnologies which are fundamental formodern informationsystems used to support thebusiness,withemphasis onsystemarchitecture, developmenttoolsandprocesses. Advanced topics such asissues ofsecurityandprivacy,as well asdataminingtechniques will also be presented.			
11.	Course content: Architecture of web based systems for e-business: function and implementation of basic components, critical properties of systems (scalability, reliability, security) Development ofwebbasede-business tools Webdata formats: XML, HTML, XHTML, WML, RSS andwaysotransforming anddisplayingdata Modelingand storing data Webservices-serviceorientedarchitectures(SOA); XMLandSOAP; WSDL, UDDI DevelopmentToolsandEnvironments Ensuringsecurityandprivacy of businessdata Application ofthe dataminingtechniquestoimprovebusiness performances			
12.	Course methodology: Lectures, Discussions, Labs, Practical exercises, e-learning, individual and team projects,office hours.			
13.	Total availabletime	156hours		
14.	Distribution of availabletime	2+2+1 / per week		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical andpractical exercises,	2

			e-exams, preparation of independent seminar work	
16.	Other forms of activities	16.1.	Project tasks	1
		16.2.	Individual tasks	
		16.3.	Home learning	
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3.	Attendance and participation		20 points
18.	Grading system		up 50 points	5 (five) (F)
			51 to 60 points	6 (six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation	
20.	Language of instruction		Macedonian	
21.	Course evaluation		Self-evaluation	

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Ince, D.	Developing Distributed and e-Commerce Applications	Addison-Wesley.	2002
		2.	Rosenfeld, L. and Morville, P.	Information Architecture for the World Wide Web 2nd Edition	O'Reilly	2002
	3.	Iverson, W	Real World Web Services	O'Reilly	2004	
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.				
		2.				
3.						

Annex No.3		Course description			
1.	Course title	Businessdata communications			
2.	Code	UGD201812			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	2012-2013/ 1semester	7.	Number of credits	4
8.	Professor (s)	Assistant Professor Igor Stojanovic, PhD Assistant Professor Zoran Utkovski, PhD			
9.	Course prerequisites	No			
10.	Course objectives(competencies): Course goal is students meet the basic techniques of data communication, as also should the information in a business environment.				
11.	Course content: Defining the needs for informational communication in a business environment. The way in which different forms of information are used and the need for interconnection and networking. The nature and role of distributed data processing. Overview of the Internet and the basic protocols underlying the Internet and Quality of Service (QoS). Specific business applications that require information and communications facilities and networks. Presentation of key applications, such as electronic mail, World Wide Web, a model of client /server computing and intranets. Technologies and Architectures for Networking on shorter distances. Portable media, topologies and protocols for access control that are essential to the local network (LAN). User network interfaces that have been developed to support voice, data and multimedia. Traditional technologies and newer Asynchronous Transfer Mode (ATM) and Wireless Wide Area Networks (WANs). Portable media protocols for data control, and multiplexing. Network security and network management.				

12.	Course methodology:			
	– Lectures, Discussions, Labs, Numerical exercises, e-learning, individual and team projects, office hours.			
13.	Total availabletime	156 hours		
14.	Distribution of availabletime	2+2+1 / per week		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical andpractical exercises, e-exams, preparationofindependentseminar work	2
16.	Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment metods and criteria			
	17.1.	Tests / oral exams	70 points	
	17.2.	Seminars (paper/project - presentation: written and/or oral)	10 points	
	17.3.	Attendance and participation	20 points	
18.	Grading system		up 50points	5 (five) (F)
			51 to 60 points	6 (six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)

19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities, i.e. 42 points earned on mid-terms, seminar paper and attendance and participation
20.	Language of instruction	Macedonian
21.	Course evaluation	Self-evaluation

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	William Stallings	Business Data Communications	Prentice Hall	2009
		2.	Jerry Fitzgerald, Alan Dennis, Alexandra Durcikova	Business Data Communications and networking	John Wiley & Sons	2012
	3.					
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.				
		2.				
3.						

Appendix No. 3	Course description			
1.	Course title	E-learning		
2.	Code	UGD201912		
3.	Study program	Macedonian language and literature		
4.	Organizer of the study program(unit or institute, Faculty, department)	University "Goce Delcev" Faculty of Philology Department of English language and literature		
5.	Level of study (first, second, or third study cycle)	Second study cycle		
6.	Academic year / semester	First / first	7.	Number of credits 4
8.	Professor (s)	Ass. Professor Zoran Zdravev, PhD		
9.	Course prerequisites	No		
10.	Course objectives(competencies): To understand the basic principles of e-learning To design functional courses To understand the activities that can be realized with e-learning Learning to design objects and to fit in lessons and topics			
11.	Contents of the course program: - What is the design of e-learning? - Learning activities: Absorbing, creation, discovery, linking - Tests: How exactly to evaluate the success of learning. - How to design e-learning modules (topics) to achieve certain learning goals - How to design lessons with learning objects to cover wider areas and ambitious learning goals.			

	<ul style="list-style-type: none"> - Strategic decision making: Which of the many types of e-learning will work best for your needs. - Designing a virtual classroom - Visual display: How to design a visual display and navigation to be able to efficiently read, scan and understand. - What does the future hold about the e-learning and education. 			
12.	Course methodology: Auditory, collaborative, active and individual learning			
13.	Total available time	156 hours		
14.	Distribution of available time	2+2+1		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2
16.	Other forms of activities	16.1.	Project tasks	/
		16.2.	Individual tasks	1
		16.3.	Home learning	/
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		30 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		50 points
	17.3.	Attendance and participation		20 points
18.	Grading system	Up 50 points		5 (five) (F)
		51 to 60 points		6 (six) (E)
		61 to 70 points		7 (seven) (D)
		71 to 80 points		8 (eight) (C)
		81 to 90 points		9 (nine) (B)
		91 to 100 points		10 (ten) (A)
19.	Signature and final exam prerequisites	60% of term activities or minimum 42 points from 2 midterm exams, project activities and attending to lectures and discussions		
20.	Language of instruction	Macedonian		
21.	Course evaluation	Self-evaluation		

22.	Literature					
	22.1.	Required literature				
		Order No.	Author	Title	Publisher	Year
		1.	William Horton	E-learning by Design (second edition)	Pfeiffer	2011
		2.	Anita Rosen	e-Learning 2.0: Proven Practices and Emerging Technologies to Achieve Real Results	AMACOM	2009
	3.					
	22.2.	Additional Literature				
		Order No.	Author	Title	Publisher	Year
		1.	William Rice	Moodle 2.0 E-Learning Course Development	Packt Publishing	2011
		2.				
3.						

Annex No.3		Course description			
1.	Course title	Finite Element Method			
2.	Code	UGD202112			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	1 semester	7.	Number of credits	4
8.	Professor (s)	Prof. Vlado Gicev, PhD			

9.	Course prerequisites			
10.	Course objectives(competencies): Ability for scientific research			
11.	Course content: <ul style="list-style-type: none"> - Variation formulation. Aproximate methods. - Direct method. Residual method. Accuracy and convergence. - Finite elements and interpolation functions. Lagrange and Hermitian polinoms. Serendipity elements. - Natural coordinates. - Interpolation functions for some elements in natural coordinate system. - Curvilinear finite elements - Isoparametric elements. Numerical quadrature. - 2-D and 3-D problems. - Axial symmetric problems. 			
12.	Course methodology: <ul style="list-style-type: none"> - Lectures, Discussions, Seminars 			
13.	Total availabletime	156		
14.	Distribution of availabletime	2+2+1		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2 hours
		15.2.	theoretical andpractical exercises, e-exams, preparationofindependentseminar work	2 hours
16.	Other forms of activities	16.1.	Project tasks	1 hours
		16.2.	Individual tasks	hours
		16.3.	Home learning	hours
17.	Assessment metods and criteria			
	17.1.	Tests / oral exams		30 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		50 points
	17.3.	Attendance and participation		20 points
18.	Grading system	up 50points		5(five) (F)
		51 to 60 points		6(six) (E)
		61 to 70 points		7 (seven) (D)

		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	Obtained minimum 42 points from midterms, seminar work and attending to lectures and practical exercises	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self- evaluation and evaluation	

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	R.D. Cook, D.S. Malkus, M.E. Plesha, R.J.Witt	“Concepts and applications of Finite Element Analysis”,	John Wiley & Sons Inc.	2001
		2.	K-J. Bathe	“Finite Element Procedures”,	Prentice Hall	1995
	3.					
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.				
		2.				
3.						

Annex No.3		Course description
1.	Course title	AppliedData Analysis
2.	Code	UGD202312
3.	Study Program	Macedonian language and literature
4.	Organizer of the study program(unit or institute, Faculty, department)	University “Goce Delcev” – Stip Faculty of Philology Department of English language and literature

5.	Level of study (first, second and third cycle)	Second cycle		
6.	Academic year / semester	First year / III	7.	Number of credits 4
8.	Professor (s)	Prof. PhD Tatjana Atanasova Pacemska		
9.	Course prerequisites	/		
10.	<p>Course objectives(competencies):</p> <p>Students on thesecondcycle studieswill beenabled forplanningandimplementationofapplied research, and forusing oftheresultsofspecificoperationalproblemsandmaking decisions. They willbe ableto use thesoftware packageSPSS (or other, depending on the needs) appliedfordata analysisbased on themethodsof mathematicalstatistics.Studentswillgainresearchskillsandknowledgefor interpretation oftheresultsofstudies thatwill prepare them fora successfulpreparation of the masterthesis.</p>			
11.	<p>Course content:</p> <ul style="list-style-type: none"> •Usuallyversusapplied research(definition, goals, waysofimplementation, the process ofresearch...) •Statistics-collection,classificationandpresentationofdata •Randomvariables, types ofrandomvariables •Statistics samplingdistributions •Data analysis •DescriptiveStatistics •Hypotheses testing–parametric and nonparametrictests •Linearandnonlinearregression •Analysisofvariance(ANOVA) • Experimental design •Case studies(examples in the programSPSS, Excel, Mathematicaaccording to the needsof the profession) 			

12.	Course methodology:			
	<ul style="list-style-type: none"> - Lectures, - e-learning, - individual and team projects - Consultations. 			
13.	Total available time		156	
14.	Distribution of available time		2+2+1	
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2
16.	Other forms of activities	16.1.	Project tasks	1
		16.2.	Individual tasks	
		16.3.	Home learning	
17.	Assessment methods and criteria			
	17.1.	Project task	30 points	
	17.2.	Seminars (paper/project - presentation: written and/or oral)	50 points	
	17.3.	Attendance and participation	20 points	
18.	Grading system		up 50 points	5 (five) (F)
			51 to 60 points	6 (six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		60% of pre - exam activities	
20.	Language of instruction		Macedonian	
21.	Course evaluation		Self-evaluation, external evaluation	

22.	Literature
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		Required literature				
		No.	Author	Title	Publisher	Year
22.1.	1.	Forthofer, R.N., Lee, E.S.	Introduction to Biostatistics: A Guide to Design, Analysis and Discovery	Academic Press, London	1995	
	2.	Soldik-Aleksik J.	Primenjena analiza podataka	Ekonomski Fakultet-Beograd	2011	
	3.	Njubold, P., Karlson L.V., Torn B.	Statistika za biznis I ekonomija	Magor –1000 prevodi od vlada na RM	2010	
		Additional literature				
		No.	Author	Title	Publisher	Year
22.2.	1.	Montgomery, D.C.	Design and Analysis of Experiments	John Wiley and Sons Inc., New York	2001	
	2.					
	3.					

Annex No. 3		Course description				
1.	Course title	Business English				
2.	Course code	UGD202412				
3.	Study programme	Macedonian Language and Literature				
4.	Organizer of the study programme (faculty/ institute, department)	"Goce Delcev" University Faculty of Philology Department of English Language and Literature				
5.	Level of studies (first, second, third cycle)	II cycle studies				
6.	Academic year / semester	I year/ I semester	7.	ECTS credits	4	
8.	Lecturer / Instructor	Nina Daskalovska, PhD				
9.	Course prerequisites	none				
10.	Course objectives (competences):	<ul style="list-style-type: none"> - Developing oral communicative skills for everyday communication; - Acquiring key words and expressions used in a wide range of work situations; - Developing listening skills through short dialogues and texts; - Developing writing skills for everyday communication (letters, emails, reports, memos, telephone messages); - Acquiring grammatical forms and structures (articles, tenses, reported speech, passive voice, conditional sentences, modal verbs, phrasal verbs, prepositions, word-formation, comparisons) - Developing abilities for receptive and productive use of English in spoken and written contexts; 				
11.	Course content:	<ol style="list-style-type: none"> 1. Telephoning; Writing emails, letters and memos 2. Visiting a company; Introducing a company 3. Job information; Arranging a visit; Travel arrangements; Taking and forwarding messages 4. Presentations; Setting up a meeting; Meeting follow-up 5. Meetings; Enquiries 6. Entertaining and socializing; Orders; Dealing with problems 				

	7. Travel; Short reports; Providing information 8. Emailing; Personal messages					
12.	Course methodology: Lectures, practice activities, discussions, debates, projects, individual assignments					
13.	Total available time:			156		
14.	Distribution of available time:			2+2+1		
15.	Forms of instruction	15.1.	Lectures	2		
		15.2.	Practice (laboratory, auditory), seminars, team work	2		
16.	Other forms of activities	16.1.	Project work			
		16.2.	Individual work	1		
		16.3.	Homework			
17.	Assessment methods and criteria					
	17.1.	Tests/oral exams			70	
	17.2.	Seminar papers/project (presentation: oral and written)			10	
	17.3.	Attendance and participation			20	
18.	Grading system	0 - 50 points		5	(five) (F)	
		51 - 60 points		6	(six) (E)	
		61 - 70points		7	(seven) (D)	
		71 - 80 points		8	(eight) (C)	
		81 - 90 points		9	(nine) (B)	
		91 - 100 points		10	(ten) (A)	
19.	Signature and final exam prerequisites		60% achievement on all pre-exam activities			
20.	Language of instruction		English			
21.	Course evaluation		Self-evaluation			
22.	Literature:					
	22.1	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Badger, I.	<i>Everyday Business English</i>	Pearson, Longman	2003
		2.	Badger, I. & Pedley, S.	<i>Everyday Business Writing</i>	Pearson, Longman	2003
		3.	Appleby, R., Bradley, J., Brennan, B. & Hudson, J.	<i>Business One to One</i>	Oxford: OUP	2006
		4.	Wood, N.	<i>Business and Commerce</i>	Oxford: OUP	2003
		Supplementary literature				
		No.	Author	Title	Publisher	Year
	22.2	1.	Thompson, A. J. & Martinet, A. V.	A Practical English Grammar	Oxford: OUP	1986
		2.	Michael Swan and Catherine Walter	How English Works	Oxford: OUP	1997
		3.		Oxford Advanced Learner's Dictionary	Oxford: OUP	

Annex No. 3		Course description				
1.	Course title	Business German				
2.	Course code	UGD202512				
3.	Study programme	Macedonian Language and Literature				
4.	Organizer of the study programme (faculty/ institute, department)	Faculty of Philology Department of German Language and Literature				
5.	Level of studies (first, second, third cycle)	Second				
6.	Academic year / semester	I year/ I semester	7.	ECTS credits	4	
8.	Lecturer / Instructor	Biljana Ivanovska, PhD				
9.	Course prerequisites	none				
10.	Course objectives (competences): - Developing oral communicative skills for everyday communication; - Acquiring key words and expressions used in a wide range of work situations; - Developing listening skills through short dialogues and texts; - Developing writing skills for everyday communication (letters, emails, reports, memos, telephone messages); - Acquiring grammatical forms and structures (articles, tenses, reported speech, passive voice, conditional sentences, modal verbs, phrasal verbs, prepositions, word-formation, comparisons) - Developing abilities for receptive and productive use of German in spoken and written contexts;					
11.	Course content: 1. Telephoning; Writing emails, letters and memos 2. Visiting a company; Introducing a company 3. Job information; Arranging a visit; Travel arrangements; Taking and forwarding messages 4. Presentations; Setting up a meeting; Meeting follow-up 5. Meetings; Enquiries 6. Entertaining and socializing; Orders; Dealing with problems 7. Travel; Short reports; Providing information 8. Emailing; Personal messages					
12.	Course methodology: Lectures, practice activities, discussions, debates, projects, individual assignments					
13.	Total available time:	156				
14.	Distribution of available time:	2+2+1				
15.	Forms of instruction	15.1.	Lectures	2		
		15.2.	Practice (laboratory, auditory), seminars, team work	2		
16.	Other forms of activities	16.1.	Project work			
		16.2.	Individual work	1		
		16.3.	Homework			
17.	Assessment methods and criteria					
	17.1.	Tests/oral exams			70	
	17.2.	Seminar papers/project (presentation: oral and written)			10	
	17.3.	Attendance and participation			20	
18.	Grading system	0 - 50 points		5	(five) (F)	
		51 - 60 points		6	(six) (E)	

		61 - 70points	7	(seven)	(D)
		71 - 80 points	8	(eight)	(C)
		81 - 90 points	9	(nine)	(B)
		91 - 100 points	10	(ten)	(A)
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities			
20.	Language of instruction	German			
21.	Course evaluation	Self-evaluation			

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.	Becker, Brauner, Eisfeld	<i>Dialog Beruf 1, Deutsch als Fremdsprache für die Grundstufe</i> Lehrbuch und Arbeitsbuch	Max Hueber Verlag	Düsseldorf 2001
	2.	Ranka Grceva Petar Rau	Golem makedonski-germanski i germansko-makedonski rečnik	Magor	Skopje 2006
22.2.	Additional literature				
	No.	Author	Title	Publisher	Year
	1.	Monika Reimann	Grundstufen-Grammatik für Deutsch als Fremdsprache	Max Hueber Verlag	Leipzig 2001
	2.	Ivanovska, Biljana Belcev, Tole	Germansko-makedonski rečnik Makedonsko-germanski rečnik	UGD, e-biblioteka	Stip, 2012
3.	Wolfgang Rug, Andreas Tomaszewski	Grammatik mit Sinn und Verstand	Klett Verlag	Stuttgart 2006	

Course description		
1.	Course title	Macedonian Language in Public Communication
2.	Course code	UGD202612
3.	Study programme	Macedonian Language and Literature
4.	Organizer of the study programme (faculty/ institute, department, academic programme)	Faculty of Philology Department of English Language and Literature

5.	Level of studies (first, second, third cycle)	Second				
6.	Academic year / semester	I year/ I semester	7.	ECTS credits	4	
8.	Lecturer / Instructor	Prof. Snezana Venovska-Antevska, PhD				
9.	Course prerequisites	/				
10.	Course objectives (competences): Acquiring knowledge and understanding of various aspects of use of the Macedonian language in public communication.					
11.	Course content: Introduction to culturology and communicology (with an emphasis on the Macedonian language). Verbal and non-verbal communication as an expression of culture. Semantics and stylistics versus pragmatics in public communication. Language culture from linguistic and cultural aspects. Macedonian language as an expression of culture and as a means of communication. The developmental stages and the socio-historical and political conditions in the development of language culture. Types of communication situations. Linguistic (spoken and written) situations. Language reference. Text cohesion and coherence in different cultural spheres of use. Ethics through linguistic expression. Linguistic expression as part of people's identity. Communication skills in the construction of speech acts. Analysis of communication versus linguistic situations.					
12.	Course methodology: Lectures, practice activities, discussions, debates, projects, individual assignments					
13.	Total amount of available time:	156				
14.	Distribution of available time:	2+2+1				
15.	Forms of instruction	15.1.	Lectures	2		
		15.2.	Practice(laboratory, auditory), seminars, team work	2		
16.	Other forms of activities	16.1.	Project work			
		16.2.	Individual work	1		
		16.3.	Homework			
17.	Assessment methods and criteria					
	17.1.	Tests			30	
	17.2.	Seminar papers/project (presentation: oral and written)			50	
	17.3.	Attendance and participation			20	
18.	Grading system	0 - 50 points		5	(five) (F)	
		51 - 60 points		6	(six) (E)	
		61 - 70points		7	(seven) (D)	
		71 - 80 points		8	(eight) (C)	
		81 - 90 points		9	(nine) (B)	
		91 - 100 points		10	(ten) (A)	
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities				
20.	Language of instruction	Macedonian				
21.	Course evaluation	Self-evaluation				

22.	Literature:				
	22.1	Required literature			
	.	No.	Author	Title	Publisher

		1.	“Jazikot nas denesen” edition, book 17	Kulturata i jazikot	Institut za makedonski jazik, Skopje	2009	
		2.		Upotrebata na makedonskiot jazik vo javnoto opstenje	Filosofski fakultet, Skopje	1998	
		3.	Snezana Venovska- Antevska	Makedonskiot XIX vek i evropskata prolet na narodite, Makedonskiot jazik vo globalniot svet	Godina na makedonskiot jazik, Vlada na RM, Skopje	2008	
	22.2	Supplementary literature					
		No.	Author	Title	Publisher	Year	
		1.	Schultz, E.A. & Lavenda, R.	Cultural Anthropology	Oxford University Press	2009	
		2.	“Jazikot nas denesen” edition, book 6	Makedonskiot jazik vo javnoto opstenje	Institut za makedonski jazik, Skopje	2000	
		3.	“Jazikot nas denesen” edition, book 10	Opstestvenite promeni i jazikot	Institut za makedonski jazik, Skopje	2004	

Annex No.3		Course description			
1.	Course title	Music of humankind			
2.	Code	4FU230412			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	First year / first semester	7.	Number of credits	4

8.	Professor (s)	Associate Professor Antonio Kitanovski, PhD		
9.	Course prerequisites			
10.	Course objectives(competencies): The course enables students to gain aural and practical knowledge and wider geographical and historical perspective of music on this planet. It's aimed toward music students but also toward curious music lovers in general.			
11.	Course content: <ol style="list-style-type: none"> 1. Origins of music 2. Elements of music 3. Traveling and transformation of ideas 4. Music of Africa 5. Music of India 6. Latin America 7. United States 8. European classical music 9. Balkan music 10. Modern developments 			
12.	Course methodology: Lectures, individual tasks, performance, group discussions, music listening.			
13.	Total availabletime		120	
14.	Distribution of availabletime		2+1+1 / per week	
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2
		15.2.	theoretical andpractical exercises, e-exams, preparationofindependentseminar work	1
16.	Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment metods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points

	17.3.	Attendance and participation	20 points
18.	Grading system	up 50points	5(five) (F)
		51 to 60 points	6(six) (E)
		61 to 70 points	7 (seven) (D)
		71 to 80 points	8 (eight) (C)
		81 to 90 points	9 (nine) (B)
		91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites	Minimum 42 points	
20.	Language of instruction	Macedonian	
21.	Course evaluation	Self-evaluation	

22.	Literature				
22.1.	Required literature				
	No.	Author	Title	Publisher	Year
	1.				
	2.				
22.2.	Additional literature				
	No.	Author	Title	Publisher	Year
	1.				
	2.				
	3.				

Annex No.3		Course description			
1.	Course title	Educational systems			
2.	Code	UGD202812			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	"Goce Delcev" University, Faculty of Philology, Department of English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle			
6.	Academic year / semester	1/1	7.	Number of credits	4
8.	Professor (s)	Prof. Kiril Barbareev, PhD			
9.	Course prerequisites	Enrolled first semestar			
10.	Course objectives(competencies):	Acquiringscientificandprofound knowledgeaboutthe educationalsystems in the world withspecialemphasis oncertain countries. Developingcriticalreview andcomparativestudy.			

11.	Course content: Historical bases of educational systems; system building; managing; financing and management of education; models of pre-school; primary; secondary and higher education; informal education; education and professional development of the staff. 1. The system of RM and the Balkan countries 2. Systems in EU countries 3. USA and Canada 3. Japan 4. Russia 5. Asia			
12.	Course methodology: Oral Power Point presentation Lectures Presentations Seminars on topics of extra-curricular content Individual assignments (homework, individual presentations, etc.). - Own research (internet, bibliography, library, media, etc.).			
13.	Total available time	156		
14.	Distribution of available time	2+2+1		
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2 hours
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2 hours
16.	Other forms for activities	16.1.	Project tasks	hours
		16.2.	Individual tasks	1 hour
		16.3.	Home learning	hours
17.	Assessment metods and criteria			Combined (oral and written)
	17.1.	Project task	30 points	
	17.2.	Seminar work (presentation: written and oral)	50 points	
	17.3.	Attendance and participation	20 points	
18.	Grading system	up 50 points	5(five) (F)	
		51 to 60 points	6(six) (E)	
		61 to 70 points	7 (seven) (D)	
		71 to 80 points	8 (eight) (C)	
		81 to 90 points	9 (nine) (B)	
		91 to 100 points	10 (ten) (A)	
19.	Signature and final exam prerequisites	Minimum 42 points		
20.	Language of instruction	Macedonian		
21.	Course evaluation	Self-evaluation and evaluation by students		

22.	Literature
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		Required literature				
		No.	Author	Title	Publisher	Year
22.1.	1.	Barbareev, K.	Vospitno-obrazovni sistemi (Manual for internal use)			
	2.	Miovska-Spaseva, S.	Osnovnoto obrazovanie vo SAD	Skopje: Selektor		2009
	3.		World Data on Education	Unesco: International Bureau of Education (CD-ROM).		2007
		Additional literature				
		No.	Author	Title	Publisher	Year
22.2.	1.	Brock, C., Tulasiewicz, W. (eds.)	Education in a Single Europe	London and New York: Routledge		2000
	2.	Miovska-Spaseva, S	Pragmatisti~kata pedagogija i osnovnotoobrazovanie (str.133-188)	Skopje: Selektor		2005
	3.	Terzis, P.N. (ed.)	Educational Systems of Balkan Countries: Issues and Trends	Thessaloniki: Kyriakidis Brothers s.a.		
	4.	Thomas, M.R.(ed.)	International Comparative Education, practices, issues andprospects	Oxford, New York: Pergamon Press		1990

Course description						
1.	Course title	A Topical Approach to Life-Span Development				
2.	Code	UGD202912				
3.	Study programme	Macedonian language and literature				
4.	Organizer of the study programme (unit/ institute, department)	"Goce Delcev" University Faculty of Philology Department of English language and literature				
5.	Level of study (first, second, third cycle)	second				
6.	Academic year / semester	first semester	7.	Number of ECTS credits	4	
8.	Professor	Prof. Lence Miloseva, Ph.D				
9.	Preconditions for course enrollment					

10.	<p>Course objectives(competences):</p> <p>Upon successful completion of this course the student will be expected to:</p> <p>Identify the major theoretical perspectives addressing human development.</p> <p>Describe and discuss the prenatal, child, and adult stages of human development.</p> <p>Apply theoretical principles to the stages of development .</p> <p>Demonstrate knowledge of scientific research methods used in evaluating human development.</p> <p>Demonstrate further conceptual understanding of human development from infancy through old age and contemporary methods used in studying human development.</p> <p>Demonstrate knowledge about the major theoretical perspectives, developmental concepts and constructs, and apply their knowledge to „real world“ situations (e.g., classrooms, families, the workplace, and/or communities).</p> <p>Explain processes of human development and identify associated developmental trends.</p> <p>Identify developmental outcomes associated with normative and non-normative development.</p> <p>Articulate their awareness and understanding of how developmental science relates to educational initiatives and policies, and to issues related to medical practice.</p> <p>To assist students in learning the life development principles topically and to be able to recognize them in everyday life.</p>			
11.	<p>Course content:</p> <ul style="list-style-type: none"> • Introduction: The Life-Span Perspective. • Contemporary research methods in Life-Span Development (neuroimaging) • Biological Processes, Physical Development, and Health (Biological Beginnings; Physical Development and Biological Aging; Health; Motor, Sensory, and Perceptual Development). • Cognitive Processes and Development (Cognitive Developmental Approaches; Information Processing; Intelligence; Language Development). • Socioemotional processes and Development (Emotional Development; The Self, Identity and Personality; Gender and Sexuality; Moral Development, Values, and Religion. • Social context of Development (Families, Lifestyles, and Parenting; Peers and the Sociocultural World; Schools, Achievement, and Work). • Developmental Psychopathology as a new paradigm. • Endings (Death, and Grieving). 			
12.	<p>Methods of study:</p> <p>seminars, interactive method: group work, reports, homework, seminar papers, discussion, debate, cooperative studying techniques, individual tasks, simulation of extra-curricular educational activities, individual studying</p>			
13.	Total amount of available time:	156		
14.	Distribution of available time:	2+2+1		
15.	Forms of teaching activities	15.1.	Lectures- theoretical classes	2
		15.2.	Practice(laboratory, auditory) seminars, team work	2
16.	Other forms of activities	16.1.	Project tasks	

		16.2.	Individual tasks	1
		16.3.	Homework	
17.	Forms of assessment			
	17.1.	Tests		
	17.2.	Seminar paper/project (presentation: oral and written)		
	17.3.	Attendance and participation		
	17.4.	Oral exam		
18.	Criteria for assessment (points /grade)		to 50 points	5
			from 51 to 60 points	6
			from 61 to 70points	7
			from 71to 80 points	8
			from 81to 90 points	9
			from 91 to 100 points	10
19.	Signature and final exam prerequisites		60% success from all pre-exam activities or 42 points from the mid-term tests and the seminar paper as well as attendance and participation in class	
20.	Language of instruction			
21.	Course evaluation		Self-evaluation	

22.	Literature:				
	Compulsory literature				
	Ordinal number	Author	Title	Publisher	Year
22.1.	1.	Santrock, W.J.	<i>A Topical approach Life-Span Development</i>	New York, NY.:McGraw Hill	2011
	2.	Miloseva, L.	Razvojna psihologija	Shtip: UGD	2013
	3.	Santrock, W.J.	<i>Life-Span Development</i>	New York, NY.:McGraw Hill	2010
	Additional literature				
	Ordinal number	Author	Title	Publisher	Year
22.2.	1.	Cicchetti, D.& D.J. Cohen, D.J. (Eds.)	Developmental Psychopathology (Vol. 1,2,3)	Hoboken, New Jersey: John Wiley & Sons, Inc.	2006
	2.	Berk, L.	Child Development	Pearson	2013
	3.	Santrock, W.J.	<i>Adolescence</i>	New York, NY.:McGraw Hill	2011

		4.	Siegler, R.S., DeLoache, J.S. & Eisenberg, N.	How Children Develop (2nd Ed.)	New York: Worth	2010

Annex No.3		Course description				
1.	Course title	GIS (Geographic Information Systems)				
2.	Code	UGD203012				
3.	Study Program	Macedonian language and literature				
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature				
5.	Level of study (first, second and third cycle)	Second cycle				
6.	Academic year / semester	1/1	7.	Number of credits	4	
8.	Professor (s)	Prof. Jordan Zivanovic, Ph.D.				
9.	Course prerequisites					
10.	Course objectives(competencies): Introduction to Geographics information systems and relationship with other information systems					
11.	Content of the course: Mathematical and geo-basis system, definitions, sources of data, presentation of spatial information geokoding, linking geo-information databases, manipulating data, mathematical modeling of geo-data, advanced interpolacioni methods, statistical analysis, geostatistics analysis, presentation of outputs					
12.	Course methodology: Lectures, e-learning, tutorials, seminar work, consultations					
13.	Total available time	156 hours				
14.	Distribution of available time	2+2+1				
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching			2 hours
		15.2.	theoretical and practical exercises,			2 hours

			e-exams, preparation of independent seminar work	
16.	Other forms of activities	16.1.	Project tasks	/
		16.2.	Individual tasks	1 hours
		16.3.	Home learning	/
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3.	Attendance and participation		20 points
18.	Grading system		up 50 points	5 (five) (F)
			51 to 60 points	6 (six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		60% success from all activities i.e. 42 points from two colloquia, seminar, attendance of lectures and exercises	
20.	Language of instruction		Macedonian language	
21.	Course evaluation		Self-evaluation	

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Jordan Zivanovik	Voved vo geoinformatika	UGD, Stip	2012
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.		Manual Surfer	Golden Software	2011
			T. Heng	A Practical Guide to Geostatistical Mapping	University of Amsterdam	2009
	3.					

Program of the Course - second cycle studies					
1.	Course title	Methodology of scientific investigation work			
2.	Code	UGD203212			
3.	Study Program	Macedonian language and literature			
4.	Organizer of the study program (unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology English language and literature			
5.	Level of study (first, second and third cycle)	Second cycle studies			
6.	Academic year / semester	First year/ First semester/ I semester	7.	Number of credits	4
8.	Professor (s)	Prof. Boris Krstev PhD			
9.	Course prerequisites				
10.	Course objectives (competencies): Students learn the anticipated contents or methods used in study program to investigate and control of the processes, as well as to apply them to solve problems in appropriate conditions.				
11.	Course content: Introduction; Aims and Tasks; Establishing of the understanding level of the investigation problems, Integration of the elements at the all aspects of investigation, Establishing of the criteria for evaluation of the scientific approaches, Determination of the investigation concepts, methods (deduction and induction, synthesis and analysis, historical-logic methods, abstraction, modelling etc.), the role of the investigation of different areas, fields and districts. The application of informatics methods and statistical methods for investigation.				
12.	Course methodology: Lectures, laboratory exercises, numerical exercises, e-learning, seminar work, teamwork, project consultation				
13.	Total available time	156			
14.	Distribution of available time	2+2+1			
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2	

		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2
16.	Other forms of activities	16.1.	Project tasks	
		16.2.	Individual tasks	1
		16.3.	Home learning	
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams		70 points
	17.2.	Seminars (paper/project - presentation: written and/or oral)		10 points
	17.3.	Attendance and participation		20 points
18.	Grading system	up 50 points		5 (five) (F)
		51 to 60 points		6 (six) (E)
		61 to 70 points		7 (seven) (D)
		71 to 80 points		8 (eight) (C)
		81 to 90 points		9 (nine) (B)
		91 to 100 points		10 (ten) (A)
19.	Signature and final exam prerequisites			
20.	Language of instruction		Macedonian	
21.	Course evaluation		Self-evaluation	

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	BORIS KRSTEV	Methodology of SI work	UGD-Stip	2012
		2.				
	3.					
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.	E-books			
		2.	Internet			
3.						

Annex 3		Curriculum for post graduate studies	
1.	Course title	International tourism zones	

2.	Code	UGD203512			
3.	Study program	Macedonian language and literature			
4.	Institution	"Goce Delcev" University Faculty of Philology English language and literature			
5.	Level of study (first, second, third)	Second cycle studies			
6.	Academic Year/ semester	1	7.	Number of ECTS credits	4
8.	Professor	Assistant Professor, Nikola V. Dimitrov, PhD			
9.	Course prerequisites	Accomplished undergraduate studies			
10.	Aims: Obtaining knowledge for theoretical and practical issues referring contemporary tendencies in international tourism development zones.				
11.	Content: <ul style="list-style-type: none"> - History of tourism development - Statistics regarding tourist arrivals in the world - Forming international tourism zones - Globalization of tourist travel - Legislation in international tourism - International tourist destinations - International tourism brands - International partnerships and cooperation in tourism - International mobility of tourism work force - International tourism zones in Europe and Asia - International tourism zones in Africa and Australia - International tourism zones in North and South America 				
12.	Course methodology: PPP lectures, laboratory, essays, exercises, consultations				
13.	Total amount of available time	156			
14.	Distribution of available time	2+2+1			
15.	Forms of teaching/learning activities	15.1.	Lectures - theory	2	
		15.2.	Exercises (laboratory, audio), seminars, team work	1	
16.	Other form of activities	16.1.	Projects	1	
		16.2.	Self-standing projects	1	
		16.3.	Home work	-	
17.	Assessment methods and criteria				
	17.1.	Projects			70
	17.2.	Essay (presentation:written and oral)			10
	17.3.	Attendance and participation			20
18.	Grading system	till 50 points		5 (F)	
		from 51 till 60 points		6 (E)	
		from 61 till 70 points		7 (D)	
		from 71 till 80 points		8 (C)	
		from 81 till 90 points		9 (B)	
		from 91 till 100 points		10 (A)	
19.	Signature and final exam requirements	Minimum 42 points			

20.	Language of instruction	Macedonian			
21.	Course evaluation	Self-evaluation			
22.	Literature				
22.1.	Required literature				
	No	Author	Title	Publisher	Year
	1.	Reisinger, Y.,	“International Tourism: Cultures and Behavior”	Butterworth-Heinemann/Elsevier	2009
	2.				
	3.				
22.2.	Additional literature				
	No	Author	Title	Publisher	Year
	1.				
	2.				
	3.				

Annex 3		Curriculum for post graduate studies			
1.	Course title	Regional planning and sustainable development			
2.	Code	UGD203712			
3.	Program	Macedonian language and literature			
4.	Institution	“Goce Delcev” University Faculty of Philology English language and literature			
5.	Level of study (first, second, third)	Second cycle studies			
6.	Academic Year/ semester	1 or 2	7.	Number of ECTS credits	4
8.	Professor	Assistant Professor, Nikola Dimitrov, PhD			
9.	Course prerequisites	Accomplished undergraduate studies			
10.	Aims: Obtaining knowledge for theoretical and practical issues referring contemporary tendencies in regional planning and sustainable development.				
11.	Content: <ul style="list-style-type: none"> - Introduction to regional planning - Concept of sustainable development - Models of sustainable development - Planning of urban regions - Planning of rural regions - Cross-border cooperation - Sustainable tourism development - Sustainability of natural resources - Restoration and revitalization of cultural heritage - Public sector and regional development - Institutional frame for sustainable development - Future recommendations for regional planning and sustainable development 				
12.	Course methodology: PPP lectures, laboratory, essays, exercises, consultations , projects				
13.	Total amount of available time	156			
14.	Distribution of available time	2+2+1			
15.		15.1.	Lectures - theory		2

	Forms of teaching/ learning activities	15.2.	Exercises (laboratory, audio), seminars, team work	2	
16.	Other form of activities	16.1.	Projects		
		16.2.	Self-standing projects	1	
		16.3.	Home work	-	
17.	Assessment methods and criteria				
	17.1.	Projects		30	
	17.2.	Essay (presentation:written and oral)		50	
	17.3.	Attendance and participation		20	
18.	Gradung system		till 50 points	5 (F)	
			from 51 till 60 points	6 (E)	
			from 61 till 70 points	7 (D)	
			from 71 till 80 points	8 (C)	
			from 81 till 90 points	9 (B)	
			from 91 till 100 points	10 (A)	
19.	Signature and fianl exam requirements	Minimum 42 points			
20.	Language of instruction	Macedonian			
21.	Course evaluation	Self-evaluation			
22.	Literature				
	22.1.	Required literature			
		No	Author	Title	Publisher
		1.	Shukla, A.,	“Regional planning and sustainable development”	Kanishka Publishers
		2.			
	3.				
	22.2.	Additional literature			
		No	Author	Title	Publisher
		1.	Oste, F.,	“Regional Planning and Sustainable Development: Introducing an Actor-consulting Approach”	Urban and Regional Studies Institute, University of Groningen
		2.			
3.					

Annex No.3	Course description	
1.	Course title	Applied Electrical Engineering

2.	Code	UGD200512		
3.	Study Program	Macedonian language and literature		
4.	Organizer of the study program(unit or institute, Faculty, department)	University Goce Delcev Faculty of Philology Department of English language and literature		
5.	Level of study (first, second and third cycle)	Second cycle		
6.	Academic year / semester	1 semester	7.	Number of credits 4
8.	Professor (s)	Assistant Professor Vasilija Sarac		
9.	Course prerequisites	Obtained 180 or 240 ECTS credits		
10.	Course objectives(competencies): Enhancement of knowledge in applied electrical engineering in manufacturing and technological process and its apply in modern electrical appliances and devices.			
11.	Course content: Electric potential. Voltage. Modern measurement instruments for electrical variables measurement. Methods for measurement of electrical parameters. Power converters, basic principles of operation of devices for conversion of electrical energy parameters. Construction of electrical installations and electrical lighting. Electrical devices and appliances. Basic principles of transformer operation, dc and ac machines. Regulation in industrial processes. Usage of microprocessor based devices in control and regulation of technological processes. Usage of power converters in modern controlled industrial processes. Usage of special electrical machines in industrial processes.			

12.	Course methodology:			
	– Lectures, practical exercises, seminar work			
13.	Total available time		156	
14.	Distribution of available time		2+2+1	
15.	Forms of teaching / learning activities	15.1.	lectures / theoretical - contact teaching, e-teaching	2 hours
		15.2.	theoretical and practical exercises, e-exams, preparation of independent seminar work	2 hours
16.	Other forms of activities	16.1.	Project tasks	1 hours
		16.2.	Individual tasks	hours
		16.3.	Home learning	hours
17.	Assessment methods and criteria			
	17.1.	Tests / oral exams	30 points	
	17.2.	Seminars (paper/project - presentation: written and/or oral)	50 points	
	17.3.	Attendance and participation	20 points	
18.	Grading system		up 50 points	5 (five) (F)
			51 to 60 points	6 (six) (E)
			61 to 70 points	7 (seven) (D)
			71 to 80 points	8 (eight) (C)
			81 to 90 points	9 (nine) (B)
			91 to 100 points	10 (ten) (A)
19.	Signature and final exam prerequisites		Obtained minimum 42 points from midterms, seminar work and attending to lectures and practical exercises	

20.	Language of instruction	Macedonian
21.	Course evaluation	Self- evaluation and evaluation

22.	Literature					
	22.1.	Required literature				
		No.	Author	Title	Publisher	Year
		1.	George Haberl	Switching, Protection and Distribution in Low-Voltage Networks	Publicis MCD Verlag	1994
		2.	M. Zadar	Arhitektura upravljackih microracunala i njihovo povezivanje s okolinom	Skolska kniga	2002
	3.	W. Shepherd, Li. Zhang	Power Converter Circuits	Marcel Dekker Inc	2004	
	22.2.	Additional literature				
		No.	Author	Title	Publisher	Year
		1.	R. Firoozian	Servo Motors and Industrial Control Theory	Springer	2009
		2.				
3.						

II SEMESTER – Comulsory subjects

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Annex No. 3		Course description			
1.	Course title	Methodology of pedagogical research			
2.	Course code				
3.	Study programme	English language, literature, English, German, Turkish, Macedonian Language and Literature			
4.	Organizer of the study programme (faculty/ institute, department, academic programme)	Faculty of Philology Department of Macedonian Language and Literature			
5.	Level of studies (first, second, third cycle)	Second			
6.	Academic year / semester	I year/ II semester	7.	ECTS credits	6
8.	Lecturer / Instructor	Snezana Jovanovska Mitkovska, PhD			
9.	Required prerequisite courses	Passed the compulsory courses of the first semester.			
10.	Objectives of the curriculum (competencies): Students are trained for research through a profound study of the scientific and teaching methodology; students are qualified to use a combination of methods and methodical systems that have established the modern science of language and literature. Through this course, students acquire the competencies and knowledge about writing for the master's / doctoral thesis.				

11.	Content of the course program: Course content covers the methodology of literary and linguistic studies, as well as the content of the techniques for the preparation of research papers. - Types of scientific research - definition and classification; - Fundamental and operational research; - Transversal and longitudinal studies; - Methodological systems; - General and specific scientific methods; - Scientific studies in linguistics; - Scientific research in the literature; - Checking of scientific knowledge.			
12.	Course methodology: Lectures, exercises (stylistic variations), seminar papers, consultations			
13.	Total available time:	12 weeks 60 hours		
14.	Distribution of available time:	Two hours lecture, two hours of exercises, one hour consultation with students 3 + 2 + 2		
15.	Forms of instruction	15.1.	Lectures	3
		15.2.	Practice (laboratory, auditory), seminars, team work	2
16.	Other forms of activities	16.1.	Project work	2
		16.2.	Individual work	
		16.3.	Homework	
17.	Assessment methods and criteria			
	17.1.	Tests/oral exams	30	
	17.2.	Seminar papers/project (presentation: oral and written)	50	
	17.3.	Attendance and participation	20	
18.	Grading system	0 - 50 points	5 (five) (F)	
		51 - 60 points	6 (six) (E)	
		61 - 70points	7 (seven) (D)	
		71 - 80 points	8 (eight) (C)	
		81 - 90 points	9 (nine) (B)	
		91 - 100 points	10 (ten) (A)	
19.	Signature and final exam prerequisites	60% achievement on all pre-exam activities		
20.	Language of instruction	Macedonian language		
21.	Course evaluation	Self-evaluation		

22.	Literature:					
	22.1	Required literature				
		No.	Author	Title	Publisher	Year
		1.	Eagleton, Terry (in translation from English. Venko Andonovski)	Literary theories	Terra Magick, Skopje	2000
		2.	Mudzic, Vladimir	Pedagogical research methodology	Authority for issuing textbooks, Sarajevo	1973
	3.	Panzova Violeta	Science as a craft	Faculty of Philosophy, Skopje	2003	
	22.2	Supplementary literature				
No.		Author	Title	Publisher	Year	

		1.	Dimova, Violeta	Literary work and the recipient	Macedonian word, Skopje	2007
		2.	Jakobson, Roman, O.	Linguistics and Poetics	Nolit, Beograd	1966
		3.	Ducruet, Oswald	Encyclopedic dictionary of the language sciences	Kids delight, Skopje	1994