

25 Years of Language Educational Resources at the Heart of Business Education

Viorela-Valentina DIMA¹

Alexandra MORARU²

Lillians-Violeta NEGREA³

Cornelia PĂTRU⁴

Anca PECICAN⁵

Olivia Cristina RUSU⁶

Abstract

The aim of the current article is to shed light on the efforts undertaken by language professionals from the Bucharest University of Economic Studies (ASE), Romania, to design educational resources for students enrolled in the University's study programs. We focus on a period of 25 years, from 2000 to 2025, to celebrate the 25th Anniversary of the Dialogos Journal. We refer to a wide (yet not exhaustive) selection of study materials, ranging from textbooks and workbooks, to commercial correspondence guidelines, practice tests, dictionaries or glossaries, designed for six out of the eleven languages included in the curricula – English, French, German, Italian, Spanish and Romanian. At the end of the article, we include an appendix with the publication details of more than 200 monolingual, bilingual or plurilingual educational materials designed and published by ASE's foreign language teachers.

Keywords: *educational materials for Languages for Specific Purposes; Common European Framework of Reference for Languages; recent history of modern languages in a Romanian business university*

DOI: 10.24818/DLG/2025/SP/19

¹ Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, viorela.dima@ase.ro.

² Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, alexandra.moraru@rei.ase.ro.

³ Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, violeta.negrea@rei.ase.ro.

⁴ Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, cornelia.patru@rei.ase.ro.

⁵ Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, anca.pecican@rei.ase.ro.

⁶ Department of Modern Languages and Business Communication, Bucharest University of Economic Studies (ASE), Romania, olivia.rusu@rei.ase.ro.

Introduction

The 25-year celebration of the *Dialogos* Journal is a reminder of the valuable, committed and noble work of the teachers and researchers in the Department for Modern Languages and Business Communication in the Bucharest University for Economic Studies (ASE). The hard work started in the early 90's when political and economic opportunities opened up for realistic and effective education, which made specific language and communication skills ever more necessary to professionals. Hence, the language professionals in ASE embarked upon the endeavor to design, pilot and publish study materials that cater for the specific needs of business students, so as to develop not only general linguistic competences (be they grammatical, sociolinguistic, strategic or discourse competences, as per the Common European Framework of Reference for Languages, Council of Europe, 2001), but also specialized competences (as per various frameworks for developing foreign languages for academic and professional use, e.g. ESP – English for Specific Purposes, FOS – Français sur Objectifs Spécifiques, etc.). This article aims to describe the results of the intensive work undertaken by the foreign language teachers from ASE during the first quarter of the 21st century so as to elaborate modern study instruments, and then to constantly up-date and refine them, in keeping with changes in methodological approaches, and various extra-curricular aspects, such as the apparently homogeneous, yet distinct, business and economic specializations students were enrolled in, or the trends manifesting in the respective professional areas. We will present study materials designed for six languages – English, French, German, Italian, Spanish and Romanian as Foreign Languages, as they are the core languages taught in ASE during the time under consideration⁷.

Each of the six languages has a dedicated section below. At this point, we would like to highlight the fact that during the 25-year period under scrutiny, more than 200 study materials were designed, as epitomized in Figure 1 below: roughly 40% for English and, French, respectively, 9% for German, nearly 7% for Italian, with less than 5% for Spanish or Romanian.

⁷ The list of languages taught at ASE is, however, longer – it includes Arabic, Chinese, Hindi, Japanese, Russian, and Turkish, taught during optional foreign language classes to interested students from all of ASE's Faculties.

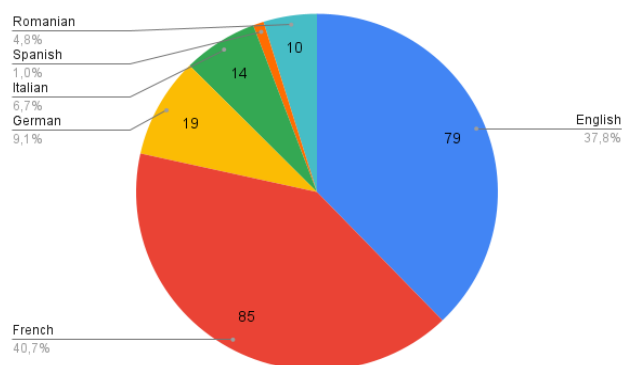


Figure 1. Study materials in foreign languages, 2000-2025

The study materials for foreign languages include a diverse range: textbooks, commercial correspondence guidelines, grammar and/or vocabulary workbooks, grammar and/or vocabulary practice tests, dictionaries and glossaries. As the subsequent sections show, the study materials are usually monolingual, but bilingual or plurilingual materials have also been designed, which is a way of reflecting the fact that the contemporary business world thrives on multilingualism and multiculturalism.

1. Study materials for English classes

Wholeheartedly dedicated personalities in our language department, like Fulvia Turcu, Alexander Hollinger, Virginia Barghiel, Adriana Chiriacescu, Constantin Ivănescu, Roxana Alexandrescu, Emanuel Merealbe produced and published English contents to develop students' specific knowledge transfer and communication capacity to their potential business partners and clients under the conditions of the newly opened market economy system. Individual and teamwork authorship were highly prolific from 2000 to 2025. The relay race of their work handed over its target to the similarly prolific and effective newcomers, like Mariana Nicolae, Tania Măgureanu, Laura Mureșan, Cristina Prelipceanu, Valentina Robu, Liliana Kirițescu, Georgeta Ghiga, Mihaela Zografi, Liliana Kirițescu, Maria Enache, Maria Dărăbanț, Marina Militaru, Anca Teodora Serban Oprescu, and others.

They provided the enthusiastic students of the Bucharest University of Economic Studies with essential English language skills tailored for the

new business environment. Their workbooks aimed at enhancing win-win business English proficiency, especially in the context of making Romania ready to join European Union in 2007. The focus of all these ESP workbooks was to develop professional communication abilities in business, facilitate learners' acquisition of professional knowledge and specific vocabulary in the fields of accounting, international relationship, finance, tourism, as well as to enable students to improve their applied grammar, through reading and listening comprehension skills through independent and interactive learning modules. They aimed at the development of professional language skills based on teaching and learning innovative strategies and techniques to stimulate individual study and independent self-evaluation. These English language text- and workbooks were particularly beneficial for students as well as for professionals aiming to improve their proficiency in English. They addressed the challenges of globalization and the need for effective intercultural communication in the extended business world using English as a *lingua franca*.

Outstanding individual and group work books were dedicated for adult formal education, starting from 2000 by various prestigious publishing houses, like Cavaliotti, ASE, FinMedia, Percomex, Milena Press, Cison.

Among Mariana Nicolae (coord.) & Collaborators' books we can mention *Communication in International Business* (with Tania Măgureanu, Virginia Barghiel, Maria Enache, Alexander Hollinger, Cristina Prelipceanu), *Business Issues* (with Cristina Prelipceanu, Valentina Robu, Liliana Kirițescu), *Communicate in Business* (with Cristina Prelipceanu, Georgeta Ghiga, Mihaela Zografu, Roxana Alexandrescu, Liliana Kirițescu), *Managing Change in English for Business and for Special Purposes* (with Mara Magda Maftai), *International Business and Professional Communication* (with Maria Enache, Virginia Barghiel), *Ready for Business* (with Liliana Kirițescu, Estera Romelia Stănuș, Georgeta Ghiga), and *Commercial Correspondence* (with Cristina Prelipceanu, Maria Enache, Georgeta Ghiga, Mihaela Zografu, Maria Dărăbanț). *Management Issues*, by Maria Enache (coord.), with Mihaela Zografu, Raluca-Elena Rotariu, Marina Militaru and Mariana Nicolae is primarily aimed at first-year students of Management faculties, providing them with essential English language skills tailored for the business environment. It is also beneficial for anyone seeking to enhance their business English proficiency, especially in the context of Romania's

integration into the international community. However, the focus of all these ESP books is to enhance professional communication in business, to facilitate the learners' acquisition of special vocabulary in the fields of accounting, tourism, and international relations, as well as to enable students to improve their grammar, vocabulary, and listening comprehension skills with the help of independent and interactive learning modules. They aim to develop professional language skills based on teaching and learning innovative strategies and techniques to stimulate individual study and self-evaluation. These English Language textbooks are particularly beneficial for students enrolled in the Faculties of International Business and Economics and Business and Tourism (formerly Commerce), as well as for professionals aiming to improve their proficiency in commercial communication in English. They address the challenges of globalization and the need for effective intercultural communication in the business world.

Moreover, we cannot leave aside other collaborative works, such as *Business Talks!* by, Alexander Hollinger, Roxana Marinescu, Estera-Romelia Stănuș, Ana-Maria Nicolae, which is dedicated to the development of business English language competences with students from the Faculty of Business Administration in Foreign Languages (FABIZ): accuracy and fluency in oral and written communication in academic and professional environments. The development of specific vocabulary and soft skills is made on article and image analysis, study interpretation, and use of specific phrases for oral presentations and negotiations.

Cristina Prelipceanu (coord.) & Collaborators are well known for their titles *English for Tourism and Hospitality Industry* (with Mihaela Zografi, Daniela Giurculescu, Mariana Nicolae), *English for Marketing*, and *Commercial Correspondence*, which focus on developing integrated skills, such as reading, writing, vocabulary for students majoring in business, tourism, and marketing. These books also make use of practical applications through translations from the source language to the target one with the help of authentic content. They guide students in economics to become effective in business, based on modules which can be used independently at an individual pace and which are associated with listening comprehension and practice activities which can be self-guided and evaluated. *First steps in business*, a collaborative work between Cristina Prelipceanu, Irina David, Diana Ionciță, and Raluca-Elena Rotariu that targets first-year students of the Faculty of Business and Tourism (formerly

Commerce), enrolled in both on campus and distance learning programs, who possess an intermediate level of English proficiency and are preparing for careers in commerce. It aims to equip them with the necessary language skills for various professional activities. Additionally, it serves anyone looking to enhance and modernize their English communication skills in the field of commerce, especially in the context of globalization and the need for intercultural communication.

We would also like to mention *Excel in Business*, by Cristina Prelipceanu (coord), Irina David, Maria Dărăbanț, a course which is designed for intermediate and advanced learners. Its aim is to develop communication in English and enable students to become increasingly fluent in English. It includes 10 units with reading, vocabulary building and language focus sections, as well as translation exercises.

Violeta Săndulescu (Negrea) and Georgeta Ghiga excel with their *Financial English Vol. 1,2,3,4*, which were dedicated to the development of professional language skills with a focus on Financial English professional terminology and on individual study. Georgeta Ghiga has also collaborated with Raluca Nicoleta Șerban and Ioana Stamatescu to publish *Talking Business*, with a focus on reading and writing CVs, business letters, and memos. This textbook was designed to meet the needs of first year students in Public Administration, focusing on practising reading and writing and on improving the language structures and functions required in the process of communication. Each unit includes several reading activities followed by debates and discussions, as well as vocabulary exercises and a Focus on Language section. Writing activities offer practice in the production of business documents (CVs, letters of application, letters of intent, and memos) needed in various professional contexts.

Alexander Hollinger, a highly dedicated English teacher of our department in the early recovery years after 1989, was wholeheartedly committed to preparing students for their professional undertaking in terms of their capacity to communicate effectively with their potential partners and clients. Alexander Hollinger has participated in the effort to design ESP study materials with his *Test Your Business English Vocabulary*, *Essentials of Accounting in English* and *Vocabulary of Business and Financial English*. His manuals are targeted mainly at students in Finance, Banking, Insurance and Accounting, and they help learners expand and test their business English vocabulary across various topics, including commerce, finance, and management. His books bridge the gap between accounting

education and English language learning, preparing students for the global business environment.

Fulvia Turcu is also an outstanding academic English language citadel in the communist regime who supported the fresh young generation teachers to develop their abilities and work competences. The complexity of her 1990s volumes *Limba engleză pentru economişti* and *Engleza de afaceri, vols 1 and 2* is still impressive for the effectiveness of its specific activities dedicated to reading comprehension and oral and written expression. In the early 2000s, she also contributed with *English Activator in Economics*, with a focus on complex tasks for economic students and close attention to grammar, listening, reading and productive skills.

Violeta Săndulescu (Negrea), Alexander Hollinger, Virginia Barghiel, Adriana Chiriacescu, Virgil Lefter, Maria Florea collaborated for *Practice in English Grammar*. The need to develop students' comprehension capacity and their ability to produce effective specific oral and written content, based on effective English grammar structure, matched the enthusiasm of a hard-working group of teachers in our foreign languages department. They produced this grammar manual to develop dedicated theoretical and practical activities for the applied English seminar.

Laura Mureşan (coord.), Monica Marin, Iulia Răşcanu, Raluca Nicoleta Şerban have contributed to the large number of ESP courses with *First Steps into Marketing*. This text book is addressed to the students in Marketing and offers opportunities for applied language development and practice in performing professional interaction.

Another team is represented by Monica Condruz-Băcescu, Denise Dona, Mihaela Dumitrescu, Viorela-Valentina Marin (Dima) with *English for students of Cybernetics*; Monica Condruz-Băcescu, Viorela-Valentina Dima, Denise Dona, Virginia Mihaela Dumitrescu, Elena Tălmăcian with *Ahead in Business English* – a course on globalization, economics, human resources, management, and marketing which covers all four skills as well as grammar and vocabulary work in each unit; Monica Condruz-Băcescu, Viorela-Valentina Dima, Denise Dona, Virginia Mihaela Dumitrescu, Elena Tălmăcian with *Business English. Practice and Progress*, a comprehensive course for students of business English at an intermediate or upper-intermediate level (B1-B2 in the Common European Framework). It is particularly useful for students who wish to expand their business knowledge beyond the usual basics, providing them with more complex

topics and communication skills required in a professional environment. It is suitable for both classroom use and self-study.

Diana Ionică, Valentina Robu, Roxana Ciolăneanu, and Ioana Stamatescu authored the *New Mastering English for Economics* - designed for students and professionals interested in enhancing their English language skills within the field of economics. It offers an interactive study approach with numerous communication activities aimed at activating specialized vocabulary. We should also mention Șerban Boicescu and Octavian Oprică with *Business Communication: English for Students in Accounting*, that focuses on oral and written skills for students in Finance and Accounting; Nora Tomoșoiu and Antonia Scurtuțescu with *The English Verb: Basic Rules and Modern Trends* – a workbook that concentrates on verb structures and usage trends (each chapter is followed by a wide range of exercises aiming to help learners apply and practice the theoretical content acquired); Liliana Rusu with *Commercial English*, a course which tries to enhance business-specific language development; Monica-Iuliana Băcescu with *English for Business: Advanced Level*; Monica Marin, Iulia Rășcanu, Raluca Nicoleta Șerban with *English for Marketing Students*, which aims to help students develop proficiency in English while focusing on the vocabulary, phrases, and communication skills necessary for marketing contexts; Anca Codreanu, Liliana Dellevoet, Tania Măgureanu, Valentina Robu, with *Learning and Growing*, which explores various educational frameworks, methodologies, or pedagogical techniques to help students, professionals, or individuals of any age achieve personal and professional growth; Mara Magda Maftai, with *Communicate in financial English: vol. 1: a course for finance students*; Maria Enache, Carmen Catargiu, Marina Militaru with *Improve your business English vocabulary*; Antonia Enache with *A crash course in business writing: basic rules, challenges and pitfalls* – a prominent piece of research in today's fast-paced, highly competitive business world. "Good" business writing, which covers a wide range of aspects, from linguistic accuracy to emotional intelligence, is a skill so elusive and so versatile that it can make or break an employee nowadays. There is also Viorela-Valentina Dima, Marina Luminița Militaru, Raluca-Elena Hurduzeu with *Comunicare de afaceri în limba engleză. Suport de curs pentru Facultatea de Comerț [Business Communication in English. Textbook for the Faculty of Commerce]* that aims at the development of B1-B2 language competences of long-distance students, through activities like reading comprehension, content writing, business

correspondence, vocabulary and grammar tasks, self-evaluation tasks at the end of each learning unit.

Diana Eugenia Ionică with *New Mastering English for Economics* encourages an interactive study method, featuring numerous communication activities designed to activate the users' specialized vocabulary, while the *New Practical English for Finance, Accounting and Insurance* is a specialized English language textbook tailored for students and professionals in Finance, Accounting and Insurance, offering a diverse and up-to-date content, covering a broad range of topics. Along the same lines, *Practical English for Finance and Accounting* by Diana Ionică, Radadiana Calciu, Denise Dona, Viorela-Valentina Dima, is structured to support learners in developing their specialized vocabulary and communication abilities pertinent to finance and accounting.

We would also like to mention the efforts made by ASE's English teachers to research and document inter-cultural and multi-cultural practices relevant in a globalized business world. These efforts resulted in publications such as Georgeta Ghiga's *Aspects of Business Communication, Business and Cross-cultural Issues* or *Crossing Borders. Elements of Intercultural Communication*, Mariana Nicolae's *Managerial Communication in the Internet Age*.

So far, we have mentioned some of the numerous textbooks of English for Economics and Business (co-) authored by the English teachers from ASE, in use for all of the Faculties. Apart from textbooks, grammar and/ or vocabulary workbooks, members of ASE's Department of Modern Languages and Business Communication also elaborated methodology books, such as Georgeta Ghiga's *Developing Language Skills and Communicative Testing*, *Business English Course Design: A Teacher's Perspective*, authored by Viorela-Valentina Dima, Marina Luminița Militaru, Raluca-Elena Hurduzeu, or Maria Enache's *Competența comunicativă și oportunitățile de învățare. O perspectivă interacționistă (Aplicații la limba engleză)*.

It is also necessary to highlight the fact that new topics were introduced after the launch of the Bachelor's program in Applied Modern Languages (English-French) within REI, ASE, in 2013. For the use of students enrolled in this program, a series of (inter)cultural publications, as well as publications on discourse analysis in specialized fields, were elaborated. The topic of cultural studies is dealt with by Roxana Elisabeta Marinescu (coord.), Irina David, Lucia Mihaela Grosu-Rădulescu's *Cultural*

Studies, Roxana-Elisabeta Marinescu, Irina David, Mariana Nicolae's *Dancing through English for intercultural communication*, or Roxana Marinescu's *Intercultural Communication in Contemporary Society*. These works are dedicated to the students' exploration for the development of their business competences in the domain of culture and civilization that make them handle cultural environment for their business success. Their specific competences of comprehension, critical thinking and analysis of reference materials in the domain of cultural studies are used for intercultural negotiation and linguistic mediation in their professional environment of international economy. The derived activities are the analysis and comparison of contents from various cultures. Discourse analysis is dealt with in volumes such as Antonia Enache and Marina Militaru's *Political communication*, Marina Militaru's *Verbal versus nonverbal în comunicarea politică*, or Raluca Elena Hurduzeu's *Comunicarea nonverbală în afaceri*. Moreover, given the necessity to acquaint applied modern language students with the tools of research so as to enable them to elaborate their graduation papers scientifically, Anca-Teodora Șerban-Opreșcu published the volume entitled *Ghid metodologic de realizare a lucrărilor științifice*.

Having briefly described the numerous English-language textbooks, workbooks, grammar books authored by academics from the Department of Modern Languages and Business Communication from ASE, we realize the emphasis laid on this textbook design activity, meant to accompany the current teaching and evaluation activities, so that various generations of economics students benefit from continuously up-dated materials, tailored for their evolving needs, so as to also match the specificities of the study programs they are enrolled in.

2. Study materials for French classes

The review of the publications on French language, culture and civilization of the professors who used to teach and those who still teach at the Bucharest University of Economic Studies (ASE), during the last 25 years is a remarkable and contradictory journey. On the one hand, it is overwhelming because of the nostalgia caused by the memory of remarkable professors who now remain only in the echo of their published works and of our thoughts. On the other hand, it is a stimulating learning experience, due to the wealth of linguistic resources it offers. The

systematic development of teaching resources for teaching and learning French language and francophone civilization over the last quarter of century reflects the constancy of the authors' practical orientation, adapted to the students' needs. All educational resources - textbooks, exercise books or dictionaries - emphasize the study and the applied research of French for specific purposes and contribute to the development of relevant academic and professional skills.

A first review of the educational resources has been compiled by the highly esteemed and cherished associate professor Rodica Stanciu-Capotă, whose memory is fondly treasured. Her wide-ranging contribution *Romance Languages for Business Communication*, was published in 2015, as part of the broad centenary perspective on *Modern Languages in ASE*, in a collective volume edited by Mariana Nicolae and Mara Magda Maftai. Stanciu-Capotă's historical overview confirms that teaching and learning French language and civilization at the Bucharest University of Economic Studies have a long-standing tradition. Even in difficult times, such as the inter-war years, the period following World War II and during the communist regime, valuable works in the field of French economic terminology have been authored, including textbooks, collections of authentic texts for economic specializations, multilingual technical and economic dictionaries. These contributions have helped to consolidate French expression as both an academic and professional tool in the economic field. This tradition was marked, in the inter-war period, by prestigious professors such as Vasile Stoicovici and Nicolas N. Catargiu, authors of textbooks and reference works in the field of French for specific purposes, particularly for trade, industry, and commercial correspondence. After 1989 and up to 2000, there was a particular focus on the development of didactic materials for language learning in the academic environment. Under the coordination of teachers such as Ruxandra Constantinescu-Stefănel, Corina Cilianu-Lascu, Ioan Petre Cenușe, Nina Invanicu, Carmen Stoean, Maria-Antoaneta Lorenz (Livezeanu), Rodica Stanciu-Capotă, Maria Ana Oprescu, Micaela Gulea, Emilia Bondrea, Doina Burada, Gabriela Dijmărescu, Gabriela Lupchian, Elena Popa, Anca Velicu, an impressive number of academic manuals and grammar exercise textbooks were developed to cover the educational needs in fields such as agriculture, business, communication, correspondence, cybernetics, economic informatics, economy, finance, history, management, statistics, tourism. For the final university years and master's programs, didactic materials focused

more on the practical aspects of the professional language, such as the teaching of business correspondence and negotiation, using simulation techniques in French. This pedagogical approach has been promoted by all the French teaching staff of the then Department of Romance Languages and Business Communication (*Departamentul de Limbi Romanice și Comunicare în Afaceri*), offering students the opportunity to acquire solid applied skills, essential for the international business environment. At the same time, scientific research materialized in numerous works published by professors such as Corina Cilianu-Lascu, Michaela Gulea, Ruxandra Constantinescu-Ștefănel and Alunița Cofan, thus contributing to the development of modern language and French for Specific Purposes (FOS) didactics. All educational resources have been designed according to the specific needs of the targeted students, i.e. in the field of economics, for students at ASE.

With specific reference to the publications of the last 25 years, the teaching resources are intended to enhance French language competence and performance of ASE's students studying professional communication, business language and technical language applied to various professional fields, such as economics, international relations, finance, banking, commerce, administration and law. The courses on financial communication and banking written by Elena Popa and Anca Velicu (2000, 2001) are for distance learning programs. Students interested in business negotiation, professional writing, commercial correspondence, effective communication strategies, intercultural communication and advertising strategies or simulations of business negotiation benefit from the works of Ruxandra Constantinescu-Ștefănel and Micaela Gulea, published between 2000 and 2017. In addition, the works of Maria-Antoaneta Lorentz (2010) and Corina Cilianu-Lascu (2011) are dedicated to those interested in economic and business vocabulary, and to students taking French courses in distance learning programs. More specifically, the textbook on *Français sur Objectifs Spécifiques pour les étudiants en économie*, co-authored by Corina Cilianu-Lascu, Nina Ivanciu, Delia Vasiliu, Rodica Stoicescu and Maria-Antoaneta Lorentz (2012), offers contextual practical language training for economics students of the Faculty of International Business and Economics (REI). In addition, *La terminologie à l'usage des étudiants en économie*, authored by Corina Cilianu-Lascu in 2016, combines linguistic and communicative progression across twelve thematic chapters covering key areas of economics. While Cilianu-Lascu focuses on specialized language

for economics, Mariana Perișanu's works (2007, 2008, 2011) are aimed at those interested in literary Francophonie and cultural convergences, with the aim of developing and enhancing ASE's students' intercultural competence. Furthermore, Rodica Stanciu-Capotă, Maria-Ana Oprescu, Manuela Alexe and Roxana Bârlea (2005, 2010, 2011) target ASE students in their first or second year and are also destined to distance learning students. These works are intended for business and communication students, teachers, researchers and professionals who wish to deepen their knowledge of French in specialized contexts. Rodica Stanciu-Capotă and Maria-Antoaneta Lorentz (2005) provide teaching support for those who want to understand the language of business. Ruxandra Constantinescu-Stefănel (2000 - 2010) and Maria-Ana Oprescu (2009, 2016) address learners interested in advertising and communication strategies, while Nina Ivanciu (2006, 2009, 2013) proposes an intercultural perspective on professional language. This rich and resourceful diversity underscores the value of the analyzed educational materials, which are designed to support economics and business students in learning, improving, and mastering French for professional and business contexts.

Considering proficiency levels, in the period 2000-2025, French language learning resources have been designed to cover the whole spectrum of levels of linguistic competence and performance, targeting beginners, intermediate or advanced learners and taking into account the specificities of language teaching for specific purposes, i.e. for business and economics. In 2001, with the publication of the *Common European Framework of Reference for Languages: Learning, Teaching, Assessment* (CEFR) by the Council of Europe (the document defining the levels of proficiency in a foreign language), the reference in the field of learning, teaching and assessment of French language at ASE were redefined by this framework. The educational resources have been structured according to the difficulty of the topics, with both introductory (grammar and vocabulary) and practical applications (writing official letters, CVs, business projects), becoming essential works for students interested in the French language used in economic and business contexts. Thus, prolific authors such as professors Corina Cilianu-Lascu, Ruxandra Constantinescu-Ștefănel, Rodica Capotă-Stanciu or Maria-Antoaneta Lorentz published materials covering a wide range of proficiency levels, facilitating the learning of French for business communication. Author of numerous works, Corina Cilianu-Lascu proposes teaching materials for all levels, from *La*

terminologie à l'usage des étudiants en économie (minimum level B1) to *Franceza pentru economişti: mots, expressions, discours en économie* (Cilianu-Lascu, Chiţu, Făgurel, Coiculescu) for C1 level of French. As regards grammar, Corina Cilianu-Lascu and Carmen Ştefania Stoean publish *Gramatica limbii franceze* (*Grammar of the French Language*) in 2 volumes and *Grammaire fondamentale du français: recueil d'exercices* (*Fundamental Grammar of French: a collection of exercises*), useful for levels A2-B2. Ileana Constantinescu and Maria Drăgan published *Le français des finances* (2002). Rodica Capotă-Stanciu contributed to the development of French economic language with *Panorama financier* (2003). She and Maria-Ana Oprescu (2011) developed educational materials dedicated to B1-B2 levels of language, with a focus on its practical use in the business environment. In *Précis de grammaire contextualisée du français contemporain: domaine économique* (*A contextualized grammar of contemporary French: economic field*), Rodica Stanciu-Capotă provides a grammar book adapted for those learning French in an economic context, for levels B1-B2. Ruxandra Constantinescu-Ştefănel elaborates essential teaching resources for learning French in economic and intercultural contexts, aimed at B1-C1 CEFR levels students. *Du mot ... à la communication d'affaires* (2017) and *Publicité et produit* (2016) support the development of business communication skills, targeting B2-C2 levels. Moreover, Constantinescu-Ştefănel authored *Aperçu de la civilisation francophone contemporaine* (2017), aimed at understanding Francophone civilization (B2-C1), and *Les caractéristiques du discours publicitaire* (2014), which explores media discourse analysis (C1-C2).

Considering the thematic scope and addressed lexical fields, the educational resources published over the last 25 years primarily focus on specialized subject areas, particularly within the field of economic, financial and commercial language. The vocabulary covered in these textbooks is both highly specialized and targeted to the needs of business and communication students. Ruxandra Constantinescu-Ştefănel has written educational resources dedicated to business correspondence and negotiation, such as *35 cas de négociation commerciale* (2003) and *Nous accusons réception* (2001). In 2006, in *L'embauche dans les multinationales*, co-authored with Micaela Gulea, the authors analyse the terminology of finance, human resources and communication in multinationals. Ruxandra Constantinescu-Ştefănel analyses the specifics of advertising discourse in *Les caractéristiques du discours publicitaire des magazines français de la première moitié du XXe siècle*, and Maria Ana Oprescu details the structure and

mechanisms of commercial promotion in the French-speaking world in *La publicité : histoire, codes, fonctionnement* (2016). Micaela Gulea approaches similar topics in *La réunion de travail* (2000-2002) and in *Les fondements de la communication face-à-face* (2000-2002). Elena Popa and Anca Velicu develop courses for financial communication and interbank relations in *Communication financière pour l'enseignement à distance* (2000-2001), in *Créneau interbancaire. Relations internationales* (2000-2001), as well as in *Le français des finances* (2001). Since 2005, specific works on business legislation have been published, in addition to those on business and finance. For instance, Ileana Constantinescu publishes numerous dictionaries and lexicographical works for specialists in economics, law and computer science. Rodica Stanciu-Capotă (2011) covers official and professional language in business contexts, emphasizing the use of business language in real-life situations. In 2012, Corina Cilianu-Lascu, Maria-Antoaneta Lorentz, Nina Ivanciu, Rodica Stoicescu and Deliana Vasiliu developed educational resources on the terminology of international economic relations and communication techniques. Corina Cilianu-Lascu also addresses economic and corporate terminology in *Communication d'entreprise: concepts, stratégies, techniques, pratiques*. Together with Mariana Perișanu, she explores the practical aspects of professional language for students in *Le français à l'usage des professionnels – Entrez dans la vie professionnelle*. Nina Ivanciu, Maria-Antoaneta Lorentz, Mihai Korka and Cécile Tourbatez contribute to *Dictionar trilingv de comunicare interculturală în afaceri*, an essential resource for understanding terminology in this field. More precisely and in a nutshell, French-language educational resources cover a wide range of topics, including banking, banking systems, monetary issues and the evolution of the financial sector in an international context, focusing on language specific to business communication and professional language.

Given their pedagogical objectives, the educational resources published over the last 25 years by the teaching personnel responsible for French language training within the Bucharest University of Economic Studies, include negotiation simulations, drafting of official documents, case studies and linguistic aspects applied to business contexts. The teaching resources also include activities focused on developing business communication skills, such as applied vocabulary exercises and case study analysis, formal document writing activities and oral communication in professional contexts. Micaela Gulea and Ruxandra Constantinescu-

Ștefănel's contributions include simulated negotiations and business meetings. Rodica Capotă-Stanciu proposes interactive activities, such as analysing economic texts and market studies. Maria Dipșe's works are dedicated to the writing of official letters, CVs and business projects, while the resources developed by Rodica Capotă-Stanciu and Maria Antoaneta Lorentz explore communication in everyday business life. Ruxandra Constantinescu-Ștefănel and Micaela Gules's work (2006) is dedicated to advanced students who want to deepen their understanding of business language and intercultural communication and to be recruited in multinational companies. Carmen-Ștefania Stoean (2005) and Nina Ivanciu (2006) include activities that help students apply vocabulary and concepts in business and economic contexts, as well as exercises for writing official documents and intercultural communication. Rodica Stanciu-Capotă and Maria-Ana Oprescu (2011) propose activities for learning French through case studies and simulations of business situations. Corina Cilianu-Lascu, Maria-Antoaneta Lorentz, Nina Ivanciu, Rodica Stoicescu and Deliana Vasiliu (2012) provide exercises on the application of technical and situational vocabulary in international economic contexts. Together with Carmen Ștefania Stoean, Cilianu-Lascu proposes progressive exercises that reinforce linguistic rules through practical applications. Ruxandra Constantinescu-Ștefănel and Maria-Antoaneta Lorentz promote interactive activities aimed at developing communication skills in multicultural contexts. French business language textbooks include exercises for analysing business documents, writing e-mails and simulating business interactions. The activities included in these textbooks are diverse and adapted to the learning objectives, having been designed to help students use theoretical concepts to real-life situations in the field of economics and international communication.

The introduction of the Bachelor's program in Applied Modern Languages (English-French) within REI, ASE, in 2013, generated the need for pedagogical materials aligned with the contemporary standards and methodological requirements of higher education. Through rigorous work and in-depth expertise, the teachers of French, have contributed to the creation of essential teaching materials for students and researchers interested in the correct use of the French language (morphology and syntax resources), economic language, intercultural communication and specialized terminology. Thus, Rodica Capotă-Stanciu provides a fundamental tool in which French morphology is presented in an applied,

economics-specific way (2015). She continues to contribute to disciplinary research with the work coordinated with Mihai Șerban, *Orientări și perspective în cercetarea disciplinară* (2018). Along the same line, Corina Cilianu-Lascu publishes *La terminologie à l'usage des étudiants en économie* (2016), an essential volume for students' understanding of economic terminology. Maria Ana Oprescu deepens the syntactic aspects of French as applied to economics in *Précis de syntaxe du français contemporain à usage économique* (2016). Similarly, Nina Ivanciu explores the intercultural dimension of business communication in *Culture, interculturalité, communication et milieu d'affaires* (2013), providing key insights into interactions in multilingual contexts. Carmen Ștefania Stoean analyses curricular harmonization in the university environment in *Fondements théoriques d'une recherche-action sur l'harmonisation curriculaire en milieu universitaire* (2013). Ruxandra Constantinescu-Ștefănel focuses her research on the characteristics of advertising discourse and business communication, publishing several relevant works: *Les caractéristiques du discours publicitaire des magazines français* (2014), *Publicité et produit* (2016) and *Du mot ... à la communication d'affaires* (2017). Furthermore, she contributes to the understanding of francophone civilization through *Aperçu de la civilisation francophone contemporaine* (2017) and analyses negotiation strategies in *La simulation dans l'enseignement de la négociation face-à-face*.

Through this diversity of publications, ASE French lecturers and professors prove not only a constant commitment to the development of modern teaching resources, but also a genuine concern for adapting content to the needs of their students. It is also important to mention that publishing these educational resources has not been an easy task. On the one hand, the publication of these materials required considerable personal time, effort, and dedication for their conceptualization, drafting, editing and proofreading. On the other hand, aligning students' French language proficiency with specialized economic domains required an ongoing collaboration with subject-matter professors, as well as intensive personal study and research. Furthermore, it is also worth noting the considerable difficulties in creating or finding listening resources and recordings with French native speakers, not to mention the impossibility of securing the appropriate technical equipment for recording. Nevertheless, in the absence of more suitable resources, these prototype workbooks have been developed to address immediate teaching and learning needs. However,

the contemporary paradigm shifts in language education and the increased accessibility to training materials gradually reduced the necessity for further publication. Therefore, it is not surprising to note that the publication of these educational resources appears to phase out by 2017, as reflected in the bibliographic corpus of publications.

Despite all constraints and challenges, the educational materials created by the French language lecturers and professors within the Bucharest University of Economic Studies over the last 25 years display a high degree of coherence and cohesion in terms of content, linguistic complexity, and thematic scope. These materials, designed for students at various levels of proficiency, provide a comprehensive range of activities that align with the specific needs of economics and business communication. The materials cover essential economic topics while incorporating communicative, intercultural, and specialized language skills, thereby fostering both language acquisition and professional competence. This plethora of publications is and remains a point of reference for all those interested in learning French in the field of economics, with an emphasis on professional communication, specialized terminology and intercultural interactions.

3. Study materials for German classes

“Mastering the German language in the commercial world has become an absolute must” according to I.V. Pătrășcanu (Pătrășcanu, 1935, p. 8) ever since the first half of the last century. This statement has been reflected to various degrees in the teaching and learning of German throughout time, not necessarily in such a categorical fashion, despite the fact that Germany was constantly the main economic partner of Romania in the European Union in the first quarter of the 21st century. Against this background, the German academics from the Department of Modern Languages and Business Communication at the Bucharest University of Economic Studies (ASE) have been permanently preoccupied with designing useful and quality teaching materials for students from various Faculties in ASE, aimed to develop business communication skills, as well as to be used as work and research instruments.

The German language publications from the first 25 years of the 21st century are mainly targeted at ASE’s students, but are also useful for larger audiences, whose members undertake commercial activities with business

partners from the Germanic economic area. These publications are characterized by both thematic and typological diversity. Be they textbooks, workbooks, dictionaries, treatises or monographs, these publications were designed as teaching materials to assist economics students from various Faculties within ASE in their efforts to learn German for Economics and Business, at both beginner and advanced levels, according to the requirements for each level of proficiency specified in the Common European Framework of Reference for Languages.

The topics covered are incredibly vast and varied, addressing - to various degrees - aspects such as: business correspondence (*Scrisori de afaceri în limbile română și germană - Geschäftsbriefe - Rumänisch und Deutsch*, 2003; *Comunicare în afaceri. Scrisori în limbile română și germană. / Geschäftskommunikation. Briefe Rumänisch-Deutsch*, 2009, *Geschäftskorrespondenz. Ein Wegweiser für geschäftliche Kommunikation*, 2006), as well as topics from fields such as commerce, company culture, finance, transportation, labour market, economic trends, stock markets, human resources, management and advertising (*Limba germană pentru afaceri*, 2004). Variety is also present at conceptual level. Works focusing on business correspondence offer theoretical guidelines, templates for documents, models for letter writing and various bilingual options for phrasing content, as well as vocabulary and spelling exercises, or text reconstruction in German only. Works focusing on various economic topics included in the same volume provide students from different faculties with the opportunity to not only get familiar with models of business letters, but also acquire the specialized vocabulary and language structures used in their field of studies, by role playing real-life interaction settings.

These teaching materials were elaborated in national teams (*Limba germană pentru afaceri*, 2004; *Scrisori de afaceri în limbile română și germană - Geschäftsbriefe - Rumänisch und Deutsch*, 2003; *Comunicare în afaceri. Scrisori în limbile română și germană. / Geschäftskommunikation. Briefe Rumänisch-Deutsch*, 2009) or international teams, or as individual works (*Geschäftskorrespondenz. Ein Wegweiser für geschäftliche Kommunikation*, 2006). The international textbook *Mit Deutsch studieren – leben – arbeiten* (vol. 1, levels A2-B1) benefited from the contribution of three academics from ASE – Lora Constantinescu, Zorica Hențes and Mihaela Zografi, and it “represented a significant achievement due to its applicability, and it therefore added to the visibility of Romanian academics and of the institution in the international German teaching arena (Constantinescu, 2015, p. 73).

German teachers have also contributed – alongside academics who teach other languages at the Department - to joint projects in Romanian or English, resulting in published treatises or monographs, which offer students information and case studies meant to build a multicultural and multilingual perspective that is increasingly relevant against the context of globalization (*Communication in International Business and Economics*, 2019; *Comunicare 4.0. Tratat de comunicare în afaceri internaționale*, 2019; *Coordonate multilingve în învățământul românesc*, 2023).

Outstanding contributions to interdisciplinary and language for economic purposes may be useful for Master's and Doctoral students who wish to deepen their knowledge of the field (*Die Wirtschaftswerbung. Die linguistisch-rhetorische Analyse deutscher und rumänischer Werbekommunikate*, 2006; *Euphemismen in der Werbesprache. Ein deutsch-rumänischer Vergleich*, 2019).

Last but not least, bilingual and multilingual lexicographical projects undertaken individually or in various teams represent valuable contributions that complement the range of teaching materials addressed to economics students from ASE and to larger audiences interested in the German-speaking business world (*Dicționar german-român*, 2007; *Pocket Business Dictionary English - Russian – German*, 2020; *DICTIONARY of shipping, accounting and commercial terms and expressions English – Russian – German*, 2025).

4. Study materials for Italian classes

During the period 2000-2025, Italian language classes have been included in the curricula of various Bachelor's programs organized by the Bucharest University of Economic Studies. A variety of Italian classes have been included: *elective* classes for students enrolled in the Faculty of International Business and Economics, *optional* classes for students enrolled in the Faculties of Accounting and Management Information Systems; Agrofood and Environmental Economics; Business Administration in Foreign Languages; Business and Tourism; Economic Cybernetics, Statistics and Informatics; Finance and Accounting; International Business and Economics; Management, Marketing; Theoretical and Applied Economics (Dima et. al, 2018). Given the variety of Faculties from ASE, whose students could potentially attend optional classes of Italian, it is only natural that

teachers from ASE should engage in textbook design, to cater for learners' needs.

Students interested in learning Italian as a Foreign Language at the Bucharest University of Economic Studies benefit from a fairly long list of study materials authored by Assoc. Prof. Mariana Săndulescu. In the early 2000s several textbooks were published for students of beginner, upper-intermediate and advanced levels in Italian. Dialogues, e-mails and messages, as well as short descriptive texts alongside communication tips are followed by brief grammatical explanations and practical exercises. Relevant and fascinating points about the Italian culture and civilization are also included.

Courses focusing on Italian for business purposes, specifically on written communication, are also available to intermediate and upper-intermediate students (*Comunicazione scritta negli affari*). It is also worth mentioning that two textbooks for distance learning are also included in the list (*Ciao, Italia! 1* and *Ciao, Italia! 2*). Additionally, an important and more recent part of the study materials focuses on the practice of the Italian grammar. The handbook *Fitness la...verbele italiene*, for instance, provides numerous explanations and examples of a wide range of general rules and particularities regarding the Italian verbs, followed by appropriate exercises. Besides the verbs, Italian prepositions and problematic grammatical aspects count among the main topics of the published handbooks.

The elaboration of such study materials for Italian contributes not only to meaningful teaching and learning activities during elective and optional classes, but also to the successful participation of ASE's students in study mobilities abroad – to one of the 34 Italian partner universities.

5. Study materials for Spanish Classes

As regards the teaching of Spanish as a Foreign Language at the Bucharest University of Economic Studies, it mirrors the situation of Italian classes, in that Spanish courses are organized as either *elective* courses or *optional* courses. Elective courses are included in the curricula of Bachelor's programs organized by the Faculty of International Business and Economics, while optional courses are included in the curricula of Bachelor's programs organized by the Faculties of Accounting and Management Information Systems; Administration and Public

Management; Agrofood and Environmental Economics; Business Administration in Foreign Languages; Business and Tourism; Economic Cybernetics, Statistics and Informatics; Finance and Accounting; International Business and Economics; Management, Marketing; Theoretical and Applied Economics (Dima et. al, 2018).

Since 2000 to date, two major textbooks have been published by teachers in service at the mentioned university at the time of publication. *Limba spaniolă 1* is for beginner students starting to learn Spanish from the alphabet and the specific phonemes and aims to develop their skills to an A2+ level (CEFR). The focus is on teaching grammar and vocabulary related to both every-day and professional topics and situations. Rich explanations and examples are completed by practical exercises meant to develop students' grasp of the Spanish language, while interesting insights into the culture and civilizations of the Spanish-speaking countries enrich their knowledge. Motivating texts are used to develop their reading, as well as writing and speaking skills. A relevant word list with Romanian translations is also provided. The textbook does not contain the answer key to activities; therefore, it is mainly intended for work in the classroom with the instructor.

As the title states, *Económicas Erasmus* targets Business and International Affairs students aiming to study in Spanish, in one of the 33 Spanish or Latin American universities ASE has partnerships with, via the Erasmus+ program. The textbook is meant mainly for individual study, as the answer key to all activities is also included. It addresses students with a minimum A2+ level in Spanish according to the CEFR scale. The units focus on topics relating to the preparations and general background of the stay, such as the application process, courses, exams, accommodation and transport. They also cover a range of basic business topics such as markets and companies, human resources, marketing strategies, finance, trade, accounting and taxation. The purpose is to make students prepare for their experience by becoming familiar with the basic economic vocabulary, as well as by practicing reading comprehension of field-related texts. Furthermore, each unit revises major grammatical themes as the verbal modes and tenses, pronouns, prepositions, and verb phrases among others. Theoretical explanations are scarce while the practical exercises abound. By enhancing an effective mastering of Spanish language, the course book aims to support students in developing their full potential and take

advantage of their experience in a Spanish-speaking academic and social environment.

6. Study materials for classes of Romanian as a Foreign Language

Romanian as a Foreign Language (RFL) has been taught at the Bucharest University of Economic Studies ever since the establishment of the University, in 1913. As Șerban, Mihai (2015) points out, the university has had foreign students from the very beginning, which is why RFL classes have been present in the curricula for more than a century⁸. Currently, there are two main categories of RFL courses taught at ASE: i) RFL courses taught to foreign students enrolled in Bachelor's study programs (either for students enrolled in full time study programs, or occasionally, for incoming Erasmus students, attending ASE's study programs for a semester or an academic year), and ii) RFL courses taught to international students enrolled in the Preparatory Year of Romanian Language for Foreign Citizens (APLR), organized by ASE's Faculty of International Business and Economics. To put things into perspective, we would like to mention that both categories of international students attending ASE's programs have recorded increases in both numbers of enrolled students, and of countries of origin. The number of international students enrolled in Bachelor's programs increased from nearly 400 in 2016 to more than 600 in 2022⁹, the number of incoming Erasmus students varies around 90-110 per year, while the number of international students enrolled in the APLR program varies around 60-80 per year (Profiroiu, 2020, 2023).

Given this increased interest of international students in ASE's study programs, it is only natural that the attention given to Romanian language classes is increasing. To adapt to this context, academics from the Department of Modern Languages and Business Communication of ASE's Faculty of International Business and Economics have designed and

⁸ However, at the beginning, the majority of students taking Romanian classes were not the foreign students, but the Romanian natives, who had to attend classes in Romanian language and literature, Conversation in Romanian for Customs, Commercial Correspondence and short-hand writing in Romanian, Romanian Language and Commercial Correspondence (Șerban, Mihai, 2015, pp 68-69).

⁹ To this, we add international Master's students – with numbers varying around 150 per year, and Doctoral students – with numbers varying from 70-100 per year between 2016-2022 (Profiroiu, 2023, p. 13).

published a series of teaching materials, as follows: textbooks, dictionaries and glossaries, study materials on online platforms. The materials designed in the period under consideration, i.e 2000-2025, are targeted mainly at APLR students, but are also used for RFL classes taught to students enrolled in other study programs (such as the Bachelor's programs organized by the Faculties of Business Administration in Foreign Languages, or International Business and Economics), in conjunction with materials designed by authors from other institutions throughout Romania.

The RFL textbooks designed by ASE's academics during the period 2000-2025 are aimed at developing knowledge of either general Romanian language, culture and civilization, or RFL for specific purposes (social sciences and medical sciences). On the one hand, Stamatescu's (2017) *Romanian culture and civilization in the current European context: an introduction for international students* offers an introduction to Romanian culture and civilization. It covers topics such as: Romania's history and culture, the country's relation to other nations, landmarks in Bucharest, contemporary arts etc. The reading materials written in English alternate with bilingual activities meant to develop vocabulary, grammar, and conversational skills for A0A1 learners. The volume also includes several practice tests. Șerban, Mihai's (2017a.) *Curs practic de limba română. Comunicare orală și scrisă* is also an A0A1 textbook, which covers topics such as: the alphabet, introductions, time, space, food, family, emotions, face-to-face and telephone conversations, writing messages and e-mails etc. The textbook also includes a series of appendices that briefly summarize the phonetics and morphology knowledge students are exposed to while studying from this book.

On the other hand, several textbooks were designed as study materials for specialized RFL classes. Șerban, Raluca's (2016) *Comunicare de afaceri și limbaj economic în limba română* is intended to develop students' general professional skills, as well as business-related vocabulary, apart from general Romanian language skills. It covers topics such as: formal and informal Romanian language, market issues, job application, marketing and management issues, teamwork etc. The textbook helps to develop students' reading, listening, speaking and writing skills, and also includes a glossary of economic terms. The three volumes authored by Dima & Hurduzeu (2019) *Limba română pentru străini. Științe economice* are meant to further develop students' knowledge of RFL for economic purposes – volume 1 tackles the Financial and Accounting field, volume 2 the

Management Field, whereas volume 3 deals with the Marketing field. Each volume contains twelve lessons and three practice tests, as well as appendices with morphology rules, for quick reference. All volumes are designed to develop students' reading, listening, speaking and writing skills, based on authentic reading and listening materials from a variety of sources: economic textbooks, the printed and audio-visual media, professional blogs and platforms etc. The textbooks in the series are designed to help students reach a B1B2 level of Romanian. The textbook authored by Șerban, Mihai (2017b.) *Manual de limba română limbaj specializat pentru științe biologice și biomedicale: Anatomie*, is designed to develop students' knowledge of RFL for medical purposes, taking them from A1A2 to B1B2 levels of proficiency. Based on reading materials adapted from high school textbooks of Biology/ Anatomy, the author creates contexts that mirror real life conversations on topics such as: the human body, the bone, muscle, circulatory, digestive systems etc., also familiarizing learners with the life of medical students in Romania, as well as with general professional contexts such as a visit to the doctor's office for a medical examination, or the lives of doctors in Romania. The textbook also includes a glossary of specialized terms in the fields of Biology, Anatomy, and Medicine.

In addition to the glossaries included at the end of previously mentioned textbooks such as Șerban, Raluca (2016), or Șerban, Mihai (2017b.), academics from ASE have also contributed to the elaboration of dictionaries and glossaries, which are also very useful in developing foreign learners' knowledge of general and/or specialized Romanian. Among these, we mention Ivanciu (coord., 2009) *Dictionar trilingv de comunicare interculturală în afaceri: română-engleză-franceză*, which focuses on terms and concepts related to intercultural communication in business; each entry offers both brief definitions/ explanations in Romanian and equivalents in French and English; Constantinescu-Ștefănel (coord., 2010) *Dicționar de gestiune financiar-contabilă englez-român/român-englez cu glosar în limbile franceză, germană, rusă, italiană și spaniolă* and Cilianu-Lascu & Lorentz (eds., 2024) *Vocabular panlatin de fiscalitate* are useful for RFL for Finance and Accounting classes; while Militaru (2018) *Medical Vocabulary. English- Romanian*, a mobile application especially designed for RFL learners, focuses on medical vocabulary in use in both Romanian and English.

Members of the Department of Modern Languages and Business Communication also design RFL study materials that are posted on online

platforms for student use during lectures/seminars or self-study. On the one hand, academics from ASE permanently revise and update materials to cater for student needs, and post them on the university's blended learning program – online.ase.ro. On the other hand, members of the Department have contributed to internationally designed platforms such as the Oportunidade platform – one of the results of the Oportunidade Project undertaken between 2015-2017 by a Consortium led by the Bucharest University of Economic Studies, and comprising the Association Club Vertical – Dance School Oportunidad, Bucharest, Université Libre De Bruxelles, Universidade De Lisboa, and Escola Oficial d'Idiomes de Barcelona-Drassanes. The platform hosted Romanian Language courses of A1A2 and B1 level (general and specific purposes), materials for five other languages – Catalan, English, French, Portuguese and Spanish – intercultural and civilization classes, as well as social dancing classes.

This section has presented a series of study materials designed by members of the Department of Modern Languages and Business Communication from the Bucharest University of Economic Studies for the benefit of students attending classes of Romanian as a Foreign Language, in the period 2000-2025. We have referred to textbooks, dictionaries and glossaries, study materials on online platforms, meant to develop general and specialized knowledge of Romanian language, raise awareness of cultural and civilization aspects, build communication skills for levels ranging from A0A1 to B1 or even B2.

7. Concluding remarks

The current article has offered a succinct presentation of a selection of study materials designed during 2000-2025 by the academics from the Department for Modern Languages and Business Communication, Faculty of International Business and Economics, at the Bucharest University for Economic Studies (ASE), Romania. We have chosen this particular period in the history of the Department, to honor the 25th Anniversary since the establishment of the *Dialogos* Journal, by the members of the same Department. We have pointed to the need for elaboration of new study materials for languages at the turn of the century, arising from both the linguistic background of the academics involved in this process (the introduction of the Common European Framework of Reference for Languages by the Council of Europe, 2001), and the desire to prepare

business students for operating in an increasingly multilingual domain. Out of the eleven languages taught at ASE in the given period, we have presented the study materials designed for the six main languages that are included in the curricula of ASE's Faculties as either compulsory or elective classes: English, French, German, Italian, Spanish and Romanian.

We have referred to the complexity and variety of the study materials elaborated by ASE's language professionals, varying from textbooks and commercial correspondence guidelines, to grammar and/or vocabulary workbooks or practice tests, to dictionaries or glossaries. Be they monolingual, bilingual or plurilingual study materials, these publications were mainly produced in teams of academics who have taught at various of ASE's Faculties, to cater for the latter's students' specific needs (both in terms of specialized vocabulary varying from one faculty to another, and in terms of varying levels of proficiency at the onset of their studies at ASE). We have also pointed out the effect of the introduction of new study programs on textbook design – to cover new topics (such as Cultural Studies) and new skills (such as research skills for graduation papers). Despite the impressive number and diversity of materials described in this article, it is but a scarce summary of the study materials designed by language professionals at the Bucharest University of Economic Studies; the reader is also kindly referred to the Appendix with publication details of many more volumes.

References

1. CAPOTĂ-STANCIU, Rodica (2015) "Romance languages for Business Communication", in Nicolae, M., Constantinescu-Ștefănel, Ruxandra (eds.). (2015). *The History of Modern Languages in the Bucharest University of Economic Studies. A Centennial Perspective*, Bucharest: ASE Publishing House, pp. 62-66.
2. CONSTANTINESCU, Lora Dagmar (2015) "A Short history of teaching German", în Nicolae, M., Constantinescu-Ștefănel, Ruxandra (eds.). (2015). *The History of Modern Languages in the Bucharest University of Economic Studies. A Centennial Perspective*, Bucharest: ASE Publishing House, pp. 71-75.
3. CONSTANTINESCU, Lora, MILITARU, Marina (2015) "Publications in English and German of the Department of Modern Languages and Business Communication", în Nicolae, M., Constantinescu-Ștefănel,

- Ruxandra (eds.). (2015). The History of Modern Languages in the Bucharest University of Economic Studies. A Centennial Perspective, Bucharest: ASE Publishing House, pp. 140-147.
4. DIMA, Viorela-Valentina, MOHANU, Florina, HURDUZEU, Raluca-Elena, LORENTZ, Maria-Antoaneta, PĂTRU, Cornelia (2018) "Foreign Language Education in ASE Bucharest - A Quantitative Approach", in DUMITRESCU, D, ZAMFIR, A. (coord.), (2018), Proceedings of the 1st International Conference on Economics and Social Sciences, Bologna: Filodiritto Publisher, pp. 322-333.
 5. Council of Europe (2001) Common European Framework of Reference for Languages: Learning, teaching, assessment, Council of Europe Publishing, Strasbourg, available at <https://rm.coe.int/1680459f97>.
 6. PĂTRĂȘCANU, I.V. (1935) "Istoricul limbii germane în școalele comerciale din România", *Revista generală a învățământului*, XXIII.
 7. PROFIROIU, Marius Constantin (2020) Raport de progres. Internaționalizarea ASE București, martie 2016 - martie 2020, <https://international.ase.ro/21/wp-content/uploads/2021/04/Report-on-university-internationalization-reference-period-2016-2020.pdf>.
 8. PROFIROIU, Marius Constantin. (2023) Raport de progres. Internaționalizarea ASE București, 1 ianuarie-31 decembrie 2022, <https://international.ase.ro/21/wp-content/uploads/2024/06/reference-period-2022.pdf>.
 9. STANCIU-CAPOTĂ, Rodica, BÂRLEA, Roxana (2015) "Publications in French, Italian, Spanish and Russian of the Department of Modern Languages and Business Communication", in Nicolae, Mariana, Constantinescu-Ștefănel, Ruxandra. (ed.). (2015). The History of Modern Languages in the Bucharest University of Economic Studies. A Centennial Perspective, Bucharest: ASE Publishing Housepp. 148-159.
 10. ȘERBAN, Mihai (2015) "A few reference points in teaching Romanian in the Bucharest University of Economic Studies", in Nicolae, Mariana, Constantinescu-Ștefănel, Ruxandra. (ed.). (2015). The History of Modern Languages in the Bucharest University of Economic Studies. A Centennial Perspective, Bucharest: ASE Publishing House, pp. 68-70.

**Appendix. List of study materials authored by members
of the Department of Modern Languages and Business
Communication from the Bucharest University of Economic
Studies (ASE) during 2000-2025**

Publications for English classes

2000

1. BOICESCU, Șerban, OPRICĂ, Octavian (2000) Business communication: English for students in accounting, editura Milena Press.
2. GHIGA, Georgeta (2000) Developing Language Skills and Communicative Testing, București: Editura ALCRIS.
3. GHIGA, Georgeta (2000) Public Administration Matters, Buzău: Editura Alpha.
4. HOLLINGER, Alexander (2000) Lexicological Approach to Business English, București: Editura Cavaliotti.
5. MEREALBE, Emanuel (2000) Limba engleză pentru juriști, editura Eficient.
6. NICOLAE, Mariana (coord), ALEXANDRESCU, Roxana, ENACHE, Maria, GHIGA, Georgeta, KIRIȚESCU, Liliana PRELICPEANU, Cristina, Robu, Valentina, SĂNDULESCU (NEGREA), Violeta, ZOGRAFI, Mihaela (2000) Communicate in Business, Editura Roton.
7. NICOLAE, Mariana (coord), MĂGUREANU, Tania, BARGHIEL, Virginia, ENACHE, Maria, HOLLINGER, Alexander, PRELIPCEANU, Cristina (2000). Communication in international business, 2000, București: Editura Cavaliotti.
8. NICOLAE, Mariana (coord), PRELIPCEANU, Cristina, ROBU, Valentina, KIRIȚESCU, Liliana. (2000). Business Issues, București: Editura ASE.
9. SĂNDULESCU (Negrea), Violeta, GHIGA, Georgeta (2000) Financial English: Economic English for upper intermediate, vol.1, editura FinMedia.
10. SĂNDULESCU (Negrea), Violeta, GHIGA, Georgeta (2000), Financial English: Development of Financial English Skills, vol.1, Editura FinMedia.
11. TURCU, Fulvia (2000) English activator in Economics, 2000, București: Editura Percomex.

2001

12. ALEXANDRESCU, Roxana, ARSENE, Mihaela, BARGHIEL, Virginia, GHIGA, Georgeta, MĂGUREANU, Tania, ROBU, Valentina (2001) Developing Reading Skills in English for Applied Computer Science, București: Editura ASE.
13. ENACHE, Maria, PRELIPCEANU, Cristina, NICOLAE, Mariana, ZOGRAFI, Mihaela (2001) Commercial communication: developing skills for intermediate students of English, editura CISON.
14. PRELIPCEANU, Cristina, NICOLAE, Mariana, GHIGA, Georgeta, ZOGRAFI, Mihaela, ALEXANDRESCU, Roxana, KIRIȚESCU, Liliana, ROBU, Valentina, SĂNDULESCU (Negrea), Violeta, ENACHE, Maria (2001) Communicate in Business, Work Book for Business Issues, manual și casetă audio, editura CISON.
15. SĂNDULESCU (Negrea), Violeta, GHIGA, Georgeta (2001) Financial English: Financial Communication, vol.3, Editura FinMedia.
16. SĂNDULESCU (Negrea), Violeta, GHIGA, Georgeta (2001) Financial English, Financial Conventions, vol.4, Editura FinMedia.

2002

17. GHIGA, Georgeta (2002) Aspects of Business Communication, Editura Cavaliotti.
18. GHIGA, Georgeta (2002) Business and Cross-cultural Issues, Editura Cavaliotti.
19. NICOLAE, Mariana (coord.), ENACHE, Maria, GHIGA, Georgeta, PRELIPCEANU, Cristina, ZOGRAFI, Mihaela (2002) Commercial Communication, vol. 1 and 2, Editura CISON.
20. SĂNDULESCU (Negrea), Violeta, HOLLINGER, Alexander, BARGHIEL, Virginia, CHIRIACESCU, Adriana, LEFTER, Virgil, FLOREA, Maria (2002) Practice in English Grammar, Editura Lucman.
21. HOLLINGER, Alexander (2002) Test your business English Vocabulary, Editura Teora.
22. HOLLINGER, Alexander (2002) The vocabulary of business and financial English, Cavaliotti.
23. HOLLINGER, Alexander, BARGHIEL, Virginia, GHIGA, Georgeta (2002) Essentials of Financial English, Editura Cavaliotti.
24. HOLLINGER, Alexander, BARGHIEL, Virginia, GHIGA, Georgeta (2002) The Language of Finance, Banking and Insurance, Editura Cavaliotti.

25. NICOLAE, Mariana (2002) Managerial Communication in the Internet Age, Bucharest: ASE Publishing House.

2003

26. ALEXANDRESCU, Roxana (2003) No choice be random: grammar and lexical exercises: with keys, Editura Cavallioti.
27. HOLLINGER, Alexander (2003) Essentials of accounting in English: a textbook for English-learning students at the faculty of accounting, Milena Press.
28. NICOLAE, Mariana, ENACHE, Maria, BARGHIEL, Virginia (2003) International Business and Professional Communication, Editura CISON.
29. PRELIPCEANU, Cristina (2003) Aspecte ale limbajului economic și comercial (în limbile română și engleză), Editura Arvin Press.

2004

30. ALEXANDRESCU, Roxana (2004) Help Yourself with English, București: Editura Cavaliotti.
31. BĂCESCU, Monica-Iuliana (2004) English for business: advanced level, Editura Economică
32. GHIGA, Georgeta (coord.), STAMATESCU, Ioana, ȘERBAN, Raluca (2002) Talking Business, București: Editura Cavaliotti.
33. GHIGA, Georgeta, STANCU, Mădălina Monica (2004) Public administration and professional communication, Editura Cavaliotti.
34. HOLLINGER, Alexander (2004) The Language of Accounting, București: Editura Milena Press.
35. NICOLAE, Mariana, (coord.), KIRIȚESCU, Liliana, STĂNUȘ, Estera Romelia, GHIGA, Georgeta, ZOGRAFI, Mihaela (2004) Ready for business: a course in business communication, București: Editura Universitară
36. PREPELICEANU, Cristina (2004) English for Marketing, Ed. Cavaliotti.
37. PREPELICEANU, Cristina (2004) The Language of Marketing and Advertising, București: Editura ASE.
38. PREPELICEANU, Cristina (coord.), ZOGRAFI, Mihaela, GIURCULESCU, Daniela, NICOLAE, Mariana (2004) English for Tourism and Hospitality Industry, Editura Universitară.

39. TOMOȘOIU, Nora, SCURTULESCU, Antonia (2004) The English verb: basic rules and modern trends (with exercises and key), Editura Universitară.

2005

40. BOICESCU, Șerban (2005) Business communication: keys to accounting, accountancy and auditing with three mini-glossaries of accounting, București: Editura Universitară.
41. CHIRIACESCU, Adriana, MUREȘAN, Laura, BARGHIEL, Virginia, HOLLINGER, Alexander (2005) Corespondența de afaceri în limbile română și engleză, București: Editura TEORA.
42. CONDRUZ-BĂCESCU, Monica, DONA, Denise, DUMITRESCU, Virginia Mihaela, DIMA, Viorela -Valentina (2005) English for students of Cybernetics. MIND YOUR STEPS TO SUCCESS, 2005, București: Ed. Uranus.
43. ENACHE, Maria, ZOGRAFI, Mihaela, ROTARIU, Raluca-Elena, MILITARU, Marina, NICOLAE, Mariana (2005) Management Issues, Editura Universitară.
44. HOLLINGER, Alexander (2000) A Lexicological Approach to Financial and Business English, Editura Universitară.
45. HOLLINGER, Alexander (2005) The Vocabulary of Business and Financial English, Editura Universitară.
46. HOLLINGER, Alexander (2005) Written communication in Business English: business and financial letter-writing, Editura Universitară.
47. HOLLINGER, Alexander, MARINESCU, Roxana, STĂNUȘ, Estera-Romelia, NICOLAE, Ana-Maria (2005) Business Talks!, Editura. Cavallioti.
48. IONCICĂ, Diana, ROBU, Valentina, CIOLĂNEANU, Roxana, STAMATESCU, Ioana (2005) Mastering English for Economics, București: Ed. Uranus.
49. MUREȘAN, Laura, (coord.), MARIN, Monica, RĂȘCANU, Iulia, ȘERBAN, Raluca (2005) First Steps into Marketing, București: Editura Uranus.
50. NICOLAE, Mariana, PRELIPCEANU, Cristina, ENACHE, Maria, GHIGA, Georgeta, ZOGRAFI, Mihaela, DĂRĂBANȚ, Maria (2005) Commercial correspondence: developing skills for intermediate students of English, Editura Universitară.

51. PRELIPCEANU, Cristina, DAVID, Irina, IONCICĂ, Diana, ROTARIU, Raluca-Elena (2005) *First steps in business*, Editura Universitară.

2006

52. CODREANU, Anca, DELLEVOET, Liliana, MĂGUREANU, Tania, ROBU, Valentina (2006) *Learning and Growing*, București: Editura Cavallioti.
53. ENACHE, Maria, CATARGIU, Carmen, MILITARU, Marina (2006) *Improve your business English vocabulary*, București: Editura Universitară.
54. MAFTEI, Mara Magda (2006) *Communicate in financial English*, 2006, București: Editura ASE.
55. MARIN, Monica, RĂȘCANU, Iulia, ȘERBAN, Raluca (2006) *English for Marketing Students*, 2006, Editura Uranus.
56. PRELIPCEANU, Cristina, (coord), DAVID, Irina, DĂRĂBANȚ, Maria (2006) *Excel in Business*, București: Editura Universitară.

2009

57. ENACHE, Maria (2009) *Competența comunicativă și oportunitățile de învățare. O perspectivă interacționistă (Aplicații la limba engleză)*, Editura Universitară.
58. GHIGA, Georgeta (2009) *Crossing Borders. Elements of Intercultural Communication*, București: Editura Printech.
59. GHIGA, Georgeta (2009) *Oral and Written Business Communication*, București: Editura Printech.

2010

60. MAFTEI, Mara Magda (2010) *Communicate in Business English. A Short Course for Business Students*, București: Editura Universitară.

2011

61. IONCICĂ, Diana, CALCIU, Radadiana, DONA, Denise, DIMA, Viorela-Valentina (2011) *Practical English for Finance and Accounting*, București: Editura Uranus.

2012

62. MAFTEI, Mara Magda (2012) Steps into financial English, Iași: Editura Institutului European.
63. NICOLAE, Mariana (coord.) (2012) Communication matters = Aspectele comunicării contează, București: Editura ASE.

2013

64. CONDRUZ-BĂCESCU, Monica, DIMA, Viorela-Valentina, DONA, Denise, DUMITRESCU, Virginia Mihaela, TĂLMĂCIAN, Elena (2013) Ahead in Business English, București: Editura Universitară.
65. ENACHE, Antonia, MILITARU, Marina (2013) Political communication, București: Editura Universitară.
66. MARINESCU, Roxana (2013) Intercultural Communication in Contemporary Society, București: Editura ASE.
67. MARINESCU, Roxana (coord.), DAVID, Irina, GROSU, Lucia-Mihaela (2013) Cultural Studies, București: Editura ASE.

2014

68. CONDRUZ-BĂCESCU, Monica-Iuliana, DIMA, Viorela-Valentina, DONA, Denise, DUMITRESCU, Virginia Mihaela, TĂLMĂCIAN, Elena, Business English. Practice and Progress, București: Editura Universitară.
69. IONCICĂ, Diana Eugenia (2014) New Mastering English for economics, București: Editura Uranus.
70. IONCICĂ, Diana Eugenia (2014) New Practical English for Finance, Accounting and Insurance, București: Editura Uranus.

2015

71. DIMA, Viorela Valentina, MILITARU, Marina Luminița, HURDUZEU, Raluca-Elena (2015) Business English Course Design: A Teacher's Perspective, București: Editura Universitară.
72. DIMA, Viorela-Valentina, MILITARU, Marina, HURDUZEU, Raluca-Elena (2015) Comunicare de afaceri în limba engleză. Suport de curs pentru Facultatea de Comerț, București: Editura ASE.
73. HURDUZEU, Raluca-Elena (2015) Comunicarea nonverbală în afaceri, București: Editura Universitară.
74. ȘERBAN-OPRESCU, Anca-Teodora (2015) Ghid metodologic de realizare a lucrărilor științifice, București: Editura Universitară.

2016

75. MILITARU, Marina (2016) Verbal versus nonverbal în comunicarea politică, București: Editura ASE.
76. ȘERBAN, Raluca Nicoleta (2016) Tips and Tricks shortcutting English Grammar, București: Editura ASE.

2017

77. ENACHE, Antonia (2017). A crash course in business writing: basic rules, challenges and pitfalls, București: Editura Universitară.

2018

78. MARINESCU, Roxana-Elisabeta (coord.), DAVID, Irina, NICOLAE, Mariana (2018) Dancing through English for Intercultural Communication, București: Editura ASE.
79. MILITARU, Marina-Luminița (coord.), STANCIU-CAPOTĂ, Rodica, HURDUZEU, Raluca-Elena, MARDARI, Alina-Maria, PECICAN, Anca, GOT, Monica (2018) Dicționar poliglot de termeni economici englez-român-francez-german-spaniol, București: editura Universitară.

Publications for French classes

2000

1. CONSTANTINESCU, Ileana (2000) Manual de franceză și engleză pentru afaceri, București: Editura Economică.
2. CONSTANTINESCU, Ileana (2000) Manual de limba franceză: Une promenade dans quelques pays francophones, 2eme volume, București: Milena Press.
3. CONSTANTINESCU, Ileana, BLAJOVICI, Liliana (2000, 2003, 2005) Manual de limba franceză : Une promenade dans quelques pays francophones, București: Milena Press,
4. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2000), La communication d'affaires : la négociation face-à-face, București: Editura ASE.
5. DIPȘE, Maria (2000) Formation à la communication en affaires, 3 volumes, București: Editura ASE.
6. GULEA, Micaela (2000) La réunion de travail : Communication dans l'entreprise et les groupes, București: Editura ASE.

7. GULEA, Micaela (2000) Les fondements de la communication face-à-face : Cours interactif, București: Editura ASE.
8. GULEA, Micaela (2000) Strategii, tehnici, tactici de negociere, București: Editura Oscar Print.
9. GULEA, Micaela (2000) Strategii, tehnici, tactici în negocierea comercială față în față: sinteza și aplicații, București: Editura ASE.
10. GULEA, Micaela, HENRY, Vincent (2000) Les fondements de la communication face-à-face : Recueil de textes d'étude, București: Editura ASE.
11. POPA, Elena, VELICU, Anca (coord.) (1999, 2000, 2001) Le français des finances pour l'enseignement à distance, Modules I & II, Textbook and Student Exercise Book, București: Editura ASE
12. POPA, Elena, VELICU, Anca (1999, 2000, 2001) Parlons Finances ! Module H (Horizons économiques : fiscalité, inflation, croissance), Textbook and Student Exercise Book, București: Editura ASE
13. POPA, Elena, VELICU, Anca (1999, 2000, 2001) Parlons Finances ! Module G (Gestion financière : comptes annuels, gestion de portefeuille, réduction de prix et avoirs, faillite), Textbook and Student Exercise Book, București: Editura ASE.

2001

14. ANDREU, Anne-Sophie (2001) Comunicare profesională, trad. LASCU CILIANU, Corina, CENUȘE, Ioan Petre; pref. NICULESCU, Maria, București: Editura Economică.
15. BRĂILEANU, Luminița, VASILIU, Deliana (2001) Dossier pédagogique: «La transition à l'est», București: Editura ASE.
16. CAPOTĂ-STANCIU, Rodica, 2001, Regards sur l'économie et la gestion de la production agricole et alimentaire, București: Editura ASE.
17. CILIANU-LASCU, Corina (2001) Limba franceză : culegere de exerciții lexico-gramaticale cu profil economic, București: Editura Meteor Press.
18. CILIANU-LASCU, Corina, PERIȘANU, Mariana (2001) Le français à l'usage des professionnels : Module 1 : Entrez dans la vie professionnelle, București: Editura Meteor Press,
19. CILIANU-LASCU, Corina, STOEAN, Carmen Ștefania (2001) Grammaire fondamentale du français : recueil d'exercices, București: Editura ASE.

20. CONSTANTINESCU, Ileana (2001, 2005) *Lexicul dreptului afacerilor si dreptul comunitar: francez-român ; român-francez*, București: Milena Press
21. CONSTANTINESCU, Ileana, BUZAN, Cristian (2001) *Lexicul dreptului afacerilor si dreptului comunitar: francez-român; român-francez*, București: Milena Press.
22. CONSTANTINESCU, Ileana, ILIE, Alexandru, GHIRONTE, Daniel (2001) *Dicționar de informatică român-francez-englez*, București: Milena Press.
23. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2001) *La simulation dans l'enseignement de la négociation face-à-face*, București: RAO.
24. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2001) *Nous accusons réception : recueil d'exercices : notes, rapports, lettres commerciales*, București: Editura ASE.
25. GULEA, Micaela (2001) *La réunion de travail : pentru uzul studentilor anului III*, București: Editura ASE.
26. POPA, Elena; VELICU, Anca-Marina (2001) *Communication financière : pour l'enseignement à distance : pentru uzul studentilor anului III : Module I : Introduction au courrier professionnel : Livret de l'etudiant*, București: Editura ASE
27. POPA, Elena; VELICU, Anca-Marina (2001) *Communication financière : pour l'enseignement à distance : pentru uzul studentilor anului III : Module II : Créneau interbancaire / Relations internationales : Facultatea Finante, Asigurari, Banci si Burse de Valori*, București: Editura ASE
28. VELICU, Anca-Marina, (coord.), POPA, Elena (2001) *Le français des finances : pour l'enseignement à distance : Modules 1, 2, Courses and Student Handbooks*, București: Editura ASE.

2002

29. CILIANU-LASCU, Corina, STOEAN, Carmen Ștefania (2002) *Gramatica limbii franceze : vol. 1 si 2, cu exerciții*, București: Editura Meteor Press.
30. CONSTANTINESCU, Ileana (2002, 2005) *Dicționar de afaceri: român-franez, francez-român*, București: Milena Press.

2003

31. CAPOTĂ-STANCIU, Rodica (2003) Panorama financier, București: Editura ASE.
32. CONSTANTINESCU, Ileana, DRĂGAN, Maria (2003) Le français des finances (2 parties) 2eme partie - banques, fiscalité, bourses, assurances, București: Milena Press.
33. CONSTANTINESCU, Ileana (2003) Dicționar financiar-bancar, București: Milena Press.
34. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2003) 35 cas de négociation commerciale, București: Editura ASE.
35. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2003) Produit unique et bénéfique, București: Editura ASE.
36. GULEA, Micaela (2003) Bazele comunicării față în față : curs interactiv, vol. 1, București: Editura ASE.
37. POPA, Elena, VELICU, Anca (2003) Le B.A. - ba du courrier professionnel, București: Editura ASE

2004

38. CILIANU-LASCU, Corina (2004) Communication d'entreprise : concepts, stratégies, techniques, pratiques, București: Ed. InfoMega.
39. CONSTANTINESCU, Ileana, BLAJCOVICI, L., (2004, 2005), Le français des affaires, București: Milena Press.
40. CRISTEA, Teodora, STOEAN, Carmen Ștefania (2004) Eléments de pragmatique linguistique, București: Editura ASE.
41. CRISTEA, Teodora, STOEAN, Carmen Ștefania (2004) Modalités d'énonciation, București: Editura ASE.
42. STOEAN, Carmen Ștefania (2004, 2005, 2006, 2007) Armonizarea procesului de predare/învățare a francezei economice, București: Editura ASE.

2005

43. CAPOTĂ-STANCIU, Rodica, LORENTZ, Maria-Antoaneta (2005) Au service de votre français. Le quotidien des affaires, București: Editura ASE.
44. CAPOTĂ-STANCIU, Rodica, OPRESCU, Maria Ana, BÂRLEA, Roxana-Magdalena (2005) Itinéraires économiques en français, București: Editura ASE.

45. CILIANU-LASCU, Corina, CHITU, Livia, FĂGUREL, Otilia, COICULESCU, Alexandra (2005) *Franceza pentru economisti : mots, expressions, discours en économie*, București: Editura Teora.
46. CONSTANTINESCU, Ileana (2005) *Dictionar de internet și de informatică român-francez-englez*, București: Milena Press.
47. CONSTANTINESCU, Ileana, BUZAN, Cristian; MOISEI, Daniel (2005, 2009), *Mic dicționar juridic: român-francez*, București: Milena Press.
48. LORENTZ, Maria-Antoaneta (2005) *Modalité de re/modalité de dicto-l'espace adjectival*, București: Editura ASE.
49. STOEAN, Carmen Ștefania (coord), IVAN, Mihaela, CAPOTĂ-STANCIU, Rodica, LORENTZ, Maria-Antoaneta, STOIAN-TIFRAC, Ana (2005) *Limba franceză: culegere de teste pentru admitere*, București: Editura ASE.

2006

50. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra, GULEA, Micaela (2006) *L'embauche dans les multinationales : cours interactif, première partie*, București: Editura ASE.
51. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra, GULEA, Micaela (2006) *L'embauche dans les multinationales : cours interactif, deuxième partie*, București: Editura ASE.
52. IVANCIU, Nina (2006) *Le français des affaires en milieu interculturel : textes et exercices de communication*, București: Editura ASE.

2007

53. PERIȘANU, Mariana (2007) *Le pari à Paris: harmonies textuelles*, București: Editura ASE.
54. PERIȘANU, Mariana (2007) *Romania în spațiul literar francofon = La Roumanie dans l'espace littéraire francophone*, București: Editura ASE.

2008

55. CONSTANTINESCU, Ileana, PRECUP, Anca-Nicoleta, VERONNEAU, Raphael (2008) *Dictionar de afaceri*, București: Milena Press.
56. PERIȘANU, Mariana, GROSU-RĂDULESCU, Lucia-Mihaela, DIPȘE, Maria, COFAN, Alunița (2008) *Romania în spațiul literar francofon*, București: Editura ASE.

2009

57. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2009) *Techniques de communication dans la négociation*, București: Editura ASE.
58. IVANCIU, Nina (coord.), KORCA, Mihai, LORENTZ, Maria-Antoaneta, TOURBATEZ, Cecile, (2009) *Dictionar trilingv de comunicare interculturală în afaceri : română-engleză-franceză*, București: Editura ASE.
59. OPRESCU, Maria Ana (2009) *Créativité lexico-sémantique dans la langue de la publicité*, București: Editura ASE
60. OPRESCU, Maria Ana (2009) *Le message publicitaire*, București: Editura ASE

2010

61. CAPOTĂ-STANCIU, Rodica, OPRESCU, Maria Ana, ALEXE, Manuela (2010, 2011), *Les dires du faire en français, cours pratique de français pour l'enseignement à distance, 1^{ère} et 2^{ème} années*, București: Editura ASE.
62. CONSTANTINESCU, Ileana (2010) *Dictionnaire de gestion financière et des ressources humaines = Dictionar de man Français-roumain-portugais-espagnol-anglais = francez-roman-portughez-spaniol-en*, București: Milena Press.
63. CONSTANTINESCU, Ileana, DAMSESCU, Adrian (2010) *Dictionar financiar-bancar: român-spaniol, spaniol-român*, București: Milena Press.
64. CONSTANTINESCU, Ileana, MOISEI, Daniel, BUZAN, Cristian; TOPOR, Andreea (2010) *Dicționar juridic*, București: Milena Press.
65. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2010) *Comunicarea interculturală de afaceri*, București: Editura ASE.
66. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra, LORENTZ, Maria-Antoaneta, GIRBINA, Maria Madalina, BÂRLEA, Roxana (2010) *Dicționar de gestiune financiar-contabilă englez-român/român-englez cu glosar in limbile franceză, germană, rusă, italiană și spaniolă : proiect de cercetare cu mediul de afaceri nr. 57/09.07/2009*, București: Editura ASE.
67. LORENTZ, Maria-Antoaneta et al. (2010) *Vocabulaire panlatin des articles du bureau – Français, Català, Espagnol, Galego, Italiano, Portugues, Română, English, Office québécois de la langue française/Realiter, Quebec, Gouvernement de Quebec*
68. STOEAN, Carmen Ștefania (2010) *Harmonisation des paramètres méthodologiques pour l'élaboration des curricula de FLE (français à*

orientation générale, français sur objectif spécifique, français de spécialité, français professionnel) en milieu universitaire francophone, București: Editura ASE.

2011

69. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra, BÂRLEA, Roxana, LORENTZ, Maria-Antoaneta, GIRBINA, Maria Mădălina (2011) Dictionar de gestiune financiar-contabila englez-roman/roman-englez cu glosar, București: Editura ASE.
70. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra, BÂRLEA, Roxana (2011) Manuel de français pour l'enseignement à distance, București: Editura ASE.
71. PERIȘANU, Mariana (2011) Francophonie littéraire roumaine : mini-glossaire et convergences, série Atelier de lectures, București: Editura ASE.
72. STOEAN, Carmen Ștefania (2011) Armonizarea parametrilor metodologici pentru elaborarea curriculei de FLE, București: Editura ASE.
73. STOEAN, Carmen Ștefania, ȘERBAN, Mihai (2011) Manuel de français pour l'enseignement à distance, cours pratique de français, 2^{ème} année, București: Editura ASE

2012

74. BÂRLEA, Roxana Magdalena (2012) Interagir en français des affaires, Cluj Napoca: Casa Cărții de Știință.
75. CILIANU-LASCU, Corina, IVANCIU, Nina, STOICESCU, Rodica, VASILIU, Deliana, LORENTZ, Maria-Antoaneta (2012) Manuel de français pour l'enseignement à distance, I-ere année : Relations Economiques Internationales, București: Editura ASE.

2013

76. IVANCIU, Nina (2013) Culture, interculturalité, communication et milieu d'affaires, București: Editura ASE.
77. STOEAN, Carmen Ștefania (2013) Fondements théoriques d'une recherche-action sur l'harmonisation curriculaire en milieu universitaire, București: Editura ASE

2014

78. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2014) Les caractéristiques du discours publicitaire des magazines français, București: Editura ASE.

2015

79. CAPOTĂ-STANCIU, Rodica (2015) Précis de grammaire contextualisée du français contemporain : domaine économique, București: Editura ASE.

2016

80. CILIANU-LASCU, Corina (2016) La terminologie à l'usage des étudiants en économie, București: Editura ASE.
81. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2016) Publicité et produit, București: Editura ASE.
82. OPRESCU, Maria Ana (2016) La publicité : histoire, codes, fonctionnement, București: Editura ASE
83. OPRESCU, Maria Ana (2016) Précis de syntaxe du français contemporain à usage économique, București: Editura ASE

2017

84. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2017) Aperçu de la civilisation francophone contemporaine, București: Editura ASE.
85. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (2017) Du mot ... à la communication d'affaires, București: Editura ASE.

Publications for German classes

2003

1. MIHALCIUC, Maria, CONSTANTINESCU, Lora, MUREȘAN, Laura (2003) Scrisori de afaceri în limbile română și germană - Geschäftsbriefe - Rumänisch und Deutsch, București: editura Oscar Print.

2004

2. LECA, Magdalena, CONSTANTINESCU, Lora (2004) Limba germană pentru afaceri, manual universitar / ed. a II-a, Iași: editura Polirom.

2006

3. CONSTANTINESCU, Lora-Dagmar (2006) Die Wirtschaftswerbung. Die linguistisch-rhetorische Analyse deutscher und rumänischer Werbekommunikate, București: editura Oscar Print.
4. HENȚES, Zorica (2006) Geschäftskorrespondenz. Ein Wegweiser für geschäftliche Kommunikation, București: Editura ASE.

2007

5. LĂZĂRESCU, I. G., MOISE, I. M., (coord.) (2007) BÂLCU-BORDEIANU, L., BOLOCAN, M., CAZACU, M., DINU, I., DINULESCU, I., FIERBINȚEANU, H., FLAGNER, H., IROAIE, A., MEIROȘU, M., NIȚESCU-BOLDOJAR, E., SPÂNU-PĂTRU, C., POPA, A.-V., RĂDULESCU, C., RATCU, I.-M., RUSEN, A., ȚOLESCU, A. (colab.), Dicționar german-român, București: Univers Enciclopedic.

2009

6. MIHALCIUC, Maria, CONSTANTINESCU, Lora, MUREȘAN, Laura (2009) Comunicare în afaceri. Scrisori în limbile română și germană. / Geschäftskommunikation. Briefe Rumänisch-Deutsch, București: editura Oscar Print, ediția a II-a, revizuită și completată.
7. RATCU, Ileana, IROAIE, Ana, CONSTANTINESCU, Lora, ZOGRAFI, Mihaela, LEVY-HILLERICH, Dorothea (2009) Zusammenwachsen über die Grenzen, Module II of the international textbook Mit Deutsch studieren – leben – arbeiten, Band 1, Niveau A2-B1, coordinated by Baric Karmelka, Cickovska Elena, Dorothea Hillerich-Levy, published with the support of Goethe Institut Belgrad, Goethe Institut Nancy, R. Bosch Stiftung, Goethe Institut München, edition 1 (for the Congress "IDT 2009 Jena-Weimar"), Milano: Archipelago Edizioni.

2012

8. MOEGLIN, D., THOMAS-WEISSBART, F., TRAG, D., MAGERE, P. (2012) Germana rapidă, ediție revizuită și îmbogățită (traducere din limba germană de Cornelia PĂTRU), București: Editura Niculescu.

2015

9. LECA, Magdalena, CONSTANTINESCU, Lora (2015), Limba germană pentru afaceri, manual universitar / ed. a II-a, Iași: editura Polirom.

2016

10. NICOLAE Mariana, CONSTANTINESCU Lora (editori) (2016) Die Geschichte der modernen Sprachen an der Akademie für Wirtschaftsstudien in Bukarest. Ein hundertjähriger Rückblick/ traducere și note de subsol de Lora CONSTANTINESCU; Radadiana CALCIU, Lora CONSTANTINESCU, Cornelia PĂTRU, Alexandru POPA, Mihaela ZOGRIFI - traducători, București: Editura ASE.

2017

11. CALCIU, Radadiana (2017) Buchhaltungswörterbuch Deutsch-Rumänisch, Rumänisch-Deutsch / Dicționar de contabilitate German-Român, Român-German, București: Editura ASE.
12. CALCIU, Radadiana (2017) Unternehmer Dossier / Portofoliul întreprinzătorului, București: Editura ASE.

2019

13. STANCIU CAPOTĂ, Rodica, DAVID, Irina, HURDUZEU, Raluca, MARINESCU, Roxana, NICOLAE, Mariana, PĂTRU, Cornelia, ȘERBAN-OPRESCU, Anca Teodora (2019) "Communication in International Business and Economics", in: HURDUZEU, Gheorghe, NICOLESCU, Luminița (coord.) (2019) International Economic Relations - Theories, strategies, policies, tools and case studies, Bucharest: ASE Publishing House, pp. 690-709.
14. CONSTANTINESCU, Lora-Dagmar, (co-author of Chapter 3) (2019) "Comunicare în afaceri", in MARINESCU, Roxana-Elisabeta, NICOLAE, Mariana, ȘERBAN-OPRESCU, Anca Teodora (eds.) (2019) *Comunicare 4.0. Tratat de comunicare în afaceri internaționale*, București: Editura ASE, pp. 148-280.
15. PĂTRU, Cornelia (co-author of Chapters 3 and 6) (2019) "Comunicare în afaceri / Rolul tehnologiei în comunicarea de afaceri", in MARINESCU, Roxana-Elisabeta, NICOLAE, Mariana, ȘERBAN-OPRESCU, Anca Teodora (eds.) (2019) *Comunicare 4.0. Tratat de comunicare în afaceri internaționale*, București: Editura ASE, pp. 148-280 and 406-494.
16. PĂTRU, Cornelia (2019) Euphemismen in der Werbesprache. Ein deutsch-rumänischer Vergleich, Berlin: Wissenschaftlicher Verlag.

2020

17. MILITARU, Marina (coord.), FEDOT, Zinaida-Tamara, CONSTANTINESCU, Lora-Dagmar (co-author for German) (2020)

Pocket Business Dictionary English - Russian – German, Beau Bassin/Mauritius: LAP LAMBERT Academic Publishing, (imprint Omniscriptum Publishing Group, Riga, Letonia).

2023

18. CONSTANTINESCU, Lora-Dagmar (co-author for Chapters 3 and 4) (2023) "Limba germană", in MOHANU, Florina, DIMA, Viorela-Valentina (coordonatoare) (2023), *Coordonate multilingve în învățământul românesc*, București: Editura ASE, pp. 175-183 and pp. 312-314.
PĂTRU, Cornelia, MORMAN, Valentina (co-authors for Chapter 2) (2023) "Pregătirea pre-universitară. Limba germană", in MOHANU, Florina, DIMA, Viorela-Valentina (coordonatoare) (2023), *Coordonate multilingve în învățământul românesc*, București: Editura ASE, pp. 60-64.
PĂTRU, Cornelia (co-author for Chapter 6) (2023) "Pregătirea universitară. Limba germană", in MOHANU, Florina, DIMA, Viorela-Valentina (coordonatoare) (2023), *Coordonate multilingve în învățământul românesc*, București: Editura ASE, pp. 511-515.

2025

19. BREINER, Anton (coord.), MILITARU, Marina-Luminița, SEICA, Alina-Maria, FEDOT, Zinaida-Tamara, TOMA, Monica-Alina, CONSTANTINESCU, Lora-Dagmar (2025) *DICTIONARY of shipping, accounting and commercial terms and expressions English – Russian – German* București: Editura Universitară.

Publications for Italian Classes

2000

1. SĂNDULESCU, M. (2000). *Ciao, Italia! 1. Curs de limba italiană pentru începători, cursuri I.D.D.* Bucharest: ASE Publishing House.

2001

2. SĂNDULESCU, M. (2001). *Ciao, Italia! 2. Curs de limba italiană pentru avansați, cursuri I.D.D.* Bucharest: ASE Publishing House.

2003

3. SĂNDULESCU, M. (2003). *Parliamo...economia, Curs de limbă și civilizație economică italiană pentru studenții economiști, nivel mediu – avansat, ediție revăzută și adăugită*, Bucharest: ASE Publishing House.
4. SĂNDULESCU, M. (2003). *Buon lavoro! Corso comunicativo, livello intermedio-avanzato*. Bucharest: ASE Publishing House.

5. SĂNDULESCU, M. (2003). *L'italiano, l'Italia, gli italiani*, Corso comunicativo, livello elementare, Bucharest: ASE Publishing House.
6. SĂNDULESCU, M. (2003). *La morfologia italiana, Esercizi con chiavi*, Bucharest: ASE Publishing House.

2004

7. SĂNDULESCU, M. (2004). *Gramatica limbii italiene prin exerciții cu cheie*, Bucharest: Meteor Press.
8. SĂNDULESCU, M. (2004). *Comunicazione scritta negli affari, vol. 1, Fornitore–Cliente*. Bucharest: ASE Publishing House.
9. SĂNDULESCU, M. (2004). *Verbul italian prin exerciții cu cheie*, Bucharest: Meteor Press

2006

10. SĂNDULESCU, M. (2006). *Comunicazione scritta negli affari, vol. 2, Cliente–Fornitore*, Bucharest: ASE Publishing House.

2008

11. SĂNDULESCU, M. (2008). *Prepozițiile italiene simple și articulate. Teorie. Exerciții cu cheie*, Bucharest: Meteor Press.

2010

12. SĂNDULESCU, M. (2010). *Capcanele limbii italiene, traducere și adaptare științifică Larousse*, Bucharest: Meteor Press.

2013

13. SĂNDULESCU, M. (2013). *La preposizione DI semplice e articolata. Teoria. Esercizi con chiavi. Comunicare subito. Funzioni e atti comunicativi*. Colecția omagială *Italiana pentru economiști 1990-2013*. Bucharest: ASE Publishing House.

2014

14. SĂNDULESCU, M. (2014). *Fitness la ...prepozițiile italiene*, Colecția omagială *Limba italiană pentru economiști 1990-2013*. Bucharest: ASE Publishing House.

Publications for Spanish Classes

2003

1. PREDA, I., ALEXE, M. and OPRESCU, M. A. (2003) *Limba spaniolă 1*. Bucharest: ASE Publishing House.

2016

2. PECICAN, A. (2016). *Económicas Erasmus. Curso de español para estudiantes Erasmus de Ciencias Económicas*. Bucharest: ASE Publishing House.

Publications for classes of Romanian as a Foreign Language

2009

1. IVANCIU, Nina. (coord.), KORKA, Mihai, LORENTZ, Maria-Antoaneta, TOURBATEZ, Cecile. (2009) *Dicționar trilingv de comunicare interculturală în afaceri: română-engleză-franceză*, București: Editura ASE.

2010

2. CONSTANTINESCU-ȘTEFĂNEL, Ruxandra (coord.), LORENTZ, Antoaneta, BÂRLEA, Roxana, GIRBINA, Mădălina. (2010). *Dicționar de gestiune financiar-contabilă englez-român/român-englez cu glosar în limbile franceză, germană, rusă, italiană și spaniolă*, București: Editura ASE.

2015

3. "Oportunidance" Project. 2015-2017. *Cursuri de limba română A1, A2, B1*, Coordonator proiect: ASE - Academia de Studii Economice din Bucuresti, Parteneri: Asociația Club Vertical - Oportunidad Escuela de Baile, ULB - Université Libre De Bruxelles, ULISBOA - Universidade De Lisboa, EOIBD - EOI Barcelona Drassanes, <http://www.oportunidance.ase.ro/course/index.php>.

2016

4. ȘERBAN, Raluca Nicoleta. (2016). *Comunicare de afaceri și limbaj economic în limba română*, București: Editura ASE.

2017

5. STAMATESCU, Ioana. (2017). Romanian culture and civilization in the current European context: an introduction for international students, București: Editura ASE.
6. ȘERBAN, Mihai. (2017a.). Curs practic de limba română. Comunicare orală și scrisă, București: Editura ASE.
7. ȘERBAN, Mihai. (2017b.). Manual de limba română limbaj specializat pentru științe biologice și biomedicale: Anatomie, București: Editura ASE.

2018

8. MILITARU, Marina Luminița (2018) *Medical Vocabulary. English-Romanian* (Aplicație pentru Android și iOS), bit.ly/MedAppA, bit.ly/MedAppI.

2019

9. DIMA, Viorela-Valentina, HURDUZEU, Raluca-Elena. (2019). Limba română pentru străini. Științe economice, vol. 1-3, București: Editura ASE, vol. 1: Domeniul financiar-contabil, vol. 2: Domeniul management, vol. 3: Domeniul marketing.

2024

10. CILIANU-LASCU, Corina, LORENTZ, Maria-Antoaneta. (ed.) (2024). Vocabular panlatin de fiscalitate, București: Editura ASE.