



Subject card

Subject name and code	Professional Communication in English, PG_00057101						
Field of study	Transport and Logistics						
Date of commencement of studies	February 2022	Academic year of realisation of subject				2022/2023	
Education level	second-cycle studies	Subject group			Obligatory subject group in the field of study Humanistic-social subject group		
Mode of study	Full-time studies	Mode of delivery			at the university		
Year of study	1	Language of instruction			English		
Semester of study	2	ECTS credits			2.0		
Learning profile	general academic profile	Assessment form			assessment		
Conducting unit	Language Centre -> Vice-Rector for Education						
Name and surname of lecturer (lecturers)	Subject supervisor		mgr Aleksandra Lis				
	Teachers		mgr Agnieszka Jachowicz				
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	30		6.0		14.0	50
Subject objectives	The course aims to provide the opportunity to gain confidence and competence in working in a professional environment where English is the language of communication. The aim of the course is to help students acquire the linguistic, communicative and socio-cultural skills needed to function comfortably in English in relation to their professional and social goals. The course is oriented towards communicative competence.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[K7_K82] is equipped to participate actively in lectures, seminars and laboratory classes conducted in foreign language		Student is prepared to actively participate in lectures, seminars and laboratories conducted in the English language.		[SK4] Assessment of communication skills, including language correctness [SK1] Assessment of group work skills [SK2] Assessment of progress of work		
	[K7_U82] is able to proficiently obtain and process information related to field of study and academic environment in foreign language at B2+ level of the Common European Framework of Reference for Languages (CEFR)		Student can efficiently obtain and process information given in the English language at B2 level according to CEFR, in the range of the field of study and also academic environment.		[SU1] Assessment of task fulfilment [SU2] Assessment of ability to analyse information		
	[K7_U71] is able to apply knowledge from humanistic, social, economic or legal sciences in order to solve problems		Student is able to use various sources of basic knowledge from the range of the humanities and economics to solve problems arising in the work environment.		[SU1] Assessment of task fulfilment [SU2] Assessment of ability to analyse information		
	[K7_W71] has general knowledge in humanistic, social, economic or legal sciences, including their fundamentals and applications		Student knows the general and basic scope of the humanities, social science and economics together with the applications.		[SW2] Assessment of knowledge contained in presentation		
Subject contents	Preparing presentations, writing various kinds of business letters, including CVs and covering letter. Preparing for a job interview. Various topics from the field of psychology, such as verbal and non-verbal communication, types of psychological characters and tests, risk in business, ethics in business, conflicts, negotiations, persuasions and manipulations. Communication on the Internet and other electronic media: Netiquette. Types of discussions and debates. Dress code, social events, cultural awareness, business trips.						
Prerequisites and co-requisites	Students must have already attained at least the B2 level of their General English course.						

Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	glossary	60.0%	20.0%
	speaking: cooperation in the group	60.0%	20.0%
	presentations	60.0%	60.0%
Recommended reading	Basic literature	<p>S. Taylor, Model Business Letters, E-mails & Other Business Documents. Pearson, 2012</p> <p>R. D. Lewis, When Cultures Collide, Leading Across Cultures. Nicholas Brealey International, 2006</p> <p>R. A. Day, How to Write & Publish a Scientific Paper. Cambridge University Press, 1993</p> <p>P. Domański, English in Science and Technology. Wydawnictwo Naukowo-Techniczne, Warszawa, 1996</p>	
	Supplementary literature	Academic publications, dictionaries, scientific and science magazine articles.	
	eResources addresses		
Example issues/ example questions/ tasks being completed	<p>Preparing and delivering presentations assigned for particular topics enlisted in the contents of the subject.</p> <p>Discussions, elaborating on the topics and particular presentations.</p>		
Work placement	Not applicable		