GDAŃSK UNIVERSITY OF TECHNOLOGY

Subject card

Subject name and code	Business English, PG_00041011						
Field of study	Engineering Management						
Date of commencement of studies	October 2022		Academic year of realisation of subject	2024/2025			
Education level	first-cycle studies		Subject group	Obligatory subject group in the field of study			
Mode of study	Part-time studies		Mode of delivery	at the university			
Year of study	3		Language of instruction	English			
Semester of study	5		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 Ewa Jurkiewicz-Sękiewicz				
	Teachers						
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	16.0	0.0	0.0	0.0	16
	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	16		2.0	32.0		50
Subject objectives	1.Develop all four language skills: speaking, writing, reading and listening. 2.Develop speaking and written business communication skills to function effectively in the working environment. 3.Improve and consolidate Business English vocabulary, grammar and structure. 4.Acquire fluency and language correctness.						

Learning outcomes

Course outcome	Subject outcome	Method of verification
[K6_K82] is equipped to participate in lectures, seminars and laboratory classes conducted in foreign language	Using advanced vocabulary in the field of finance and trade. Communicating with people from other countries and understanding intercultural differences.	[SK2] Assessment of progress of work
[K6_W81] has knowledge of grammatical structures and lexical resources needed to communicate in foreign language in terms of general and specialist language related to field of study	Preparing and delivering an oral presentation . Writing a CV and a covering letter. Replying to questions about the information included in the CV during a job interview.	[SW2] Assessment of knowledge contained in presentation
[K6_U82] is able to 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)	1. Prepare and give a presentation of a company/product 2. Write a CV and cover letter as well as answer questions concerning information included there during a job interview 3. Gather and process business information from different sources 4. Take advantage of specialised sources of information, such as professional business literature 5. Make use of extended financial and trade vocabulary 6. Communicate effectively with foreigners and understand cross-cultural protocols	[SU5] Assessment of ability to present the results of task [SU1] Assessment of task fulfilment

Subject contents

Vocabulary: Extending the knowledge of basic and specialist terms and expressions used in business and academic language as well as the language of work. Exercises concerning lexical structures, describing the types of companies and their structures, basic mathematical terminology, describing trends and interpreting graphs. Introduction of specialist language in the field of management, marketing and finance.

Grammar: Using grammar appropriate to a given language level. Practising structures essential for written and verbal communication in academic and professional environments.

Writing: Developing skills in writing texts essential in academic and work environments, including: reports, CVs, emails, summaries, notes, abstracts, instructions and descriptions of processes.

Reading: Developing reading comprehension skills on the basis of original academic and professional texts.

Listening: Developing listening comprehension skills concerning workplace, academic and everyday life situations, such as: telephone conversations, interviews, customer service, lectures and presentations.

Speaking: Practising communication skills in academic and work environments, such as: giving presentations, job interviews, formal and informal conversations, negotiating, presenting arguments, solving problems, participating in case studies, conducting formal meetings, etc. Practising correct pronunciation and intonation.

Prerequisites and co-requisites

Before joining a language group at a particular level, the student must first attain the preceding level, i.e. A2 before joining B1, B1 before joining B2, B2 before joining C1 and C1 before joining C2.

Assessment methods and criteria

Subject passing criteria	Passing threshold	Percentage of the final grade
class participation	60.0%	20.0%
tests	60.0%	60.0%
speaking	60.0%	10.0%
writing	60.0%	10.0%

Recommended reading

Basic literature	Dubicka, O'Keefe, Market Leader 3rd Edition Extra (A1-C2). Pearson Education Ltd, Harlow, England, 2016

	Supplementary literature	Mascull, Business Vocabulary in Use (intermediate-advanced). CUP, Cambridge, 2004 Godwin, Strutt, Test Your Vocabulary in Use (intermediate-advanced). CUP, Cambridge, 2005.
	eResources addresses	Adresy na platformie eNauczanie:
Example issues/ example questions/ tasks being completed	• vocabulary concerning marketing • writing a report • negotiating a contract	
Work placement	Not applicable	