



Subject card

Subject name and code	BUSINESS ENGLISH, PG_00041009						
Field of study	Engineering Management						
Date of commencement of studies	October 2022	Academic year of realisation of subject			2023/2024		
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	2	Language of instruction			English		
Semester of study	4	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 Rogala				
	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	<p>The aim of the course is to:</p> <ol style="list-style-type: none"> 1. Use different techniques and communication channels to function effectively in the business environment 2. Develop speaking and written business communication skills 3. Consolidate and broaden knowledge and practice of business vocabulary (grammar and structure) 4. Acquire fluency as well as language awareness and correctness 5. Develop all four language skills: speaking, writing, reading and listening 						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[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		Ability to build grammatically correct structures. Ability to differentiate between formal and informal registers. Knowledge of basic business vocabulary.		[SW1] Assessment of factual knowledge		
	[K6_K82] is equipped to participate in lectures, seminars and laboratory classes conducted in foreign language		Knowledge of specialist and Academic English vocabulary. Sufficient command of English grammar and pronunciation to understand spoken English and use it in speech.		[SK2] Assessment of progress of work [SK4] Assessment of communication skills, including language correctness		
	[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)		Knowledge of specialist vocabulary. Ability to understand specialist literature and use online sources in English.		[SU5] Assessment of ability to present the results of task [SU1] Assessment of task fulfilment		

Subject contents	<p>Vocabulary:</p> <p>Introduction of specialist language in the field of management, economics, marketing and finance.</p> <p>Grammar:</p> <p>Developing B2/C1 level grammar structures essential for written and verbal communication.</p> <p>Writing:</p> <p>Practising skills in writing various texts essential in work environment such as reports, CVs, emails, summaries, notes, abstracts, instructions and descriptions of processes.</p> <p>Reading:</p> <p>Developing various techniques of reading texts in the field of management, economics, marketing and finance.</p> <p>Listening:</p> <p>Developing listening comprehension skills concerning workplace and everyday life situations, such as: telephone conversations, interviews, customer service, lectures and presentations.</p> <p>Speaking:</p> <p>Practising communication skills such as giving presentations, job interviews, formal and informal conversations, negotiating, presenting arguments, solving problems, participating in case studies, conducting formal meetings, etc. Practising the correct pronunciation and intonation of expressions.</p>														
Prerequisites and co-requisites	Before joining a language group, students are expected to be at level B1 or higher.														
Assessment methods and criteria	<table border="1"> <thead> <tr> <th data-bbox="456 1305 794 1339">Subject passing criteria</th> <th data-bbox="799 1305 1137 1339">Passing threshold</th> <th data-bbox="1142 1305 1469 1339">Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td data-bbox="456 1339 794 1373">class participation</td> <td data-bbox="799 1339 1137 1373">60.0%</td> <td data-bbox="1142 1339 1469 1373">20.0%</td> </tr> <tr> <td data-bbox="456 1373 794 1406">homework</td> <td data-bbox="799 1373 1137 1406">60.0%</td> <td data-bbox="1142 1373 1469 1406">20.0%</td> </tr> <tr> <td data-bbox="456 1406 794 1440">tests</td> <td data-bbox="799 1406 1137 1440">60.0%</td> <td data-bbox="1142 1406 1469 1440">60.0%</td> </tr> </tbody> </table>			Subject passing criteria	Passing threshold	Percentage of the final grade	class participation	60.0%	20.0%	homework	60.0%	20.0%	tests	60.0%	60.0%
Subject passing criteria	Passing threshold	Percentage of the final grade													
class participation	60.0%	20.0%													
homework	60.0%	20.0%													
tests	60.0%	60.0%													
Recommended reading	Basic literature	Market Leader 3rd Edition Extra (Upper-Intermediate / Advanced) + Business English Practice File, Education Ltd, Harlow, England, 2016													
	Supplementary literature	<ul style="list-style-type: none"> • FCE/Advanced Language Practice (Michael Vince) • Business Benchmark Upper-Intermediate / Advanced • BEC Vantage Testbuilder 													
	eResources addresses														
Example issues/ example questions/ tasks being completed	Vocabulary connected with brand management, 'Restless Pursuer of Luxury Future' - an article about luxury brands, case study - creating a global brand of Henri Claude Cosmetics.														
Work placement	Not applicable														