GDAŃSK UNIVERSITY OF TECHNOLOGY

Subject card

Subject name and code	BUSINESS ENGLISH, PG_00050230		
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	3	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	mgr Ewa Rogala mgr Marek Adamczyk	

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_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)	Collecting and processing data from various fields of business. Using specialist sources, such as professional literature in English.	[SU1] Assessment of task fulfilment
[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. 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_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

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
writing	60.0%	10.0%
class participation	60.0%	20.0%
tests	60.0%	60.0%
speaking	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