



## Subject card

Subject name and code	Business Language, PG_00063105						
Field of study	Management, Management						
Date of commencement of studies	October 2023		Academic year of realisation of subject		2023/2024		
Education level	second-cycle studies		Subject group		Optional subject group		
Mode of study	Part-time studies		Mode of delivery		at the university		
Year of study	1		Language of instruction		Polish		
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 Ewa Rogala				
	Teachers		mgr Marek Adamczyk  mgr Ewa Rogala				
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	18.0	0.0	0.0	0.0	18
	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	18		0.0		0.0	18
Subject objectives	The aim of the course is to develop the ability to use English effectively in the academic and professional environments.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[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)		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		
	[K7_W81] has knowledge of complex grammatical structures and diverse 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		

Subject contents	<p><b>Vocabulary:</b></p> <p>Professional language development enhanced by scenario-based exercises, case studies, comprehension tasks, reading assignments, professional articles, vocabulary exercises contextualized in the field of management and business in general.</p> <p><b>Writing:</b></p> <p>Developing skills in writing various texts essential in the academic and work environments, including an abstract of an academic thesis, a report, a data analysis, a process description, a covering letter/personal statement, a formal letter and email. Developing writing techniques such as style and register, coherence and cohesion, using in-text references, paraphrasing.</p> <p><b>Listening and speaking:</b></p> <p>Developing listening comprehension and communication skills in the academic and work environments. Practising giving presentations and pitching an idea for a new product, participating in formal business meetings, videoconferences, negotiations and work performance appraisals. Developing intercultural awareness and critical thinking as well as the skills of team building, project and time management.</p> <p><b>Reading:</b></p> <p>Developing comprehension skills in reading academic and professional texts, with particular emphasis on critical reading, skimming and scanning, selecting and prioritising information, recognising and understanding implicit meanings, and note taking.</p>		
Prerequisites and co-requisites	Before joining a language group, students are expected to demonstrate language ability at level B2.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	writing	60.0%	20.0%
	vocabulary tests	60.0%	20.0%
	presentation	60.0%	60.0%
Recommended reading	Basic literature		
		Business Partner, Upper-Intermediate / Advanced, Pearson  Business Result 2nd edition, Upper-Intermediate / Advanced, CUP	

	Supplementary literature	<p>Business Vocabulary in Use, Advanced, CUP</p> <p>Intelligent Business, Advanced, Pearson</p> <p>Academic English For Engineers, CUP</p> <p>Intelligent Business Advanced, Pearson</p> <p>Dynamic Presentations, CUP</p> <p>Cambridge Academic English, CUP</p> <p>Cambridge English for Scientists, Upper-Intermediate, CUP</p> <p>Professional English in Use, CUP</p>
	eResources addresses	<p>Adresy na platformie eNauczanie:</p> <p>Marek Adamczyk, WZiE, II st, 4 sem, niestacjonarne, 2023/24 L - Moodle ID: 35422</p> <p><a href="https://enauczanie.pg.edu.pl/moodle/course/view.php?id=35422">https://enauczanie.pg.edu.pl/moodle/course/view.php?id=35422</a></p>
Example issues/ example questions/ tasks being completed	<ul style="list-style-type: none"> <li>• discussing employee monitoring software based on the article 'The Big Brother is Watching You'</li> <li>• negotiations in English</li> <li>• preparing for a job interview in English</li> </ul>	
Work placement	Not applicable	