



MODULE DESCRIPTION

Module code	full-time studies:	Z-ZIP1-E-301
	part-time studies:	Z-ZIPN1-E-301
Module name	English III	
Module name in Polish	Język angielski III	
Valid from academic year	2019/2020	

MODULE PLACEMENT IN THE SYLLABUS

Field of study	MANAGEMENT AND PRODUCTION ENGINEERING
Level of education	1st degree
Studies profile	General
Form and method of conducting classes	Full-time and Part-time
Specialisation	All
Unit conducting the module	Faculty Centre for Foreign Languages
Module co-ordinator	Agnieszka Szczepaniak, MSc
Approved by:	

MODULE OVERVIEW

Type of subject / group of subjects	Basic
Module status	Compulsory
Language of conducting classes	English
Module placement in the syllabus - semester	Semester III
Initial requirements	English II
Examination (YES/NO)	NO
Number of ECTS credit points	2

Method of conducting classes		Lecture	Classes	Laboratory	Project	Other
Per semester	full-time studies:			30		
	part-time studies:			18		

TEACHING RESULTS AND THE METHODS OF ASSESSING TEACHING RESULTS

Category	Symbol	Learning outcomes	Assignations to the directional learning out-comes
Skills	U01	A student can write a formal e-mail; can present opinions on technical and socio-economic issues; is able to prepare an oral presentation in English concerning technical or socio-economic issues.	ZIP1_U05
	U02	A student can obtain, interpret and compare information from English sources; can describe different kinds of charts; can handle business correspondence in English.	ZIP1_U05
Social competences	K01	A student understands the necessity to improve his/her qualifications, including the level of English, which provides better job opportunities.	ZIP1_K01

TEACHING CONTENTS

Method of conducting classes	Teaching contents
Laboratory	<p>Cultural differences and their importance for running a business. Reading a text on culture shock - answers to questions and discussion. Idiomatic phrases - exercises. Modal verbs - expressing obligations and necessity and advising. Communication exercises - phrases necessary in specific business situations, the so-called small talk. Cultural difference training case study-discussion. Human resource management - vocabulary and collocations, lexical exercises. Exercises educating listening and reading related to the topic of employment. Verbs that require the use of the infinitive or the gerund form-exercise. Conversational exercises - seeking information in telephone conversations. A case study concerning the search for the right person for the position of a manager of a fitness club - conversations in groups, writing an e-mail. Free trade - phrases, exercises. Listening and reading exercises related to the topic: free trade. Building conditional sentences. Case study on conducting negotiations-simulations. Writing an email containing the negotiation arrangements. Revision and consolidation of the material - lexical and grammar exercises. Colloquium summarizing the semester.</p>

METHODS OF ASSESSING TEACHING RESULTS

Symbol	Methods of checking the learning outcomes (select X)					
	Oral exam	Written exam	Test	Project	Statement	Other
U01			X			
U02			X			
K01						X

FORM AND CONDITIONS OF PASSING

Form of classes	Form of credit	Passing conditions
Laboratory	Credit with grade	Obtaining at least 50% of test points during the class.

STUDENT WORKLOAD

Balance of ECTS points												
No.	Type of student's activity	Student's workload										Unit
		full-time					part-time					
1.	Participation in the activities	Lc	C	Lb	P	O	Lc	C	Lb	P	O	h
				30					18			
2.	Other (consultation, exam)			2					2			h
3.	Number of hours of a student's as- sisted work	32					20					h
4.	Number of ECTS credit points which are allocated for assisted work	1,3					0,8					ECTS
5.	Number of hours of a student's un- assisted work	18					30					h
6.	Number of ECTS credit points which a student receives for unassisted work	0,7					1,2					ECTS
7.	Work input connected with practical classes	50					50					h
8.	Number of ECTS credit points which a student receives for practical classes	2,0					2,0					ECTS
9.	Total number of hours of a stu- dent's work	50					50					h
10.	Punkty ECTS za modul <i>1 ECTS=25 hours</i>	2										ECTS

LITERATURE

1. MARKET LEADER student's book, Cotton D., Falvey D., Kent S. Pearson Education Limited, 2012
2. MARKET LEADER workbook, Cotton D., Falvey D., Kent S. Pearson Education Limited, 2012
3. Macmillan English Dictionary for Advanced Learners, 2002.
4. Business Grammar and Usage.
5. Materiały pozyskane z Internetu oraz prasy anglojęzycznej.