



MODULE DESCRIPTION

Module code	full-time studies:	Z-ZIP1-E-301
	part-time studies:	Z-ZIPN1-E-301
Module name	Foreign language 3	
Module name in Polish	Język obcy III	
Valid from the academic year	2023/2024	

MODULE PLACEMENT IN THE SYLLABUS

Field of study	MANAGEMENT AND PRODUCTION ENGINEERING
Level of education	1st cycle degree programme
Study profile	General
Study mode	Full-time and Part-time
Specialisation	All
Unit conducting the module	Faculty Centre for Foreign Languages
Module co-ordinator	Agnieszka Szczepaniak, MA
Approved by:	Dariusz Bojczuk, PhD, DSc

MODULE OVERVIEW

Type of subject / group of subjects	Basic
Module status	Compulsory
Language of teaching	Polish
Module placement in the syllabus - semester	Semester 3
Initial requirements	Foreign language 2
Examination (YES/NO)	NO
Number of ECTS credit points	2

Method of teaching		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	Reference to study field learning outcomes
Skills	U01	A student can write a formal e-mail, present opinions on technical and socio-economic issues; is able to prepare an oral presentation concerning technical or socio-economic issues.	ZIP1_U05
	U02	A student can obtain, interpret and compare information from foreign language sources; can describe different kinds of charts and handle business correspondence in a foreign language.	ZIP1_U05
Social competences	K01	A student raises his/her language competences in order to improve professional skills, and through group tasks develops the ability to collaborate.	ZIP1_K01

TEACHING CONTENTS

Method of teaching	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. 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. 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. Case study on conducting negotiations-simulations. Writing an email containing the negotiation arrangements.</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					
		Lc	C	Lb	P	O	Lc	C	Lb	P	O	
1.	Participation in the activities			30					18			h
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.	ECTS credit points for the module <i>1 ECTS=25 hours</i>	2										ECTS

LITERATURE

1. Cotton D., Falvey D., Kent S. (2016), *MARKET LEADER student's book*, Pearson Education Limited, England.
2. Cotton D., Falvey D., Kent S. (2016), *MARKET LEADER workbook*, Pearson Education Limited, England.
3. Emmerson P. (2013), *Business Grammar Builder*, Macmillan, England.
4. Longman Business English Dictionary (online).
5. Macmillan English Dictionary for Advanced Learners (online).
6. Ciesielska-Musameh R., Guzik-Świca B., Przechodzka G. (2016), *Z polskim w świat. Podręcznik do nauki języka polskiego*, Wydawnictwo UMCS, Lublin.
7. Lipińska E. (2009), *Umiesz? Zdasz! Materiały przygotowujące do egzaminu certyfikowanego z języka polskiego jako obcego na poziomie średnim ogólnym B2*, Universitas, Kraków.
8. Lipińska E., Dąbska E.G. (2003), *Kiedyś wrócisz tu... cz. I*, Universitas, Kraków (z płytą CD).
9. Madeja A., Morcinek B. (2007), *Polski mniej obcy*, Wydawnictwo Naukowe Śląsk, Katowice.
10. Zarych E. (2014), *Przejdź na wyższy poziom*, Wydawnictwo Nowela, Poznań.