Kielce University of Technology
FACULTY OF MANAGEMENT AND COMPUTER MODELLING

MODULE DESCRIPTION

Module code	full-time studies:	**Z-ZIP1-E-401**
	part-time studies:	**Z-ZIPN1-E-401**
Module name	**Foreign language 4**	
Module name in Polish	**Język obcy IV**	
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	**English**
Module placement in the syllabus - semester	**Semester 4**
Initial requirements	**English 3**
Examination (YES/NO)	**YES**
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	Ethics in business - terminology. Ethics when writing a CV - discussion, reading and vocabulary. Business and the environment - supporting research. Case study on unethical business practices - discussion. Features of an exemplary leader - adjectives describing personality. The silhouette of an exemplary leader - reading the text and listening exercises. Features of an exemplary presentation - discussion and exercises. Mid-term colloquium. Case study of choosing a leader - conversations and writing an email Reading a text about competition - McDonald's versus Starbucks. Listening exercises related to the topic of competition. Concluding contracts-negotiations. Case study - negotiating a lucrative contract.

METHODS OF ASSESSING TEACHING RESULTS

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

FORM AND CONDITIONS OF PASSING

Form of classes	Form of credit	Passing conditions
Laboratory	Exam	Obtaining at least 50% of the points from the colloquium during classes and final exams.

STUDENT WORKLOAD

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)			4					4			h
3.	Number of hours of a student's assisted work	34					22					h
4.	Number of ECTS credit points which are allocated for assisted work	1,4					0,9					ECTS
5.	Number of hours of a student's unassisted work	16					28					h
6.	Number of ECTS credit points which a student receives for unassisted work	0,6					1,1					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 student's work	50					50					h
10.	ECTS credit points for the module *1 ECTS=25 hours*	2										ECTS

Balance of ECTS points

LITERATURE

Literature adapted for the selected language.

For English:
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. Internet sources.

For Polish:
1. Ciesielska-Musameh R., Guzik-Świca B., Przechodzka G. (2016), *Z polskim w świat.Podręcznik do nauki języka polskiego*, Wydawnictwo UMCS, Lublin.
2. Lipińska E. (2009), *Umiesz? Zdasz! Materiały przygotowujące do egzaminu certyfikatowego z języka polskiego jako obcego na poziomie średnim ogólnym B2*, Universitas, Kraków.
3. Lipińska E., Dąmbska E.G. (2003), *Kiedyś wrócisz tu... cz. I*, Universitas, Kraków (z płytą CD).
4. Madeja A., Morcinek B. (2007), *Polski mniej obcy*, Wydawnictwo Naukowe Śląsk, Katowice.
5. Zarych E. (2014), *Przejdź na wyższy poziom*, Wydawnictwo Nowela, Poznań.