Kielce University of Technology
FACULTY OF MANAGEMENT AND COMPUTER MODELLING

COURSE SPECIFICATION

Course code	full-time studies	**Z-ZB-E-201**
	part-time studies	**-**
Course title in English	**English 2**	
Course title in Polish	**Język angielski II**	
Valid from academic year	**2025/2026**	

PLACEMENT IN THE TEACHING PROGRAM

Programme of study	**BUSINESS MANAGAMENT**
Level of education	**1st degree**
Studies profile	**academic**
Form and mode of study	**full-time programme**
Scope	**all**
Academic unit responsible for the course	**Faculty Foreign Language Laboratory**
Course coordinator	**mgr Agnieszka Szczepaniak**
Approved by	**dr hab. inż. Dariusz Bojczuk, prof. uczelni**

GENERAL CHARACTERISTIC OF THE COURSE

Teaching block	**Subject of general education**	
Course status	**Obligatory**	
Language of instruction	**English**	
Semester of delivery	full-time studies	**Semester II**
	part-time-studies	**-**
Prerequisites	**English 1**	
Exam (YES/NO)	**NO**	
ECTS	**2**	

Method of conducting classes		lecture	classes	laboratory	project	other
Number of hours per semester	full-time			**30**		
	part-time					

LEARNING OUTCOMES

Category	Outcome code	Course learning outcomes	Reference to the directional learning effect
Skills	U01	The student has the ability to express opinions on socio-economic topics both orally and in writing; can conduct an interview in English and discuss business-related topics.	ZB1_U12
	U02	The student can acquire, interpret and compare information from English-language sources; is able to write a CV and a covering letter; can handle correspondence in English and prepare a report.	ZB1_U12
Social competences	K01	The student improves their linguistic competence In order to develop professionally, enhances collaboration skills and acquires respect for cultural differences within the national and global business environment.	ZB1_K02 ZB1_K03 ZB1_K07

COURSE CONTENT

Method of conducting classes	Course content
laboratory	Job hunting-applying for an internship. Communication skills: simulating a job interview using correct phrases. Asking direct and indirect questions. Writing a job advertisement, CV and a covering letter. *Past and present tenses*- contrast. Business strategies based on a food company. Collocations and word building. The PEST analysis of a company. Using modal verbs in different functions. Communication skills: asking for and offering help in business situations. Problem solving- handling discussions. Structures used for comparison. Writing reports.

METHODS FOR VERIFYING LEARNING OUTCOMES

Outcome code	Learning outcomes verification methods					
	Oral examination	Written examination	Test	Project	Report	Other
U01			X			
U02			X			
K01						X

FORM AND CONDITIONS OF ASSESSMENT

Form of classes	Assessment type	Assessment Criteria
laboratory	Credit with grade	Tests, presentation and student activity in class

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STUDENT WORKLOAD

No.	Activity type	Student workload					Unit
		full-time					
		W	C	L	P	S	
1.	Scheduled contact hours			30			h
2.	Other (consultations, exams)			2			h
3.	**Total number of contact hours**	**32**					h
4.	**Number of ECTS credits for contact hours**	**1,3**					ECTS
5.	**Number of hours of independent student work**	**18**					h
6.	**Number of ECTS points that a student obtains through independent work**	**0,7**					ECTS
7.	**Workload related to practical classes**	**50**					h
8.	**Number of ECTS credit points which a student receives for practical classes**	**2,0**					ECTS
9.	**Total number of hours of a student's work**	**50**					
10.	**ECTS credits for the course** *1 1 ECTS credit =25 student learning hours*	**2**					ECTS

ECTS Balance

W - LECTURE   C – CLASSES   L – LABORATORY   P- PROJECT   S – SEMINAR

READING LIST

1. Dubicka I., O'Keeffe M., Dignen B., Hogan M., Wright I., (2018), *Business Partner,* Pearson
2. Emmerson P., (2020), *Business Grammar Builder*, Macmillan
3. Evans L., (2018), *Business Partner workbook*, Pearson
4. Macmillan English Dictionary for Advanced Learners (online)
5. Materials from the Internet sources and English press