



COURSE SPECIFICATION

Course code	full-time studies	Z-ZB-E-301
	part-time studies	-
Course title in English	English 3	
Course title in Polish	Język angielski III	
Valid from academic year	2025/2026	

PLACEMENT IN THE TEACHING PROGRAM

Programme of study	BUSINESS MANAGMENT
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 III
	part-time-studies	-
Prerequisites	English 2	
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 can use phrases and expressions essential for negotiations; has the ability to express opinions on socio-economic topics; is able to summarise and report on the statements of others.	ZB1_U12
	U02	The student can acquire, interpret and compare information from English-language sources; is able to describe different types of graphs and handle business correspondence in English.	ZB1_U12
Social competences	K01	The student improves their linguistic competence in order to develop professionally, enhances their collaboration skills and acquires respect for cultural differences within the national and global business environment.	ZB1_K02 ZB1_K07

COURSE CONTENT

Method of conducting classes	Course content
laboratory	Describing a process using the <i>passive voice</i> . New technologies- driverless vehicles in company logistics. Communication skills: collaborating on a project- expressing consent and disagreement. The art of negotiating. Writing a letter of complaint- useful phrases. Young entrepreneurs- <i>reported speech</i> . Communication skills: influencing styles and dealing with objections. Presenting facts and figures- various types of graphs. Organising information- writing summaries

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, presentations and student activity in class.



STUDENT WORKLOAD

ECTS Balance							
No.	Activity type	Student workload					Unit
		full-time					
1.	Scheduled contact hours	W	C	L	P	S	h
2.	Other (consultations, exams)			30			
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

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