



COURSE SPECIFICATION

Course code	full-time studies	Z-ZB-E-401
	part-time studies	-
Course title in English	English 4	
Course title in Polish	Język angielski IV	
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 IV
	part-time-studies	-
Prerequisites	English 3	
Exam (YES/NO)	YES	
ECTS	3	

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 used in reporting events; has the ability to express opinions on socio-economic issues, is aware of the existence of various management styles resulting from cultural differences.	ZB1_U12
	U02	The student can acquire, interpret and compare information from English-language sources; is able to maintain a conversation and handle business correspondence in English.	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	Working abroad- diverse work culture. Nationalities and stereotypes- adjectives describing personality traits. Telling anecdotes- <i>past tenses</i> used for narrating events. Communication skills: making decisions- expressing preferences. Relationship building- meeting new people in business situations. Communication skills: phrases used for maintaining conversations. Writing recommendations. Leadership- describing the profile of a good leader. The importance of neuroscience in business. Relative Clauses. Communication skills: giving and receiving feedback. Running meetings- typical phrases. Writing an email- informing about a decision taken.

METHODS FOR VERIFYING LEARNING OUTCOMES

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

FORM AND CONDITIONS OF ASSESSMENT

Form of classes	Assessment type	Assessment Criteria
laboratory	Examination	Obtaining at least 50% on the examination, presentations and activity of students 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			4			h
4.	Number of ECTS credits for contact hours	34					h
5.	Number of hours of independent student work	1,4					ECTS
6.	Number of ECTS points that a student obtains through independent work	41					h
7.	Workload related to practical classes	1,6					ECTS
8.	Number of ECTS credit points which a student receives for practical classes	75					h
9.	Number of ECTS credit points which a student receives for practical classes	3,0					ECTS
10.	Total number of hours of a student's work	75					
10.	ECTS credits for the course 1 1 ECTS credit =25 student learning hours	3					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