

## Faculty of Business Administration

Bachelor Program International Management

Module No. 7.3.5

Social and Methodological Competence

Module: Second Business Language: French,

Russian, Spanish

<u>Responsible</u>

Gisela Brankatschk (Dipl.-Lehrerin) - French Igor Matijaschtschuk (Dipl.-Sprachmittler) – Russian

וgor Matijaschtschuk (סוף ב-Sprachmittler) – Russian Leipzig University of Applied Sciences								
Semester	Winter	Summer	2	nd and	3rd se	mester (annually)		
ECTS credits	5	3		\ J/				
Language	French or Spanish or Russian							
Content	Applied Business Language with specific focus on topics, such as the following:							
	- Business contacts							
	- Telephoning							
		- Business travel						
	- Companies, Trends, Facts and Figures							
		- Business correspondence (business letters and email)						
	- Presenting and the basics of discussions							
	<ul><li>Applications and job interview</li><li>Intercultural communication</li></ul>							
Learning objectives	Successful students will be able to communicate in the foreign language in typical academic							
Learning objectives	and business contexts. They can deliver prepared utterances on a variety of set business							
	topics and talk about job routines. They are able to draft business correspondence on set							
	topics. They can recognise intercultural differences in communication.							
Preconditions for								
attendance	Level A2 CEF							
Work load	240 hours in total, consisting of 84 hours attendance							
	154 hours guided autonomous learning							
Preconditions for	2 hours final written examination							
examination	Project in 2 <sup>nd</sup> course term							
Forms of teaching			Weekly hours					
and assessments	Teaching units		L	S	Т	Assessment	ECTS Credits	
	reactiffing utility	)	_		'		Let's creates	
						Written exam (90 min.):  Reading and Listening		
						Comprehension, Writing;		
						Presentation with Discussion		
				4 WS		(15 min.)	•	
				2 SS		Weight 3: 1	8	
						Both (single) parts of the		
						exam have to be passed and		
						taken without the help of		
D'I I'	any dictionaries							
Bibliography	Information on textbook title will be given in the seminar Additional and practice material (computer, audio, video, print) is available for use in the							
(latest editions apply)	SLZ (multi-media centre)							
Study Program		Use of foreign business language in Bachelor course and employment						
Judy Hogiani	ose of foreign pusiness tanguage in pachetor course and employment							