

STUDY MODULE DESCRIPTION FORM		
Name of the module/subject English as a Foreign Language		Code 1011101311010910064
Field of study Engineering Management - Full-time studies -	Profile of study (general academic, practical) (brak)	Year /Semester 1 / 1
Elective path/specialty -	Subject offered in: Polish	Course (compulsory, elective) elective
Cycle of study: First-cycle studies	Form of study (full-time, part-time) full-time	
No. of hours Lecture: - Classes: 30 Laboratory: - Project/seminars: -		No. of credits 1
Status of the course in the study program (Basic, major, other) (brak)		(university-wide, from another field) (brak)
Education areas and fields of science and art social sciences		ECTS distribution (number and %) 1 100%
Responsible for subject / lecturer: mgr Teresa Jezierska email: Teresa.Jezierska@put.poznan.pl tel. 61 665 24 91 SJO PP ul. Piotrowo 3a, 60-965 Poznań		
Prerequisites in terms of knowledge, skills and social competencies:		
1	Knowledge	The already acquired language competence compatible with level B1 (CEFR)
2	Skills	The ability to use vocabulary and grammatical structures required on the high school graduation exam with regard to productive and receptive skills
3	Social competencies	The ability to work individually and in a group; the ability to use various sources of information and reference works.
Assumptions and objectives of the course: 1. Advancing students' language competence towards at least level B2 (CEFR). 2. Development of the ability to use academic and field specific language effectively in both receptive and productive language skills. 3. Improving the ability to understand field specific texts (familiarizing students with basic translation techniques). 4. Improving the ability to function effectively on an international market and on a daily basis.		
Study outcomes and reference to the educational results for a field of study		
Knowledge: 1. The student knows methods and instruments for data collecting, processing and selecting, as well as methods for distributing information - [K1A_W11]		
Skills: 1. The ability to give a talk on field specific or popular science topic (in English), and to discuss general and field specific issues using an appropriate linguistic and grammatical repertoire - [K1A_U02, K1A_U11] 2. The ability to express basic mathematical formulas and to interpret data presented on graphs/diagrams - [K1A_U09] 3. The ability to conduct business correspondence in English - [K1A_U10]		
Social competencies: 1. As a result of the course, the student is able to communicate effectively in a field specific/professional area, and to give successful presentations in English - [K1A_K03] 2. The student is able to recognize and understand cultural differences in a professional and private conversation, and in a different cultural environment - [K1A_K06] 3. The student is aware of the importance of the appropriate behavior in terms of professional ethic and respect toward other views and cultures. - [K1A_K04]		

Assessment methods of study outcomes		
Formative assessment: continuous evaluation during classes (presentations, tests, MT test)		
Summative assessment: final exam (written and oral)		
Course description		
<p>The organization of the company, its sectors/parts, presentation of the company. Forms of the enterprise: partnership and company. Market, supply and demand, price development on the market. Market analysis. Marketing, marketing tools, marketing mix and advertisement. Economic situation and its stages. Management and its types, manager's tasks. The idea of organizational development. Lean production: the organization and management of the workplace according to 5S method. Factors influencing the localization of manufacturing plant.</p>		
Basic bibliography:		
1. B. Mascull & J. Comfort. 2007. "Best Practice" Intermediate + Workbook + CD + CD-ROM		
Additional bibliography:		
1. B. Hauf Angielski w technice; T. Trappe Intelligent Business Intermediate; 2. B. Mascull. 2006. Business Vocabulary in Use; artykuły z czasopism biznesowych; 3. On-line materials, computer lab software; DVDs / presentations & companies /		
Result of average student's workload		
Activity	Time (working hours)	
1. Participation in classes	30	
2. Student	4	
3. Preparation for the final assessment	4	
4. Final assessment	2	
Student's workload		
Source of workload	hours	ECTS
Total workload	40	1
Contact hours	30	1
Practical activities	30	1