



COURSE DESCRIPTION CARD - SYLLABUS

Course name

English course

Course

Field of study

Management and Production Engineering

Area of study (specialization)

Level of study

First-cycle studies

Form of study

part-time

Year/Semester

2/4

Profile of study

general academic

Course offered in

English

Requirements

elective

Number of hours

Lecture

Laboratory classes

Other (e.g. online)

Tutorials

Projects/seminars

20

Number of credit points

3

Lecturers

Responsible for the course/lecturer:

Joanna Potrzebska

joanna.potrzebska@put.poznan.pl

ph.: 061 665 24 91

Center for Languages and Communication

Piotrowo 3a, 60-965 Poznań

Responsible for the course/lecturer:

Prerequisites

Knowledge: The already acquired language competence compatible with level B1 (CEFR)

Skills: The ability to use vocabulary and grammatical structures required on the high school graduation exam with regard to productive and receptive skill

Social competencies: The ability to work individually and in a group; the ability to use various sources of information and reference work

Course objective

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.
4. Improving the ability to function effectively on an international market and on a daily basis.

Course-related learning outcomes

Knowledge

As a result of the course, the student ought to acquire field specific vocabulary related to the following issues:

1. Logistics and operations management and Operations management
2. Presentations
3. Manufacturing processes

and to be able to define and explain associated terms, phenomena and processes.

Skills

As a result of the course, the student is able to:

1. give a talk on field specific and popular science topic (in English), and discuss general and field specific issues using an appropriate linguistic and grammatical repertoire
2. express basic mathematical formulas and interpret data presented on graphs/diagrams
3. formulate a text in English where he/she explains/describes a selected field specific topic.

Social competences

1. As a result of the course, the student is able to communicate effectively in a field specific/professional area, and to give a successful presentation in English.
2. The student is able to recognize and understand cultural differences in a professional and private conversation, and in a different cultural environment.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Formative assessment:

- current assessment during classes (based on presentations and essays prepared by the student, colloquiums and tests),

Summative assessment:

- an average of the grades obtained during tutorials



Programme content

Logistics

- Supply chain
- Handling orders
- Reporting problems
- Operations management

Presentations

- Structure of a presentation
- Useful vocabulary
- Visual aids

Manufacturing

- Manufacturing philosophies
- Lean manufacturing
- Toyota way

Teaching methods

1. Work with textbook
2. Online articles
3. Problem solving methods (case study, brain- storming, role play, SWOT, language games)
4. Practical exercises (grammar -translation exercises, lexical exercises, listening comprehension, reading comprehension, essay writing, presentations, descriptions)
5. Discussion (oxford debates, dialogues in pairs)
6. Drama, film

Bibliography

Basic

Hughes, J. / Naunton J. 2012. Business Result DVD Edition: Intermediate. Oxford University Press.

Hughes, J. / Naunton J. 2012. Business Result - Skills for Business Studies (Skills). Oxford University Press.



Additional

Hanf, B. 2001. Angielski w Technice. LektorKlett.

Grzegożek, M. / Starmach, I. 2004. English for Environmental Engineering. Politechnika Krakowska.

Kucharska-Raczunas, A. / Maciejewska, J. 2009. English for Mathematics. Politechnika Gdańska.

Cook R. / Pedretti M. 2008. Success with BEC. Summertown Publishing.

Breakdown of average student's workload

	Hours	ECTS
Total workload	75	3,0
Classes requiring direct contact with the teacher	30	1,5
Student's own work (literature studies, preparation for tutorials, preparation for tests, preparation for presentations) ¹	45	1,5

¹ delete or add other activities as appropriate