

EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS) pl. M. Skłodowskiej-Curie 5, 60-965 Poznań

COURSE DESCRIPTION CARD - SYLLABUS

Year/Semester 1 / 2 Profile of study general academic Course offered in English Requirements elective
1/2 Profile of study general academic Course offered in English Requirements
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English Requirements
Requirements
elective
Other (e.g. online)
the course/lecturer:
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n 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 workss

Course objective

1. Advancing students' language competence towards at least level B2 (CEFR).



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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 The student

1. has knowledge of fundamental issues in the scope of management characteristic for management and Health and Safety [P6S_WG_08]

Skills

The student

1. is able to collect on the basis of the literature of the subject and other sources (in Polish and English) and, in an orderly manner, provide information on the problem within the framework of management and Health and Safety and its specific issues [P6S_UW_01],

2. is able to present (using appropriately selected means) a problem within the framework of management and Health and Safety [P6S_UK_01],

3. is able to prepare in Polish and English language a well documented paper on issues in the field of management and Health and Safety at the B2 level of the Common European Framework of Reference for Languages [P6S_UK_02].

Social competences

The student

1. is aware of initiation of activities related to the formulation and information sharing, and cooperation in the society in the scope of management and Health and Safety [P6S_KO_02],

2. is aware of collaboration and groupwork to solve problems within the framework of management and Health and Safety [P6S_KR_02].

3. is able to look for useful institutions which can facilitate further development[P6S_KK_01]

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

•Formative assessment: current assessment during classes, presentations, speeches, tests, essays and online quizes

•Summative assessment: credit



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Programme content

- Services and systems
- •Establishing services and systems
- Explaining how something works

Customers

- •Customer service in operation
- •Managing customer feedback
- Working together
- •Team work
- •Encouraging people

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 (grammmar -translation exercises, lexical exercises, listening comprehension, reading comprehension, essay writing, presentations, descriptions)

5. Discussion (oxford discussions, 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.



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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	60	1,0
Classes requiring direct contact with the teacher	30	0,5
Student's own work (literature studies, preparation for tutorials, preparation for tests/exam, preparation for presentations) ¹	30	0,5

¹ delete or add other activities as appropriate