

COURSE TITLE	English in economics 2						
Code	EUE002	Year of study	1				
Course teacher	Gorana Duplančić Rogošić, PhD; Sanja Marinov Vranješ, MA; Magda Pašalić, PhD; Sanja Radmilo Derado, MA	Credits (ECTS)	5				
Associate teachers		Type of instruction (number of hours)	L	S	E	F	
			26	0	26	0	
Status of the course	Obligatory	Percentage of application of e-learning	30%				
COURSE DESCRIPTION							
Course objectives	The course contents aim at equipping students with theoretical knowledge and practical skills in English as a foreign language that should enable them to actively engage with the world of business with the emphasis on the key concepts of business logistics, talking about business environments and companies, using business decision-making strategies, discussing the roles and aims of business innovation, and mastering the terminology for talking about personal skills and competencies.						
Course enrolment requirements and entry competences required for the course	<ul style="list-style-type: none">• Course enrolment requirements are set by the Faculty's Statute and the Regulations of the core curriculum and studies.• Input competencies include English language competence at B2 level (CEFR) and computer skills (Microsoft Office suite).						
Learning outcomes expected at the level of the course (4 to 10 learning outcomes)	Individual learning outcomes: <ol style="list-style-type: none">1. Differentiate between lexical units typically used in the context of business logistics; discuss company organization and company performance.2. Classify key ideas and information in companies' mission and vision.3. Synthesize the initial stages of the negotiation process.4. Apply key terminology for describing business processes.5. Use the terminology necessary for describing skills and competencies.						
Course content broken down in detail by weekly class schedule (syllabus)	Lectures		Practice lessons/Seminars				
	Topics	Hours	Topics			Hours	
	1. Logistics	2	1. Introducing logistics and supply chains 2. Communicating appropriately in the context of transport and logistics 3. Reporting problems			2	
	2. Business communication skills: Writing and Speaking	2	1. Placing and confirming orders 2. Talking point (group work/pair work): Shadow work 3. Viewpoint 3 (video lesson): Cybercrime			2	
	3. Facilities	2	1. Describing a place of work 2. Talking about work facilities			2	

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			3. Discussing and analysing health and safety issues	
	4. Business communication skills: Speaking	2	1. Making suggestions and recommendations 2. Talking point (group work/pair work): Motivation at work	2
	5. Decisions	2	1. Introducing the decision-making process 2. Using the language of decision making 3. Group work: Participating in decision making	2
	6. Business communication skills: Negotiating	2	1. Using vocabulary for negotiations 2. Role play 3. Group work – performance assessment	2
	7. Innovation	2	1. Discussing innovation 2. Presenting new ideas 3. Talking point: Responding to comments about innovative products	2
	8. 1 st mid-term		1 st mid-term	
	9. Breakdowns	2	1. Using key vocabulary for discussing breakdowns and faults 2. Discussing the cause-effect relationship 3. Commenting on mistakes in business	2
	10. Business communication skills: Speaking	2	1. Discussing and solving problems 2. Group work/pair work: Talking point – A breakdown in public relations	2
	11. Processes	2	1. Discussing various types of business processes 2. Analysing the stages of various types of processes 3. Making conclusions about the outcomes of business processes	2
	12. Business communication skills: Speaking and writing	2	1. Dealing with questions during talks and presentations 2. Group work/pair work: Participating in meetings	2
	13. Performance	2	1. Talking about personal qualities 2. Using appropriate language to discuss timelines 3. Introducing performance appraisals	2
	14. Business communication skills: Writing	2	1. Handling performance reviews 2. Writing a performance review for an employee 3. Group work/pair work: Analysing personal qualities in relation to workplace demands	2
	15. 2 nd mid-term		2 nd mid-term	
	<input checked="" type="checkbox"/> lectures		<input checked="" type="checkbox"/> independent assignments	

Format of instruction	<input type="checkbox"/> seminars and workshops <input checked="" type="checkbox"/> exercises <input type="checkbox"/> <i>on line</i> in entirety <input checked="" type="checkbox"/> partial e-learning <input type="checkbox"/> field work			<input type="checkbox"/> multimedia <input type="checkbox"/> laboratory <input type="checkbox"/> work with mentor <input type="checkbox"/> (other)		
Student responsibilities	Course/signature requirements: Students must meet <u>both</u> requirements to get the signature <div><div>1. Regular class attendance (at least 70% for full-time students and 50% for part-time students), which includes preparation for classes as instructed in class.</div><div>2. Regular submission of correctly completed assignments on Moodle or to the teacher (content of the assignments is included in the tests/final exam) which is done according by an agreed deadline.</div></div> Exam requirement: <div><div>• Getting the teacher's signature in the EFST intranet system.</div></div>					
Screening student work (<i>name the proportion of ECTS credits for each activity so that the total number of ECTS credits is equal to the ECTS value of the course</i>)	Class attendance	1,5	Research		Individual assignments	1,5
	Experimental work		Report		(Other)	
	Essay		Seminar essay		(Other)	
	Tests	2*	Oral exam		(Other)	
	Written exam	2	Project		(Other)	
Grading and evaluating student work in class and at the final exam	<p>*Passing two mid-term tests can replace the final written exam.</p> <p>Mid-term tests: During the semester, two mid-term tests will be given to students. The final grade can be obtained by passing both tests. The positive result is achieved by gaining at least 50% of correct answers. Only those students who pass the first test can take the second one. The final grade is the arithmetic mean of the results of both tests.</p> <p>Written exam: Students who do not pass the mid-term tests take the final exam during the official exam sessions. The positive result is achieved by gaining at least 50% of the total points on the exam.</p> <p>Oral exam: Oral exam is optional and can be taken by students who wish to improve their final grade achieved in the written exam. The exact exam dates will be determined by the official Faculty's examination schedule. It is not possible to take the oral exam instead of the written one.</p> <p>Examination panel: When the exam is taken in front of the examination panel it is both written and oral. However, in order to be invited to the oral exam, the examinee must achieve at least 30% of the total points on the written exam.</p>					
Required literature (available in the library and via other media)	Title			Number of copies in the library	Availability via other media	
	Hughes, John; Nauton, Jon. 2017. <i>Business Result Intermediate Student's Book with Online Practice</i> . Oxford University Press. Oxford.			1	No	
	<i>Business Result online practice</i> - Online workbook for revision and self-study.			Ø	Yes	

	Additional study materials are available on Moodle.	Ø	Yes
Optional literature (at the time of submission of study programme proposal)	<ol style="list-style-type: none"> 1. Dubicka, Iwonna et al. 2018. <i>Business Partner, B2, Coursebook</i>. Pearson Education Limited. Harlow. 2. Dubicka, Iwonna; Lansford, Lewis. 2018. <i>Business Partner, B2, Workbook</i>. Pearson Education Limited. Harlow. 3. Cotton, David; Falvey, David; Kent, Simon. 2016. <i>Market Leader, Intermediate, 3rd edition extra, Course Book</i>. Pearson Education Limited. Harlow. 4. Špiljak, Višnja. 2000. <i>Englesko-hrvatski poslovni rječnik, English-Croatian Dictionary of Business</i>. Masmedia. Zagreb. 5. Oxford University Press. <i>Oxford English Dictionary</i>. https://www.oed.com/ 6. Pearson Longman. <i>Longman Business Dictionary</i>. https://www.ldoceonline.com/. 		
Quality assurance methods that ensure the acquisition of exit competences	<ul style="list-style-type: none"> • Registering students' attendance and success in carrying out their duties (lecturer) • Monitoring lectures and practice hours (Vice Dean for Academic Affairs) • Students' performance analysis in each course (Vice Dean for Academic Affairs) • Students' questionnaire on the quality of lecturer and classes for each course (University of Split, Quality Assurance Centre) • Examination is the instrument used to evaluate individual course outcomes by the course lecturer. The exam contents may be assessed periodically by the Vice Dean for Academic Affairs in order to establish the adequacy of the testing methods. 		
Other (as the proposer wishes to add)	<ul style="list-style-type: none"> • Language of instruction is English. 		