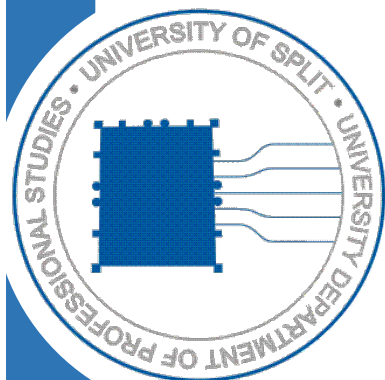


Course syllabus

English for Specific Purposes II



COURSE DETAILS

<i>Type of study programme</i>	Specialist graduate professional study programme - 120 ECTS	
<i>Study programme</i>	Trade and Tourism Management	
<i>Course title</i>	English for Specific Purposes II	
<i>Course code</i>	DTT011	
<i>ECTS</i> (Number of credits allocated)	4	
<i>Course status</i>	Core	
<i>Year of study</i>	First	
<i>Course Web site</i>	http://moodle.oss.unist.hr/	
<i>Total lesson hours per semester</i>	Lectures	15
	Seminars	0
	Auditory exercises	45
<i>Prerequisite(s)</i>	B2 level	
<i>Lecturer(s)</i>	Edita Šalov, senior lecturer	

COURSE DESCRIPTION	
Course Objectives:	<ul style="list-style-type: none"> Using and improving all language skills. Acquiring relevant grammatical and lexical business English structures at upper-intermediate level in everyday business environment.
Learning outcomes On successful completion of this course, student should be able to:	<ol style="list-style-type: none"> define basic business English terms related to the following topics: management styles, team building, finance, customer service, crisis management, mergers and acquisitions exchange information related to business problems, set goals, write a report, write summaries apply grammar knowledge in the following areas: modal auxiliaries, conditional clauses, gerunds and infinitives, prepositions prepare a portfolio and a presentation on a given topic
Course content	Communication skills, Management styles and Leadership, Team building, Raising finance, Customer service and Customer satisfaction, Crisis management, Creativity in business, Mergers and acquisitions

CONSTRUCTIVE ALIGNMENT – Learning outcomes, teaching and assessment methods

Alignment of students activities with learning outcomes		
Activity	Student workload ECTS credits	Learning outcomes
Lectures and auditory exercises	60 hours / 2 ECTS	1,2,3,4
Portfolio	30 hours / 1 ECTS	3,4
Mid-term exams (preparation and delivery)	9 hours / 0.3 ECTS	1,2,3,4
Self-study	15 hours / .0.5 ECTS	1,2,3,4
Office hours and final exam	6 hours / 0.2 ECTS	1,2,3,4
TOTAL:	120 hours / 4 ECTS	1,2,3,4

CONTINUOUS ASSESSMENT		
Continuous testing indicators	Performance A_i (%)	Grade ratio k_i (%)
<i>Class attendance and participation</i>	70-100	10
<i>Presentation</i>	50-100	15
<i>Project</i>	50-100	25

<i>First mid-term exam</i>	50-100	25
<i>Second mid-term exam</i>	50-100	25

FINAL ASSESSMENT		
Indicators checks - final exam (first and second examination date)	Performance <i>A_i</i> (%)	Grade ratio <i>k_i</i> (%)
<i>Theoretical exam (written)</i>	50 - 100	50
<i>Previous activities (include all continuous testing indicators)</i>	0 - 100	50
Indicators checks - final exam (third and fourth examination date)	Performance <i>A_i</i> (%)	Grade ratio <i>k_i</i> (%)
<i>Theoretical exam (written)</i>	50 - 100	50
<i>Previous activities (include all continuous testing indicators)</i>	0 - 100	50

PERFORMANCE AND GRADE		
Percentage	Criteria	Grade
50% - 62,4%	<i>basic criteria met</i>	<i>sufficient (2)</i>
62,5% - 74,9%	<i>average performance with some errors</i>	<i>good (3)</i>
75% - 87,4%	<i>above average performance with minor errors</i>	<i>very good (4)</i>
87,5% - 100%	<i>outstanding performance</i>	<i>outstanding (5)</i>

ADDITIONAL INFORMATION

- knowledge of general English language at B2 level is needed
- at least 70% attendance for full-time students and 50% for part-time students is required.