

2019.FS

| <b>Module Name: Business English 1</b>                      |  |
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| Module Code   | w.BA.XX.2BusE1-en.XX   |
| Module Description  | Students are able to read and understand a wide variety of texts which are related to their Business English topics and to their core degree subjects. Through collaborative speaking tasks in class, students can express their opinions fluently and convincingly, using vocabulary, phrases, and grammatical structures at the C1 Level of the Common European Framework of References for Languages. Students are able to write business reports and proposals, using layout and language appropriate to the task. Students can understand most points made in discussions, meetings, and interviews which are delivered at natural speed.   |
| Program and Specialization                                  | Business Administration - Banking and Finance (PiE)  |
| Legal Framework   | Academic Regulations BSc dated 29.01.2009, Appendix to the Academic Regulations for the degree programs in Business Administration, Business Information Technology, and Business Law, first adopted on 12.05.2009   |
| Module Category   | <b>Module Type:</b><br>Compulsory  |
|   | <b>Program Phase:</b><br>First-Year Studies  |
| ECTS  | 3  |
| Organizational Unit   | W Komm. & Mathem. in W&R Ltg.  |
| Module Coordinator  | Elizabeth Kollmann (koel)  |
| Deputy Module Coordinator                                   | Michelle Fawcett (buad)  |
| Prerequisite Knowledge                                      | University admission (higher vocational diploma/Berufsmatura or Swiss federal school leaving diploma/Matura including English).  |
| Contribution to Program Learning Goals (Affected by Module) | <ul style="list-style-type: none"> <li>§ Professional Competence</li> <li>§ Methodological Competence</li> <li>§ Social Competence</li> <li>§ Self-Competence</li> </ul>   |
| Contribution to Program Learning Objectives                 | Professional Competence <ul style="list-style-type: none"> <li>§ Knowing and Understanding Content of Theoretical and Practical Relevance</li> <li>§ Apply, Analyze, and Synthesize Content of Theoretical and Practical Relevance</li> <li>§ Evaluate Content of Theoretical and Practical Relevance</li> </ul> Methodological Competence <ul style="list-style-type: none"> <li>§ Problem-Solving &amp; Critical Thinking</li> <li>§ Work Methods, Techniques, and Procedures</li> <li>§ Information Literacy</li> <li>§ Creativity &amp; Innovation</li> </ul> Social Competence <ul style="list-style-type: none"> <li>§ Written Communication</li> <li>§ Oral Communication</li> <li>§ Teamwork &amp; Conflict Management</li> <li>§ Intercultural Insight &amp; Ability to Change Perspective</li> </ul> Self-Competence <ul style="list-style-type: none"> <li>§ Self-Management &amp; Self-Reflection</li> <li>§ Ethical &amp; Social Responsibility</li> <li>§ Learning &amp; Change</li> </ul> |
| Module Learning Objectives                                  | Students... <ul style="list-style-type: none"> <li>§ are able to understand a wide range of business texts</li> <li>§ are able to apply business vocabulary appropriately</li> <li>§ are able to express agreement and discuss differences of opinion in a collaborative context</li> <li>§ are able to write business reports and proposals, incorporating key points from given text</li> <li>§ are able to understand discussions, meetings and interviews which are delivered at a natural speed</li> <li>§ are able to develop effective self-study techniques for language learning and consolidation</li> <li>§ are able apply language skills acquired in this module to other work and study environments</li> </ul>  |

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|-------------------------------------|---|--|------------------------------|
| Module Content                      | § Development of reading skills through a wide range of business texts<br>§ Development of writing skills, particularly business reports and proposals<br>§ Development of listening skills using authentic audio material<br>§ Development of vocabulary, idiomatic expressions, and set expressions related to business and academic English<br>§ Revision and practice of advanced business language<br>§ Development of speaking skills through discussions and collaborative tasks |  |                              |
| Links to other modules              | The content of this module is linked to the following module:<br>w.BA.XX.2BusE2-en.XX   |  |                              |
| Methods of Instruction              | § Interactive Instruction<br>§ Exercises<br>§ Problem-Oriented Teaching   | <b>Social Settings Used:</b><br>§ Individual Work<br>§ Pair Work<br>§ Group Work |                              |
| Digital Resources                   | § Teaching Videos<br>§ Teaching Materials<br>§ Practice and Application Exercises (with Key)  |  |                              |
| Type of Instruction                 | <b>Classroom Instruction</b>  | <b>Guided Self-Study</b>   | <b>Autonomous Self-Study</b> |
| Large Class                         | -   | -  |                              |
| Small Class                         | 28 h  | 36 h   |                              |
| Group Instruction                   | -   | -  |                              |
| Practical Work                      | -   | -  |                              |
| Seminar                             | -   | -  |                              |
| <b>Total</b>                        | <b>28 h</b>   | <b>36 h</b>  | <b>26 h</b>                  |
| Performance Assessment              |   |  |                              |
| <b>End-of-module exam</b>           | <b>Form</b>   | <b>Length (min.)</b>   | <b>Weighting</b>             |
| Written exam                        | Closed book   | 90   | 70,00%                       |
| <b>Permitted Resources</b>          | No calculator   |  |                              |
| <b>Others</b>                       |   |  |                              |
|                                     | <b>Assessment</b>   | <b>Length (min.)</b>   | <b>Weighting</b>             |
| Oral Assessment                     | Grade   | 15   | 30,00%                       |
| Classroom Attendance Requirement    | -   |  |                              |
| Language of Instruction/Examination | English   |  |                              |
| Compulsory Reading                  | -   |  |                              |
| Recommended Reading                 | As specified on Moodle  |  |                              |
| Comments                            | Oral Assessment: If the student does not attend the oral assessment at all, zero (0) points will be given to this part of the assessment. The student is still permitted to sit the end-of-module exam.   |  |                              |