**Module Name:** Business English 2  

<table>
<thead>
<tr>
<th>Module Code</th>
<th>w.BA.XX.2BusE2.XX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module Description</td>
<td>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 active participation in discussions, students can express their opinions fluently and convincingly, contributing ideas and responding to them, using vocabulary and grammatical structures at the B2+ level of the Common European Framework of References for Languages. Students are able to describe visuals in writing by interpreting graphs and charts related to various business subjects. Students can understand the most important points made in discussions, meetings, and interviews, which are delivered at natural speed.</td>
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</tbody>
</table>
| Program and Specialization | Business Administration - Accounting, Controlling, Auditing  
Business Administration - Banking and Finance  
Business Administration - Economics and Politics  
Business Administration - General Management  
Business Administration - Risk and Insurance  
Business Information Technology |
| 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 | Module Type: Compulsory  
Program Phase: First-Year Studies |
| ECTS | 3 |
| Organizational Unit | W Komm. & Mathem. in W&R LtG. |
| Module Coordinator | Kristine De Curtis (decu) |
| Deputy Module Coordinator | Lenka Ulzega (ulze) |
| 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) | Professional Competence  
Methodological Competence  
Social Competence  
Self-Competence |
| Contribution to Program Learning Objectives | Professional Competence  
Knowing and Understanding Content of Theoretical and Practical Relevance  
Apply, Analyze, and Synthesize Content of Theoretical and Practical Relevance  
Evaluate Content of Theoretical and Practical Relevance  
Methodological Competence  
Problem-Solving & Critical Thinking  
Work Methods, Techniques, and Procedures  
Information Literacy  
Creativity & Innovation  
Social Competence  
Written Communication  
Oral Communication  
Teamwork & Conflict Management  
Intercultural Insight & Ability to Change Perspective  
Self-Competence  
Self-Management & Self-Reflection  
Ethical & Social Responsibility  
Learning & Change |
| Module Learning Objectives | Students...  
- are able to take part in discussions and express their opinions fluently and convincingly.  
- are able to understand a wide range of business-related texts.  
- are able to develop and apply effective study techniques for learning grammar and vocabulary, including core subject vocabulary.  
- are able to apply their business vocabulary confidently and appropriately.  
- are able to understand the most important points made in discussions, meetings, and interviews, which are delivered at a natural speed.  
- are able to write descriptions of visuals based on business-related topics.  
- are able to apply what they learn inside the classroom to their work and study outside the business English classroom. |
are able to understand how the English class is there to support access to their core topics (from a language perspective).
are able to give an effective 5-minute presentation on a topic covered in the module.
are able to provide constructive peer feedback.
are able to act on peer feedback in order to improve performance.

Module Content
- Development of reading comprehension using texts from the course book and texts from a bank of business-related texts, a number of which are taken directly from students’ core degree subject material.
- Writing workshops: development of writing skills, particularly descriptions of graphs and charts. Development of self-editing skills.
- Development of listening skills using business-related audio material.
- Development of business vocabulary, idiomatic expressions, and set expressions.
- Revision and practice of grammatical structures.
- Development of speaking skills through discussions on business-related topics.
- Development of presentation skills focusing on signposting language, using voice effectively and incorporating visuals.
- Development of peer feedback skills.

Links to other modules
The content of this module is linked to the following modules:
w.BA.XX.2BusE1.XX
w.BA.XX.2HCM.XX
w.BA.XX.2Makro.XX

Methods of Instruction
- Interactive Instruction
- Exercises
- Problem-Oriented Teaching
- Project Work
- Discussions
- Presentations
- Simulations
- Peer Feedback

Social Settings Used:
- Individual Work
- Pair Work
- Group Work

Digital Resources
- Teaching Videos
- Teaching Materials
- Practice and Application Exercises (with Key)
- Additional reading texts and tasks.

Type of Instruction
<table>
<thead>
<tr>
<th>Classroom Instruction</th>
<th>Guided Self-Study</th>
<th>Autonomous Self-Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Class</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Small Class</td>
<td>28 h</td>
<td>36 h</td>
</tr>
<tr>
<td>Group Instruction</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Practical Work</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Seminar</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>28 h</td>
<td>36 h</td>
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Performance Assessment

End-of-module exam
- Form
- Length (min.)
- Weighting

- Others
- Assessment
- Length (min.)
- Weighting

Oral Assessment
Grade
5
25.00 %

Written Assessment
Grade
60
75.00 %

Classroom Attendance Requirement
- Language of Instruction/Examination
English

Compulsory Reading

Recommended Reading
As specified on Moodle.

Comments
This is a revised version due to module changes in the spring semester 2020.