Module Name: Business English Advanced 1

Module Code	w.BA.XX.3BusEA1-FLEX.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 and edit 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 - Specialization in Banking and Finance (FLEX) § Business Administration - Specialization in General Management (Flex)
Legal Framework	Academic Regulations BSc dated 29.01.2009, for the degree programs in Business Administration, International Management, Business Information Technology, Business Law, Business Law and Applied Law, first adopted on 12.05.2009
Module Category	**Module Type:** Compulsory **Program Phase:** Main Study Period
ECTS	3
Organizational Unit	W Kommunikation in Wirtschaft und Recht
Module Coordinator	Lenka Ulzega (ulze)
Deputy Module Coordinator	Elizabeth Kollmann (koel)
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 understand a wide range of business texts § are able to apply business vocabulary appropriately § are able to express agreement and discuss differences of opinion in a collaborative context § are able to write business reports and proposals, incorporating key points from given texts § are able to understand discussions, meetings and interviews which are delivered at a natural speed § are able to develop effective self-study techniques for language-learning and consolidation § are able to apply language skills acquired in this module to other work and study environments

Module Content	§ Development of reading skills through a wide range of business texts § Development of writing skills, particularly business reports and proposals § Development of listening skills using authentic audio material § Revision and practice of advanced business language § Development of speaking skills through discussions and collaborative tasks		
Links to other modules	The content of this module is linked to the following modules: w.BA.XX.2BusE1.XX		
	w.BA.XX.2BusE2.XX		
	w.BA.XX.2InE.XX		
	w.BA.XX.2ITPM-WIN.XX		
	w.BA.XX.2LU.XX		
	w.BA.XX.2Makro.XX		
	w.BA.XX.2Mikro.XX		
	w.BA.XX.2VWL-WIN.XX		
Methods of Instruction	§ Interactive Instruction § Exercises § Problem-Oriented Teaching	**Social Settings Used:** § Individual Work § Pair Work § Group Work	
Digital Resources	§ Teaching Materials § Practice and Application Exercises (with Key) § Additional reading texts and tasks		

Type of Instruction	**Classroom Instruction**	**Guided Self-Study**	**Autonomous Self-Study**
Large Class	-	-	
Small Class	12 h	46 h	
Group Instruction	-	-	
Practical Work	-	-	
Seminar	-	-	
Total	**12 h**	**46 h**	**32 h**

Performance Assessment

End-of-module exam	**Form**	**Length (min.)**	**Weighting**
Written exam	Closed book	60	70,00 %
Permitted Resources	No calculator		
Others	**Assessment**	**Length (min.)**	**Weighting**
Oral assessment	Grade	15	30,00 %

Classroom Attendance Requirement	Mandatory Attendance: None
Language of Instruction/Examination	English
Compulsory Reading	-
Recommended Reading	As specified on Moodle
Comments	-