



COURSE DESCRIPTION CARD - SYLLABUS

Course name

German (business language) [S2IZarz1>NIEM]

Course

Field of study

Engineering Management

Year/Semester

1/2

Area of study (specialization)

Enterprise Resource and Process Management

Profile of study

general academic

Level of study

second-cycle

Course offered in

Polish

Form of study

full-time

Requirements

elective

Number of hours

Lecture

0

Laboratory classes

0

Other (e.g. online)

0

Tutorials

30

Projects/seminars

0

Number of credit points

2,00

Coordinators

mgr Maja Rakiewicz

maja.rakiewicz@put.poznan.pl

Lecturers

Prerequisites

The already acquired language competence compatible with level B2. The ability to use vocabulary and grammatical structures required on the first cycle study. The ability to work individually and in a group; the ability to use various sources of information and reference works.

Course objective

Advancing students' language competence towards at least level B2. Development of the ability to use academic and field specific language effectively in both receptive and productive language skills. Improving the ability to understand field specific texts Improving the ability to function effectively on an international market and on a daily basis.

Course-related learning outcomes

none

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Tutorial: Formative assessment: assessment during language classes: speech/presentation, tests.
Summative assessment: credit; reedit: 60%.

Programme content

Creating communicational skills in academic, business and social situations. Academic, offer, report and business e-mails writing. Developing language competence concerning first of all specialist vocabulary connected with chosen speciality on the B2+ level. Understanding grammatical issues on the B2+ level.

Course topics

1. Unternehmensstruktur verstehen, über Aufgaben sprechen
2. Seinen Beruf vorstellen
3. Einen Lebenslauf verfassen
4. Eine Stellenanzeige verstehen
5. Ein Anschreiben verstehen und verfassen
6. Ein Vorstellungsgespräch verstehen und führen
7. Über Entwicklungen in einer Firma sprechen
8. Über Unfallgefahren sprechen, eine Unfallmeldung machen
9. Eine Sicherheitsunterweisung verstehen
10. Einen Text über Qualitätsmanagement verstehen
11. Über Transportwege und Lieferbedingungen sprechen

Teaching methods

Classroom activities guided by the communicative approach. Multimedia. Text analysis. Brainstorming, Mind Maps.

Bibliography

Basic:

Schlüter S., Müller A., Hagner V., Im Berufssprachkurs B2, 1. Auflage, Hueber Verlag, München 2022
Kärchner-Ober R., Im Beruf Neu, Fachwortschatztrainer Technik, Hueber Verlag, München 2020
Giersberg D., Im Beruf Neu, Fachwortschatztrainer Transport und Lager, Hueber Verlag, München 2021

Additional:

1. Becker J., Merkelbach M., Deutsch am Arbeitsplatz, Cornelsen Schulverlage, Berlin, 2013.
2. Guenat G., Deutsch für das Berufsleben, Ernst Klett Sprachen, Stuttgart, 2010.
3. artykuły prasowe online.

Breakdown of average student's workload

	Hours	ECTS
Total workload	0	0,00
Classes requiring direct contact with the teacher	0	0,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	0	0,00