



UNIUNEA EUROPEANĂ



GUVERNUL ROMÂNIEI



Fondul Social European
POSDRU 2007-2013



Instrumente Structurale
2007-2013



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UNIVERSITATEA DE VEST
DIN TIMIȘOARA

Investește în oamenii

Proiect cofinanțat din Fondul Social European prin Programul Operațional Sectorial Dezvoltarea Resurselor Umane 2007- 2013

COURSE SYLLABUS

1. Information about the programme:

1.1 Institution of higher education	WEST UNIVERSITY OF TIMISOARA
1.2 Faculty / Department	FACULTY OF ECONOMICS AND BUSINESS ADMINISTRATION
1.3 Department of	MARKETING AND INTERNATIONAL ECONOMIC RELATIONS
1.4 Area of study	FINANCE
1.5 Level of studies	BACHELOR STUDIES
1.6 Training / qualification	FINANCE AND BANKING

2. Discipline data:

2.1 Course title	ENGLISH FOR BUSSINES AND COMMERCIAL COMMUNICATION FB1TC1111 – 1st Semester						
2.2 Course titular							
2.3 Workshop activities titular	Lecturer LAVRITS Patrick PhD						
2.4 Year of study	I	2.5 Semester	1	2.6 Type of assessment	C	2.7 Type of subject matter	Ob

3. Total estimated time (hours of teaching per semester):

3.1 Number of hours per week	2	3.2 course		3.3 workshops	2
3.4 Total hours in the curriculum	28	3.5 course		3.6 workshops	28
Distribution of time:					hours
Study based on Instructions, course materials, bibliography and notes					10
Additional documentation library, specialized electronic platforms / field					3
Training seminars / laboratories, homework, essays, portfolios and essays					5
Tutoring					2



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Examinations	2
Other activities.....	
3.7 Total hours of private study	22
3.8 Total hours per semester	50
3.9 Number of credits	2

4. Prerequisites (where applicable) traducere limba engleza

4.1 of curriculum	•
4.2 of skills	• Language level A2

5. Conditions (where applicable)

5.1 of the course	• Students` attendance for the course activities –50%.
5.2 to lead seminar / laboratory	• Students` attendance for the seminar activities –70%.

6. Specific skills acquired

Transversal skills	CT3 Identification of opportunities for continuous learning and efficient use of resources and techniques needed to learn for self-development
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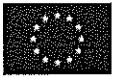
7. Course objectives (based on the grid of the skills acquired) traducere limba engleza

7.1 The overall objective of discipline	Creating language skills that enable students to understand and speak fluent English pragmatic communication contexts (everyday life or work environment):
7.2 The specific objectives	• Knowledge and understanding (knowledge and appropriate use of subject-specific concepts)



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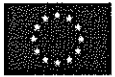
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	<p>-restructuring, development and strengthening of the fundamental language skills</p> <p>-enhancing and enriching vocabulary base morpho-syntactic supported by appropriate</p> <ul style="list-style-type: none"> • Explanation and interpretation (explanation and interpretation of ideas, projects, processes, and theoretical and practical content of the discipline) <ul style="list-style-type: none"> -reinforcing and practicing key grammar issues (verbal group, nominal group, subordinate clauses, consistent, topical) -expressing fluent in types of discourse appropriate to the communication -introduction of notions of composition for writing an essay or presentation • Instrumental - applications (design, management and evaluation of specific practical activities , the use of methods , techniques and tools of investigation and enforcement) <ul style="list-style-type: none"> - Interpreting texts - dialogue - drafting • Attitude (manifesting a positive and responsible attitude towards scientific / cultivating a scientific environment centered on values and democratic relations / promotion of a system of cultural , moral and civic / optimal exploitation of their potential in creative and scientific activities / involvement in developing institutional and promoting scientific innovation / engaging in partnerships with others - institutions with similar responsibilities / participation in own professional development / application and development of professional values and ethics) <ul style="list-style-type: none"> - Ability to work in team - Develop research skills / writing of the literature in foreign language - Strengthening the capacity of exposure and interaction in a
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foreign language (in a business context)
- Engaging in active participation in European integration and mobility in Europe.

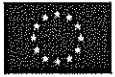
8. Contents

8.1 Course	Teaching methods	Comments
Bibliography:		
8.2. Seminar / lab	Teaching methods	Comments
Chapter 1. Relations in society 1.1. Introduction, individual identity 1.2. Asking and giving information	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 1: 2 hours
Chapter 2. Familia 2.1. Family Life 2.2. Family relationships 2.3. Family and Society	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 2: 2 hours
Chapter 3. Residence and residences 3.1. Owner or tenant 3.2. real estate agencies 3.3. Daily Life	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 3: 2 hours
Chapter 4. Money, trade, business services, shopping 4.1. Client - trader	- Reading, listening - conversation - Brainstorming - Game Teaching	Week 4, 5: 4 hours



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4.2. Types of trade	- Different types of exercises in writing; teamwork.	
Chapter 5. Vehicles 5.1. Types of transport 5.2. Transportation	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 6: 2 hours
Chapter 6. Mass media 6.1. Print media vs. Audio-visual 6.2. Internet	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 7, 8: 4 hours
Chapter 7. Political System in Britain, France, Germany 7.1. Political parties 7.2. Monarchy vs. republic	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 9: 2 hours
Chapter 8. Tourism 8.1. Holidays 8.2. Leisure	- Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork.	Week 10: 2 hours



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<p>Chapter 9. Healthcare system</p> <p>9.1. Doctor - patient</p> <p>9.2. Pharmacy</p>	<ul style="list-style-type: none"> - Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork. 	<p>Week 11: 2 hours</p>
<p>Chapter 10. Traditions British, French, German</p> <p>10.1. Culture and Civilization</p> <p>10.2 catering</p>	<ul style="list-style-type: none"> - Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork. 	<p>Week 12: 2 hours</p>
<p>Chapter 11. Education</p> <p>11.1 Pre-university education</p> <p>11.2 Higher education</p>	<ul style="list-style-type: none"> - Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork. 	<p>Week 13: 2 hours</p>
<p>Chapter 12. Professions and Trades</p> <p>12.1. Types of employment contracts</p> <p>12.2. Ways to pay</p>	<ul style="list-style-type: none"> - Reading, listening - conversation - Brainstorming - Game Teaching - Different types of exercises in writing; teamwork. 	<p>Week 14: 2 hours</p>
<p>Bibliography:</p> <ol style="list-style-type: none"> 1. Chilarescu, M., Païdos, C. > (1996) <i>Proficiency In English</i>, Iasi: Institutul European. 2. Galea, I., Stanciu, V. (1999) <i>English with Tears</i>, Iuj, Ed. Dacia. 3. Hollett, V. (1993), <i>Business Objectives</i>, O. U. P. 4. Jones, L. (1992), <i>Cambridge Advanced English</i>, C. U. P. 5. Miștal, M. (1994) <i>Test Your Vocabulary</i>, București, Ed. Teora. 6. Moise, J. Mihalache, V. (2002), <i>Getting to Speak English Better</i>, Solness, Timișoara. Soars, J., Soars, L. (1994), <i>Headway Intermediate</i>, O. U. P. 		



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9. Corroboration of the course contents with the epistemic expectations of the community representative, professional associations and representative employers of the programme itself.

- Course content is consistent with that of similar disciplines taught at the major economic schools in the world;
- The knowledge and skills gained in the discipline enjoys recognition and practical application in finance;

10. Evaluation: traducere limba engleza

Type of activity	10.1 Evaluation criteria	10.2 Evaluation methods	10.3 Percentage of the final mark
10.4 Course	Final assessment		67%
10.5 Workshop	Answers to seminar activities	Oral evaluation	33%
10.6 Minimum performance standards			
<ul style="list-style-type: none"> • Grade 5 (five) 			

Date of submission: September 2014

Titular of the course:

Seminary titular:

Lecturer LAVRITS Patrick PhD

Date of approval in department: September 2014

Head of the Department:

Prof. DOBRE Costinel PhD



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