

## Practical Business Communication (A000223)

**Course size** *(nominal values; actual values may depend on programme)*

**Credits 6.0**

**Study time 180 h**

**Course offerings and teaching methods in academic year 2023-2024**

A (Year) Dutch, English, French Gent seminar

**Lecturers in academic year 2023-2024**

Hertveldt, Katie	LW06	staff member
Jacobs, Geert	LW06	lecturer-in-charge
Crible, Ludivine	LW06	co-lecturer

**Offered in the following programmes in 2023-2024**

	crdts	offering
<a href="#">Master of Arts in Multilingual Business Communication</a>	6	A

**Teaching languages**

French, English, Dutch

**Keywords**

business communication, market research, communication research, reporting, presenting

**Position of the course**

Specialized course in order to provide insight in communication tools, practice and applied methods in order to be able to do effective and genuine communication projects. Both communication practices in the for-profit and non-profit sectors are covered.

**Contents**

Two major parts are distinguished:

- A series of guest lectures by various professionals followed by discussion of diverse sub-domains of business communication in semester 1: the aim is to achieve an intense introduction to the practice of the field.
- A research project in team commissioned by an external organization: qualitative and quantitative study, resulting in a comprehensive presentation and a thorough research report with conclusions and recommendations.

**Initial competences**

To be acquainted with scientific reporting (papers, dissertations)

**Final competences**

Ability to do projects related to communication tools and (internal and external) communication management in business and in the non-profit sector.

**Conditions for credit contract**

This course unit cannot be taken via a credit contract

**Conditions for exam contract**

This course unit cannot be taken via an exam contract

**Teaching methods**

Seminar

**Extra information on the teaching methods**

- active participation to the guest lectures
- conduct and report on market and communication research as part of a team.

**Learning materials and price**

**References**

no specific references

**Course content-related study coaching****Assessment moments**

continuous assessment

**Examination methods in case of periodic assessment during the first examination period****Examination methods in case of periodic assessment during the second examination period****Examination methods in case of permanent assessment**

Skills test, Assignment

**Possibilities of retake in case of permanent assessment**

examination during the second examination period is not possible

**Extra information on the examination methods**

- Evaluation of paper and oral presentation, also by external specialists.
- Peer evaluation: at the end of each project, the students evaluate each others realisations.

**Calculation of the examination mark**

100% not periodical

**Facilities for Working Students**

Please consult the instructor.