

## Dutch: Communicative Skills (A703302)

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

**Credits 4.0**                      **Study time 120 h**

**Course offerings and teaching methods in academic year 2024-2025**

A (semester 1)	Dutch	Gent	seminar
			peer teaching
			independent work

**Lecturers in academic year 2024-2025**

Seynhaeve, Shauny	LW22	staff member
Lambrecht, Bram	LW22	lecturer-in-charge
Ryckaert, Ruud	LW22	co-lecturer

**Offered in the following programmes in 2024-2025**

	<b>crdts</b>	<b>offering</b>
Master of Science in Teaching in Languages(main subject Applied Language Studies)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, French)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, German)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, Italian)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, Russian)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, Spanish)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, English, Turkish)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, French)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, French, German)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, French, Italian)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, French, Russian)	4	A
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Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, German)	4	A
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Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, German, Russian)	4	A
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Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, German, Turkish)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, Italian)	4	A

Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, Russian)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, Spanish)	4	A
Master of Arts in Multilingual Communication: a combination of at least two languages(main subject Dutch, Turkish)	4	A

### Teaching languages

Dutch

### Keywords

Dutch; Communicative skills

### Position of the course

In "Dutch: communication skills" (N4CC), a number of communicative techniques are covered that are often used in the public communication of an organisation or for copywriting activities. Both written and oral skills are used and trained in well-defined communicative contexts.

Students may be required to conceive or develop audio and video presentations alongside written texts, each time intended for different target audiences. Special attention is paid to non-verbal skills: use of voice, body language, transfer.

Students work out how they can manage their stage freight during short presentations. They also learn to rhetorically analyse messages that function in different contexts.

### Contents

Communication techniques used in communication with the public are analyzed and trained: special attention is paid to writing texts for audio-visual presentations, voice recording and managing stage fright. The students learn to assess their own presentational behaviour by means of recorded performances and practise the different sub-skills. Attention is paid to managing stage fright during presentations.

### Initial competences

The student speaks Dutch as his/her mother tongue (or has an equivalent knowledge of Dutch) and has acquired the competences of the educational program Dutch as part of the Bachelorprogram in Applied Linguistics.

### Final competences

- 1 Actively following new developments both within the discipline of communication in organisations and within the general context of language and culture, reflecting on these critically and placing them in a broad social context. (MC.3.1; not assessed).
- 2 Judging and acting with the necessary dose of critical self-reflection in unpredictable, complex and specialist contexts. (MC.3.3; not assessed).
- 3 Displaying a commitment to lifelong learning. (MC.3.4; not assessed).
- 4 As a multilingual communications specialist, functioning effectively in a multidisciplinary and international environment, both independently and in a team, with due attention for process management and intercultural aspects. (MC.4.1; not assessed).
- 5 Integrating language and culture sensitivity and respect for diversity into scientific work, the professional environment and the social debate. (MC.5.2; not assessed).
- 6 In the context of communication strategies of organisations and copywriting, providing effective written and oral communication in Dutch, with due attention for intercultural aspects. (MC.6.1; assessed).
- 7 In the communication process, making adequate use of an advanced understanding of the role of contextual variables, text types and text strategies (MC.6.2; assessed).
- 8 Making adequate use of the acquired insights into the communication of organisations. (MC. 6.3; assessed).
- 9 During the communication process, making use of traditional and electronic resources, as well as specific technological tools. (MC.6.6; assessed).
- 10 Managing the communication process within the set time boundaries, thanks to sound planning and adequate stress and time management, both independently

and as part of a team . (MC.6.7; assessed).

#### **Conditions for credit contract**

Access to this course unit via a credit contract is determined after successful competences assessment

#### **Conditions for exam contract**

This course unit cannot be taken via an exam contract

#### **Teaching methods**

Seminar, Independent work, Peer teaching

#### **Study material**

Type: Slides

Name: Nederlands: communicatieve vaardigheden

Indicative price: Free or paid by faculty

Optional: no

Available on Ufora : Yes

#### **References**

#### **Course content-related study coaching**

Individual and group feedback during the seminars.

Additional feedback is possible during the consultation hour;

#### **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**

Assignment

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

examination during the second examination period is possible

#### **Extra information on the examination methods**

Assignment (100%)

Portfolio with oral and written assignments. Class attendance is required.

Second session: same, new assignment

#### **Calculation of the examination mark**

See heading 'Extra information on the examination methods'

#### **Facilities for Working Students**

Can be requested from the learning track counsellor.

#### **Addendum**

N4CC