



- 3 Be able to read and interpret specialised (business) economic texts.
- 4 Be able to write an executive summary or short report in good English.
- 5 Be able to write an adequate letter of application in good English.
- 6 Be able to write a formal email.

#### **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

#### **Extra information on the teaching methods**

The principles of good presentation and writing skills, and also the language extension units are taught in formal lectures to the whole group. Students are invited to prepare and give a presentation for the peer group.

#### **Learning materials and price**

Handouts.

Ufora.

#### **References**

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

Individual feedback on presentations and written assignments.

#### **Assessment moments**

end-of-term and continuous assessment

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

Written assessment

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

Written assessment

#### **Examination methods in case of permanent assessment**

Assignment, skills test

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

examination during the second examination period is possible

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

Continuous assessment of presentation and writing skills.

End-of-term evaluation: written exam.

Students can pass only after participating in all parts of continuous assessment as well as in the written exam.

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

Continuous (50%) as well as end-of-term evaluation (50%).

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

Please consult the instructor.