

Course title: Language I (German)

Studies: Finance and accounting

**Course description form (syllabus form)**

General data						
Cycle of studies	2024-2027					
Organizational unit	Faculty of Economic Sciences					
Studies	Finance and Accounting, first-cycle studies					
Profile of education	general academic					
Semester	03					
Type of study	full-time					
Type of course	Lecture	Practical session	Laboratory	Conversatorium	Seminar	Project
Number of hours		30				
ECTS	2					
Examination	Graded credit					
Language of instruction	Polish					
Author of content	Joanna Patan, Msc					
Course objectives						
Development of language skills in German at the level of A2+ linguistic proficiency of the European Council, taking into account the language in the workplace and professional life. A student who can use the language at this level understands speeches and commonly used expressions related to essential matters (e.g., basic information about the interlocutor, business correspondence, product sales, rankings, and statistics, etc.). They can communicate in typical, simple communicative situations that require direct exchange of sentences on topics related to the work environment and business. They can appropriately use polite forms, both orally and in writing, simple language functions necessary during business relationships, in the workplace, and on business trips.						
Prerequisites						
A student entering the subject should demonstrate language proficiency at the A1 level of the Common European Framework of Reference for Languages: "A person using the language at this level understands and can use learned, everyday expressions and construct very simple statements to satisfy specific everyday needs." The student is able to introduce themselves and others, ask questions about personal life, place of residence, acquaintances, possessions, and daily routines, and respond to similar questions. They can participate in simple communicative situations related to familiar topics.						
Student workload						
1. Class sessions (including assessment and examination) - 30 hours 2. Reading literature for classes - 8 hours 3. Preparing assignments - 5 hours 4. Preparation for exam/assessment - 5 hours 5. Consultation – 2 hours						
TOTAL: 50 hours (2 ECTS)						
Brief description						
German course aimed at building language competencies at A2+ level						
Learning outcomes						
SKILLS: U01. The student demonstrates a sufficient range of practical lexical means to express their thoughts on professional topics with some permissible hesitation and in a simple way, although limited vocabulary may cause repetitions and difficulties in formulating more elaborate statements. (IB1_U01) U02. The student is able to control the use of uncomplicated grammatical structures, and occasional errors do not cause significant communication misunderstandings. (IB1_U01) U03. The student applies appropriate registers to the context and demonstrates significant language functions related to business relations, the workplace, and business travel. (IB1_U01) U04. The student is capable of writing coherent, comprehensible formal texts on topics related to the work environment and business, effectively conveying information. They are able to describe simple phenomena and processes as well as take notes from listening or reading in their field. (IB1_U01) U05. The student formulates understandable oral statements on professional topics. They can plan and deliver a simple presentation on the issues studied in their discipline. (IB1_U01) U06. The student can understand statements and short lectures on business communication. They are able to grasp the main theses as well as important detailed information. (IB1_U01)						
Detailed information						
Type of course: Practical session						
Bibliography						
Bibliography: Geschäftliche Begegnungen A2+; I. Grigull, S. Raven; Schubert Verlag, 2023						

**Supplementary:**

1. Teacher's own materials and tools.
2. A-Grammatik, A. Buscha, S. Szita: Schubert Verlag, 2023

**Range of content**

Obtaining detailed and general information from written, spoken, and visual texts regarding road communication and commuting to/from work. Practicing and expanding vocabulary related to the naming of public and private means of transportation (road/rail/water transport). Practicing the use of vocabulary necessary for indicating the way to work. Efficiently creating a written event plan. Practicing creating dialogues regarding business meeting commutes. Efficiently conducting discussions about planning a one-day business trip. Practicing the use of prepositions with the Dativ and Akkusativ cases. Properly using modal verbs in the past tense Präteritum. Correctly constructing sentences using nouns in the Genitiv case. Exercises with the use of prepositions "zu" and "nach". (10h)

Obtaining and conveying information in written and spoken form regarding preparations for business trips. Practicing formulating a business travel itinerary. Obtaining and providing information about hotel offers and descriptions for business travel purposes. Expanding vocabulary and practical phrases and expressions useful during business trips. Appropriately conveying oral and written information regarding hotel services in Switzerland. (10h)

Practical application of phrases necessary for introducing a company. Exercises in expanding vocabulary and structures necessary for formulating polite requests and questions. Intensive listening and reading of texts presenting situations in business relations, conducting phone conversations. Exercises in effectively conveying messages and corporate data. Exercises in the correct use of the conditional mood Konjunktiv II in expressing real wishes, requests, and questions. Intensive pronunciation training: w-Laute. (10h)

**Didactic methods**

1. Didactic games, project method, presentations.
2. Exercises based on work with written and spoken text, work in groups, discussions (round table discussion, panel discussion, multiple discussions), informal conversations.
3. Role-play, drama type exercises.
4. Short informative lectures, heuristic methods (brainstorming, problem solving, formulation and verification of hypotheses).
5. In the event of the declaration of an epidemic emergency, it is possible to conduct classes using distance learning methods and techniques.

**Assessment methods and assessment criteria**

1. Final written test: grades: satisfactory - 51-60%; satisfactory plus - 61-70%; good - 71-80%; good plus - 81-90%; very good 91-100%.
2. Oral statements (presentations, conversation with the instructor): failing grade: lack of understanding of the instruction and lack of linguistic communication. Satisfactory, good and very good grades: depending on the level of communicative competences to achieve the objectives of the statements, taking into account the extent to which language systems are used (grammar, lexis, pronunciation).
3. Individual and team work: assessment based on the observation of the student's independent work and interaction with the group.