

Tárgytematika / Course Description

Professional Foreign Language Course I/2.

KGNB_NOKA004

Tárgyfelelős neve /

Teacher's name: Kiviharju-Turi Adél

Félév / Semester: 2022/23/1

Beszámolási forma /

Assesment: Folyamatos számonkérés

Tárgy heti óraszám /

Teaching hours(week): 0/2/0

Tárgy féléves óraszám /

Teaching hours(sem.): 0/0/0

OKTATÁS CÉLJA / AIM OF THE COURSE

- **The aim of the course:** to provide intensive vocabulary input and practice, to develop presentation skills and accuracy in speech and writing
- **Pre-study requirement:** none
- **Language knowledge requirement for the course:** B2+/ C1 level according to the CEFR

TANTÁRGY TARTALMA / DESCRIPTION

WEEK	TOPICS
1.	Marketing strategy and product development Language use: Academic Vocabulary
2.	Distribution and promotion Academic Vocabulary
3.	Language of discussions
4.	Human resources Language use: Reporting what others say
5.	CV and job interview Language use: Talking about facts, evidence and data

6.	Linking words
7.	Oral presentation
8.	Company Finance: Financial Statements
9.	Interpreting company performance Language use: Analysis of results
10.	Financial markets and investments Language use: Developing an argument
11.	Style: Politeness and softening; clarity and emphasis
12.	Information and Communication Technology Paraphrasing and summarising
13.	Paraphrasing and summarising
14.	Oral presentation

SZÁMONKÉRÉSI ÉS ÉRTÉKELÉSI RENDSZERE / ASSESSMENT'S METHOD

- **Evaluation:** continuous assessment, five-scale grading
 - 40% active participation in the lessons and home assignments
 - 60% oral presentations (week 7 and week 14)

KÖTELEZŐ IRODALOM / OBLIGATORY MATERIAL

- **Compulsory course material:**
 - Course material set by the lecturer

Recommended literature:

- Emmerson, P. (2013): Business Vocabulary Builder Intermediate to upper-intermediate. MacMillan.

- Emmerson, P. (2011): *Business English Handbook Advanced*. Macmillan
- McCarthy, M., O'Dell, F. (2008): *Academic Vocabulary in Use*. Cambridge: CUP.