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**Sommersemester 2007**

**Bachelor (B.A.)**

**Modul B09: International Module**

**Bezeichnung der Kurseinheit: Business English III**

Semester	3
Semesterwochenstunden	2
Kontaktzeit	32 h
Selbststudium	28 h

Lehrsprache	Englisch
Vorgesehene Gruppengröße	30
Leistungspunkte (ECTS)	2

Lecturer: Dr. Elmar-Laurent Borgmann, [www.rheinahrcampus.de/borgmann](http://www.rheinahrcampus.de/borgmann)

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**Course Outline:**

**Objectives:** The course mainly focuses on an international business context. Students should get familiar with vocabulary and phrases required in business communication to develop self-confidence in giving presentations and taking part in and chairing meetings. Furthermore, they should enhance their sensitivity to different cultural situations.

**Contents:** Cultural Differences in Meetings and Negotiations, Technology and Change, Electronic Media, Writing Business Letters, Problem-solving, Globalisation

**Requirements:** Successful completion of Business English II recommended.

**Teaching method:** As communication skills have to be developed, the focus will be on interactive teaching methods to give students the chance to improve listening comprehension and speaking performance; students will have to give short papers and take part in role plays and discussions.

**Assessment:** Students will take part in at least one test. Identifiable oral participation (e.g. presentations) and written pieces (e.g. CVs) can make up a third of the assessment for the course.

**Set text:**

- Powell, Mark, *in company intermediate*, London: Macmillan 2003 [via Hueber ISBN 3-19-002867-2 €27.95].
- handouts, videos, CD-Roms

The entire course will be held in English. Please contact Jens Andreas Faulstich M.A. for more information about the English Language Certificate.

**Enjoy the course!**

**Last revised: 15 January 2007**