# VILNIAUS KOLEGIJA/UNIVERSITY OF APPLIED SCIENCES
STUDY SUBJECT/MODULE PROGRAMME (SSMP)

## Entitlement

**Business Foreign Language 1, 5 ECTS**

## Prerequisites

B1 level of English language

## Main aim

Educate skills for using foreign language as a key communication tool. Communicate with business partners in a foreign language in professional level and real-life situations. Comprehend and use business correspondence, develop public speaking skills, build a professional vocabulary, analyse and apply the acquired knowledge.

## Summary

The aim is to teach students to communicate freely with foreign correspondents in professional activities and in real life situations, to be able to express their ideas fluently and manage the professional vocabulary. Youth employment problems, recruitment, motivation, social responsibility, cultural differences, establishing and developing new business, labour market issues in Lithuania and other European Union countries are discussed. Students are taught to make a presentation and public speaking skills, to write business letters, respond to them and perform telephone conversations with foreign business partners.

## Learning Outcomes

| 1. | Discussing labour market problems, corporate and consumer social responsibility, the importance of foreign language learning and the impact on professional activities. |
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| 2. | Evaluate foreign language (English, French, German) level according to European Language Framework Portfolio. Simulate business situations being aware of importance of lifelong learning and personal development. |
| 3. | Describe the types of enterprises and the performance of enterprises graphically, using statistical data. Will present already existing companies and a new business. Read and analyse articles based on economic topics and summarise them. Discuss and analyse cultural differences. |

## Syllabus

| 1. | Communication in business environment. First impression. |
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| 2. | Motivation and job satisfaction |
| 3. | Customer service |
| 4. | Ethical business and corporate social responsibility |

## Evaluation procedure of knowledge and abilities

FE= 0,3 · X1 + 0,3 · X2+ 0,4 · X3, as
FE – final evaluation;
X1 – test;
X2 – project,
X3 – Exam