



**Syllabus of the course**  
«Foreign language (for professional purposes)»

<b>Speciality</b>	073 Management
<b>Study programme</b>	Business administration
<b>Educational qualification</b>	first (bachelor)
<b>Type of the discipline</b>	Mandatory
<b>Language of teaching</b>	English
<b>Academic year / Semester</b>	1 <sup>st</sup> academic year, 1 <sup>st</sup> , 2 <sup>nd</sup> semesters
<b>Number of credits ECTS</b>	9
<b>Distribution by types of classes and hours of study</b>	Lectures – 0 hours. Practical (seminars) – 96 hours. Self-study – 174 hours.
<b>Final assessment</b>	Grading, Grading including Exam
<b>Department</b>	Department of Pedagogy, Foreign Philology and Translation, Building 1, room 502, website: <a href="http://www.kafpif.hneu.edu.ua/">http://www.kafpif.hneu.edu.ua/</a>
<b>Lecturer (s)</b>	Zakharova Anna Valerievna, PHD, senior Lecturer; Sharapova Olena Viktorivna., PHD, associate professor, Chernysh Lyudmila Mykolayivna, senior lecturer
<b>Contacts of lecturer (s)</b>	Zakharova Anna Valeriyivna, e-mail: <a href="mailto:annakach2311@gmail.com">annakach2311@gmail.com</a> , phone number 0501676340 Sharapova Olena Viktorivna, e-mail: <a href="mailto:sharapova.olena@gmail.com">sharapova.olena@gmail.com</a> , phone number 0995620102 Chernysh Lyudmyla Mykolayivna, e-mail <a href="mailto:clada@ukr.net">clada@ukr.net</a> , phone number 0971025117
<b>Study days</b>	Zakharova A. V.: <a href="#">згідно діючого розкладу занять</a> Sharapova O. V.: <a href="#">згідно діючого розкладу занять</a> Chernysh L. M.: <a href="#">згідно діючого розкладу занять</a>
<b>Consultations</b>	At the Department of Pedagogy, Foreign Philology and Translation, off-line; due to timetable of consultations, personal
<b>The purpose of the discipline is to deepen the acquired speech competencies in English and the formation of professionally-oriented foreign language communicative competence in the specialty.</b>	
<b>Prerequisites for learning</b>	
List of studied disciplines: <i>Foreign language for general secondary education</i>	
<b>Content of the course</b>	
<b>Content module 1. Elements of business. Introduction to speciality.</b>	
<b>Topic 1. Elements of business.</b>	
<b>Topic 2. Forms of organization and structure of business activities</b>	
<b>Content module 2. Human resources of the enterprise. Financing the activities of the organization</b>	
<b>Topic 3. Personnel management.</b>	
<b>Topic 4. Management and financing, control and accounting of the organization's finances</b>	
<b>Material and technical (software) for course support</b>	
<i>Multimedia Projector</i>	
<b>Course page on the Moodle platform (personal training system)</b>	<a href="https://pns.hneu.edu.ua/course/view.php?id=6999">https://pns.hneu.edu.ua/course/view.php?id=6999</a>
<b>The system of the study results assessment</b>	
The system of assessment of the formed competencies takes into account the types of classes, which include practical classes, as well as independent work. Assessment of the formed competencies of students is carried out according to the accumulative 100-point system. Current control, which is carried out during the semester during practical classes and independent work is	



assessed by the sum of points scored. The maximum possible number of points for the current and final control during the semester – 100 and the minimum possible number of points – 60. Current control includes the following control measures: tasks by topics; current control works. More detailed information is in the Working plan.

#### Accumulation of rating points in the course

Types of training	Max points
Practical classes	48
Presentation / Case	16
Tests	24
Self-study	12
<b>Max points</b>	<b>100</b>

#### Policies of the academic discipline

*The teaching of the discipline is based on the principles of academic integrity. Violations of academic integrity include: academic plagiarism, fabrication, falsification, write-off, deception, bribery, and biased evaluation. For violation of academic integrity, students are brought to the following academic responsibility: re-assessment of the relevant type of educational work*

*More detailed information on competencies, learning outcomes, teaching methods, forms of assessment, independent training are given in the Program of the course.*

Syllabus approved at the meeting of Department «14» June 2021. Protocol №13.