



**Syllabus of the course**

**«Foreign language (for professional purposes)»**

<b>Specialty</b>	<i>073 Management</i>
<b>Study Programme</b>	<i>Business Administration</i>
<b>Study cycle (Bachelor, Master, PhD)</b>	<i>the first (bachelor's) level of higher education</i>
<b>Course status</b>	<i>Mandatory</i>
<b>Language</b>	<i>English</i>
<b>Term</b>	<i>first year, first and second semesters</i>
<b>ECTS credits</b>	<i>9</i>
<b>Workload</b>	<i>Practical studies – 48 hours (I semester), 48 hours (II semester) Self-study – 72 hours (I semester), 1022 hours (II semester)</i>
<b>Assessment system</b>	<i>Grading (I semester), Grading including exam (II semester)</i>
<b>Department</b>	<i>Department of Pedagogy, Foreign Philology and Translation, 61166, Kharkiv, Prospekt Nauky, 9-a, KhNUE them. S. Kuznets, first building, aud. 502, tel. +38 (057) 702-18-32, 3-83 (internal), site of the department: <a href="http://www.kappif.hneu.edu.ua/">http://www.kappif.hneu.edu.ua/</a></i>
<b>Teaching staff</b>	<i>Pohorielova Tetiana, PhD, Associate professor Nikishyna Anzhela, lecturer Didenko Zhanna, lecturer</i>
<b>Contacts</b>	<i>Pohorielova Tetiana: <a href="mailto:Pogorelova.Tetyana@m.hneu.edu.ua">Pogorelova.Tetyana@m.hneu.edu.ua</a> Nikishyna Anzhela: <a href="mailto:angel_nikishina@yahoo.com">angel_nikishina@yahoo.com</a> Didenko Zhanna: <a href="mailto:d0504005760@gmail.com">d0504005760@gmail.com</a></i>
<b>Course schedule</b>	<i>Pohorielova Tetiana: according to timetable Nikishyna Anzhela: according to timetable Didenko Zhanna: according to timetable</i>
<b>Consultations</b>	<i>at the Department of Pedagogy, Foreign Philology and Translation; according to the schedule of consultations of teachers / by agreement at the initiative of the student (s); individual or group</i>
<b>The purpose of the course</b>	
<i>is the deepening of the acquired speech competences in a foreign language and the formation of professionally oriented foreign language communicative competence in the speciality.</i>	
<b>Prerequisites for the course</b>	
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<b>Course content</b>	
<i>Content module 1. Elements of business. Introduction to the speciality "Business Administration" Topic 1. Elements of business. Topic 2. Forms of organisation and structure of business activity. Content module 2. Human resources of the enterprise. Financing of the organisation's activities. Topic 3. Personnel management. Topic 4. Management and financing, control and accounting of the organisation's finances.</i>	
<b>Teaching environment (software)</b>	
<i>Multimedia projector, S. Kuznets PNS, Corporate Zoom system</i>	
<b>Assessment system</b>	
<i>Assessment of students' learning outcomes is carried out by the University according to the</i>	



cumulative 100-point system.

Current control is carried out during lectures and practical (seminar) classes and aims to assess the level of students' readiness to perform particular tasks, and is assessed by the amount of scored points.

The maximum amount during the semester – 100 points; the minimum amount required is 60 points.

Current control of the first semester includes the following assessment methods: practical lessons on the topics; presentation; self-study work; current tests.

The maximum amount during the semester – 60 points; the minimum amount required is 35 points. Final control is carried out at the end of the semester in the form of an exam (the maximum amount is 40 points, the minimum amount required is 25 points).

Current control of the second semester includes the following assessment methods: practical lessons on the topics; presentation; self-study work; current tests.

***More detailed information on assessment and grading system is given in the technological card of the course.***

#### **Course policies**

Teaching of the academic discipline is based on the principles of academic integrity.

Violation of academic integrity includes academic plagiarism, fabrication, falsification, cheating, deception, bribery, and biased assessment.

Students may be brought to the following academic responsibility for breach of academic integrity: repeated assessment of the corresponding type of learning activity.

***More detailed information about competencies, learning outcomes, teaching methods, assessment forms, self-study is given in the Program of the course***