



Syllabus of the Course

«ENGLISH (FOR SPECIFIC PURPOSES)»

Specialty	<i>D3 Management</i>
Study Programme	<i>Business Administration</i>
Level (Bachelor, Master, PhD)	<i>Bachelor level</i>
Course status	<i>Mandatory</i>
Teaching language	<i>English</i>
Course, semester	<i>1st year, 1st and 2nd semester</i>
Number of ECTS credits	<i>9 credits</i>
Workload	<i>Lectures – 0 h.</i>
	<i>Tutorials – 48h. (I semester), 48 h. (II semester)</i>
	<i>Laboratory work – 0 h.</i>
	<i>Self study – 72 hours (I semester), 72 hours (II semester)</i>
Assessment method	<i>Credit (1 semester), exam (2 semester)</i>
Department	<i>Department of Pedagogy, Foreign Philology and Translation, Building 1, room 502, site of the department: http://www.kafpif.hneu.edu.ua/</i>
Teaching staff	<i>Nikishyna Anzhela Volodymyrivna, Senior Lecturer, Didenko Zhanna Ivanivna, Lecturer</i>
Contacts of the teaching staff	<i>angel_nikishina@yahoo.com d0504005760@gmail.com</i>
Course schedule	<i>Tutorials: according to the schedule</i>
Consultations	<i>At the Department of Pedagogy, Foreign Philology and Translation, face-to-face, according to the consultation schedule, individual, chat in PLS</i>

The purpose of the course is to deepen the acquired speech competences in a foreign language and form professionally-oriented foreign language communicative competence in the specialty.

Structural and logical scheme of studying the course

Prerequisites	Post requisites
	Foreign language of academic and professional communication

Contents of the course

Content module 1. Elements of business. Introduction to the specialty

Topic 1. Elements of business. Fundamentals of management and business administration.

Topic 2. Forms of organization and the structure of business activities.

Content module 2. Human resources of the organization. Financing the organization's activities

Topic 3. Personnel Management.

Topic 4. Management and financing, control and accounting of the organization's finances.

Material and technical (software) support of the course

Multimedia projector, PLS of S. Kuznets KhNUE, ZOOM

Assessment forms and methods

The university uses a 100-point accumulative system for evaluating the learning outcomes of students.

Current control is carried out during practical/tutorials (seminar) classes and is aimed at



checking the level of preparedness of a student to perform a specific job and is evaluated by the sum of points scored.

The final control includes the semester control, which is conducted in the form of a differentiated assessment.

The maximum possible number of points for the current control during the semester for the course with a credit as a form of control is credited is 100, and the minimum possible number of points is 60.

Current control includes the following control measures: assignments by topic; current control works; presentations on topics and essay writing.

The final control, which is conducted in the form of an exam, is calculated taking into account the points scored during the current control (60) and the points scored during the exam (40).

The maximum possible number of points for current control during the semester for the course with the exam form of control is 60, and the minimum possible number of points is 35.

The maximum possible number of points for the exam is 40 and the minimum possible number of points is 25.

More detailed information on the system of evaluation and accumulation of points for the course is provided in the work plan (technological map) for the course.

Policy of the course

The teaching is based on the principles of academic integrity. Violations of academic integrity include: academic plagiarism, fabrication, falsification, plagiarism, deception, bribery, biased evaluation. For violation of academic integrity, students are subject to the following academic responsibility: repeated assessment of the corresponding type of educational work.

More detailed information on competencies, learning outcomes, learning methods, assessment forms and methods, self-study is provided in the Work Program of the course.