Course unit code						
Course unit title	**Business English Language 3**					
GENERAL INFORMATION						
Study programme	**Undergraduate study programme**				Year	**II**
Director of the course and assistant	Moira Kostić-Bobanović, Full professor					
Course status[1]	x	**Mandatory**		Elective		
Credits allocated and type of lectures	**6**					

	Winter semester	Summer semester
ECTS students workload		
Number of hours per semester		60

Course objectives, teaching and learning methods and learning outcomes

The aim of the course is to introduce students to key business concepts, grammar and the language of the business world. It covers a wide range of business situations. There is frequent opportunity for discussion and vocabulary development throughout the course.
The students must have a working knowledge of English Language, which should be polished during the year. By the end students must be able to command economic terminology.
The cassettes and audio CDs contain authentic interviews with experts talking about their fields of business or economics. **Requirements, correspondence and correlativity**

The course is a comprehensive upper-intermediate course for business students. It provides an authentic framework for developing an understanding of key areas of contemporary business, while allowing students to improve their language skills through a variety of relevant and challenging activities. The course meets the curriculum and syllabus requirements of business studies courses taught at various universities worldwide and is an ideal preparation for business examinations.

Course content (list of topics)

The students must have a working knowledge of English Language (vocabulary and grammar), which should be improved during the year. By the end students shall be able to use economic terminology and to use relevant grammatical structures.

The course covers a wide range of business topics such as:

- advertising,
- corporate cultures,
- negotiations,
- tourism – an economic and social phenomenon,
- mergers and acquisitions,
- environment,
- trade and technology
- financial crises

Modes of instruction and acquiring knowledge (mark in **bold)**

Lectures	**Seminars and workshops**	**Exercises**	Individual tasks	**Multimedia and internet**
Distance learning	Counseling	Laboratory	Tutorial	Fieldwork

Student requirements

[1] Mark with „X“

Assessment and evaluation of students (mark in **bold)**

Attendance	**Class participation**	Seminar paper	Experimental work
Written exam	**Oral exam**	Essay	Research
Project	**Continuous assessment**	Report	**Practical work**

Assessment breakdown within the *European credit transfer system*

REQUIREMENTS	HOURS (estimation)	LEARNING OUTCOMES	SHARE IN ECTS	SHARE IN GRADE
Written Examination			2	30%
Oral Examination			1	20%
Attendance			0,5	10%
Class Activity			0,5	10%
Continuous Assessment			2	30%

Bibliography

Mandatory bibliography

Moira Kostić-Bobanović, Mauro Dujmović: Business English in use, Sveučilište Jurja Dobrile u Puli
Cambridge Learner's Dictionary
Ronald Carter, Rebecca Hughes and Michael McCarthy: Exploring Grammar in Context, Cambridge University Press

Additional bibliography

Michael McCarthy and Felicity O'Dell: English Idioms in use, Cambridge University Press
Michael McCarthy and Felicity O'Dell: English Vocabulary in Use (advanced), Cambridge University Press Mauro Dujmović, Moira Kostić-Bobanović, A Handbook of English Grammar, Sveučilište Jurja Dobrile u Puli

Additional information on the course