

## DESCRIPTION OF A STUDY COURSE – SYLLABUS

<b>Title of a course</b>	Business German 1/II					
<b>Head of course</b>	PhD Marina Rončević, Senior Lecturer					
<b>Study programme</b>	Professional undergraduate study Entrepreneurship					
<b>Status of a course</b>	Obligatory					
<b>Year of study</b>	1.	<b>Semester</b>	II.	<b>ECTS credits</b>		3
<b>Teaching plan (L + E + S+ Pr)</b>	2L +1E					
<b>Goals of a course</b>						
The aim of the course is to educate and train future professionals in the field of business entrepreneurship written and oral communication in a foreign language, develop language skills of reading, understanding of professional texts, listening to texts in a foreign language, and to use adopted language structures in the context of the language of the profession						
<b>Conditions for enrolling course</b>						
No conditions						
<b>Learning outcomes on a level of a study programme which includes course</b>						
Outcome 11: Collaborate with team in solving business tasks in Croatian or foreign language. Outcome 12: Substantiate opinions in business communication with different stakeholders in Croatian and foreign language. Outcome 15: Independently prepare and present professional content using information and communication tools.						
<b>Expected learning outcomes on a level of a course</b>						
1. Explain the content of an expert text 2. Apply adopted professional vocabulary in a new context 3. Apply grammatical structures and rules in the professional context, and use them in a new context (e.g. past tense: perfect and preterit, movement and inaction verbs) 4. Present professional content in a foreign language.						
<b>Content of a course</b>						
Adjusted professional contents in entrepreneurship. Business correspondence. Grammar: adjective verb nouns (past), verbs of moving and standing.						
<b>Teaching modes</b>	<input checked="" type="checkbox"/> lectures <input type="checkbox"/> auditory exercises <input checked="" type="checkbox"/> seminars and workshops <input type="checkbox"/> distance learning <input type="checkbox"/> field classes			<input checked="" type="checkbox"/> individual assignments <input type="checkbox"/> multimedia and network <input type="checkbox"/> laboratory <input type="checkbox"/> supervisor's work <input type="checkbox"/> other _____		
<b>Comments</b>						
<b>Students' obligations</b>						
<b>Grading, evaluation and monitoring of students' work continuously during lectures and exams</b>						
Grading is based upon evaluation of course's learning outcomes' adoption. Grading is performed continuously during lectures and/or during exam, in compliance with the provisions of Regulation on the assessment of students.						
<b>Continuous check-up:</b>						
<b>Outcomes</b>	<b>Pre-exam I</b>	<b>Pre-exam 2</b>	<b>Oral examination</b>	<b>Home assignment</b>	<b>Threshold</b>	<b>Max</b>
<b>Outcome 1</b>				2%	1%	2%

<b>Outcome 2</b>	<b>20%</b>	<b>20%</b>		<b>4%</b>	<b>22%</b>	<b>44%</b>
<b>Outcome 3</b>	<b>20%</b>	<b>20%</b>		<b>4%</b>	<b>22%</b>	<b>44%</b>
<b>Outcome 4</b>			<b>10%</b>		<b>5%</b>	<b>10%</b>
<b>Percentage of ECTS</b>	<b>1</b>	<b>1</b>	<b>0,5</b>	<b>0,5</b>		
<b>Total</b>	<b>40%</b>	<b>40%</b>	<b>10%</b>	<b>10%</b>	<b>50%</b>	<b>100%</b>

A student has passed the exam if he has acquired a percentage of credits for each learning outcome higher or equal to defined threshold.

**Exam term:**

<b>Outcomes</b>	<b>Written exam</b>	<b>Oral exam</b>	<b>Max</b>
<b>Outcome 1</b>	<b>1%</b>	<b>1%</b>	<b>2%</b>
<b>Outcome 2</b>	<b>22%</b>	<b>22%</b>	<b>44%</b>
<b>Outcome 3</b>	<b>22%</b>	<b>22%</b>	<b>44%</b>
<b>Outcome 4</b>	<b>5%</b>	<b>5%</b>	<b>10%</b>
<b>Percentage of ECTS</b>	<b>1,5</b>	<b>1,5</b>	
<b>Total</b>	<b>50%</b>	<b>50%</b>	<b>100 %</b>

A student has passed the exam if he has acquired a percentage of credits for each learning outcome higher or equal to defined threshold.

**Grading:**

A student has passed the exam if he has acquired at least 50% of anticipated credits of a specific learning outcome.

If a student has passed learning outcomes of all courses, the accomplished credits (percentages) of all passed learning outcomes are being added, while the final grade is defined upon following table:

<b>Range of credits (percentages)</b>	<b>Numerical grade</b>	<b>ECTS grade</b>
<b>90,00 – 100,00</b>	Excellent (5)	A
<b>75,00 – 89,99</b>	Very good(4)	B
<b>60,00 – 74,99</b>	Good(3)	C
<b>50,00 – 59,99</b>	Sufficient (2)	D
<b>0,00 – 49,99</b>	Insufficient (1)	F

#### **Obligatory literature**

1. Marčetić, T. (1995) Pregled gramatike njemačkog jezika, Školska knjiga, Zagreb.
2. Memento – review of German grammar
3. Čičinšajn- Buljan, M. Kosanović, J. Štampalija, A. (2007) Poslovni njemački 1 Ekonomski fakultet, Zagreb.
4. Rončević, M. Borčić, N. (2011) Njemačka gramatika s vježbama za prvu godinu stručnoga studija. Veleučilište u Rijeci

#### **Additional literature**

