

Department	I – Business and Social Sciences / <i>Wirtschafts- und Gesellschaftswissenschaften</i>
Degree level	Bachelor's
Degree program	Business Administration / <i>Betriebswirtschaftslehre (Dual)</i>
Type of instruction	Exercise
Credits	5
Availability	Winter semester [a 13-week semester]
Hours/week	4

Course number	B17
English title / German title	Introduction to Business English III / <i>Wirtschaftsenglisch III</i>
Credits	5 Cr
Instruction hours	4 hours per week during the lecture period of the semester / 13 weeks!
Subject coverage	Subject-related in-depth study
Learning objectives / Competencies	<ol style="list-style-type: none"> 1. Ability to structure, formulate and give presentations and talks 2. Mastery of relevant phraseology for presentations and talks 3. Clear pronunciation and intonation 4. Differentiated presentation of business matters 5. Fluency, suitability and correctness in expression 6. Creation of visual aids like transparencies
Requirements	<p>Advanced English skills</p> <p>Recommended courses: <i>Introduction to Business English I & II</i></p> <p><i>Recommended level of English: Level B1 in line with the Common European Framework of Reference for Languages.</i></p>
Level	Third semester in the degree program
Type of course	Exercise
Status*	Required course
Semester when offered	Winter semester
Assessment of performance	<p>All modalities of performance assessment are provided in an understandable written manner within the course registration period. This information includes the type, amount and date of the required performance assessment, if applicable the requirements regarding student participation within the framework of the course as well as criteria for the determination of the course grade. The following modalities are valid if the instructor does not specify otherwise:</p> <p>Oral presentation</p> <p>Written work</p> <p>Written or oral examination</p>
Determination of the grade	Exercise 100% (oral presentation 40%, written work 20%, K Written or oral examination 40%)
Recognition of alternative courses*	Course of comparable contents
Contents	<p>Construction of presentations/talks, language means for the</p> <p>a) introduction, b) transitions, c) conclusions, d) display of diagrams and other visual aids</p>
Literature	To be announced in class.
Further information	This course is offered in English.

* Only relevant for Beuth students enrolled in a degree program.