

## LANG C3309: Business English 2

IFQ Level:       7         Addule Delivered In       3 programme(s)         Eaching & Learning Strategies:       Lectures - communication of knowledge and business English practices/structures from the lecturer to the student. Problem-solving exercises - students will work individually and ap and of a team to resolve various students. Class discussion/debate - students will be encouraged to actively participate in the class business English tasks - students will be encouraged to actively participate in the class business English tasks - students will be encouraged to actively participate in the class business English tasks - students will develop their intravelop their winthen, reading, aural and spoken English skills through various in-class activities. E-learning - tils envisaged that the module will be supported with online tearning and autonomous work and learning practices.         Module Aim:       This module focuses on English tanguage usage as applicable to the business environment including writing, adding and analysing business documents/reports or other forms of business-related report which compares an Irish company/institution/sector with one from the student's home country.         exerning Outcomes       Da successful completion of this module the learner should be able to:         0.01       Prepare, summarise, revise, analyse and edit business documentation, charts and/or reports.         0.22       Demonstrate proficiency in English thar seconnmended before enrolment in this module.         0.31       Develop analytical skills through the completion of a comparative business report.         0.42       Prepare, summarise, revise, analyse and edit business documentation, charts an						
spreditis:   5   Frequence   Frequence   7   Addue Delivered In   3 programme(s)   Freaching & Learning   Lectures - communication of knowledge and business English practices/structures from the lacturer to the students self weak involves and the self weak involves weak and learning relations. Self directed independent learning - the emphasis on independent learning will develop strong and autonomous work and learning relations. Self directed independent learning - the emphasis on independent learning will develop strong and autonomous work and learning relations. Self directed the communication. Students are provided with the necessary skills in English to complete a business-related report which compares an Irish comparity weak individually self and the student's home country.   earning Outcomes   On successful completion of this module the learner should be able to:   .01   Prepare, summarise, revise, analyse and edit business documentation, charts and/or reports.   .02   Demonstrate proficiency in English through participation in problem-solving tasks, case studies and business scenarios.   .03 <t< td=""><td>Module Title:</td><td colspan="4">Business English 2</td></t<>	Module Title:	Business English 2				
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10 requirements listed	No requirements listed					



## LANG C3309: Business English 2

## **Module Content & Assessment**

### Indicative Content

#### 1. Business and Commercial Language Skills (written, oral/aural)

Business English: study of the language used when studying and working within a business/commercial field in an English speaking environment; development of varying communication skills and styles (written, spoken, visual etc.)

#### 2. Specialised Business Language/Vocabulary

Business vocabulary; business idioms; collocations; expressions; analysing newspaper/online articles and business documents, specialised texts, charts and graphs; summarising/rewriting texts; editing and paraphrasing.

#### 3. Writing, Reading and Researching Skills

Reading skills/comprehension; extracting the main ideas from business-related texts; writing and reading to develop proofreading and editing skills; researching skills.

#### 4. Audience-Focused Communication

Tailoring 'voice', writing style or communication methods to varying business audiences and purposes, including online media; development of clear, concise and condensed writing; summarisation of key points; active voice.

#### 5. Comparative Business Writing

Students will work on a comparative written report analysing an English-speaking company/sector/business-related topic and comparing/contrasting the chosen company/sector/business-related topic with one from the student's native country. Students will independently carry out secondary research to support their written analysis and report finalisation.

Assessment Breakdown		%	
Co	ontinuous Assessment	100.00%	

Continuous Assessment				
Assessment Type	Assessment Description	Outcome addressed	% of total	Assessment Date
Other	Creation of business-related blog/discussion board/podcast/vlog etc.	1,2	40.00	Week 8
Written Report	Written report/comparative analysis on a business topic.	1,2,3	60.00	Sem 1 End

No Project

No Practical

No End of Module Formal Examination

SETU Carlow Campus reserves the right to alter the nature and timings of assessment



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# Module Workload

Workload: Full Time		
Workload Type	Frequency	Average Weekly Learner Workload
Lecture	Every Week	3.00
Independent Learning Time	Every Week	6.00
	Total Hours	9.00
Workload: Part Time		
Workload Type	Frequency	Average Weekly Learner Workload
Lecture	Every Week	1.50
Independent Learning Time	Every Week	7.50
	Total Hours	9.00

## Module Delivered In

Programme Code	Programme	Semester	Delivery
CW_HHIBU_B	Bachelor of Business (Honours) in International Business	6	Group Elective 1
CW_BBINB_D	Bachelor of Business in International Business incorporating Double Degree	6	Group Elective 1
CW_BPMKT_D	Bachelor of Business in Marketing	6	Group Elective 3