

5.0 credits	20.0 h + 10.0 h	2q
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Teacher(s) :	Loosen Brigitte ; Starrs Colleen (coordinator) ;
Language :	Anglais
Place of the course	Louvain-la-Neuve
Prerequisites :	Students should have followed the upper-intermediate-level course LANGL 1532 (BAC 3) or a course of a similar level. Students should have passed the entry test for languages that is required as part of the CEMS programme.
Main themes :	<p>Speaking Skills</p> <p>Individual: Students can give a prepared 8-12 minute presentation on a business topic.</p> <p>Interactive: Students can participate fluently and effectively in a business meeting or negotiation.</p> <p>Emphasis is on:</p> <ul style="list-style-type: none"> <li>-- content management</li> <li>-- spoken fluency</li> <li>-- coherence and cohesion</li> <li>-- vocabulary range</li> <li>-- grammatical accuracy</li> <li>-- phonological control</li> <li>-- task achievement, presentation skills /business-like presentation, formal discussions in meetings</li> </ul> <p>Writing Skills</p> <p>Students can write a business text (e.g. report, proposal, memo, analysis, press release) in an appropriate style on the basis of information given in a written text.</p> <p>Emphasis is on:</p> <ul style="list-style-type: none"> <li>-- content and presentation (business reports and memos)</li> <li>-- coherence and cohesion</li> <li>-- vocabulary range</li> <li>-- language accuracy</li> <li>-- task achievement</li> <li>-- original production (not parroting back the written input)</li> </ul> <p>Listening Comprehension</p> <p>Students can follow recordings of interviews, talks and presentations by native speakers with various accents talking about complex business topics and are able to take notes, select relevant information and write a report or summary based on the talk or give a personal opinion or appraisal using information from the recorded passage.</p> <p>Reading Comprehension</p> <p>Students can read specialised business texts and are able to select what is important or relevant for a specific task or to answer a specific question.</p> <p>Reading comprehension is not usually a hurdle for students taking the CEMS English test for Business and Management Communication and it can be practised by the students without much support. There is therefore less emphasis on reading comprehension than on the other three skills.</p>
Aims :	<p>The general aim of this course is to prepare students to take the CEMS English test for Business and Management Communication. This exam evaluates Business English competence in the four skills (reading, writing, speaking, listening) in specific business contexts plus business skills not specific to foreign language learning (e.g. writing reports and analyses, presentation skills, selecting and commenting on information in listening and written material). The skills taught in the course are closely focused on the demands of the exam but are also highly relevant to the students' future professional lives.</p> <p>The target language level overall is C1 on the CEFR proficiency scale.</p> <p><i>The contribution of this Teaching Unit to the development and command of the skills and learning outcomes of the programme(s) can be accessed at the end of this sheet, in the section entitled "Programmes/courses offering this Teaching Unit".</i></p>
Evaluation methods :	Students are assessed on the basis of continuous assessment. This includes: attendance, active participation in class activities, successful completion of assignments, presentation given in class, oral discussion in groups, ...
Teaching methods :	<ul style="list-style-type: none"> <li>-- Class time is used for discussion and practice of the skills required.</li> <li>-- Coaching time is used for individual feedback and comment on work done by the students outside class.</li> </ul>
Content :	The course trains highly specialised business skills and is closely focused on the CEMS English test for Business and Management Communication.
Bibliography :	<ul style="list-style-type: none"> <li>-- Course notes</li> <li>-- CEMS past papers</li> </ul>

Other infos :	<ul style="list-style-type: none"> <li>-- Groups of maximum18 students.</li> <li>-- Every student has at least one 'Individual Feedback Session' with his/her teacher.</li> <li>-- The teacher is available during his/her office-hour and can be contacted by e-mail.</li> </ul>
Cycle and year of study :	<ul style="list-style-type: none"> <li>&gt; <a href="#">Master [120] in Management</a></li> <li>&gt; <a href="#">Master 120 of arts in Business engineering</a></li> <li>&gt; <a href="#">Master [120] in Business Engineering</a></li> </ul>
Faculty or entity in charge:	ILV