UCLouvain

## lmult2425

2021

## Oral business communication techniques in English (Part 2)

3.00 credits	7.5 h + 15.0 h	Q2

Teacher(s)	De Cock Sylvie ;				
Language :	English				
Place of the course	Louvain-la-Neuve				
Prerequisites	B2 level of listening and reading, B2 level of speaking (Common European Framework of Reference)				
Main themes	This course introduces the general principles of communication particularly the linguistic, sociolinguistic, pragmatic and cultural aspects of interaction. Special attention will be paid to specific characteristics of communication in the English-speaking world.  The course discusses a number of techniques which should be implemented in oral communication activities specific to a company: participation in discussions, chairing meetings, (commercial) negotiations, telephone conversations, PR activities (e.g. trade fairs). The course also deals with oral communication in intercultural situations  Exercises accompanying the course will allow students to simulate active participation in a variety of professional situations. The students are given individual and detailed feedback on these simulations				
Learning outcomes At the end of this learning unit, the student is able to :					
	At the end of the course, students should be able to apply the general principles of communication in an English-speaking business environment and in a globalised world and they should at least have reached a B2+ oral level (Common European Framework of Reference) in English.				
Evaluation methods	Lectures: continuous assessment throughout the term (projects and active participation in the lectures), which accounts for 30% of the final mark for the course and oral exam at the end of the term (during the exam session), which accounts for 20% of the final mark for the course. Students who have to resit the exam (September session) need to redo one of the projects and the oral exam.				
	Tutorials: continuous assessment throughout the semester, which accounts for 50% of the final mark for the course. The marks for continuous evaluation are distributed as follows: Meeting 20%; Job fair 10%; Phone call 10%; Participation (active participation, prepping, vocabulary practice quizzes on Moodle) 10%. Not doing, or significantly failing one of these tasks may result in an overall fail in continuous assessment. Students who have to resit the exam in August need to sit all the evaluation activities as well as the vocabulary quizzes.				
Teaching methods	Lectures and exercise sessions in small groups (e.g. simulations, vocabulary exercises).  The lectures and exercise sessions are given face to face (or online via Teams or using dual mode teaching if face to face teaching is not possible in case of a health crisis for example).				
Content	This course introduces the general principles of oral communication and particularly the linguistic, sociolinguistic, pragmatic and cultural aspects of interaction. Special attention will be paid to specific characteristics of oral communication in the English-speaking world.				
Inline resources	Moodle				
Bibliography	On Moodle				
Other infos	Part 2 (15 hours) of the course is given by the Institut des Langues Vivantes (ILV).				
Faculty or entity in charge	ELAL				

Programmes containing this learning unit (UE)						
Program title	Acronym	Credits	Prerequisite	Learning outcomes		
Master [120] in Modern Languages and Literatures : German, Dutch and English	GERM2M	3		•		
Master [120] in Modern Languages and Literatures : General	ROGE2M	3				
Master [120] in Multilingual Communication	MULT2M	3		•		