

3.00 credits

30.0 h

Q2

Teacher(s)	Verhaert Marianne (coordinator) ;
Language :	Dutch
Place of the course	Louvain-la-Neuve
Prerequisites	This teaching unit being of advanced level, an intermediate productive command of grammar and vocabulary as well as the command of the language skills as described at the intermediate level B2 of the Common European Framework of Reference for Languages, are required.
Main themes	<ul style="list-style-type: none"> • The world of banking : « The Fortis Files » • Women in the business world • The language used in Flanders • The Marshall plan for Wallonia • Sustainable entrepreneurship • Items of topical interest
Learning outcomes	<p>At the end of this learning unit, the student is able to :</p> <p>Code</p> <p>1 At the end of this teaching unit the student should be able to master the specific Dutch vocabulary used in the business world. <i>Level B2+ of the European Reference Framework</i></p> <p>Individual listening comprehension</p> <p>2 At the end of this teaching unit the student should be able to deal with all Dutch listening texts of a general businesslike nature in a critical way, understand them and make full use of them <i>Level C1 minimum of the European Reference Framework</i></p> <p>Oral expression and interactive communication</p> <p>3 At the end of this teaching unit the student should be able to express him/herself orally and communicate interactively easily, spontaneously, thoroughly and convincingly on either subjects of a general nature or subjects related to the business world. He should be able as well to tackle the subject strategically in an enterprise or organisation and this within a national or international and multicultural context. <i>Level B2+ of the European Reference Framework</i></p> <p>Business communication techniques</p> <p>4 At the end of this teaching unit the student should be able to thoroughly master and use critically an entity of key elements needed to communicate effectively within a business organisation.(debate, negotiation, business meeting) <i>Level B2+ of the European Reference Framework.</i></p>

<p>Evaluation methods</p>	<p>Attendance at the course is compulsory. If the teacher deems it useful, he/she may ask the jury to prohibit a student who has not followed the learning activities regularly to register for the course examination (RGEE - art. 72).</p> <ul style="list-style-type: none"> • Continuous assessment of business vocabulary.(20%) • Oral (25%) and written exam (listening comprehension) (25%) Both exams cover the topics covered during the second quarter. • In the week before the Easter holidays, an interactive oral test on professional communication techniques in companies. (Meeting, debate, negotiation etc.) (15%) • At the end of the course students hand in a Prezi Presentation with a video explaining their visit to a Flemish company and their interview with a communications manager. (15%) • Health permitting, the exams take place at the LLN campus. • If the health or other situation does not allow face-to-face classes, the continuous assessment tests will be replaced by a written exam at the end of each quadrennium or during the January/June session if these can be held face-to-face. <p>The oral examination (by TEAMS if not possible in person) will be maintained to assess the oral communication skills of students.</p>
<p>Teaching methods</p>	<ul style="list-style-type: none"> • Lessons in groups of 20 students. • Workload <i>Classroom hours : 30 h</i> • If circumstances (in terms of health or the possibilities offered to us by the university authorities) permit, "face-to-face hours" consist of live teaching in a room assigned by the ILV. If "live teaching" is not possible, we will switch to digital lessons through Teams where the presence of students is required. <i>Self-study (including e-learning): 60 h</i> • Extension of business and economical vocabulary. In all cases the vocabulary is presented in context. • Training and development of listening skills in class by means of authentic documents mainly focussing on economical and commercial topics. Additional exercises will have to be done at home (e-learning on the Moodle platform) • Training and development of speaking skills in a professional context. (the debate, the negotiation, the business meeting, the presentation, the job interview etc.) by means of classroom teaching . Additional exercises will have to be done at home (e-learning on the Moodle platform).
<p>Content</p>	<p>This teaching unit consists of</p> <ul style="list-style-type: none"> • confronting the students with different kinds of audio and video fragments (monologues, dialogues, formal/informal register, different accents) in order to improve the level of the listening comprehension • improving of their speaking skills (particularly in a business environment) through a variety of oral exercises. • confronting students with business communication by having them visit an enterprise in Flanders and interviewing the head of / a person responsible for the communication department.
<p>Inline resources</p>	<p>http://sites.uclouvain.be/moodle/</p>
<p>Bibliography</p>	<ul style="list-style-type: none"> • Syllabus LNEER2712 + Plate-forme Moodle • Les documents audio et vidéo authentiques ayant trait à l'actualité.
<p>Other infos</p>	<p>Contact details Marianne Verhaert marianne.verhaert@uclouvain.be Office: ILV A128, first floor, Traverse d'Esopo tel: 010.47.45.34</p>
<p>Faculty or entity in charge</p>	<p>ILV</p>

Programmes containing this learning unit (UE)				
Program title	Acronym	Credits	Prerequisite	Learning outcomes
Master [120] in Multilingual Communication	MULT2M	3		