

3.00 credits	15.0 h + 15.0 h	Q1
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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	<p>This course introduces the general principles of oral 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.</p> <p>After an introduction to oral communication in general and oral communication within an organisation, the course discusses a number of techniques which should be implemented in oral communication activities specific to a company: networking/socialising, presentations to varied audiences and job interviews. The course also deals with communication in times of change and certain gender-related aspects of communication.</p> <p>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.</p>
Learning outcomes	<p><b>At the end of this learning unit, the student is able to :</b></p> <p>1 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.</p>
Evaluation methods	<p>(1) Lectures: Students who get 3 credits for the course (MULT, GERM, ROGE) : continuous assessment throughout the term (projects and active participation in the lectures), which accounts for 50% of the final mark for the course: project 1 = 20%, project 2 = 20%, active participation in the classes / preparations / self-reflection = 10%. Students who have to resit the exam (August-September session) need to redo the project(s) for which they didn't get 10/20 and hand in the self-reflection document..</p> <p>Students (who get more than 3 credits for the course) : continuous assessment throughout the term (projects and active participation in the lectures), which accounts for 30% of the final mark for the course (project 1 = 12,50%, project 2 = 12,5%, active participation in the classes /preparations/ self-reflection = 5%), and an oral exam in January (during the exam session) which accounts for 20% of the final mark. Students who have to resit the exam (August-September session) need to redo the parts for which they didn't get 10/20 and hand in the self-reflection document..</p> <p>!/\ An unjustified absence for any evaluation activity connected with the lectures will result in an overall absence grade (A) for the course. The activity/ies for which the student had an unjustified absence will need to be retaken during the August-September session.</p> <p>(2) 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: Socializing 10%, Group presentation 15%; Job interview 15%; Participation (active participation, prepping, vocabulary practice quizzes on Moodle, self-reflection) 10%.</p> <p>The three vocabulary quizzes are assessed on a pass/fail basis (instead of marks). Please note that a quiz is considered 'a pass' if students get at least 50% of the score for it.</p> <p>If a student's absence for any of the tutorial evaluation activities is fully justified, the student will have the possibility of retaking the activity at a later date during the semester. If a student's absence for any of the tutorial evaluation activities is not fully justified, the student will get a fail for the tutorials and have to take it in August, which may mean them having to find students to perform the activities with (most of them happen in a group).</p> <p>If the weighted average is less than 10/20 in January, students need to resit (during the August-September session) all the evaluation activities for which they obtained less than 10/20 and/or the activities for which they had an unjustified absence.</p> <p>During the resits (August-September session), students shall be required to retake only the evaluation activities for which they failed to achieve a passing score (10/20).</p>
Teaching methods	<p>Lectures and compulsory exercise sessions in small groups (e.g. simulations, vocabulary exercises)</p> <p>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).</p>

Content	<p>-Introduction to oral communication in general and oral communication within an organisation</p> <p>-Techniques which should be implemented in oral communication activities specific to a company:</p> <ul style="list-style-type: none"> <li>• networking/socialising</li> <li>• presentations to varied audiences</li> <li>• job interviews</li> <li>• working as a team</li> </ul>
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 Multilingual Communication	MULT2M	3		
Master [120] in Communication	CORP2M	5		
Master [120] in Political Sciences: International Relations	SPRI2M	6		
Master [120] in Information and Communication Science and Technology	STIC2M	5		
Master [120] in Public Administration	ADPU2M	6		
Master [120] in Political Sciences: General	SPOL2M	6		
Master [120] : Business Engineering	INGE2M	5		
Master [120] in Management	GEST2M	5		
Master [120] in Modern Languages and Literatures : German, Dutch and English	GERM2M	3		
Master [120] in Communication	COMM2M	5		
Master [120] in Economics: General	ECON2M	5		
Master [120] in Modern Languages and Literatures : General	ROGE2M	3		
Master [120] in Journalism	EJL2M	5		