801910 - ANGI - English I

Degree competences to which the subject contributes

Generical:
1. COMMUNICATION IN ENGLISH N1. Knowing a third Language, which will preferably be English, with an appropriate oral and written production level, according to the graduates necessities.
2. ORAL AND WRITTEN COMUNICATION N1. Communicating orally and in written form with other people about learning results, about thinking realization and decision making; participate in debates about topics of the own speciality.

Learning objectives of the subject

This is the first part of a two-module Business English course (English I and English II) at an intermediate level whose main objective is that students become competent communicating in the English language in a business context at a level corresponding to the B1 - Independent User level of the Common European Framework of Reference (CEFR). At the end of the module students should be able to:
- Understand the main points of clear standard speech on familiar matters regularly encountered in work, society, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear. (Listening skills)
- Understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters. (Reading skills)
- Deal with most situations likely to arise in a business environment where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of business interest or pertinent to professional life (e.g. socializing, telephoning, meeting, exchanging information). (Spoken Interaction)
- Connect phrases in a simple way in order to describe experiences and events, own interests, projects and motivations. Briefly give reasons and explanations for opinions and plans. Narrate a story or explain how something works and describe own reactions. (Speaking skills)
- Write straightforward connected text on topics of personal or professional interest and business correspondence. (Writing skills)
## Study load

<table>
<thead>
<tr>
<th></th>
<th>Hours large group:</th>
<th>Hours medium group:</th>
<th>Hours small group:</th>
<th>Guided activities:</th>
<th>Self study:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total learning time:</strong></td>
<td>0h</td>
<td>56h</td>
<td>0h</td>
<td>0h</td>
<td>94h</td>
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<td></td>
<td>0.00%</td>
<td>37.33%</td>
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<td>62.67%</td>
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### Content

<table>
<thead>
<tr>
<th>Chapter 1. Listening Skills</th>
<th>Learning time: 25h</th>
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<tbody>
<tr>
<td></td>
<td>Practical classes: 8h</td>
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<td></td>
<td>Guided activities: 6h</td>
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<td>Self study : 11h</td>
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**Description:**
Practice of global listening ability to retrieve factual information, to infer, extract gist and understand main ideas as well as focus on details from speeches, conversations, interviews or discussions in a business context.

**Related activities:**
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.

<table>
<thead>
<tr>
<th>Chapter 2. Reading Skills</th>
<th>Learning time: 25h</th>
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<tbody>
<tr>
<td></td>
<td>Practical classes: 8h</td>
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<tr>
<td></td>
<td>Guided activities: 6h</td>
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<td></td>
<td>Self study : 11h</td>
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**Description:**
Reading comprehension skills development by skimming texts to get the gist and scanning to find specific information. The reading materials will be extracted from authentic sources such as the general and business press, company literature and books on business and management topics.

**Related activities:**
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.

<table>
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<tr>
<th>Chapter 3. Speaking and interactive skills</th>
<th>Learning time: 25h</th>
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<tbody>
<tr>
<td></td>
<td>Practical classes: 8h</td>
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<tr>
<td></td>
<td>Guided activities: 6h</td>
</tr>
<tr>
<td></td>
<td>Self study : 11h</td>
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**Description:**
Practice of interactive oral communication by means of pairwork or group activities to exchange personal and non-personal information, express opinions, compare and contrast, concede points and possibly reach a conclusion related with proposed business topics. Also some role-play activities will be developed related with business situations such as telephoning or meetings. Also pronunciation and intonation will be trained.

**Related activities:**
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.
### Chapter 4. Writing skills

**Learning time:** 25h  
- Practical classes: 8h  
- Guided activities: 6h  
- Self study: 11h

**Description:**  
Practice business correspondence writing of different kinds (summaries, notes, emails, letters, reports, minutes of meetings,?) and for different purposes (request or provide information, complain, apologise, make proposals, etc.) with the accuracy, register, and format adequate for each situation.

**Related activities:**  
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.

### Chapter 5. Use of English. Vocabulary

**Learning time:** 12h 30m  
- Practical classes: 4h  
- Guided activities: 3h  
- Self study: 5h 30m

**Description:**  
Consolidation of general vocabulary and expansion of lexical knowledge by introducing and practicing specific business vocabulary which anyone developing a career in business should be familiar with.

**Related activities:**  
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.

### Chapter 6. Use of English. Grammar

**Learning time:** 12h 30m  
- Practical classes: 4h  
- Guided activities: 3h  
- Self study: 5h 30m

**Description:**  
Consolidation and expansion of the necessary syntactic structures at an intermediate level through exercises and tasks which will provide grammar practice in business-related contexts as well as training to avoid habitual grammar mistakes.

**Related activities:**  
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.
Chapter 7. Preparation for the BEC Preliminary exam

Learning time: 25h
- Practical classes: 8h
- Guided activities: 6h
- Self study: 11h

Description:
Detailed orientation on how to face all the exam tasks, required skills and what each part of the exam assesses, together with exercises to reinforce the students’ abilities to take the exam.

Related activities:
The related activities are detailed in the "schedule of activities" published in the Athena platform for students to consult.

Qualification system
Final exam (60%)
Continuous assessment (40%)
The final grade for the course (FQ) is calculated from the following formula:

\[ FQ\text{ Mark} = 60\% \text{ Final Exam} + \text{ Continuous assessment mark } 40\% \]

Minimum mark Final Exam 40 points out of 100

The course is passed with a FQ equal or above 50 out of 100

Generic skills are evaluated from the activities undertaken throughout the course and are considered passed if the student gets a score equal to or higher than 3 on the assessment rubric.

Regulations for carrying out activities
A minimum mark of 40 out of 100 is required in the final exam to be able to average with the coursework mark, otherwise the final course mark will be a fail.

Bibliography

Basic: