

University of Trieste

**DEAMS
Business English
II semester
Academic Year 2022-2023**

Professor.: Luisella Leonzini

Course: Business English (B2 Level)

Credits: 3 CFU/ 5CFU

OBJECTIVES

The course aims at providing the students with the tools to achieve a Business and Management-focussed linguistic competence at a B2 level.

FINAL ACHIEVEMENTS

At the end of the course students will be able to manage the contents discussed during the course. In addition, students are expected to argue about the above mentioned contents both in the written form and orally at a B2 level of linguistic competence.

SYLLABUS

The syllabus aims at developing both receptive (reading and listening) and the productive (writing and speaking) skills referring to the topics the course which are listed here below:

A. Grammar topics

1. Relative clauses (defining, non-defining)
2. Present tenses
3. past tenses
4. future tenses
5. If clauses and conditionals
6. The passive voice
7. Reported speech
8. Modal Verbs – expressing ability, obligation, possibility, necessity and prediction
9. Multiword verbs
10. Gerunds and infinitives
11. Quantifiers: a lot of, much/many, (a) little/few
12. Some/any and compounds (something, somebody, somewhere, etc.)
13. Connectors and linking words
14. Adverbs of degree

As regards business communication skills the following topics will be taught:

B. Business Communication Skills (Units from the book)

1. Communication
2. International marketing
3. Building relationships
4. Success
5. Job satisfaction
6. Risk
7. Management styles
8. Team building
9. Raising finance
10. Customer service

- 11. Crisis management
- 12. Mergers and acquisition

REFERENCES

1. Mascull, B. & Wright, L. (2011). Market Leader Upper Intermediate Coursework, 3rd edition, Oxford University Press. (compulsory)
2. Business English Dictionary (Oxford) ISBN: 978-0-19-431617-0 (suggested)

DIDACTIC APPROACH

Before asking students to practice, they will be presented the contents of the course in the form of frontal lectures. While being asked to show how and to what extent they are developing their linguistic competence, pair and group work activities will be arranged and planned to implement students' receptive and productive linguistic skills.

ASSESSMENT

The one hour and fifteen exam is divided into two parts:

1. Essay (220-240 words on the topics discussed during the course): 70% of the total assessment
2. Summary (max 10 lines on Business Topics): 30% of the total assessment

In order to pass the exam, students must get a minimum 60 out of 100 points: maximum 70 points can be attributed to the essay and maximum 30 points can be attributed to the summary. No bilingual dictionary is allowed during the exam. Both the Monolingual and the thesaurus dictionaries are allowed (synonyms/antonyms).

PRE-REQUISITES

In order to attend the course students must have achieved a B1+, approaching B2 level of linguistic competence.

OFFICE HOURS

Students can meet me at the end of the lectures but they are kindly requested to send an email in advance to set up a meeting.

My email addresses are the following: *leonzini@units.it*, *leonzini@libero.it*.