

COURSE SYLLABUS AND COURSE REQUIREMENTS

ACADEMIC YEAR 2022/2023 SEMESTER I

<i>Course title</i>	Professional English Practice Advanced
<i>Course Code</i>	SZE086AN
<i>Hours/Week: le/pr/lab</i>	2 hr/week
<i>Credits</i>	2
<i>Degree Programme</i>	All
<i>Study Mode</i>	Full time
<i>Requirements</i>	None
<i>Teaching Period</i>	2022/2023 I
<i>Prerequisites</i>	None
<i>Department(s)</i>	Centre for Foreign Languages for Technical Purposes
<i>Course Director</i>	Julia Török
<i>Teaching Staff</i>	Marcus Juby

COURSE DESCRIPTION

This course is for those students who have at least an intermediate level of English that lets them comfortably communicate with others. A significant amount of time is dedicated to students working as part of a team on challenging topics with a focus on communication and problem solving skills – soft skills which are readily sought after in our globalised world. Topics covered include critical thinking, intercultural communication, group dynamics and working as part of a team, presentation, recruitment and academic articles.

SYLLABUS

Neptun: Instruction/Subjects/Subject Details/Syllabus

1. GOALS AND OBJECTIVES

Objectives:

Students will improve their soft-skills which are often overlooked but vitally needed in a professional environment – critical thinking, presentation skills, working as part of a group and recruitment.

Generic learning outcomes:

The course will focus on:

- reading and understanding a range of authentic texts
- listening to lectures, presentations and interviews
- how to prepare and give presentations
- tips for solving the challenges of working as part of a team.

Students should have a level of English which allows them to easily communicate with others in the classroom. They should also have an open mind about working with students from a variety of backgrounds and cultures.

2. COURSE CONTENT

TOPICS

LECTURE	TOPICS
	<ol style="list-style-type: none"> 1. Culture and intercultural communication 2. Cultural dilemmas 3. Using powerpoint effectively 4. Personality tests and group dynamics 5. Critical thinking 6. Project management software 7. Project work 8. Careers and recruitment 9. Academic writing 10. Presentations and submissions

DETAILED SYLLABUS AND COURSE SCHEDULE

ACADEMIC HOLIDAYS INCLUDED

LECTURE

week	Topic	Compulsory reading	Required tasks	Completion date, due date
1.	Registration			
2.	Cultural and intercultural communication I	Teams		
3.	Cultural and intercultural communication II	Teams	Mini presentation	September 21 st
4.	Presentations and public speaking	Teams		
5.	Personality tests and group dynamics	Teams	Mini presentation	October 5 th
6.	Critical thinking I	Teams		
7.	Critical thinking II	Teams		
8.	Project management software	Teams		
9.	Autumn Break	Teams		
10.	Project work	Teams		
11.	Project work	Teams	Project presentation and report	November 16 th
12.	Careers and recruitment	Teams	Homework assignment	December 14 th
13.	Careers and recruitment	Teams		
14.	Academic writing	Teams		
15.	Presentations		Presentation	December 14 th

Important: All material will be uploaded to Teams

3. ASSESSMENT AND EVALUATION

(Neptun: Instruction/Subjects/Subject Details/Syllabus/Examination and Evaluation System)

ATTENDANCE

In accordance with the Code of Studies and Examinations of the University of Pécs, Article 45 (2) and Annex 9. (Article 3) a student may be refused a grade or qualification in the given full-time course if the number of class absences exceeds 30% of the contact hours stipulated in the course description or does not participate effectively in groupwork.

To get the most out of this class you need to attend to practice your English and communication skills with others, so attendance is especially important.

Method for monitoring attendance

Register

ASSESSMENT

Course resulting in mid-term grade (PTE)

Mid-term assessments, performance evaluation and their ratio in the final grade

Type	Assessment	Ratio in the final grade
Attendance	10 points	10%
Mini presentation I (150 seconds)	5 points	5%
Mini presentation II (150 seconds)	5 points	5%
Final presentation (7-9 minutes)	35 points	35%
Group project work	35 points	35%
Homework assignment – Professional Development Plan	10 points	10%

Opportunity and procedure for re-takes (PTE TVSz 47§(4))

There will be the chance to resit the test in week 16. Contact the teacher if you would like to request an extension for late submission of assignments.

Grade calculation as a percentage

Course grade	Performance in %
excellent (5)	85 % ...
good (4)	70 % ... 85 %
satisfactory (3)	55 % ... 70 %
pass (2)	40 % ... 55 %
fail (1)	below 40 %

The lower limit given at each grade belongs to that grade.

4. SPECIFIED LITERATURE

COMPULSORY READING AND AVAILABILITY

[1.] Unless otherwise notified all course materials and links will be uploaded to MS-Teams and Moodle