

**COURSE DESCRIPTION AND COURSE REQUIREMENTS**  
**ACADEMIC YEAR 2020/21 AUTUMN**

<i>Course name</i>	<i>German for Engineering - Writing III</i>
<i>Course Code</i>	<b>SZE030AN</b>
<i>Hours/Week</i>	<b>2 seminars</b>
<i>Credits</i>	<b>2</b>
<i>Degree Programme</i>	<b>All</b>
<i>Study Mode</i>	<b>Full time</b>
<i>Evaluation</i>	<b>Final course grade</b>
<i>Teaching Period</i>	<b>Autumn/Spring</b>
<i>Prerequisites</i>	<b>Basics of Professional German II</b>
<i>Department</i>	<b>Centre for Foreign Languages for Technical Purposes</b>
<i>Teaching Staff</i>	<b><i>Tamás Katalin</i></b>

**AIMS AND OBJECTIVES**

General Course Description and Main Content:

This course is a German course for students with pre-intermediate knowledge of the language. Based on a communicative and task-based approach, it is designed to develop proficiency in written communication skills. Students will develop their reading and writing skills, their vocabulary and grammar skills through a variety of activities.

The aim of the course is to introduce students to the use of the conventions of academic German, to write about their engineering activities and their results, to represent their professional point of view in written form. Topics include workplace communication, company history, product description, analysis of diagrams, professional correspondence, e.g. to make an appointment or a complaint.

**CONTENT**

*Overview:*

The aim of the course is to introduce students to the use of the conventions of academic German, to speak about their engineering activities and their results, to represent their professional point of view. Topics include workplace written communication, structure and history of companies, analysis of diagrams and statistics.

### *Schedule:*

1. Einstieg, Erwartungen an den Kurs, Test zur Wiederholung Gr: Finalsätze
2. Globales Lesen: Thema erkennen, Texte mit Zahlen lesen, Diagramme interpretieren Gr: Präpositionen
3. Leseverstehen: Zwei Städte, Hausaufgabe 1: über eine Stadt schreiben Gr: Konjunktiv 2 Präsens
4. In der Firma: Neu im Betrieb, Duzen/siezen, Kleine Feiern, Verabschiedung Gr: Konjunktiv 2 Vergangenheit
5. Besuchsprogramme, Ausländische Geschäftspartner kommen, Eine Konferenz organisieren, Einladungen Gr: Konjunktiv mit Modalverben
6. 1. Kontrolle
7. Home-Office Vor-und Nachteile Gr: Passiv Präsens
8. Stellenanzeigen Gr: Passiv Vergangenheit
9. Eigenschaften, Fähigkeiten, Kenntnisse Gr: Passiv mit Modalverben
10. Bewerbung Gr: Temporale Nebensätze, Rektionen von Verben
11. 2. Kontrolle
12. Präsentationen über eine Firma
13. Präsentationen

## REQUIREMENTS AND ASSESSMENT

### *Attendance:*

Attendance is required for all classes and will impact the grade. Unexcused absences will adversely affect the grade, and absences from more than 30% of the total number of lessons will be grounds for failing the class. Punctual attendance for the whole lesson is required and arriving more than 20 minutes late will be counted as an absence. In the case of an illness or family emergency, the student must present a valid excuse, such as a

doctor's note.

### *Minimum Course Requirements, Assessment and Grading Policy:*

For passing the course students are required to submit their PPTs and deliver their presentations during the 15 week semester and to pass the midterm/final test.

Students can retake missed or failed tests only once. They can also re-sit the test if they want to improve their mark. In the latter case the result of the re-sit will be taken into consideration when the final course grade is calculated.

### *Grading Scale:*

85 – 100%	5 (Excellent)
76 – 84%	4 (Good)
61 – 75%	3 (Average)
50 – 60%	2 (Poor)
0 – 49%	1 (Fail)

### COURSEBOOKS AND RECOMMENDED READING

[1.] Becker-Braunert: Alltag, Beruf Hueber 2015

[2.] Deutsche Welle

# SCHEDULE

		SEMESTER															RE-SIT				
YEAR 2020/21 AUTUMN		1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.	1.	2.	3.	4.	5.
Schedule		1.	2.	3.	4.	5.		6.		7.	8.		9.	10.	11.	12.					
Midterm/Final test							X					X									
Home assignment	announcement			X			X				X										
	deadline					X		X					X								
Presentation	PPT submission deadline		X									X									
	delivery														X	X					
Final course grade																	X	X			

2020.14th September .....

.....Tamás Katalin.....

lecturer