

**Subject card**

<b>Subject name and code</b>	English Language II, PG_00136352						
<b>Field of study</b>	Język angielski II						
<b>Date of commencement of studies</b>	October 2024	<b>Academic year of realisation of subject</b>			2024/2025		
<b>Education level</b>	Bachelor's studies	<b>Subject group</b>			Optional subject group		
<b>Mode of study</b>	part-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	1	<b>Language of instruction</b>			English English: 90% Polish: 10%		
<b>Semester of study</b>	2	<b>ECTS credits</b>			2.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Zespół lektorów języka angielskiego -> Foreign Languages Centre -> Vice-Rector for Education -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		mgr Anna Janiak-Sieniawska				
	<b>Teachers</b>		mgr Katarzyna Kortas mgr Marta Nazaruk mgr Joanna Makara				
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	0.0	18.0	0.0	0.0	0.0	18
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	18		0.0		32.0	50
<b>Subject objectives</b>	Developing students language skills: speaking, Reading, writing, listening so that they reflect learners academic, professional and personal needs, as well as job market requirements.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ADMINL3_UO02] He/she can plan and organize his/her professional work, as well as the work of the team he/she cooperates with	knows how to work on a project in a team	[SU1] wypowiedź ustna/rozmowa/ dyskusja [SU2] prezentacja/projekt/referat/ raport [SU5] realizacja zadania problemowego
	[ADMINL3_KR01] He/she sees and formulates moral problems and ethical dilemmas related to his/her own and someone else's work, looks for optimal solutions	not applicable	[SK8] obserwacja samodzielnej lub zespołowej pracy studenta
	[ADMINL3_UK02] He/she has the ability to understand and analyze social phenomena and to use this analysis in professional work, as well as to defend the conclusions resulting from such analyzes	- can prepare typical written compositions in a foreign language on topics related to his/her field of study - can prepare oral presentations in a foreign language concerning matters related to his/her field of study	[SU2] prezentacja/projekt/referat/ raport [SU3] opracowanie tekstowe/ praca pisemna
	[ADMINL3_UK03] He/she has the ability to prepare a typical letter and a speech in Polish and a foreign language related to administrative work	- has the in-depth ability to prepare a variety of written compositions in a foreign language relevant to the field of study and related to his/her professional work, including those addressed to different audiences	[SU1] wypowiedź ustna/rozmowa/ dyskusja [SU2] prezentacja/projekt/referat/ raport [SU3] opracowanie tekstowe/ praca pisemna
	[ADMINL3_UW03] He/she is able to acquire knowledge independently and develop his/her professional skills using various sources (in native and foreign language) and modern technologies	- can independently acquire knowledge and develop professional skills using a variety of sources in English and modern technology	[SU5] realizacja zadania problemowego
	[ADMINL3_UK04] He/she has language skills in the field of administration and basic legal concepts, in accordance with the requirements specified for level B2 of Common European Framework of Reference for Languages	- has language skills corresponding to the requirements of level B2 of the Common European Framework of Reference for Languages	[SU1] wypowiedź ustna/rozmowa/ dyskusja [SU4] test/egzamin - ustny lub pisemny
	[ADMINL3_KK02] The graduate prepares responsibly for his/her work, appreciating the role of knowledge in solving professional problems	not applicable	[SK8] obserwacja samodzielnej lub zespołowej pracy studenta
	[ADMINL3_UO01] The graduate is prepared to actively participate in groups, organizations, and institutions implementing administrative activities, at the same time he/she is able to communicate with people who are and who are not specialists in administration	- is ready to work as part of a team, including assuming various team roles; has elementary organisational skills that enable him/her to achieve his/her goals related to professional activities	[SU1] wypowiedź ustna/rozmowa/ dyskusja [SU5] realizacja zadania problemowego
	[ADMINL3_UU01] He/she is aware of the level of his/her knowledge and skills, and understands the need for lifelong learning	- has an in-depth awareness of his/her knowledge and skills and understands the need for lifelong learning	[SU8] obserwacja samodzielnej lub zespołowej pracy studenta
[ADMINL3_KK01] He/she is aware of the need to use the opinions of experts in situations that exceed the possibilities of solving the problem independently	is able to think critically when consulting Internet resources	[SK5] realizacja zadania problemowego	
[ADMINL3_KK03] He/she is ready to take up professional challenges, takes trouble and shows persistence in the implementation of individual and team activities in the field of administration	not applicable	[SK8] obserwacja samodzielnej lub zespołowej pracy studenta	
Subject contents	.		
Prerequisites and co-requisites	Suggested foreign language entry level: B1 or higher (according to CEFR)		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Written and oral assignments, including student's self-study	51.0%	100.0%

Recommended reading	Basic literature	<ul style="list-style-type: none"> <li>materials shared by the teacher, including those downloadable from <a href="http://cjo.ug.edu.pl/studenci">cjo.ug.edu.pl/studenci</a></li> </ul>
	Supplementary literature	<ul style="list-style-type: none"> <li>Duckworth Michael, et al., <i>Business Result</i> (2nd edition), Oxford University Press, 2018</li> <li><b>Allison John, et al., <i>The Business 2.0</i></b>, Macmillan, 2014</li> <li>MacKenzie Ian, <i>Financial English</i> (2nd edition), Cengage Learning, 2012</li> <li>Dubicka, Iwonna, et al. <i>Business Partner</i>. Pearson, 2018. (poziomy od B1+ do C1)</li> </ul>
	eResources addresses	
Example issues/ example questions/ tasks being completed	Brands  Globalisation  Managing projects  Recruitment  Company structure	
Work placement	Not applicable	

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