

Subject card

Subject name and code	Business Russian I, PG_00149912						
Field of study	Russian Philology						
Date of commencement of studies	October 2024	Academic year of realisation of subject			2025/2026		
Education level	Bachelor's studies	Subject group			Obligatory subject group in the field of study Subject group related to scientific research in the field of study		
Mode of study	full-time studies	Mode of delivery			at the university		
Year of study	2	Language of instruction			Russian 70% Russian 30% Polish		
Semester of study	3	ECTS credits			2.0		
Learning profile	academic	Assessment form			credit		
Conducting unit	Division of Russian Language and Translation Studies -> Institute of Russian and Eastern Studies -> Faculty of Languages -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Ewa Konefał				
	Teachers		dr Wanda Stec				
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	30		2.0		18.0	50
Subject objectives	Formation and improvement of language skills necessary for reading and listening with understanding to texts specific to the business sphere; formation of skills for correct and effective oral and written communication with a Russian-speaking partner in business contacts.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FROSL3_W05] The student knows and understands specialized terminology and has advanced detailed knowledge in selected areas of knowledge of Russian culture and socio-economic realities.	The student knows and understands business terminology and has a structured detailed knowledge of business culture and socio-economic realities of the Russian-speaking area.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work [SW5] implementation of a problem task
	[FROSL3_K03] The student is able to perform team activities, demonstrating adaptability to the requirements of the labor market, as well as skills and competencies in the selected specialty, conditioning the effectiveness of behavior and proper communication in various interpersonal and professional situations.	The student is able to perform team activities, demonstrating adaptability to the requirements of the labor market, as well as skills and competencies in business language, determining the effectiveness of behavior and proper communication in various interpersonal situations.	[SK1] oral statement/conversation/discussion
	[FROSL3_K07] The student recognizes and respects the differences in viewpoints determined by different linguistic, national and cultural backgrounds.	The student recognizes and respects the differences in viewpoints determined by different linguistic, national and cultural backgrounds.	[SK1] oral statement/conversation/discussion
	[FROSL3_W07] The student has advanced knowledge and understanding of specialized terminology and advanced knowledge of linguistic communication and communication strategies and language culture.	The student knows and understands the terminology of business and has a structured detailed knowledge of the specifics of linguistic communication in the business sphere, the communication strategies used in it and the culture of language.	[SW1] oral statement/ conversation/discussion [SW3] text preparation/written work [SW5] implementation of a problem task
	[FROSL3_U17] The student has linguistic and translation skills in Russian and Polish to identify different specialized varieties of the language and effectively communicate and translate - in written and oral form.	The student has language and translation skills in Russian and Polish business language to communicate effectively with a Russian-speaking partner.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU5] implementation of a problem task
	[FROSL3_U08] Students will be able to recognize different types of texts, as well as conduct their critical analysis and interpretation using typical linguistic methods, in order to determine their meanings, genre and discursive affiliation, communicative effectiveness, as well as social impact and place in the historical-linguistic process.	Students will be able to recognize different types of texts used in the business sphere, as well as conduct their critical analysis and interpretation using typical linguistic methods in order to determine their meanings, genre and discursive affiliation, communicative effectiveness, and social impact.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU5] implementation of a problem task
	[FROSL3_U09] The student is able to recognize processes and obstacles in intercultural communication.	The student is able to recognize processes and obstacles to intercultural communication in the business sphere.	[SU1] oral statement/conversation/discussion
	[FROSL3_U19] The student is able to interact and work in a group, assuming various roles in it and demonstrating various interpersonal skills and social competencies, including communication skills and the ability to deal with various social and professional situations.	The student is able to interact and work in a group, assuming different roles in the group and demonstrating various interpersonal skills and social competencies, including communication skills and the ability to deal with various social and professional situations related to business.	[SU1] oral statement/conversation/discussion [SU5] implementation of a problem task
Subject contents	Introduction to language etiquette in business. Organization of business contacts: telephone conversation, e-mail, business cards. Principles of spelling the name of organizations and institutions and the creation and use of abbreviations and acronyms used in business correspondence. Structure of a business letter. Drafting simple business letters (letters of information, cover letters, requests and responses to requests, thanks, invitations, condolences, wishes, confirmations, reminders, guarantees). Complex commercial letters - inquiries, commercial offers (content and types of offers) and response to offers, orders, complaints. Introduction to commercial contract.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	check works	51.0%	70.0%
	active participation in classes	51.0%	30.0%

Recommended reading	Basic literature	<p>Bondar N., Chwatow S., Komunikacja biznesowa po rosyjsku. Część 1. Biznes w Rosji, Warszawa 2009.</p> <p>Bondar N., Chwatow S., Komunikacja biznesowa po rosyjsku. Część 2. Transakcje w handlu zagranicznym, Warszawa 2010.</p> <p>Gallo Ā., Makarovska O., Kalita I., Vvedenie v delovoe obšenie. Posobie po russkomu Źyky kak inostrannomu, Nitra 2020.</p> <p>Gołąbek K., Balandyk P., : , Kraków 2012.</p> <p>Fast L., Zwolińska M., Biznesmeni mówią po rosyjsku (dla średnio zaawansowanych), Warszawa 2002.</p> <p>Kłobukowa L., Michałkina I., Chawronina S., Dereń B., Tarsa J., Witkowska-Lewicka F., Język rosyjski w sferze biznesu, Warszawa 2003.</p> <p>Strmiska-Mietlińska A., Nowoczesna korespondencja biznesowa po rosyjsku, Warszawa 2019. Świrepo L., Rosyjska korespondencja handlowa, Warszawa 2007. Ziętała G., Interkulturowa komunikacja ustna w polskiej firmie, Rzeszów 2006.</p> <p>Świrepo L., Rosyjska korespondencja handlowa, Warszawa 2007.</p> <p>Žilina O.A., Delovoj dokument: specyfika Źyky, stilā i struktury teksta, Moskva 1999.</p>
	Supplementary literature	<p>Kuca Z., Język rosyjski w biznesie (dla średnio zaawansowanych). Warszawa 2007.</p> <p>Ziętała G., Interkulturowa komunikacja ustna w polskiej firmie, Rzeszów 2006.</p>
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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