

3.00 credits

30.0 h

Q2

Teacher(s)	Verhaert Marianne (coordinator) ;
Language :	Dutch
Place of the course	Louvain-la-Neuve
Main themes	<ul style="list-style-type: none"> • The world of banking : « The Fortis Files » • Women in the business world • The language used in Flanders • The Marshall plan for Wallonia • Sustainable entrepreneurship • Items of topical interest
Learning outcomes	<p>At the end of this learning unit, the student is able to :</p> <p>Code</p> <p>1 At the end of this teaching unit the student should be able to master the specific Dutch vocabulary used in the business world. <i>Level B2+ of the European Reference Framework</i></p> <p>Individual listening comprehension</p> <p>2 At the end of this teaching unit the student should be able to deal with all Dutch listening texts of a general businesslike nature in a critical way, understand them and make full use of them <i>Level C1 minimum of the European Reference Framework</i></p> <p>Oral expression and interactive communication</p> <p>3 At the end of this teaching unit the student should be able to express him/herself orally and communicate interactively easily, spontaneously, thoroughly and convincingly on either subjects of a general nature or subjects related to the business world. He should be able as well to tackle the subject strategically in an enterprise or organisation and this within a national or international and multicultural context. <i>Level B2+ of the European Reference Framework</i></p> <p>Business communication techniques</p> <p>4 At the end of this teaching unit the student should be able to thoroughly master and use critically an entity of key elements needed to communicate effectively within a business organisation.(debate, negotiation, business meeting) <i>Level B2+ of the European Reference Framework.</i></p>
Evaluation methods	<p>Attendance at the course is compulsory. If the teacher deems it useful, he/she may ask the jury to prohibit a student who has not followed the learning activities regularly to register for the course examination (RGEE - art. 72).</p> <ul style="list-style-type: none"> • Continuous assessment of business vocabulary.(20%) • Oral (25%) and written exam (listening comprehension) (25%) Both exams cover the topics covered during the second quarter. • In the week before the Easter holidays, an interactive oral test on professional communication techniques in companies. (Meeting, debate, negotiation etc.) (15%) • At the end of the course students hand in a Prezi Presentation with a video explaining their visit to a Flemish company and their interview with a communications manager. (15%) • Health permitting, the exams take place at the LLN campus. • If the health or other situation does not allow face-to-face classes, the continuous assessment tests will be replaced by a written exam at the end of each quadrennium or during the January/June session if these can be held face-to-face. <p>The oral examination (by TEAMS if not possible in person) will be maintained to assess the oral communication skills of students.</p>

Teaching methods	<ul style="list-style-type: none"> • Lessons in groups of 20 students. • Workload <i>Classroom hours : 30 h</i> • If circumstances (in terms of health or the possibilities offered to us by the university authorities) permit, "face-to-face hours" consist of live teaching in a room assigned by the ILV. If "live teaching" is not possible, we will switch to digital lessons through Teams where the presence of students is required. • <i>Self-study (including e-learning): 60 h</i> • Extension of business and economical vocabulary. In all cases the vocabulary is presented in context. • Training and development of listening skills in class by means of authentic documents mainly focussing on economical and commercial topics. Additional exercises will have to be done at home (e-learning on the Moodle platform) • Training and development of speaking skills in a professional context. (the debate, the negotiation, the business meeting, the presentation, the job interview etc.) by means of classroom teaching . Additional exercises will have to be done at home (e-learning on the Moodle platform).
Content	<p>This teaching unit consists of</p> <ul style="list-style-type: none"> • confronting the students with different kinds of audio and video fragments (monologues, dialogues, formal/informal register, different accents) in order to improve the level of the listening comprehension • improving of their speaking skills (particularly in a business environment) through a variety of oral exercises. • confronting students with business communication by having them visit an enterprise in Flanders and interviewing the head of / a person responsible for the communication department.
Inline resources	<p>http://sites.uclouvain.be/moodle/</p>
Bibliography	<ul style="list-style-type: none"> • Syllabus LNEER2712 + Plate-forme Moodle • Les documents audio et vidéo authentiques ayant trait à l'actualité.
Other infos	<p>Contact details Marianne Verhaert marianne.verhaert@uclouvain.be Office: ILV A128, first floor, Traverse d'Esopé tel: 010.47.45.34</p>
Faculty or entity in charge	<p>ILV</p>

Programmes containing this learning unit (UE)				
Program title	Acronym	Credits	Prerequisite	Learning outcomes
Master [120] in Multilingual Communication	MULT2M	3		