

Teacher(s)	De Cock Sylvie ;Opello Katherine ;
Language :	English
Place of the course	Louvain-la-Neuve
Prerequisites	B2 level of listening and reading, B2 level of speaking (Common European Framework of Reference) <i>The prerequisite(s) for this Teaching Unit (Unité d'enseignement – UE) for the programmes/courses that offer this Teaching Unit are specified at the end of this sheet.</i>
Main themes	This course introduces the general principles of communication particularly the linguistic, sociolinguistic, pragmatic and cultural aspects of interaction. Special attention will be paid to specific characteristics of communication in the English-speaking world. The course discusses a number of techniques which should be implemented in oral communication activities specific to a company: participation in discussions, chairing meetings, (commercial) negotiations, telephone conversations, PR activities (e.g. trade fairs). The course also deals with oral communication in intercultural situations Exercises accompanying the course will allow students to simulate active participation in a variety of professional situations. The students are given individual and detailed feedback on these simulations
Learning outcomes	At the end of this learning unit, the student is able to : 1 At the end of the course, students should be able to apply the general principles of communication in an English-speaking business environment and in a globalised world and they should at least have reached a B2+ oral level (Common European Framework of Reference) in English.
Evaluation methods	(1) Lectures: continuous assessment throughout the term (projects and active participation in the lectures), which accounts for 30% of the final mark for the course (project 1 = 12.5%, project 2 = 12.5%, active participation / preparations / self-reflection = 5%) and oral exam at the end of the term (during the June exam session), which accounts for 20% of the final mark for the course. Students who have to resit the exam (August-September session) need to redo the parts for which they didn't get 10/20 and hand in the self-reflection document. /!\ An unjustified absence for any evaluation activity connected with the lectures will result in an overall absence grade (A) for the course. The activity/ies for which the student had an unjustified absence will need to be retaken during the August-September session. (2) Tutorials: continuous assessment throughout the semester, which accounts for 50% of the final mark for the course. The marks for continuous evaluation are distributed as follows: Job fair 15%; Meeting 15%, Negotiation 15%; Participation (e.g. participating actively, leading warm up conversations, completing a self-reflection log) 10%. If a student's absence for any of the tutorial evaluation activities is fully justified, the student will have the possibility of retaking the activity at a later date during the semester. If a student's absence for any of the tutorial evaluation activities is not fully justified, the student will get a fail for the tutorials and have to take it in August, which may mean them having to find students to perform the activities with (most of them happen in a group). If the weighted average is less than 10/20 in January, students need to resit (during the August-September session) all the evaluation activities for which they obtained less than 10/20. The use of generative artificial intelligence is not allowed for any parts of the evaluation. Their use by the student will be considered as cheating and in such cases, steps will be taken according to University protocol.
Teaching methods	Lectures and exercise sessions in small groups (e.g. simulations). The lectures and exercise sessions are given face to face (or online via Teams or using dual mode teaching if face to face teaching is not possible in case of a health crisis for example).
Content	The course discusses a number of techniques which should be implemented in oral communication activities specific to a company: participation in discussions, (chairing) meetings, (commercial) negotiations, telephone conversations, PR activities (e.g. trade fairs, job fairs). The course also deals with oral communication in intercultural situations
Inline resources	Moodle
Bibliography	On Moodle

Other infos	Part 2 (15 hours) of the course is given by the Institut des Langues Vivantes (ILV).
Faculty or entity in charge	ELAL

Programmes containing this learning unit (UE)				
Program title	Acronym	Credits	Prerequisite	Learning outcomes
Master [120] in Multilingual Communication	MULT2M	3		
Master [120] in Public Administration	ADPU2M	3		
Master [120] in Modern Languages and Literatures : German, Dutch and English	GERM2M	3		
Master [120] in Modern Languages and Literatures : General	ROGE2M	3	LMULT2424	