

6.0 credits

22.5 h + 30.0 h

1 + 2q

Teacher(s) :	De Cock Sylvie ;
Language :	Anglais
Place of the course	Louvain-la-Neuve
Prerequisites :	B1+ level of listening and reading, B1 level of speaking (Common European Framework of Reference)
Main themes :	<p>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. This general introduction will be followed by a detailed presentation of techniques which should be implemented in communication activities specific to a company: presentations to varied audiences, participation in discussions, chairing meetings, commercial negotiations, telephone conversations, etc.</p> <p>Exercises accompanying the course will allow students to simulate active participation in a variety of professional situations. The students simulations will be recorded and subsequently analysed in detail</p>
Aims :	<p>At the end of the course, students should be able to apply the general principles of communication in an English-speaking business environment and they should at least have reached a B2+ oral level (Common European Framework of Reference) in English.</p> <p><i>The contribution of this Teaching Unit to the development and command of the skills and learning outcomes of the programme(s) can be accessed at the end of this sheet, in the section entitled "Programmes/courses offering this Teaching Unit".</i></p>
Evaluation methods :	<p>Lectures : continuous assessment throughout the year (assignments, active participation in the lectures), which accounts for 10% of the final mark for the course and oral exam at the end of the year (during the exam session), which accounts for 40% of the final mark for the course. Students who have to resit the exam (September session) need to redo the oral exam if they did not get 12/20 for that part in June.</p> <p>Exercise sessions : continuous assessment throughout the year (active participation in the sessions, personal projects, simulations in a variety of professional situations, etc.), which accounts for 50% of the final mark for the course. Students who have to resit the exam (September session) need to redo three of the activities (namely 'presentation', 'meeting' and 'public relations') as well as the vocabulary tests.</p>
Teaching methods :	/
Content :	<p>The following themes will be discussed:</p> <ol style="list-style-type: none"> 1) a general introduction to oral communication; 2) specific aspects of communication in a company (management style, psychological motivation, etc.); 3) specific aspects of the English language in a company culture (greetings, formulae of politeness, communication techniques depending on the gender of the interlocutor, etc.) 4) communication within the company (communicating with the personnel, internal meetings, presentations, etc.) 5) external communication including intercultural communication with foreign business partners (job interviews, information and advice to clients, telephone conversations, press conferences, etc.)
Bibliography :	/
Other infos :	Part 2 (30 hours) of the course is given by the Institut des Langues Vivantes (ILV).
Cycle and year of study :	<p>> Master [120] in Information and Communication</p> <p>> Master [120] in Information and Communication</p> <p>> Master [120] in Business engineering</p> <p>> Master [120] in Management</p> <p>> Master [120] in Multilingual Communication</p> <p>> Master [120] in Political Sciences: International Relations</p> <p>> Master [120] in Modern Languages and Literatures : General</p> <p>> Master [120] in Modern Languages and Literatures : German, Dutch and English</p> <p>> Master [120] in Economics: General</p> <p>> Master [120] in Political Sciences: General</p> <p>> Master [120] in Public Administration</p>

Faculty or entity in charge:	MULT
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