

Course description

Course abbreviation:	UJP/9NC5W	Page:	1 / 4
Course name:	Business German Intermediate 1		
Academic Year:	2023/2024	Printed:	03.06.2024 08:02

Department/Unit /	UJP / 9NC5W			Academic Year	2023/2024
Title	Business German Intermediate 1			Type of completion	Pre-Exam Credit
Accredited/Credits	No, 4 Cred.			Type of completion	
Number of hours	Tutorial 4 [Hours/Week]				
Occ/max	Status A	Status B	Status C	Course credit prior to	NO
Summer semester	0 / -	0 / -	0 / -	Counted into average	NO
Winter semester	0 / -	0 / -	0 / -	Min. (B+C) students	10
Timetable	Yes			Repeated registration	NO
Language of instruction	German			Semester taught	Winter, Summer
Optional course	Yes			Internship duration	0
Evaluation scale	S\N				
No. of hours of on-premise					
Auto acc. of credit	Yes in the case of a previous evaluation 4 nebo nic.				
Periodicity	K				
Substituted course	UJP/NC5W				
Preclusive courses	N/A				
Prerequisite courses	N/A				
Informally recommended courses	N/A				
Courses depending on this Course	N/A				

Course objectives:

Strengthen knowledge of German grammar, study advanced vocabulary, learn the basics of oral and written communication in economically-oriented work environment, enrich vocabulary with the basic language phraseology, improve language skills at the level B1 according to CEFR.

Requirements on student

- 1) activity in the lessons
- 2) completion of all assignments mentioned in COURSEWARE
- 3) pre-test
- 4) 1 credit test (75% to pass)
- 5) written term assignment/seminar paper/presentation

Specification of requirements for distant study programme students can be found in COURSEWARE.

Content

- Introducing somebody, personal details, look, clothing, the first contacts
- Adjectival inflation, question words, counting
- Working in Germany, studying language, advertisements, job offers, motivation letter and CV
- Dependant clause, numerals, dates
- New in a company
- Letter of invitation, job, first at work
- Departments and working positions, tasks and specialization, new worker training
- Infinitive with -zu-
- Life of a company and employees
- Promotion, retirement, training and further education
- History of company, jubilees
- Past tense, active and passive voice, conditional, relative clause, expressing time

Further information for distant study programme students can be found in COURSEWARE.

Fields of study

Studentům je k dispozici kurz v Google classroom se všemi podstatnými informacemi a materiály.
K dispozici je rovněž kurz v moodle s testy k probíraným tématům.

Guarantors and lecturers

- **Guarantors:** Mgr. Blanka Blažková (100%)
- **Tutorial lecturer:** Mgr. Blanka Blažková (100%), Mgr. Kristina Kůtková (100%)

Literature

- **Basic:** BLAŽKOVÁ, Blanka; OVESLEOVÁ Hana. *Handelskorrespondenz Übungsbuch*. Plzeň, 2015.
- **Basic:** BLAŽKOVÁ, Blanka; OVESLEOVÁ Hana. *Handelskorrespondenz Übungsbuch*. Plzeň, 2015.
- **Basic:** BRAUNERT, Jörg; SCHLENKER, Wolfram. *Unternehmen Deutsch Aufbaukurs*. Stuttgart, 2014. ISBN 978-3-12-675745-4.
- **Basic:** BRAUNERT, Jörg; SCHLENKER, Wolfram. *Unternehmen Deutsch Aufbaukurs Arbeitsbuch*. Stuttgart, 2013. ISBN 978-3-12-675746-1.
- **Extending:** RADĚVOVÁ, Zuzana. *Cvičebnice německé gramatiky 1*. Brno, 2003. ISBN 978-80-7358-099-5.
- **Extending:** RADĚVOVÁ, Zuzana. *Gramatika německého jazyka*. Brno, 2008. ISBN 978-80-7358-098-8.
- **Extending:** RADĚVOVÁ, Zuzana. *Gramatika německého jazyka*. Brno, 2008.
- **Extending:** Voit, Heike. *PONS Grammatik Deutsch kurz & bündig*. 1. Aufl. Stuttgart : Ernst Klett Sprachen, 2002. ISBN 3-12-560634-9.
- **Recommended:** Nekovářová, Alena; Fliegler, Dominique. *Alltagssprache Deutsch : 30 moderních konverzačních témat*. 1. vyd. Plzeň : Fraus, 2003. ISBN 80-7238-143-1.

Time requirements

All forms of study

Activities	Time requirements for activity [h]
Contact hours	13
Preparation for formative assessments (2-20)	15
Preparation for comprehensive test (10-40)	35
E-learning [dáno e-learningovým kurzem]	24
Presentation preparation (report in a foreign language) (10-15)	20
Total:	107

assessment methods

Knowledge - knowledge achieved by taking this course are verified by the following means:

- Test
- Skills demonstration during practicum
- Seminar work
- Group presentation at a seminar

Skills - skills achieved by taking this course are verified by the following means:

- Skills demonstration during practicum
- Test

Competences - competence achieved by taking this course are verified by the following means:

Test
 Skills demonstration during practicum
 Seminar work
 Group presentation at a seminar

prerequisite**Knowledge - students are expected to possess the following knowledge before the course commences to finish it successfully:**

use the knowledge at the level B1 according to CEFR
 identify the forms of conjunctive II
 name temporal and local prepositions
 identify conjunctions introducing main and subordinate clauses
 identify passive forms
 identify reflexive verbs
 identify past tenses - past simple and perfect tense
 identify the declension of adjectives with the definite, indefinite and zero article

Skills - students are expected to possess the following skills before the course commences to finish it successfully:

use common grammatical structures and vocabulary in everyday life situations
 write a coherent text on a general topic
 summarize information in short articles and reports focused on everyday context
 express your opinion and defend it in everyday context
 analyse the main ideas related to the most common topics, such as work, school, free time
 briefly explain and justify your opinions and plans
 describe experiences and events, dreams, hopes and ambitions

Competences - students are expected to possess the following competences before the course commences to finish it successfully:

N/A

teaching methods**Knowledge - the following training methods are used to achieve the required knowledge:**

Practicum
 E-learning
 Multimedia supported teaching
 Collaborative instruction
 Individual study

Skills - the following training methods are used to achieve the required skills:

Practicum
 Skills demonstration
 Discussion

Competences - the following training methods are used to achieve the required competences:

Practicum
 E-learning
 Multimedia supported teaching
 Collaborative instruction
 Individual study
 Skills demonstration
 Discussion

learning outcomes**Knowledge - knowledge resulting from the course:**

- identify the basic economics terminology
- identify adjective declension
- identify past tenses
- identify the subjunctive II in spoken and written expressions
- identify relative clauses
- identify the passive voice

Skills - skills resulting from the course:

- respond to a job offer
- prepare the necessary documents for a job interview
- actively participate in discussions
- present your opinions and solve group tasks
- write a cover letter and CV
- present yourself at an interview
- elaborate a formal business letter, email
- write an invitation
- write a letter of thanks
- explain the history of a company
- describe departments, positions and tasks in a company

Competences - competences resulting from the course:

N/A

Course is included in study programmes: