

## Syllabus: “Business English pre-intermediate”

Intercultural Courses for International Students  
Summer Term 2018, Gitta Müller, Dipl.-Lehrerin

### (a) Inhalt und Ansatz | Content and Approach

- Fundamental skills of international business communication are taught. The course also includes a revision of basic grammar and language.
- Knowledge is transferred both theoretically and practically through speaking practice exercises such as role plays as well as listening and reading comprehension and writing exercises.
- The course is taught at a pre-intermediate level.

### (b) Qualifikationsziele | Learning Objectives

- The course aims at increasing the students’ ability to communicate in English and to improve their confidence in dealing with international business partners.
- Students learn about and practice:
  - Socializing, making small talk
  - Cultural differences
  - Making business phone calls
  - Writing business emails
  - Numbers and calculations
  - English tenses
  - Prepositions

### (c) Kursstruktur | Course Structure

- 2 SWS                      **Monday**                      **10.00 - 11.30**                      **D110**

### (d) Kontakt | Contact

- E-mail: [g.mueller@hs-sm.de](mailto:g.mueller@hs-sm.de)
- Tel.: +49 3683 688 1631

### (e) Studien- und Prüfungsleistungen | Course Assessment

- Written examination (90 min)
- 3 ECTS