**Syllabus: “Business English (upper-intermediate/advanced)”**

International School
Summer Term 2020, Gitta Müller, Dipl.-Lehrerin

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

- Fundamental knowledge of international business as well as skills of international business communication are taught.
- 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 an upper-intermediate to advanced 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:
  - Presentation techniques
  - Business meetings
  - Negotiations

(c) **Kursstruktur | Course Structure**

- 4 lecture hours per week
  - Monday 14.00 - 15.30 Room D 0110
  - Wednesday

(d) **Kontakt | Contact**

- Email: g.mueller@hs-sm.de
- Tel.: +49 3683 688 1631

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

- Written examination (120 min)
- 3 ECTS