

Basic data of the subject	
University:	University “Ukshin Hoti” Prizren
Academic Unit:	Faculty of Life and Environmental Sciences
Study program:	Forestry and Environmental Sciences
Course title:	English Language II
Level:	Bachelor
Course status:	Selective
Study year:	2023/24
Number of hours per week:	2+1 hours
Credit value – ECTS:	3
Time / location:	To be announced
Lecturer:	Prof. Asst. Dr. Jasmin Jusufi
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Course description	This English course is designed for business people and in particular for students of business and environmental sciences. It consists of 12 units based on topics of great interest to students involved in international business and environmental issues. The course reflects the latest trends in the business world and environment. It will develop students’ essential business and environmental communication skills, such as making presentations, taking part in meetings, negotiating, telephoning, and using English in various social situations. It will also help students to develop listening skills such as listening for information and note taking. Above all, this course will develop students’ communication skills they need to succeed in business and environment, and enlarge their knowledge of the business world as well as environment. Students that study this course will become more fluent and confident in using the language of business and should increase their career prospects.
Course objectives:	1. Enhance Communication Skills: Develop proficiency in spoken and written English to facilitate effective communication in professional settings related to environmental sciences. 2. Specialized Vocabulary: Acquire industry-specific terminology and jargon essential for clear and precise communication within the field of environmental sciences. 3. Professional Writing: Hone the ability to compose well-structured and professional emails, reports, and documents relevant to environmental science contexts. 4. Cross-Cultural Communication: Foster an understanding of diverse cultural communication styles to navigate international collaborations within the environmental sciences sector. 5. Presentation Skills: Develop the confidence and capability to deliver engaging and informative presentations,

	employing appropriate language and visual aids in a business context. 6. Negotiation and Persuasion: Equip students with the skills needed for successful negotiation and persuasion in professional environmental science scenarios, emphasizing sustainable practices and ethical considerations. 7. Business Etiquette: Cultivate awareness of business etiquette, including proper conduct in meetings, networking events, and other professional settings specific to the environmental sciences industry. 8. Critical Analysis: Enhance the ability to critically analyze and discuss case studies, articles, and environmental policies in English, fostering a deeper understanding of global environmental issues.
Learning outcomes:	Upon the successful completion of the course, students should be able to: • Proficient Communication: Students will demonstrate proficiency in spoken and written English, effectively communicating complex concepts and ideas within the context of environmental sciences. • Industry-Specific Language Mastery: Graduates will possess a comprehensive understanding and command of specialized vocabulary and terminology in the field of environmental sciences, facilitating seamless communication in professional environments. • Professional Documentation Skills: Participants will develop the capability to produce well-structured and professional written materials, including emails, reports, and other documents, adhering to the standards expected in business settings related to environmental sciences. • Cross-Cultural Competence: Graduates will exhibit an enhanced ability to navigate cross-cultural communication challenges, fostering effective collaboration and understanding in international contexts within the environmental sciences industry. • Effective Presentation and Negotiation: Students will acquire the skills necessary to confidently deliver engaging presentations and successfully negotiate in professional settings, emphasizing sustainable practices and ethical considerations specific to the field of environmental sciences.

Contribution on student load (must correspond with learning outcomes)			
Activity	Hours	Days/week	Total
Lectures	2	15 weeks	30 hours
Exercise theoretical/laboratory	//	//	//
Practice work	//	//	//
Contact with lecturer/consultations	1	5 weeks	5 hours
Field exercises	//	//	//
Mid-terms, seminars	//	//	//
Homework	1	5 weeks	5 hours
Individual time spent studying (at the library or home)	1	15 weeks	15 hours
Final preparation for the exam	1	15 weeks	15 hours
Time spent in evaluation (tests, quiz, final exam)	2	2.5 weeks	5 hours
Projects, presentations, etc.	//	//	//
Total			75 Hours (3ECTS)
Teaching methods	The methodology for the Business English Intermediate Level course for university students studying environmental sciences adopts a communicative and task-based approach. The curriculum integrates language acquisition with real-world scenarios encountered in professional environmental settings. Emphasis will be placed on interactive activities such as role-playing, case studies, and collaborative projects to simulate authentic workplace communication. Classroom discussions will revolve around current environmental issues, fostering critical thinking and language application. Practical exercises, including writing reports, composing professional emails, and delivering presentations, will be integrated to enhance practical skills. Technology will be leveraged for language practice through virtual simulations and online resources, encouraging self-directed learning. Regular feedback and assessment will ensure continual improvement. Guest lectures from industry professionals and field visits will provide firsthand exposure to industry practices. This holistic methodology aims to equip students with both language proficiency and the practical communication skills necessary for success in the dynamic field of environmental sciences.		
Evaluation methods	Evaluation methods		

	Midterm and End of Term Test	30 %
	Active participation during lectures and exercises	10%
	Homework	10 %
	Final exam	50 %
	Total	100 %
Literature		
Basic Literature:	1. David Cotton, David Falvey, Simon Kent. (2007). 3 rd Edition Market Leader-Business English , intermediate English Course Book. Longman: England (obligative)	
Additional Literature:	1. Online sources on business E	
Designed study plan:		
Week	Lecture	Exercises
<i>First week:</i>	Presentation of Syllabus	Course introduction and Students introduction
<i>Second week:</i>	Brands - Talk about your favorite brands	Hudson Corporation: Decide how a luggage manufacturer can protect its brand Writing: e-mail
<i>Third week:</i>	Talk about your travel experiences	British and American travel words Talking about the future
<i>Fourth week:</i>	Discuss attitudes to change in general and at work	Reading: Mercedes, shining star Financial Times listening: An interview with a management consultant
<i>Fifth week:</i>	Talk about status within an organization	Reading: A successful organization - Financial Times listening: An interview with a management consultant
<i>Sixth week:</i>	Discuss authentic advertisements	Reading: A new kind of campaign - Financial Times listening: An interview with a marketing communications executive
<i>Seventh week:</i>	00 a Quiz and discuss attitudes to money	listening: An interview with an investment director Reading: An inspirational story - Sunday Times
<i>Eighth week:</i>	Midterm test	
<i>Ninth week:</i>	Discuss the importance of cultural awareness in business	Listening: An interview with the manager of a cultural training centre Reading: Culture shock Finance Week

<i>Tenth week:</i>	Talk about job interviews	Listening: An interview with the manager of a cultural training centre Reading: Culture shock Finance Week
<i>Eleventh week:</i>	Discuss the development of international markets	Reading: Trade between China and the US - Chino Doily, Reuters Listening: An interview with an expert on negotiating
<i>Twelfth week:</i>	Discuss questions of ethics at work	Reading: The ethics of resume writing Business Week Listening: An interview with the director of an environmental organisation
<i>Thirteenth week:</i>	Discuss the qualities of good leadership	Listening: An interview with the managing director of an executive recruitment company Reading: Leading L'Oreal - Financial Times
<i>Fourteenth week:</i>	Do a quiz on how competitive you are	END OF TERM TEST-Revision
<i>Fifteenth week:</i>	End of term test	Reading: Head to head competition - Financial Times Listening: An interview with a manager from the Competition Commission

Academic policies and rules of conduct:

- Absence will affect the final grade! The policy is straightforward: If you are absent or negligent, you are responsible for what you have missed.
- Students are required to respect the schedule of lectures and be attentive during the lessons.
- It is mandatory to have books, when in lessons.
- Students must be active and cooperative because the book assigned for the course requires interactive learning and as such seeks continuous collaboration and interaction between teachers, students, books and technology equipment.
- The cooperative environment during the lectures and exercises is primary demand in achieving the objectives and goals set forth in this syllabus.
- No usage of phones or any gadgets during the classes and tests/final exam.

Finally yet importantly, full respect for universally recognized academic policies and standards (The Bologna System).