

## SUBJECT TEACHING GUIDE

G347 - English

### DOUBLE DEGREE IN ADMINISTRATION AND BUSINESS MANAGEMENT AND ECONOMICS

Degree in Economics  
Academic year 2019-2020

| 1. IDENTIFYING DATA              |   |                  |   |
|----------------------------------|---|------------------|---|
| Degree                           | DOUBLE DEGREE IN ADMINISTRATION AND BUSINESS MANAGEMENT AND ECONOMICS   |                  | Type and Year<br>Core. Year 1<br>Core. Year 1 |
| Faculty                          | Faculty of Economics and Business Studies   |                  |   |
| Discipline                       | Subject Area: Modern Language<br>Module: Linguistic Capacitation in English and Training in Values, Competences and Personal Skills |                  |   |
| Course unit title and code       | G347 - English  |                  |   |
| Number of ECTS credits allocated | 6   | Term             | Semester based (2)                            |
| Web                              |   |                  |   |
| Language of instruction          | English   | Mode of delivery | Face-to-face                                  |

|                  |  |  |  |
|------------------|--|--|--|
| Department       | DPTO. FILOLOGIA  |  |  |
| Name of lecturer | ANDREA ROBIN RUTHVEN   |  |  |
| E-mail           | andrea.ruthven@unican.es                                       |  |  |
| Office           | Edificio de Filología. Planta: + 2. DESPACHO PROFESORES (234A) |  |  |
| Other lecturers  | SEAN SCURFIELD<br>EVA PELAYO SAÑUDO                            |  |  |

### 3.1 LEARNING OUTCOMES

- The student is able to use general English at B2 level, as a basis for the learning of English for specific purposes in the field of Economics.
- The student comprehends written texts about his/her field of study (Economics), being able to identify the main idea of texts as well as specific details.
- The student expresses himself/herself in English, in both oral and written form, on general, academic or professional topics related to his/her specific field.
- The student understands oral discourse about his/her specific field, being able to extract the main idea as well as specific details.
- The student is able to interact in everyday communicative situations and situations related to his/her field of study.

#### 4. OBJECTIVES

To develop students' communicative competence in the skills of oral comprehension, spoken interaction and oral and written expression.

To provide students with tools and resources to communicate effectively and spontaneously in all contexts, specifically in their field.

To introduce students to the specific terminology of their field of study.

To familiarise students with the lexicogrammatical structures and rhetorical characteristics of specific types of texts and genres in their field.

To foster self-learning by familiarising students with the multiple materials and resources at their disposal.

#### 6. COURSE ORGANIZATION

##### CONTENTS

|   |  |
|---|--|
| 1 | Review of verb tenses. Multiword verbs. Prefixes. Synonyms and word building. Making recommendations. Building relationships. Talking about international brands. Writing emails: giving information; making an enquiry; answering enquiries.  |
| 2 | Review of verb tenses. Multiword verbs. Prefixes. Synonyms and word building. Making recommendations. Building relationships. Talking about international brands. Writing emails: giving information; making an enquiry; answering enquiries   |
| 3 | Passives. Adverbs of degree. Noun compounds and noun phrases. Management qualities. Discussing management styles. Negotiating. Reaching agreement. Writing: Report.<br>3 Financial terms. Communication terms. Conditionals. Networking. Handling crises. Prediction and probability. Making a presentation. |

#### 7. ASSESSMENT METHODS AND CRITERIA

| Description                  | Type         | Final Eval. | Reassessn | %             |
|------------------------------|--------------|-------------|-----------|---------------|
| Final exam (60%).            | Written exam | Yes         | Yes       | 60,00         |
| Continuous assessment (40%). | Others       | No          | Yes       | 40,00         |
| <b>TOTAL</b>                 |              |             |           | <b>100,00</b> |

##### Observations

In order to pass this course, students must pass both the final test and the continuous assessment activities.

##### Observations for part-time students

Part-time students recognised as such by the University of Cantabria will be given the opportunity of submitting specific assignments set by their teacher making up 20% of the continuous assessment part. In that case, the oral presentation will be 20% and the final test will represent 60% of the overall mark. Alternatively, those students have the possibility of attending a final exam representing 100% of the overall mark though they will be required to do extra exercises and an oral interview to compensate.

#### 8. BIBLIOGRAPHY AND TEACHING MATERIALS

##### BASIC

La bibliografía básica será recomendada por el profesor al inicio del curso.

