### Module number
B37

### English title / German title
**Business English** / **Wirtschaftsenglisch**

### Credits
Winter semester Business English 2.5; summer semester Technical English 5 – each semester combined with an extra assignment to reach the respective credit level

### Instruction hours
2 h/w Business English during the lecture period of the winter semester; 4 h/w Technical English during the lecture period of the summer semester

### Subject coverage
English, interdisciplinary qualification

### Learning objectives / Competencies
To provide students with a good basis of business English, including grammatical structures, vocabulary, terminology, special topics, verbal communication, i.e. use of English in daily situations pertaining to business and technical matters.

To improve and broaden students' knowledge of business English, including grammatical structures, vocabulary, terminology, special topics, verbal communication

### Requirements
Recommended level of English: Level A2/B1 in line with the Common European Framework of Reference for Languages.

### Level
First semester of the degree program

### Type of module
Reading, discussions, exercises, presentations

### Status*
Required elective module

### Semester offered
Begin with Business English (2h) in the winter semester, continued with Technical English (4h) in the summer semester

### Assessment of performance
Written or oral examination or term paper with presentation. The modalities of performance assessment are provided in an understandable written manner within the module registration period.

### Determination of the grade
Written or oral examination 100%; or term paper with presentation, each 50%.

### Recognition of alternative modules*
Module with similar contents

### Contents
Various business related topics: Management, Marketing, Finance and Accounting, and International Business and Economics.

These topics will be combined with the following types of exercises:

- Review of basic grammar structures; present/past; continuous tenses; present perfect; passive language usage, expressing opinions, making
suggestions, agreeing/disagreeing

- Basic technical vocabulary, process engineering, plant design, mechanical engineering, civil engineering, marketing, production, machine construction, machine components, availability and reliability.
- Relevant topics, such as renewable energy/environmental issues; telecommunications; computers; environmental technology, recycling technology, simulation techniques, environmental compatibility, etc.
- Topics will include: management, work and motivation, recruitment, business and ecology, as well as technical related topics: structures, materials, designs, safety at work, problem solving, performance and progress, computers.
- Relevant skills, such as project planning, meetings, negotiations, letter writing, telephoning will be taught and practiced.

<table>
<thead>
<tr>
<th>Literature</th>
<th>To be announced in class.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Further information</td>
<td>This module is offered in English.</td>
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</tbody>
</table>

* Only relevant for Beuth students enrolled in a degree program.