

UNIVERSITY OF ECONOMICS – VARNA
FOREIGN LANGUAGES DEPARTMENT

APPROVED BY
Rector:

(Prof. Dr. Plamen Iliev)

SYLLABUS

COURSE: “Foreign language French”;

PROGRAMME: All majors; Bachelor’s Degree

YEAR OF STUDY: 1st ; SEMESTER: 2d;

TOTAL STUDENT WORKLOAD: 90 h.; incl. Curricular: 30 h.

ECTS: 3

DISTRIBUTION OF WORKLOAD ACCORDING TO THE CURRICULUM

<i>TYPE OF STUDY HOURS</i>	<i>WORKLOAD, h.</i>	<i>CLASSES PER WEEK.</i>
LECTURES	0	0
SEMINARS	30	2
EXTRACURRICULAR	60	

PREPARED BY:

1.
(senior lecturer T.Dimitrova)
2.
(senior lecturer S.Todorova)

HEAD OF DEPARTMENT:
West European Languages(senior lecturer S. Shtereva)

I. ANNOTATION

This module is a continuation of the Business French course, started in previous semesters. The course objectives are to build up students' confidence in using French for business purposes and improve their overall linguistic fluency. During the course students develop their reading, writing, listening and speaking skills by a variety of practical tasks which include: reading and discussing authentic articles on a wide range of business topics; learning essential business vocabulary; listening to authentic interviews or lectures and developing note-taking skills; they take part in meetings, role-plays, prepare presentations, have the opportunity to understand how business works in different cultures, etc. By course completion students must be able to understand, summarize and interpret a variety of business data, and present it accordingly; express opinions on different business issues; write business letters; use French in social situations for telephoning, networking, negotiating, etc. Students master a whole repertoire of different skills which are necessary to participate in an increasingly international work environment.

II. THEMATIC CONTENT

No.	TITLE OF UNITS AND SUBTOPICS	NUMBER OF HOURS		
		L	S	LS
1. Bien être et la productivité			10	
1.1	Analyser un phénomène		4	
1.2	Motiver ses salariés		3	
1.3	Décrire l'organisation d'une entreprise		3	
2. Entreprise en mouvement			6	
2.1	Présenter des entreprises		2	
2.2	Parler de l'évolution de son entreprise		2	
2.3	Comprendre une explication économique		2	
3. Communication performante			6	
3.1	Bien communiquer		2	
3.2	Présenter sa fonction		2	
3.3	Faire face à une situation de crise		2	
4. Nouvelles formes du travail			8	
4.1	Comprendre des statistiques		2	
4.2	S'informer sur les nouvelles formes de travail		2	
4.3	Exprimer son point de vue		2	
4.4	Test		2	
Total:			30	

III. FORMS OF CONTROL:

No. by row	TYPE AND FORM OF CONTROL	No/week	Extracurricular hours
1. Midterm control			
1.1.	Project work – on a predefined theme	1	20
1.2.	Written assignments on a given topic	1	10
1.3.			
Total mid-term control:		2	30
2. Final term control			
2.1.	Examination (test)	1	20
Total final term control:		1	20
Total for all types of control:		3	60

IV. LITERATURE

REQUIRED (BASIC) LITERATURE:

- 1. Girardeau, B., Mistichelli, M., Travailler en français en entreprise, éd. Didier, 2009**
- 2. Barlet, O., INTERCOM (Communication et correspondance commerciales), 1992**
- 3. Danilo, M., Le français de la communication professionnelle, 1993**
- 4. Penformis J.L., Affaires.com, éd. CLE INTERNAT IONAL, 2005**

RECOMMENDED (ADDITIONAL) LITERATURE:

- 1. Penformis J.L., Vocabulaire progressif du français des affaires, éd. CLE INTERNAT IONAL, 2004**
- 2. Dimitrova, T., Todorova, S. Exercices de lexique et de grammaire éd. « Science et économie », 2010**