

**UNIVERSITY OF ECONOMICS - VARNA**  
**MASTER DEGREE CENTER**  
**DEPARTMENT OF LANGUAGE TRAINING AND COMMUNICATIONS**

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Adopted by the FC (record №/ date):

Adopted by the DC (record №/ date):

**ACCEPTED BY:**

**Dean:**

(Prof. Stoyan Marinov, PhD)

## SYLLABUS

**SUBJECT: LANGUAGE FOR BUSINESS - FRENCH**

**DEGREE PROGRAMME: INTERCULTURAL BUSINESS; MASTER`S DEGREE**

**YEAR OF STUDY: 5; SEMESTER: 9**

**TOTAL STUDENT WORKLOAD: 90 hours; incl. curricular 30 hours**

**CREDITS: 3**

### DISTRIBUTION OF WORKLOAD ACCORDING TO THE CURRICULUM

<i>TYPE OF STUDY HOURS</i>	<b>WORKLOAD, hours</b>	<b>TEACHING HOURS PER WEEK, hours</b>
CURRICULAR: incl.:		
• LECTURES	0	0
• SEMINARS (lab. exercises)	30	2
EXTRACURRICULAR	60	

Prepared by:

1. ....  
(assoc. prof. Vl. Dosev, PhD)

2. ....  
(senior lecturer Sv. Todorova)

Head of Department: .....  
of Language Training and Communications (Assoc. Prof. Vladimir Dosev, PhD)

## **I. ANNOTATION**

*This is a foreign language course in French designed to equip students with basic skills in their second foreign language at A1 level. It helps students acquire and practise basic vocabulary and grammar structures used in the areas listed below so that they can communicate in simple day-to-day and work-related situations as well as prepare presentations including intercultural elements in the foreign language of their choice.*

*Students work on:*

- *Communication tasks*
  - *conversations*
  - *mini dialogues*
  - *answers to questions*
  - *roleplays*
  - *simple presentations*
- *Reading comprehension*
  - *vocabulary building exercises*
- *Writing*
  - *basics of email writing*
- *Grammar and vocabulary exercises and tests*
- *Listening*
  - *analysis of authentic audio and video materials*

*The main competencies involved in the Consultancy Project course are:*

- *Literacy competence (1).*
- *Multilingual competence (2).*

## **II. THEMATIC CONTENT**

<b>No.</b>	<b>TITLE OF UNIT AND SUBTOPICS</b>	<b>NUMBER OF HOURS</b>		
		<b>L</b>	<b>S</b>	<b>L.E.</b>
<b>1.</b>	<b>Greetings</b>		<b>4</b>	
<b>2.</b>	<b>Introducing yourself</b>		<b>4</b>	
<b>3.</b>	<b>Introducing others</b>		<b>4</b>	
<b>4.</b>	<b>Giving information about your country and your town</b>		<b>4</b>	
<b>5.</b>	<b>Arranging a meeting</b>		<b>4</b>	
<b>6.</b>	<b>Intercultural topics</b>		<b>5</b>	
<b>7.</b>	<b>Business telephone calls</b>		<b>5</b>	
	<b>Total:</b>		<b>30</b>	

### **III. FORMS OF CONTROL:**

No.	TYPE AND FORM OF CONTROL	No.	extracurricular, h.
<b>1.</b>	<b>Midterm control</b>		
<b>1.1.</b>	Test 1	<b>1</b>	<b>20</b>
<b>1.2.</b>	Test 2	<b>1</b>	<b>20</b>
<b>1.3.</b>	Test 3	<b>1</b>	<b>20</b>
	<b>Total for midterm control:</b>	<b>3</b>	<b>60</b>
<b>2.</b>	<b>End-of-term control</b>		
<b>2.1.</b>	End-of-term exam		
	<b>Total for end-of-term control:</b>	<b>-</b>	<b>-</b>
	<b>Total for all forms of control:</b>	<b>3</b>	<b>60</b>

### **IV. LITERATURE**

#### **REQUIRED (BASIC) LITERATURE:**

1. Coiffier, H. (2011). Exporter – **Pratique du commerce international**. Paris: Dunod.
2. Language for Business – French Course Materials available at <https://e-learn.ue-varna.bg>.

#### **RECOMMENDED (ADDITIONAL) LITERATURE:**

1. Jégou, D., Rostillo, M.P. (2014). **Quartier d'affaires**. Français professionnel et des affaires. Paris : CLE International.
2. Pasco, C. (2006). **Commerce international**. Paris: Dunod.
3. Miquel, C. (2018). Vite et bien 1, 2ème édition. Wyd. Clé International.