

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

---

Adopted by the FC (record №/ date):

Adopted by the DC (record №/ date):

**ACCEPTED BY:**

**Dean:**

(Prof. Stoyan Marinov, PhD)

## SYLLABUS

**SUBJECT: LANGUAGE FOR BUSINESS - GERMAN**

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

**YEAR OF STUDY: 6; SEMESTER: 12**

**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>
<b>CURRICULAR:</b> incl.:		
• LECTURES	0	0
• SEMINARS (lab. exercises)	30	2
<b>EXTRACURRICULAR</b>	60	-

Prepared by:

1. ....  
(Senior Lecturer N. Stefanov)

2. ....  
(Senior Lecturer M. Popova)

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

## **I. ANNOTATION**

*The main goal of this course prepares a Language for business developing all the knowledge of the program. Further development and perfection of written and oral business communication skills in German.*

*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>Business presentation</b>		<b>6</b>	
<b>2.</b>	<b>Negotiations</b>		<b>6</b>	
<b>3.</b>	<b>Business meetings</b>		<b>6</b>	
<b>4.</b>	<b>Business correspondence</b>		<b>6</b>	
<b>5.</b>	<b>Business report writing</b>		<b>6</b>	
	<b>Total:</b>		<b>30</b>	

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

<b>No.</b>	<b>TYPE AND FORM OF CONTROL</b>	<b>No.</b>	<b>extracurricular, h.</b>
<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. Buhlmann, R., Fearn, A., Leimbacher, E. (2008). **Wirtschaftsdeutsch von A-Z (Neubearbeitung)**. Langenscheidt, ISBN 978-3-468-49869-5.
2. Language for Business – German Course Materials available at <https://e-learn.ue-varna.bg>.

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

1. Геннадиева, Д., Монеv, В. (2005). **Deutsch-bulgarisches Wirtschaftswörterbuch**. Софи-Р, 2005, ISBN 954-638-133-0.
2. Стоянова Д., Божилова Ц., Христова Р. (1994). **Bulgarisch-deutsches Wirtschaftswörterbuch**. ИК „Библиотека 48“, ISBN 954-80-47-21-7.