TECHNISCHE HOCHSCHULE LÜBECK

Module: Business English I

Level		**Short Name**	BE I
Responsible Lecturers	Language Center		
Department, Facility	Language Center		
Course of Studies	(Unspecified)		
Compulsory/elective	Elective	**ECTS Credit Points**	5
Semester of Studies	(Unspecified)	**Semester Hours per Week**	4
Length (semesters)	1	**Workload (hours)**	150
Frequency	(Flexible)	**Presence Hours**	60
Teaching Language	English	**Self-Study Hours**	90

The following section is filled only if there is **exactly one** module-concluding exam.

Exam Type	Portfolio Exam	**Exam Language**	English
Exam Length (minutes)		**Exam Grading System**	One-third Grades
Learning Outcomes	Upon successful completion of this module, students will be able to communicate effectively in a range of professional and business-related situations at B2 level of the Common European Framework of Reference for Languages (CEFR). In particular, students will be able to: • Use relevant business vocabulary appropriately in professional contexts. • Handle business-related telephone calls. • Write business emails using an appropriate style and register • Prepare and deliver well-structured presentations on business-related topics. • Demonstrate effective communication skills in job interviews. • Participate actively in business meetings, contributing to discussions and decision-making.		
Participation Prerequisites	English language skills level B1 (CEFR)		

The previous section is filled only if there is **exactly one** module-concluding exam.

Consideration of Gender and Diversity Issues	✔ Use of gender-neutral language (THL standard) ✔ Target group specific adjustment of didactic methods ✔ Making subject diversity visible (female researchers, cultures etc.)
Applicability	
Remarks	

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Module Course: Business English I

(of Module: Business English I)

Course Type	Seminar	**Form of Learning**	Presence
Mandatory Attendance	no	**ECTS Credit Points**	5
Participation Limit	20	**Semester Hours per Week**	4
Group Size		**Workload (hours)**	150
Teaching Language	English	**Presence Hours**	60
Study Achievements ("Studienleistung", SL)		**Self-Study Hours**	90
SL Length (minutes)		**SL Grading System**	

The following section is filled only if there is a course-specific exam.

Exam Type		**Exam Language**	
Exam Length (minutes)		**Exam Grading System**	
Learning Outcomes			
Participation Prerequisites			

The previous section is filled only if there is a course-specific exam.

Contents	The course focuses on developing practical English communication skills for a range of professional and business-related situations. Through interactive exercises, discussions, role plays and practical tasks, students develop their speaking, listening, reading and writing skills, with a particular emphasis on spoken interaction. Topics include: • Developing and applying general business and subject-specific vocabulary • Business communication: email correspondence, telephone calls and meetings • Business presentations: structure, language and delivery techniques • Job applications and interviews • Intercultural aspects of business communication, e.g. different communication styles and degrees of directness • Functional grammar in professional contexts
Literature	
Remarks	This course may be delivered in person, online, or in a blended or hybrid format.