



COURSE UNIT (MODULE) DESCRIPTION

Course unit title	Code
ENGLISH FOR SPECIFIC PURPOSES (1/2)	

Annotation
The second part of the English for Specific Purposes course provides information on the different types of companies, their structure, the types of shares of listed companies, stock exchanges. The forms and terminology of companies' financial statements - annual report, profit and loss account, balance sheet, cash flow statements, auditor's report - are reviewed; accounting and auditing principles are highlighted.

Lecturer	Department where the course unit (module) is delivered
Coordinator: lect. Giedrė Dubauskienė	Vilnius University Kaunas Faculty Institute of Social Sciences and Applied Informatics Muitinės St. 8, LT-44280 Kaunas

Cycle	Type of the course unit (module)
Bachelor (first cycle)	Compulsory

Mode of delivery	Period when the course unit(module) is delivered	Language(s) of instruction
Auditorium / distance / blended	Semester 2	English

Requirements for students
Prerequisites: English for Specific Purposes (1/1)

Course (module) volume in credits	Total student's workload	Contact hours	Self-study hours
5	133	68	65

Purpose of the course unit (module): programme competences to be developed	
The aim of the study programme is to develop knowledge of professional English, to boost oral and written communication skills. Competences developed by the study programme: to analyze, systematize, summarize and present information on accounting and finance topics; to use professional vocabulary, get acquainted with and apply the main terms of the discussed professional areas; to search for, find and analyze information from different sources; to prepare and present a presentation on economics, accounting or finance; to be able to work independently and in a team.	
Learning outcomes of the course unit (module)	Teaching and learning methods
After completing the course, the students will have developed the following subject competencies: Ability to use professional English at the level of an independent user (C1) in the fields of accounting and finance, to recognize financial terms, to define them; describe certain theories and principles of economics, accounting, and finance.	Explanatory and problem-based teaching using video and audio means. Individual tasks: preparation of presentations. Active learning methods (group work, individual work, creative tasks, group discussion, debates, case studies, simulation negotiations and meetings), research methods (reading literature, searching for information).

<p>Students will be able to analyze professional texts in English: read, understand, analyze and interpret texts on finance and accounting, stock exchanges, corporate financial statements, accounting and auditing.</p> <p>Students will be able to listen to and understand monologues, dialogues and official announcements on economics, finance and accounting.</p>	<p>Practical classes, consultations, explanatory teaching, active methods of teaching and learning: brainstorming, mind maps, reading professional literature, listening tasks.</p>
<p>Students will be able to find, analyze and systematize financial information, prepare and present a presentation on a chosen topic of economics, accounting, finance and financial systems.</p>	<p>Research methods (search for information systematization, presentation preparation and delivery).</p>
<p>Students will be able to apply professional English in debates, discussions, simulations of business meetings and negotiations; to express their opinion and support their ideas with relevant arguments, to oppose, to negotiate.</p>	<p>Active learning methods (group work, individual work, creative tasks, group discussion, debates, case studies, simulation negotiations and meetings), research methods (reading literature, searching for information).</p>
<p>The following general competencies are developed:</p> <ul style="list-style-type: none"> - Ability to use a variety of information technology tools to search, process and present information. - Ability to find a creative solution to a problem following the recommendations of professionals and professional ethics. - Ability to achieve goals and make decisions independently. - Ability to manage one's tasks and time properly. - Ability to continuously broaden knowledge and develop professional skills. - Ability to work constructively in a team, coordinating activities, finding compromises and objectively assessing the results achieved. 	<p>Explanatory and problem-based teaching using video and audio means.</p> <p>Individual tasks: preparation of presentations.</p> <p>Active learning methods (group work, individual work, creative tasks, group discussion, debates, case studies, simulation negotiations and meetings), research methods (reading literature, searching for information).</p>

Content: breakdown of the topics	Contact hours						Self-study work: time and assignments	
	Lectures	Consultations	Seminars	Exercises	Laboratory work	Inter-ship/work placement	Self-study hours	
1. Stock exchange. Indices. Share types of listed companies. Investment strategies. Types of companies: public and private companies.				16			16	12
2. Company internal finance. Cash flow and cash flow statements. Profit and loss accounts. Negotiations.				16			16	13
3. Company reporting. Company financial statements, analysis of their terminology. Annual General Meetings. Economic forecasts. Balance sheet.				16			16	12
4. Accounting and auditing. Services provided by accounting firms. Accounting documents. Audit reports and opinions, professional jargon, professional ethics.				16			16	13
Consultations		2					2	
Preparation for examination		2					2	15
Total		2		64			68	65

Assessment strategy	Comparative weight percentage	Date of examination	Assessment criteria
Examination	20%	During the examination session	Written examination assessment: 19%-20% - knowledge and skills are excellent; 17%-18% - knowledge and skills are very good; 15%-16% - knowledge and skills are good; 13%-14% - knowledge and skills are satisfactory; 11%-12% - knowledge and skills are below average; 9%-10% - knowledge and skills meet minimum standard; 0%-8% - minimum requirements are not met.
Tests (2)	20% (2x10%)	During the semester	2 tests are evaluated as follows: 10% Excellent knowledge and skills. 9% Very good knowledge and skills. 8% Good knowledge and skills. 7% Average knowledge and skills. 6% Satisfactory knowledge and skills. 5% Weak knowledge and skills. 0%-4% Dissatisfactory knowledge and skills.
Presentation (1)	10%	During the semester	Presentation is evaluated based on the following criteria: correctness of language; presentation of ideas; quality of delivery; use of functional language; presentation structure; use of visual aids. Assessment:

			<p>10% Excellent knowledge and skills. 9% Very good knowledge and skills. 8% Good knowledge and skills. 7% Average knowledge and skills. 6% Satisfactory knowledge and skills. 5% Weak knowledge and skills. 0%-4% Dissatisfactory knowledge and skills.</p>
Case studies (4)	40% (4x10%)	During the semester	<p>Case studies are evaluated based on the following criteria: correctness of language; formulation and argumentation of ideas; participation in the discussion; use of functional language; time management. Assessment: 10% Excellent knowledge and skills. 9% Very good knowledge and skills. 8% Good knowledge and skills. 7% Average knowledge and skills. 6% Satisfactory knowledge and skills. 5% Weak knowledge and skills. 0%-4% Dissatisfactory knowledge and skills.</p>
Homework and participation	10 %	During the semester	<p>Homework and participation assessment scale: 10% - all homework is done extremely well, active participation in lectures; 9% - almost all homework is done very well, active participation in lectures; 8% - almost all homework is done well, quite active participation in lectures; 7% - on average, part of homework is done, participation in lectures is quite passive; 6% - part of homework completed satisfactorily, passive participation in lectures; 5% - only several homework assignments are done, passive participation in lectures; 0% -4% - few or no homework assignments are done, no participation in lectures.</p>

Author	Year of publication	Title	Issue of a periodical or volume of a publication	The place of publication and house or web link
Compulsory reading				
1. Clark, R., Baker, D.	2015	<i>Finance 1. Student's Book.</i>		Oxford: OUP
2. MacKenzie, I.	2006	<i>Professional English in Use: Finance.</i>		Cambridge: CUP
3. Helm, S.	2010	<i>Market Leader: Accounting and Finance.</i>		London: Pearson Longman
Recommended reading				
4. Emmerson, P.	2006	<i>Business Grammar Builder</i>		McMillan
5. MacKenzie, I.	2002	<i>Financial English with Mini-Dictionary of Finance.</i>		Boston: Thomson
6. Sweeney, S.	2002.	<i>Test Your Professional English: Finance.</i>		London: Penguin English

