Business English

**Student Load:** 4 SWS

**Instructor:** Jochen Rump

**Textbooks:** Teaching script based on a variety of text sources, realia, articles, et al.

**Content:** Socializing, Telephoning, Business Correspondence, Presentation, Negotiations, Company Descriptions, Logistics, False Friends, Grammar Exercises, et. al.

**Goals:** Building up advanced business vocabulary. Being able to communicate and negotiate with clients on business topics and creatively presenting ideas, concepts and processes. Developing style friendliness in communication.

**Prerequisites:** B 1 European Language portfolio

**Method of teaching:** lecture, group work, student presentation, homework

**Exam:** 60 min. (written) / 20 min. oral examination (individual or group presentation)