

Course Syllabus:

HRM Business English

Autumn Semester

Campus:	Hénallux Social Campus
Section:	IB222 English
	HRM-oriented IBS module and MK-oriented IBS module
ECTS Credits:	2
Course Unit Code:	IBS16
Cycle:	First Cycle
EQF Level:	6
Language of Instruction:	English
Total Workload:	50 hours (24 hours in the IBS schedule)
Instructor:	Bénédicte Deneumoustier/ Bernadette Putman
Course Type:	Compulsory (HRM-oriented module) - Elective (MK-oriented module)

Course Overview

This course aims to explore the world of work and companies (mission, vision, structure, operations, employer branding...) as well as themes related to the business environment (well-being, management styles, leadership skills, corporate culture, diversity and inclusion, etc.). Theoretical concepts are introduced and then put into practice through meetings, with the goal of applying both the language and business-related concepts.

Learning Outcomes

By the end of this course, students will be able to:

- Use actively an appropriate language of both oral and written communication, in the context of diverse situations of socio-professional life in companies, in relation to the concepts, functions, and thematic fields, using the lexical codes discussed and used in class.
- The specific skills (understanding, reading, writing, speaking, speaking), in reference to the CEFR, are adapted to the course content specific to the HR field of study and the specific skills targeted for each student level group.

Course Content

- Semester 1- Communication in business-related fields:
 - graphics,
 - meetings,
 - telephone conversations,
 - salaries, benefits, ...
 - Etc.

Teaching Methods

- Theory / Practice (workshops, group works)

Assessment Method

- Semester 1: Written exam – 100% of the marks
- *Language of assessment: English*

Learning Resources

Syllabus / files on Moodle.

Key References
