

Implementation plan Being edited

Study unit	Business Communication Skills (00463), 5.0
Implementation	NIA1011: 1/2010-2011 (30.08.2010 - 20.12.2010)
Type	BUSINESS MANAGEMENT AND COMMUNICATION (0330)
Groups	Primary: NIA09SN Others :
Involved in the project	
Lecturers	
Number of participants	Minimum: Maximum:
Enrolment period	24.05.2010 08:00 - 06.06.2010
Main timing for implementation	
Applicability	For exchange students: Yes For elective studies: No Open UAS student: No Suitable for virtual UAS: No
Teachers	King Sebastian (Teacher in charge)
Campus	Laurea Leppävaara
Main location for implementation	
Implementation method	Optima realization/student group, Other method of implementation Language: English Virtuality: 0 cr Integration of R&D: 0 cr
Implementation class	
Focus areas	
Evaluation at the latest	20.01.2011 Storing of graded material ends.: 20.12.2011
Exam days	Re-exams: 20.01.2011, 24.02.2011
Having completed the study unit the student is able to	• understand basic terminology used in business English, and be able to use this terminology in free discussion • produce the key written documents belonging to the ordering process • produce a formal written report based on external source material and using house style • give an effective oral presentation on business topics
Previous studies	
Work strain	