

TOTEUTUSSUUNNITELMA Valmis

Opintojakso	English for Network Economy (A0060), 5.0
Toteutus	HLA1213: 1/2012-2013 (27.08.2012 - 21.12.2012)
Tyyppi	AMMATILLISEN KASVUN KÄYNNISTYMINEN (A007)
Ryhmät	Ensisijainen: HLA12SN Muut:
Projektissa mukana	
Luennoitsijat	guest speakers
Osallistujamäärät	Minimi: Maksimi:
Ilmoittautumisaika	21.05.2012 08:00 - 03.06.2012
Pääsääntöinen toteutusajankohta	
Soveltuvuus	Vaihto-opiskelijoille: Kyllä Vapaasti valittaviin: Ei Avoimen opisk: Kyllä Soveltuu virtuaali-AMK:n opintoihin: Ei
Opettajat	Mäntysalo Paula (Vastuuopettaja)
Kampus	Laurea Leppävaara
Pääsääntöinen toteutuspaikka	
Toteutustapa	Muu toteutustapa, Optimatoteutus/opiskelijaryhmä Kieli: englanti Virtuaalisuus: 0 op T&k-integraatio: 0 op
Toteutusluokka	
Painoalat	
Arviointi viimeistään	20.01.2013 Suoritusmateriaalin arkistointi päättyy: 20.12.2014
Tenttipäivät	Uusinnat: 29.11.2012, 17.01.2013
Opintojakson suoritettuaan opiskelija osaa	- liiketalouden keskeisen käsitteistön englannin kielellä - kommunikoida yrityksen toiminnasta ja prosesseista englannin kielellä suullisesti ja kirjallisesti hyödyntäen viestintätekniikkaa - hakea tietoa erilaisista englanninkielisistä tietolähteistä ja soveltaa sitä
Edeltävät opinnot	Lukion oppimäärää vastaavat englannin kielen taidot.
Oppimateriaali	Niskanen-Vetter-Urbom: Business Express, WSOY, 2008 (or later)
Arviointikriteerit ja arviointimenetelmät	Attendance requirement - mandatory assignments and tests, 50 % of contact hours present. 1) Examination 60% (3 cr) Scale 1-5 2) Company presentation 30% (1,5 cr) Scale 1-5 (focus on content, language skills, presentation skills); teacher and peer evaluation 3) Business writing test 10% (0.5 cr) Scale 1-5 (use of all materials allowed) 4) Team report on the Finnish economy (0 cr) Scale: pass - fail Target level in language proficiency: B2 (European Union Framework) - Listening: Can understand extended speech and lectures and follow even complex lines of argument, provided the topic is reasonably familiar and is standard dialect. - Reading: Can understand the main ideas of complex text (both concrete and abstract topics) in his/her field of specialization. - Speaking: Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. - Writing: Can produce clear, detailed text on a wide range of subjects and explain a viewpoint giving the advantages and disadvantages of various options.

Oppimistapahtumat

Pvm	Klo	H	Aihe	Sisältö	Tila	Opettajat
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13.09.2012	9 - 11.30		Introduction	Introduction to the course , English for you	240	
20.09.2012	9.00 - 11.30	3	Business and Society	A English for you -> Read pp. 8 - 11; be prepared to talk about the content. Check your grid level on p. 11. Do ex. 3 on pp. 12-13 and see what kind of learner you are. Do ex 4 on p. 14 -> the key will be found at Optima -> keys to exercises B Your education - starting from p. 18 -> be prepared to talk about your prior and present education. We will use the questions in ex 2 on p. 21 as the basis for talks. Do ex. 3 on p. 22 -> the key to be found at Optima. The course book chapter 1A - Business and Society - for this session pls read pp. 38 and 39. Check the meanings of all new business words. For discussion -> exercise 1 on p. 40 - pls consider your replies at home. - MOVED TO THE NEXT SESSION		
27.09.2012	9.00 - 11.30	3	Business and Society	The course book chapter 1A - Business and Society - expanding business vocabulary 1) Exercises 2-6 (pp. 40-43) Check that you have brief comments on questions in ex 1, too. (did not have the time to do on 20 Sept) 2) Ex. 7 (p. 44): Translate the text into your own language (see vocabulary pp. 50-52). 3) Look for short business news concernig Finland/ your own country, and prepare to tell about it in class. The news may be a video clip as well.		
04.10.2012	9.00 - 11.30	3	the USA - a visiting lecturer	The USA today Week 40: Guest speaker Amy Hirsch from the American Resource Center will talk to you about the USA today. After her presentation you should write a one-page (about 300-400 words) essay on it, either on your own or with one of your classmates. Start your essay by telling what your picture or impression of the USA is based on otherwise (TV, media, travels etc), and then describe what Amy Hirsch told you. Give your own comment on her presentation in the last paragraph of the essay (was there something new/familiar/surprising etc). Upload your essay in the relevant return box not later than Thur 4 Oct. If you cannot come to the lecture you should do a separate assignmetn. Pls see the instructions at Optima (Interview and report). Use the same return box as above.		

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11.10.2012	9.00 - 11.30	3	Business discussions	Discussions in teams - activating relevant business vocabulary 1. Choose a longish text (one A4) to introduce to your peers - compile a word list of words and phrases worth knowing and sharing with others. 2. A company presentation in teams - fill in the form you receive in week 39. (Will be scanned to be saved at Optima, too)		
18.10.2012	9.00 - 11.30		Examination	More information later on - An examination on business terminology		
25.10.2012	9.00 - 11.30	3	a visiting lecturer	A visit by Mr Michael Hutchinson - Reis This week you have an opportunity to meet Michael Hutchinson-Reis. He is going to give a presentation on intercultural communication, with focus on a British - Finnish perspective. After the presentation you should get together with your LIITO project team members and discuss your feelings about and reactions to the presentation. Then write together a so called reaction paper - see the instructions at Optima. Exchange students: please form a group of your own for this purpose, unless you want to join one of the Finnish teams. Upload your team's paper to the relevant return box by Monday night Oct 29.		
01.11.2012	9.00 - 11.30	3	Presentation practice	The course book chapter 4A Company presentations including the course book exercises. Read 4A - Company Presentations (pp. 212 - 214). Find an answer to the question: What makes a presentation good? Study the expressions on pp. 218 -219 carefully. The bolded headlines give you the structure of a presentation in a nutshell. Pay special attention to "Talking about key figures" and "Explaining visuals". Do ex 6- will be discussed in teams. Do ex 7 - it describes up and down movements in business. Do		

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				ex 11 - about the business personnel Do ex 15 - about homophones If you have time and interest - do exs 16 and 17 (keys available at Optima later on) Rehearsing for your company presentations given in the following two weeks		
08.11.2012		3	Company Presentations	Company Presentation by students on the project companies - half of the groups present. All are welcome but there is no need if you do not have your own presentation. Peer and teacher feedback after the presentation		
15.11.2012			Company Presentations	Company Presentations by students on the project companies - half of the groups present Peer and teacher feedback after the presentation		
22.11.2012			Business Communication	Chapter 1C - Communicate with confidence; pls read pages 70 - 71. Do exs 2, 3 and 4 on pages 75 - 76. Read about the reports - and do ex 11 on p. 85. This time we will talk about one grammar topic - the use of the article related to C and U nouns. You are also asked to correct linguistic errors (if there are any) in your USA essay. Make sure that you have it in the electronic form - I will bring a print with required corrections to be made with me to class.		
29.11.2012		3	Business Communication	BC continued with practical exercises		
06.12.2012			No lectures	Independence Day		
13.12.2012		3	Business Writing Test	Business Writing Test - a simulated office -> writing documentation will all the available materials		