

TOTEUTUSSUUNNITELMA Valmis

Opintojakso	English for International Business (A0073), 5.0
Toteutus	HLA1121: 2/2011-2012 (02.01.2012 - 22.06.2012)
Tyyppi	AMMATILLISEN OSAAMISEN MUODOSTUMINEN (A015)
Ryhmät	Ensisijainen: HLA10SN Muut:
Projektissa mukana	
Luennoitsijat	
Osallistujamäärät	Minimi: Maksimi:
Ilmoittautumisaika	28.11.2011 08:00 - 04.12.2011
Pääsääntöinen toteutusajankohta	
Soveltuvuus	Vaihto-opiskelijoille: Kyllä Vapaasti valittaviin: Ei Avoimen opisk: Ei Soveltuu virtuaali-AMK:n opintoihin: Ei
Opettajat	Mäntysalo Paula (Vastuupettaja)
Kampus	Laurea Leppävaara
Pääsääntöinen toteutuspaikka	
Toteutustapa	Muu toteutustapa, Optimatoteutus/opiskelijaryhmä, Projekt/Hanke/T&K Kieli: englanti Virtuaalisuus: 0 op T&k-integraatio: 0 op
Toteutusluokka	
Painoalat	
Arviointi viimeistään	22.07.2012 Suoritusmateriaalin arkistointi päättyy: 22.06.2013
Tenttipäivät	
Opintojakson suoritettuaan opiskelija osaa	- Examine the international operating environment and its principles - Understand internationalisation strategies - Select target markets for a business - Use their interaction skills in multicultural environments - Conduct negotiations and written and verbal communication related to foreign trade - Grasp the job application process for international positions
Edeltävät opinnot	Business Strategic Planning study unit, or equivalent knowledge

Oppimistapahtumat

Pvm	Klo	H	Aihe	Sisältö	Tila	Opettajat
31.01.2012	9 - 11.30	2	Introduction to the course	- Study unit introduction - Revision of international business terminology (newspaper articles)		
07.02.2012	9.00 - 11.30	2	Africa	- Newspaper team continued “Our Path Abroad” set (See separate instruction sheet.) - Teaming up - Glossary wiki task set (See chapter division + instructions in Optima.) “The sun shines bright”		

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14.02.2012	9 - 11.30	2	Internationalized Finnish companies	• “Our Path Abroad” presentations • peer assessment Presentations (1 slide / team member) -> Hand in in Optima on Mon 13 Feb at the latest		
21.02.2012	9 - 11.30	2	Guidance in teams	Team guidance on company profiles written for International Business Operations (A0071) + for those students who do not participate in the project in IBO		
28.02.2012	9.00 - 11.30	2	Culture	• Guest speakers • 3A: Knowing Me, Knowing You (workshop) Read Part 1: Ch. 3 Culture (<i>International Business</i>)		
06.03.2012	9.00 - 11.30		Traveling and Hosting	• 3C: Travelling on Business (7, 8) • 3D: Hosting and Toasting (6, 8 + (10)) 1. Independent study: 3B: 1, 3, 5 -> keys in Optima 2. Ex. 7/p. 183 + ex. 7/p. 206 need to be handed in in Optima's return folder on Sun 10 March at the latest.		
13.03.2012			Vocabulary test	• 3C: Travelling on Business (7, 8) • 3D: Hosting and Toasting (6, 8 + (10)) 1. Independent study: 3B: 1, 3, 5 -> keys in Optima 2. Ex. 7/p. 183 + ex. 7/p. 206 need to be handed in in Optima's return folder on Sun 10 March at the latest.		
20.03.2012			Elevator speech recording	• No contact lessons • Elevator speech recording + CV (See Units 2A + 2B for help. See separate instruction sheet.) 1. elevator speech recording + CV	No contact hours	

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				handed in in Optima by Thursday 22 March 2. Peer feedback given on elevator speech recording on Sun 25 March at the latest		
27.03.2012			Business documentation	1D: Buying and Selling in the Global Marketplace - Formal meeting task set - Glossary wiki finished 1. 1D: 1, 2, 3, 6, 7, 11, 17, 20, 27 2. Glossary wikis in teams finished on Sun 1 April at the latest.		
03.04.2012			Business writing	- No contact lessons - Drawing up business letters in pairs. (See separate instruction sheet.) The business letters are to be handed in on paper on Tues 10 April during guidance.		
10.04.2012			Team guidance	- Team guidance on reports written for International Business Operations (A0071) - Independent study of 4C (esp. pp. 250-251) 1. Independent study 4C: 2, 3, 6 -> keys in Optima 2. notice of a meeting and agenda handed in in Optima's return folder on Sun 15 April at the latest		
17.04.2012			Team meetings	Formal meetings in teams Minutes handed in in Optima's return folder on Sun 22 April at the latest		
24.04.2012			Negotiations	4D: Negotiations 4D: 3, 5, 6 + read pp. 258-9 + 262-3		
01.05.2012				No contact lessons Planning and rehearsing for the live negotiation in teams	No contact hours	
08.05.2012			Live negotiations	Live negotiations in teams		

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15.05.2012			No contact hours			
22.05.2012			Essay writing	Essay writing (exam)		