

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

SUMY NATIONAL AGRARIAN UNIVERSITY

Department of Foreign Languages

" APPROVED"

Head of the Department

_____ (T.I. Klochkova)

« _____ » _____ 2020

CURRICULUM (SILABUS)

Business Foreign Language

Specialty: 181 Food technologies

Educational program: 181 Technologies of canning, processing and storage of
milk, technologies of preserving, processing and storage of meat;

Food Technology – Master program

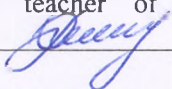
Faculty: FoodTechnologies

2020-2021 academic year

Curriculum of the Business Foreign Language discipline for students of the specialty 181 Food Technology.

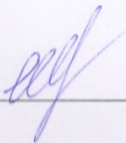
Developer:

Senior teacher of the Department of Foreign Languages O.Yu.Gubina

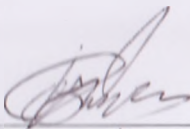


The curriculum was approved at a meeting of the Department of Foreign Languages.

Protocol №17 (15.06.2020)

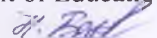
Head of the Department  (T.I. Klochkova)

Agreed:

Guarantor of the educational program  (F.V. Pertsevy)

Dean of the Faculty of Food Technologies  (O.V. Radchuk)

Dean of the Faculty of Biology and Technology  (V.O. Opara)

Methodist of the Department of Education Quality, licensing and accreditation  ()

Registered in the electronic database: date: _____ 2020

1. Description of the discipline

Name of indicators	Field of knowledge, direction of training, educational and qualification level	Characteristics of the discipline		
		full-time study part-time study	full-time study part-time study	
Number of credits - 3	Field of knowledge:	Normative		
Modules - 2	18 Production and technology			
Content modules: 8	Specialty:	Year of preparation:	Year of preparation:	
The total number of hours - 150	181 Food Technology	2020-2021	2020-2021	
	Specializations:	Course	Course	
	Milk canning, processing and storage technologies; Meat canning, processing and storage technologies; Food technology	1Master	1Master	
		Semester	Semester	
		1	1	
	Educational degree:	Practical	Practical	
	Master	60 hours	20 hours	
		Individual work	Individual work	
		90 hours	130	
		type of control	type of control	
	exam	exam		
Weekly hours for full-time study: classroom - 2 individual work of the student - 4				

Note.

The ratio of the number of hours of classroom classes to independent and individual work is (%):

for full-time form - 33.3 / 66.7 (30/60)

for correspondence form - 17.8 / 82.2 (16/74)

2. The purpose and objectives of the discipline

Purpose: to form in an agrarian student general and professionally oriented communicative speech competencies that correspond to the levels specified in the Common European Framework of Reference for Languages, and ensure language proficiency in general, scientific and professional fields.

Objectives: improvement and further development of knowledge of a foreign language acquired in the bachelor's program, students mastering the basics of communication in a business foreign language within the defined curriculum for this course, further implementation of communicative approaches in learning foreign languages in all speech activities with emphasis on writing; providing special professional orientation to future specialists.

As a result of studying the discipline the student will be able to demonstrate **knowledge:**

- algorithms for solving complex problems and problems in food technology in professional activities and / or in the learning process, which involves research and / or innovation
- cooperation in the international context
- search, processing and analysis of information from various sources
- grammatical structures that are necessary for flexible expression relevant functions and concepts, as well as for understanding and production a wide range of texts in the academic and professional spheres;
- rules of English syntax to enable recognition and produce a wide range of texts in the academic and professional spheres;

skills:

- find, systematize and analyze the necessary information in the scientific and technical literature, electronic databases and other sources of information at the stage of choosing a problem or research topic
- conduct business professional communication in a foreign language, be able to logically formulate opinions, present the results of their own scientific and practical activities.
- understand the leading ideas and recognize relevant information in the process of professionally oriented discussion, debate, report, lecture, conversation, etc .;

3. The program of the discipline
(approved by the Academic Council of SNAU, Minutes №8 of April 29, 2016)

Content module 1.

Topic 1: Presentation. Autobiography. Resume.

Topic 2: Noun. Set formation. Possessive. Training exercises.

Content module 2.

Topic 3: Employment. Interview. Recommendation letter.

Topic 4: Numeral: quantitative, fractional, ordinal. Training exercises.

Topic 5: Professional reading. Abstract. The concept of annotation. Requirements for writing an annotation. Drawing up an annotation to a professional text.

Content module 3.

Topic 6: Characteristics of the processing plant. Vocabulary processing. Text of "Nestle Company" (reading, translation). Compilation of characteristics-descriptions of the processing enterprise. Dialogue "At the Company Office".

Topic 7: Verb. Temporal forms of the active state. Activation and systematization of knowledge about temporal forms of verbs in the active state. Training exercises.

Content module 4.

Topic 8: Business telephone conversation. Phone etiquette. Phone message. Situational dialogues.

Topic 9: Verb. Passive voice. Activation of knowledge about the formation of liabilities. Training exercises.

Topic 10: Professional reading. Abstract. Reading and discussion of professional text. Writing an annotation to the text.

Content module 5.

Topic 11: Business correspondence. Requirements for writing business letters. The structure of the business letter. Types of business letters.

Topic 12: Modal verbs. Coordination of times. Activation of knowledge about modal verbs and their equivalents. Rule of coordination of time forms. Training exercises.

Content module 6.

Topic 13: Negotiations. Requirements for successful negotiations. Contract of sale. The structure of the contract. Dialog "Signing a Contract".

Topic 14: Infinitive. Activation of knowledge about the forms and functions of the infinitive. Training exercises.

Topic 15: Professional reading. Writing abstract. The concept of abstract. The difference between an abstract and an annotation. Requirements for writing an abstract.

Content module 7.

Topic 16: Advertising. See ads. Requirements for effective advertising. Product presentation.

Topic 17: Gerund. Activation of knowledge about the forms and functions of the gerund. Training exercises.

Content module 8.

Topic 18: Exports. Text "How to Export" (reading, translation, discussion).

Topic 19: Adjective. Activation of knowledge about the forms and functions of the adjective. Training exercises.

Topic 20: Professional reading. Reading and abstracting professional texts.

4. The structure of the discipline

Names of content modules and topics	Quantity of hours											
	Full-time						Part-time					
	Total amount	including					Total amount	including				
		l	p	lab	ind	In. w.		l	p	lab	i n d	In. w..
1	2	3	4	5	6	7	8	9	10	11	12	13
Module 1.												
Content module 1.												
Topic 1. Presentation	8		2			6	8		2			6
Topic 2. Noun	6		2			4	8		2			6
Total amount Module 1	14		4			10	16		4			12
Content module 2.												
Topic 3. Employment.	8		2			6	8		2			6
Topic 4. Numeral.	7		1			6	7		2			5
Topic 5. Professional reading. Abstract.	7		1			6	5					5
Total amount Module 2	22		4			18	20		4			16
Content module 3.												
Topic 6. Characteristics of the processing plant.	6		2			4	8		2			6
Topic 7. Verb. Tense forms of the active state.	8		4			4	6					6
Total amount Module 3	14		6			8	14		2			12
Content module 4.												
Topic 8. Business telephone	4		2			2	8		2			6

conversation.									
Topic 9. Verb. Passive voice.	6	4		2	5				5
Topic 10. Professional reading. Summary	6	4		2	5				5
Total amount Module 4	16	10		6	18				16
Total amount	66	24		42	68	2			56
Module 2 .									
Content module 5.									
Topic 11. Business correspondence.	5	3		2	11	2			9
Topic 12. Modal verbs.	5	3		2	9				9
Total amount Module 5	10	6		4	20	2			18
Content module 6.									
Topic 13. Negotiations.	10	4		6	10	2			8
Topic 14. Infinitive.	11	5		6	9				9
Topic 15. Professional reading. Writing abstract	7	3		4	7				7
Total amount Module 6	28	12		16	26	2			24
Content module 7.									
Topic 16. Advertising.	9	3		6	5				5
Topic 17. Gerund.	9	3		6	5				5
Total amount Module 7	18	6		12	10				10
Content module 8.									
Topic 18. Export.	10	4		6	12	2			10
Topic 19. Adjective.	10	4		6	8				8
Topic 20. Professional reading. Writing abstract	8	4		4	6	2			4
Total amount Module 8	28	12		16	26	4			22
Total amount	84	36		48	82				74
	150	60		90	150	20			130

7. Topics of practical classes
Full-time education

№	Topics	Hours
1	Presentation. Resume.	4
2	Noun.	4
3	Employment. Interview.	4
4	Numeral. Professional reading. Abstract.	4
5	Characteristics of the processing plant.	4
6	Verb. Temporal forms of the active state.	4
7	Business telephone conversation.	4
8	Verb. Passive voice. Professional reading. Summary	6
9	Business correspondence.	6
10	The structure of the business letter. Modal verbs.	6
11	Talks.	6
12	Infinitive. Professional reading. Writing abstract.	6
13	Advertising. Gerund.	2
14	Export.	2
15	Participle. Professional reading. Writing abstract	2
Total amount		60

Part-time study

№	Topics	Hours
1	Characteristics of the processing plant.	6
2	Business telephone conversation.	4
3	Talks.	4
4	Export. Professional reading. Writing abstract.	4
Total amount		20

9. Individual work

Full-time study

№	Topics	Hours
1	Presentation. Resume.	8
2	Noun.	8
3	Employment. Interview.	8
4	Numeral.	4
5	Professional reading. Abstract.	4
6	Characteristics of the processing plant.	4
7	Verb. Temporal forms of the active state.	4
8	Business telephone conversation.	4
9	Verb. Passive voice.	6
10	Professional reading. Summary	6
11	Business correspondence. The structure of the business letter.	4
12	Modal verbs.	6
13	Talks.	4
14	Infinitive.	2
15	Professional reading. Writing abstract	4
16	Advertising.	4
17	Gerund.	2
18	Export.	4
19	Participle.	2
20	Professional reading. Writing abstract	4
Total amount		90

Part-time study

№	Topics	Hours
1	Presentation. Resume.	8
2	Noun.	8

3	Employment. Interview.	8
4	Numeral.	5
5	Professional reading. Abstract.	5
6	Characteristics of the processing plant.	8
7	Verb. Temporal forms of the active state.	8
8	Business telephone conversation.	8
9	Verb. Passive voice.	5
10	Professional reading. Summary	5
11	Business correspondence. The structure of the business letter.	9
12	Modal verbs. Coordination of times.	7
13	Talks.	8
14	Infinitive.	7
15	Professional reading. Writing abstract.	5
16	Advertising.	5
17	Gerund.	5
18	Export.	7
19	Participle.	5
20	Professional reading. Writing abstract.	4
Total		130

11. Teaching methods

1. Methods of learning by source of knowledge:

1.1. Verbal: story, explanation, conversation, work with a book (reading, writing, drawing up a plan, abstracting).

1.2. Visual: demonstration, illustration.

1.3. Practical: exercises.

2. Teaching methods by the nature of the logic of cognition.

2.1. Analytical.

2.2. Methods of synthesis.

3. Teaching methods for the nature and level of independent mental activity of students.

3.1. Problematic

3.2. Partial search

3.3. Reproductive

3.4. Explanatory and demonstrative

4. Active teaching methods - the use of technical teaching aids, disputes, the use of problem situations, the use of training and control tests.

5. Interactive learning technologies - the use of multimedia technologies, dialogue training.

12. Assessment methods

1. Rating control according to the 100-point scale of ECTS assessment

2. Carrying out intermediate control during the semester (intermediate certification)

3. Polycriteria assessment of current work of students:

- the level of knowledge demonstrated in practical classes;
- activity during the discussion of issues raised in class;
- express control during classroom classes;
- independent study of the topic as a whole or individual issues;
- writing essays, essays, reports;
- test results;
- written assignments during tests.

4. Direct consideration in the final assessment of the student's performance of an individual task: home and individual reading of general and professional literature.

13. Distribution of points received by students

Full-time study

Current testing and individual work									Individual work	Total amount of Modules and ind. work	Certification	Summary test-exam	Sum
Module 1 - 20 points				Module 2 - 20 points									
Content module	Content module	Content module	Content module	Content module	Content module	Content module	Content module	Individual work	Total amount of Modules and ind. work	Certification	Summary test-exam	Sum	
1	2	3	4	5	6	7	8		55 (40+15)	15	30	100	
T 1-2	T 3-5	T 6-7	T 8-10	T 11-12	T 13-15	T 16-17	T 18-20						
5	5	5	5	5	5	5	5	15					

Part-time study

Current testing and individual work									Individual work	Total amount of Modules and ind. work	Summary test-exam	Sum
Module1 - 20 points				Module2 - 20 points								
Content module	Content module	Content module	Content module	Content module	Content module	Content module	Content module	Individual work	Total amount of Modules and ind. work	Summary test-exam	Sum	
1	2	3	4	5	6	7	8		70 (40+30)	30	100	
T 1-2	T 3-5	T 6-7	T 8-10	T 11-12	T 13-15	T 16-17	T 18-20					
5	5	5	5	5	5	5	5	30				

Assessment scale: national and ECTS

The sum of points for all types of educational activities	ECTS assessment	Score on a national scale	
		for exam, course project (work), practise	for credit
90 – 100	A	perfectly	credited
82-89	B	fine	
75-81	C	satisfactorily	
69-74	D		
60-68	E		
35-59	FX	unsatisfactory with the possibility of reassembly	not credited with the possibility of re-assembly
1-34	F	unsatisfactory with mandatory re-study of the discipline	not credited with compulsory re-study of the discipline

14. Methodical support

1. Educational and methodical complex for studying the discipline "Business English" for students of the Faculty of Food Technology (electronic version).
2. Gubina O.Yu. methodical manual "Foreign language" A set of grammar exercises in the discipline "Business Foreign Language" for graduate students of full-time and part-time forms of study Sumy, 2019. - 30 p
3. Gubina O.Yu. English language: Educational and methodical complex in the discipline "Business Foreign Language" for students of OS "Specialist" specialty 193 "Geodesy and Land Management" full-time and part-time education Sumy, 2017. - 56 p.

15. Recommended reading

Basic

1. Baydak LI Business English: English textbook for masters of the Faculty of Food Technology. / L.I. Baidak - Sumy: "Sumy National Agrarian University", 2016. - 70 p.
2. Adrian Wallwork. A guide to professional English. Springer Science and Business Media New York, 2014. - 170 pp.
3. Josephine O'Brien. English for Business. Thomson Heinle, 2016. –115 pp.
4. Malcolm Mann, Steve Taylore-Knowles. Destination B2. Grammar and Vocabulary. Macmillan Publishers Limited, 2013. –259 pp.

Additional

1. Baidak LI, Datsko OV, Kurinny OV, Marchenko NV Profound English for Students of Agriculture: English language textbook for second-year students of all specialties of SNAU. / Baidak LI, Datsko OV, Kurinny OV, Marchenko NV - Sumy: "Sumy National Agrarian University", 2014. - 395 p.
2. Baydak LI Nutrition and Food Technology: an English language textbook for students of the Faculty of Food Technology. / Baidak LI - Sumy: "Sumy National Agrarian University", 2015. - 48 p.
3. Gubina O.Yu. Methodical manual "Grammatical exercises" for students of all specialties. - Sumy: SNAU, 2014. - 34p.
4. Literature on the specialty, newspaper articles.

16. Information resources

1. <http://www.eb.com/> - Encyclopedia "Britannica"
2. <http://www.bbc.co.uk/>
3. <http://www.online-literature.com/>
4. <http://www.nytimes.com/>
5. <http://www.business-english.com>