

# Angličtina (BPJ\_JI4A)

Mgr. Lucie Fialová

floor: 7, office # 709

phone # 54949-4121

e-mail: [lucief@econ.muni.cz](mailto:lucief@econ.muni.cz)

office hours: Tue, Thu 10:15 – 11:00

## Course requirements:

- ☆ **attendance: 2-absence limit**
- ☆ **presentation** of a business topic in pairs (topic **enrolment via IS**, max. **8 mins** / 1 pair)
- ☆ **active participation** in seminars: systematic **preparation** for seminars and **fulfillment of assignments** (penalisation tasks set in the event of failure to comply with the above-mentioned rules)
- ☆ **mock test completion revising your knowledge before taking the final test** (The mock test will be accessible during the first 2 weeks in May, detailed information will be provided later via email. Your test score has no bearing on your final test score.)

## Electronic sources:

1) IS MU: BPJ\_JI4A, Jazyk I/4 - Angličtina, jaro 2010:

### STUDY MATERIALS:

- “interaktivní osnova **BPJ\_JI4A, Jazyk I/4 - Angličtina, jaro 2010**”

- “Seminar groups - L.Fialova”

2) Fakultní web: <http://www.econ.muni.cz/katedry/oddeleni-jazyku-na-esf/informace-pro-studenty/prezencni-studium/jazyk-i/>

or ESF homepage → Rychlé odkazy → Centrum jazykového vzdělávání

## Presentation:

you should prepare a presentation of **one of the offered topics**,

- ☆ the presentation will be **seriously minded, well-prepared and well-delivered**,
- ☆ it will take about **8 minutes**,
- ☆ it will be delivered **in pairs**
- ☆ it will be **structured** (introduction of the presenter and the topic, introduction of the topic, presentation overview, body of the presentation, summary, appropriate conclusion, opening a discussion)
- ☆ it will have **a form of power-point presentation** which you will prepare at home and bring on **a flash disc** (*data projector and PC will be available*)
- ☆ it will be submitted in ppt format in “**Odevzdávárna**” by **20 April 2010** (each student will upload the document **individually** using the following file name format:  
**SAMPLE: Fialova\_Lucie - Alliances**)
- ☆ **it will be delivered in English and it will not be read**
- ☆ please use the **guidelines** posted in Lucie Fialová’s interactive syllabus in the IS,

- ☆ **other students will be evaluating** the presentation,
- ☆ **presentation days** are [17 Mar](#), [24 Mar](#), [31 Mar](#), [7 Apr](#), [14 Apr](#),
- ☆ it is necessary that you form a pair with another student and **register via “Přihlašování se k tématům/variantám z balíků témat”** in the IS to reserve the date/topic for your presentation

### Primary sources:

- Dubicka, I., O'Keefe, M.: [Market leader: Advanced Business English Course Book](#). Longman, Pearson Education Limited 2006. ISBN-10: 0-582-85461-X
- study materials in the “Interaktivní osnova” section of IS – [Doplňkový studijní materiál – Business Vocabulary in Use \(selected units\)](#) as well as [Interaktivní gramatika](#)

### Additional sources:

- Straková, M., Bůrger, J., Hrdý, M.: [Anglicko-český slovník hospodářský](#). Plzeň, Fraus, 2000. ISBN 80-7238-046-X (769 str.)
- Straková, M., Bůrger, J., Hrdý, M.: [Česko-anglický slovník hospodářský](#). Plzeň, Fraus, 2000. ISBN 80-7238-047-8 (761 str.)
- Brieger, N., Sweeney, S.: [The Language of Business English](#). International Book Distributors Ltd, 1994. ISBN 0-13-042516-8 (str.250) především lekce 34, 35, 58, 73, 85
- Emmerson, P.: [Business Grammar Builder](#), Macmillan, 2002. ISBN 0 333 75492 1 (272 str.)
- authentic materials such as [The Economist](#), [The Financial Times](#), etc.