

# ENGLISH I/3

autumn 2009

## *Introductory information*

teacher: **Milan Boháček**  
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office hours: **Tuesday 13.40 – 14.25**  
**Wednesday 11.15 – 12**

### ➤ *Course requirements:*

- ✓ minimum **80% attendance** (maximum of **1** unexcused absence per semester);
- ✓ delivering a **presentation** on a chosen topic (see below);
- ✓ **active participation** in seminars (systematic preparation for seminars and fulfillment of assignments);
- ✓ passing the **credit test** (minimum **60%** of the total number of points) in the last class of the semester, i.e., **Wednesday, December 16, 2009**)

### ➤ *Electronic sources:*

**IS MU:** BPJ\_JI3A Jazyk I/3 – Angličtina (interactive syllabus + interactive syllabi for groups number **5** and **11**).

**web:** <http://www.econ.muni.cz/katedry/oddeleni-jazyku-na-esf/> or *ESF homepage* → *Rychlé odkazy* → *Centrum jazykového vzdělávání*

### ➤ *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** – podzimní semestr as well as **Interaktivní gramatika**

## **Presentation:**

- you should prepare a presentation of a **product, service** or **company** you like or know or own or are interested in,
- the presentation will be **seriously minded, well-prepared** and **well-delivered**,
- it will take between **7 - 8 minutes**,
- it will be **structured** (*introduction of the presenter and the topic, introduction of the service/product/company, body of the presentation, finally thanking for the audience's attention, offering them to ask questions*),
- it will have a form of **power-point presentation** which you will prepare at home and bring on a flash disc (*a data projector and a laptop **without** the internet access will be available*),
- it will be delivered in English and it **will not be read**,
- please use the **guidelines** posted in the interactive syllabus in the IS,
- other students will be **evaluating the presentation** (*see the evaluation sheet*),
- presentation days are **Wednesdays, November 4, 18, and December 2**,
- each student will **upload** his/her presentation **to the IS** (*Odevzdávárny → Seminar groups – Milan Boháček*) **no later than on his/her presentation day**.