



SYLLABUS PREDMETA

General information

Course title:	English LANGUAGE
ISVU ¹ course code:	39198
Studies in which the course is taught:	Hospitality
Course Instructor:	Davorka Rujevčan, Ph.D.
Course Assistant:	/
ECTS credits:	4.0
Semester of the course execution:	II
Academic year:	2025/ 2026
Exam prerequisites:	/
Lectures are given in a foreign language:	English
Aims:	Expansion of linguistic and grammatical structures (vocabulary, communication patterns, phonological and orthographic features), and adoption of business language phraseology. Translation of professional literature within the processed vocabulary (translation). Acquisition of competencies necessary for lifelong learning, i.e. training for communication in the conditions of increased international mobility and a changing labour market, encouragement of autonomous learning and raising awareness of intercultural aspects.

Course

Course structure	Number of contact hours per week:	Number of contact hours per semester:	Student's requirements by type of teaching:
Lectures:	2	30	attendance 60%
Tutorials:	2	30	attendance 60%
Practical (lab) sessions:	/	/	
Seminars:	/	/	
Field work:	/	/	
Other:	/	/	
TOTAL:	4	60	

Monitoring of students' work, knowledge evaluation and learning outcomes

Formation of the grade during the implementation of teaching: (Define from minimum 5 to maximum 10 learning outcomes)	LEARNING OUTCOMES (upon completion of the course the student should be able to:)	FACTORS AFFECTING THE GRADE (e.g. term paper, practical work, presentation, ...)	MAXIMUM NUMBER OF POINTS PER FACTOR
	I1: Analyse written text and / or speech from the professional field	Oral exam Active participation	Independent work (exam tasks) – 60 points Active participation and presentation – 20 points Oral exam – 20 points
	I2: Interpret topics related to the profession as well as topics of personal interest	Oral exam Presentation Independent work	
	I3: Apply appropriate grammatical structures in English	Independent work	
	I4: Formulate a text on a topic in the professional field and / or personal interest	Presentation Independent work	
	I5: Translate expressions, sentences and text from general language and ESP	Independent work	

¹ ISVU – Information System of Higher Education Institutions in Croatia



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	I6:		
	I7:		
	I8:		
	I9:		
	I10:		
Alternative formation of the grade (I1 – I10)	or alternative formation of the grade: I1 – I10 /		TOTAL: 100 points
Students' competencies	Being able to use the English language to communicate in a personal and professional environment; knowledge of specific terminology and its use in written and spoken language. Independent application of the source of knowledge for the purpose of further education and meeting one's personal and professional needs; independent use of professional literature in a foreign language and application of the acquired know-how in unfamiliar situations.		

Prerequisites for course approval (lecturer's signature):	Lecture attendance 60%
Prerequisites for taking exams:	Lecture attendance 60%
Grading scale:	(According to the Regulations on student assessment of Karlovac University of Applied Sciences, Article 9, Paragraph 5) 90-100 - excellent (5) (A) 80 to 89.9 - very good (4) (B) 65 to 79.9 - good (3) (C) 60 to 64.9 - sufficient (2) (D) 50 to 59.9 - sufficient (2) (E) 0 to 49.9 – fail (1) (F)

ECTS structure

ECTS credits allocated to the course reflect the total burden to the student during adoption of the course content. Total contact hours, relative gravity of the content, effort required for exam preparation, as well as, every other possible burden are taken in account:

Attendance (active participation)	Term paper	Composition	Presentation	Continuous assessment and evaluation	Practical work
0.5			1		
Independent work	Project	Written exam	Oral exam	Other	
1.5			1		

Review of topics/units per week associated with learning outcomes

Week	Lectures topics/units and learning outcomes:	Tutorials topics/units and learning outcomes:
1.	Common mistakes (I1, I2)	Example analysis (I4, I5)
2.	Word formation (I1, I2)	False Pairs / False Friends / Collocations (I5)
3.	Adventures in Research Funding (I1, I2)	Case Study – CERN (I4)
4.	International cooperation (I2, I4)	Subordinate clauses (I1, I2, I5)
5.	Reading Graphs (I1, I3)	Describing a graph (I3)
6.	Business and Economics (I1, I2)	Financial crisis (I4, I5)
7.	Public opinion counts (I1, I2)	Presenting – Art or Skill? (I1, I2)
8.	Presenting a company or a product (I4, I5)	Designing a presentation (I4)
9.	Digital wonderland (I1, I3)	Academic verbs (I5)



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10.	Tourism and conservation (I1, I2)	Travel collocations (I5)
11.	Business News (I1, I2)	Summarizing (I4)
12.	A Sales Leaflet (I1)	Marketing skills (I2, I4)
13.	Writing an Effective CV (I1, I2)	CV samples (I4, I5)
14.	Job Interviews (I1, I2)	Typical questions and answers (I3, I4, I5)
15.	Preliminary exam	Preliminary exam analysis

References

REFERENCES (compulsory/additional):

compulsory

Handouts

Mackenzie, I., Management and Marketing, Thomson & Heinle, I izdanje, 2002

additional

Vyroubal, V., English for Business, Veleučilište u Karlovcu, II izdanje, 2012

Mackenzie, I., English for Business Studies, Cambridge University Press, II izdanje, 2002

Trappe, T. & Tullis, G., Intelligent Business, Longman, I izdanje, 2006

Emmerson, P., Business Vocabulary Builder, Macmillan, I izdanje, 2009

Cotton, D. et al., Language Leader Advanced, Pearson Longman, 2010

Bačić, M., Fabijanić, N., Karanikić, I., HEKON: rječnik ekonomskog nazivlja, Prolingua 2008

websites:

www.headsupenglish.com/index.php/better-language-teaching

www.theguardian.com, etc.

Exams for the academic year: 2025/2026

Exam dates:	According to the schedule of exams for academic year 2025/2026
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Contact information

1. Course Instructor/Lecturer:	Davorka Rujevčan, Ph.D.
e-mail:	davorka.rujevcan@vuka.hr
Office hours / Consultations:	According to the schedule of the Business Department
2. Course Instructor/Lecturer:	/
e-mail:	/
Office hours / Consultations:	/