

Information about the subject	
<b>Name</b>	<b>German (A2)</b>
<b>Course Description</b>	<b>Annual (12 credits) Idioma IV</b> 4º E-4 Grado en Administración y Dirección de Empresas
	<b>Semestered (6 + 6 - credits)- Idioma I y II</b> 1º E-4 Grado en Administración y Dirección de Empresas
	<b>Semestered (1st semester- 6 - credits)- Idioma III</b> 3º E-4 Grado en Administración y Dirección de Empresas
<b>Professor</b>	<b>Bernd Hunte</b>
<b>Course Description</b>	<p>This subject is designed to enable a student to acquire the competences established by the <i>Common European Framework of Reference for Languages</i> in German in the following areas at the A2 level:</p> <ul style="list-style-type: none"> <li>• Grammar, morphology and phonetics</li> <li>• Oral and written expression</li> <li>• Listening comprehension</li> <li>• Reading comprehension</li> <li>• Vocabulary related with the fields of knowledge of the degree.</li> <li>• Awareness of cultural differences</li> </ul>

Professor	
<b>Name</b>	Bernd Hunte
<b>Department</b>	Institute of Modern Languages
<b>E-mail</b>	bhunte@comillas.edu
<b>Telephone</b>	91- 542-2800 Ext. 2140
<b>Office hours</b>	By appointment

## COURSE DESCRIPTION

<b>Course context</b>
<b>Contribution to the professional profile of the degree</b>
German is a valued tool in any profession, and even more so in the world of business and business administration and management, especially for those students or professionals who wish to study or work in an international context. It works on basic concepts in German, so that at the end of the course, a student will be familiar with the language and will be able to communicate both orally and in writing on the topics that have been covered.
<b>Prerequisites</b>
None

## METHODOLOGY

<b>General methodological aspects of the course</b>	
<b>In-class methodology. Activities</b>	<b>Competences</b>
<p>The course is designed to be largely practical and student-centred, in order to encourage students to become autonomous learners and play an active role in their own learning process. This approach is designed to help them develop the communication skills they will need to communicate in German in their professional future.</p> <p>In order for students to practice their oral skills and carry out the group work that will be assigned throughout the course, class attendance is essential. Students will develop their oral skills individually, in pairs or in groups by carrying out different communicative tasks related to the topics being studied in the course textbook as well as any supplementary materials that will be handed out during the course or be available on the Moodle virtual learning platform. The course is taught entirely in German and students will be expected to communicate in German at all times.</p> <p>To achieve the course objectives and acquire the competences that have been specified, each course unit will include the following activities:</p> <ul style="list-style-type: none"> <li>- <b>Lectures:</b> the teacher will introduce the topic of the unit; explain course content, as well as linguistic aspects such as grammar or vocabulary.</li> <li>- <b>Group work, project work and seminars:</b> in-class sessions supervised by the teacher in which students will be the focal point, working either individually, in pairs or in groups. The objective will be to practice language production in the classroom. The classes will be centred on the students and their active participation, carrying out projects in pairs or in groups, as well as working on exercises together or individually. These exercises can be oral or written, and can include listening comprehension activities using audiovisual materials, oral information exchanges, class discussions, reading and text analysis. The teacher's role will be to stimulate and monitor the students' learning, helping and correcting them whenever necessary.</li> </ul>	<p><b>CGI 17</b> <b>Communication in a foreign language</b></p> <p><b>CGS 13</b> <b>Acknowledgement of and respect for diversity and multiculturalism.</b></p>

<ul style="list-style-type: none"> <li>- <b>Oral presentation of topics or project work:</b> This can include presentations or oral exchanges with the teacher, in small groups or in front of the class, individually or in groups. Evaluation will be based on understanding of the material, organization and structure of the information provided, clarity, and, if it is a group presentation, the active role of each of the group members.</li> <li>- <b>Quizzes and exams:</b> Written or oral quizzes and exams both individual and in groups will be given from time to time during the course as well as a final global exam adjusted to the level of the students and the course content that has been covered.</li> </ul>	
Independent study: Activities	Competences
<p><b>Independent study:</b></p> <p>Along with the learning activities done in class, homework is essential in order to consolidate both general and specific competences to be acquired.</p> <ul style="list-style-type: none"> <li>a) <b>Individual written homework.</b> Students will be expected to do the exercises and activities assigned for homework. An essential tool of the learning process is the Moodle virtual learning environment, where students will find useful links, audiovisual materials as well as abundant supplementary materials. In some cases, work assigned will be picked up and corrected. The objective of these homework assignments is to provide students with further practice and to consolidate the course content, including vocabulary and structures seen in class.</li> <li>b) <b>Individual Reading</b> - Reading of texts assigned to develop reading skills.</li> <li>c) <b>Group work-</b> Students will have to prepare oral or written assignments outside class in collaboration with the other members of their group or individually, which will later be presented in class as a group or individually to another group.</li> </ul> <p>Students will need to know how to use email to send in writing assignments as attachments.</p>	

Competences - Objectives
<b>Instrumental</b>
CGI 17 Communication in a foreign language
<b>Interpersonal</b>
CGS 13 Acknowledgement of and respect for diversity and multiculturalism.

Systemic

## COURSE TOPICS AND CONTENTS

- Grammar corresponding to level A2.
- Spelling and punctuation corresponding to level A2.
- Reading comprehension of general texts corresponding to level A2.
- General writing corresponding to vocabulary, grammatical and syntactical complexity of level A2.
- Oral communication corresponding to level A2.
- Listening and audiovisual exercises with material corresponding to level A2.

## ASSESSMENT CRITERIA

### Attendance

According to Article 93 of the General Academic Norms of the Universidad Pontificia Comillas, students are required to attend class. Students who miss more than a third of the class sessions, or a smaller number if so established in the academic norms of the Faculty or School, may not be allowed to take the final exam at the first final exam sitting at the end of the academic year.

Assessed Activities	CRITERIA	WEIGHT
Activities and Active participation in class	- active participation in class - pronunciation - ability to interact with the teacher and classmates in an appropriate register	5%
Assignments and exercises done outside of class	- Accurate use of language (grammar, syntax and spelling, vocabulary) - use of appropriate register	5%
Mid-term Exam	- Demonstrated use of key language studied in class (grammar, syntax and spelling, vocabulary)	40%
Final Exam	- Demonstrated use of key language studied in class (grammar, syntax and spelling, vocabulary)	50%

## BIBLIOGRAPHY AND RESOURCES

### Basic Bibliography

#### Textbook

MENSCHEN A2.1 KURSBUCH + DVD-ROM

Audios Kursbuch A2.1: [http://www.hueber.es/seite/pg\\_lehren\\_audios\\_03\\_mns](http://www.hueber.es/seite/pg_lehren_audios_03_mns)

MENSCHEN A2.1 ARBEITSBUCH + CD

Audios Arbeitsbuch A2.1: [http://www.hueber.de/seite/pg\\_lernen\\_audios\\_ab03\\_mns](http://www.hueber.de/seite/pg_lernen_audios_ab03_mns)

Lösungen Arbeitsbuch A2.1: [http://www.hueber.de/seite/pg\\_lernen\\_loesung\\_ab\\_mns](http://www.hueber.de/seite/pg_lernen_loesung_ab_mns)

MENSCHEN A2.2 KURSBUCH + DVD-ROM

Audios Kursbuch A2.2: [http://www.hueber.es/seite/pg\\_lehren\\_audios\\_04\\_mns](http://www.hueber.es/seite/pg_lehren_audios_04_mns)

MENSCHEN A2.2 ARBEITSBUCH + CD

Audios Arbeitsbuch A2.2: [http://www.hueber.de/seite/pg\\_lernen\\_audios\\_ab04\\_mns](http://www.hueber.de/seite/pg_lernen_audios_ab04_mns)

Lösungen Arbeitsbuch A2.2: [http://www.hueber.de/seite/pg\\_lernen\\_loesung\\_ab\\_mns](http://www.hueber.de/seite/pg_lernen_loesung_ab_mns)

Menschen A2.1: Chapters 1-12

Menschen A2.2: Chapters 13-24

### Complementary Bibliography

Gramática esencial del alemán con ejercicios + libro de soluciones

Autora: Monika Reimann