

EVAJA2 Syllabus Spring 2008

Literature to be used in the classes:

- Wallwork, Adrian. *New International Express Upper-intermediate*. 1st pub. Oxford: Oxford University Press, 2001. 152 s. ISBN-10: 019-457483-0.
- Mascull, Bill. *Business vocabulary in use*. 1. ed. Cambridge : Cambridge University Press, 2002. 172 s. : i. ISBN 0-521-77529-9.

Recommended literature:

- MacKenzie, Ian. *English for business studies : a course for business studies and economics students., Student's book*. 1. ed. Cambridge : Cambridge University Press, 1997. 176 s. : i. Cambridge professional english. ISBN 0-521-48353-0.
- Murphy, Raymond. *Essential Grammar in Use : a self-study reference and practice book for elementary students of English : with answers [Murphy, 1997]*. 2nd ed. Cambridge : Cambridge University Press, 1997. 300 s. : i. ISBN 0-521-55928-6.
- Sparling, Don. *English or Czenglish? Jak se vyhnout čechismům v angličtině?* Praha: Státní pedagogické nakladatelství, 1989.
- Powell, Mark. *In Company Upper Intermediate Student's Book*. London: Macmillan Publishers Limited 2004.

Requirements of the course:

At least 65% successfulness in both mid-term and credit tests

Attendance: 2 absences are allowed; every "extra" absence means you need to score 5% points better than 65%. An example: you miss 4 classes. You therefore need to score 65% plus 2x5=10%, which means you need to get at least 75% in order to pass the course.

Syllabus:

Week 1: February 20

HW: NIEU 1, 2, 3/p60, 4, 5/p61

Verbs to do with money, increase and decrease

Giving presentations

Week 2: February 27

HW: NIEU 1, 2, 3/p62, 5/p63; 2/p68, 3 + grammar box/p69, 4/p70

Explaining statistics

Education

Passives review, have/get something done

Week 3: March 5

HW: Business Vocabulary in Use Units 13&14; NIEU 1, 2. 3/p76, 6, 7/p77

Business vocabulary

Interviews

Giving and getting explanations

Week 4: March 12

HW: NIEU: 1, 2, 3/p72; 4/p73

Education vocabulary, organizing information

Giving and getting explanations

Week 5: March 19

HW: NIEU: 1, 2, 3, 4, grammar box, 6, 7/pp24-25; grammar box/p80; 10/p81 ; BVU 15&16

Getting it right: Hypothesis and speculation
Business vocabulary

Week 6: March 26

HW: NIEU: 1, 2, 5, 6, 7, 8, 9, 10/pp82-83; 1, 2/p86

Apologies, Word-building
Listening without prejudice

Week 7: April 2

HW: NIEU 1, 2/p84; BVU: 17&18

Business Vocabulary
Meetings
Mid-term test

Week 8: April 9

HW: NIEU 1, 2, 3, 4/pp90-91; grammar box/p92 ; 8/p93 ;

Food and hospitality: permission, possibility, necessity, and obligation

Week 9: April 16

HW : BVU 19&20 ; 1, 2, 3/p98

Business Vocabulary
Hospitality

Week 10: April 23

HW: NIEU 1, 2, 3, 4, 5/p94-5; 1, 2/p96

Food and drink
Eating out

Week 11: April 30

HW: NIEU 1, 2, 3, grammar box, 4/p100-1; 8/p 102; BVU 21&22

Looking ahead: predicting the future
Business Vocabulary

Week 12: May 7

HW: 6/p102; 1, 2, 3, 4, 5, 7, 8, 9/pp103-5

Confusable words, word-building 2

Week 13: May 14

HW: 1/p106, 7/p107; BVU 23&24

Concluding, thanking, and leave-taking
Business Vocabulary

Week 14:

Credit test