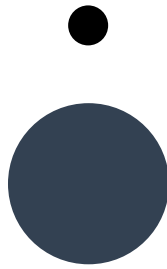


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**Hochschule Konstanz**  
University of Applied Sciences



**Course number: BWB 41631**  
**Business English II**  
**Study Level:**  
**Bachelor/Undergraduate and**  
**Master/Graduate**

**Prof. Dr. Sharon Zaharka /**  
**Katherine Knittel**  
**Language of Instruction: English**  
**ECTS Credits: 3**

This course is taught in the BWB program and is intended for international students who wish to acquire the ability to use the English language in the business context in oral production at the B2 level of the Common European Framework of Reference for Languages.

In this course, we focus on developing students' writing skills.

First, students take a vote on which current events of global business will be covered, next students find newspaper articles to summarize. During this process, a variety of writing skills and grammar points are covered to help students improve their academic writing skills.

These course covers:

Introduction: The Importance of Writing, Writing an Article Summary

Writing Skills: Reporting verbs; Punctuation: apostrophe, comma, colon, semi-colon, dashes;

Paragraphing; Avoid Plagiarizing; Criteria for Comparisons; Strategies for Sentence Variations.

Grammar/ Language Points: Capitalization; Relative Clauses; Adjectives vs. Adverbs; Comparisons: comparative forms and comparatives links; Tenses: simple present vs present continuous; Present Participle; Inversion.

Assessment: Students must submit 3 article summarizes, following the guidelines as presented in class, and all three reports must receive a "pass".

Grade: pass/fail