

Finance and Credit

Workshop “English for Professional Communication”

Autumn 2018 - 108 hours

I trimester

Instructor: _____

Contact hours: _____

September, 11 4 hours Workshop	<p>Presentation of the course.</p> <p>Step I. Basic tools of analysis</p> <p>Subject: Shaping Modern Finance – Rethinking Economic Paradigm</p> <p><i>Text ‘The slumps that shaped modern finance’</i></p> <p>Language focus: text analysis, skimming, scanning, academic paragraph, glossary, abstract</p> <p><i>Types of analysis</i> (retrospective); core concepts (CC) for further analysis; commentaries; discussion.</p>
September, 18 4 hours Workshop	<p><i>Produce by this date:</i></p> <ul style="list-style-type: none">• 1 paragraph comment on the text ‘The slumps... ’ (150 words)• 2-minute oral commentary on the text ‘The slumps... ’ <p><i>Text ‘Leviathan of last resort’</i></p> <p>Language focus: text analysis, skimming, scanning, academic paragraph, glossary, abstract</p> <p><i>Types of analysis</i> (sector – banking sector); CC for further analysis; commentaries; discussion.</p> <p>Commenting: Regulation vs. deregulation (crisis of 2008)</p>

<p>September, 25</p> <p>4 hours</p> <p>tutorials</p>	<p><i>Produce by this date:</i></p> <ul style="list-style-type: none"> • 1 paragraph abstract on the text ‘Leviathan...’ (max 100 words) • 2-minute oral commentary on the text ‘Leviathan...’ <p><i>Text ‘Getting the policy mix right’</i></p> <p>Language focus: text analysis, skimming, scanning, academic paragraph, glossary, abstract, mindmapping</p> <p><i>Types of analysis</i> (regional – emerging markets)</p> <p>Analysis and critical assessment of abstracts</p>
<p>October, 2</p> <p>4 hours</p> <p>workshop</p>	<p><i>Produce by this date:</i></p> <ul style="list-style-type: none"> • Final version of abstracts • Mind map on the text ‘Getting the policy mix...’ • Trend description in graphical form (1-minute presentation) • 2-minute oral commentary on one of the modern trends in finance <p>Subject: Trend analysis</p> <p>Language focus: language of graphic presentation (data, charts and graphics)</p> <p>Aspects for panel discussion and team work</p>
<p>October, 9</p> <p>workshop</p>	<p><i>Produce by this date:</i></p> <ul style="list-style-type: none"> • 5-paragraph essay ‘A new trend in economic paradigm’ (max. 250 words) <p>Step II. Panel discussions</p> <p>Subject: Shaping Modern Finance – Rethinking Economic Paradigm</p> <p>Language focus: panel discussion skills, presentation skills (video), teamwork, technical details for panel discussions, references (handouts)</p> <ul style="list-style-type: none"> • Formation of teams according to research interests • Appointing the chairman, making up a list of speakers <p>Materials on:</p> <ul style="list-style-type: none"> • Critical analysis of literature • Analysis of detailed plans of the presentation

October, 16 4 hours tutorials teams 1, 2, 3	<i>Produce by this date:</i> <ul style="list-style-type: none"> • References (min. 250 pages of publications) on the chosen subject for each student • Mind maps of two articles • 2-minute presentation in groups • Glossary (10-15 units with core concepts (CC) and conceptual supports)
October, 23 4 hours self-study	<i>Preparation for the panel discussion:</i> <ul style="list-style-type: none"> • Draft abstracts of the chosen articles (250 pages of publications) • Detailed plans of panel discussion (subject-matter, aspects, timing, active glossary, selected clichés for panel discussions) • Visual aids for presentation (3-5 slides) • Draft of presentation speech
October, 30 4 hours tutorial teams 1, 2, 3	<i>Produce by this date:</i> <ul style="list-style-type: none"> • Abstracts (final version) • Visual aids • Presentation speech
November, 6 workshop 4 hours	<i>Panel discussion</i> <ul style="list-style-type: none"> • Presentations of panelists (3-minute talk) • Question time (8-10 min.) • Concluding statements and recommendations for further study • Analysis and assessment
November, 13 4 hours workshop	Step III. Introducing case-study analysis: algorithm of analysis <i>Case study analysis</i> <ul style="list-style-type: none"> • Description of the business • Problems of the business • Options • Dilemma • Decision-making • Action plan

	<ul style="list-style-type: none"> • Conclusion <p>Work on the given case</p>
November, 20 4 hours tutorial	<p><i>Produce by this date:</i></p> <ul style="list-style-type: none"> • Glossary with core concepts (CC) of the situation • List of problematic issues • 2-minute oral presentation of problematic issues • Financial analysis of the situation • Discussing the options: argumentative analysis
November, 27 self-study	<p><i>Preparation for the case-study presentation</i></p> <ul style="list-style-type: none"> • Options' analysis • Possible solutions • Decision-making • Action plan • Analysis of the case in the overall context
December, 4 tutorials with teams 1, 2, 3	<p><i>Preparation for the case-study presentation</i></p> <p><i>Produce by this date:</i></p> <ul style="list-style-type: none"> • Analysis of detailed plans of case-study (presentations should be submitted by each team to the instructor) • Presentation of team's option analysis and action plan (8-10 min.) • Additional literature on individual aspects of case-study • Presentation of the case in the overall context
December, 11 4 hours workshop all teams	<p><i>Presentation of case-study analysis</i></p> <ul style="list-style-type: none"> • Case presentation • Question time • Analysis and assessment of most effective approaches
December, 18 4 hours	<p><i>Final exam</i></p> <ul style="list-style-type: none"> • Present your individual vision on 'A new economic paradigm in modern finance' (5-min.)