

DESCRIPTION OF THE STUDY SUBJECT

Title

BASICS OF PROFESSIONAL LANGUAGE
--

Scope of the subject

Semester	Mode of studies	Structure*				Total number of hours	Number of credits	Group and type of subjects
		L	PS	C	S			
III	Full-time	13	20	6	39	78	3	General compulsory subject of college studies
IV	Part-time	8	10	21	39	78	3	

*L – lectures, PS – practical activities, seminars, LW – laboratory work, PR – practice, CP – course paper, C – consultations, S – self-study

Aims of the subject

Upon the completion of this course, students will know the policy of the state language, general and specialty language peculiarities, will have consolidated the specialist's correct language (written and spoken) usage skills.

Necessary background knowledge for studying the subject

-

Content of the subject

Title of the topic and description of the content	Number of contact hours			S	Total number of hours
	L	PS	C		
1. Normative and professional language. Conception and formation of Lithuanian normative language. Relationship of normative and professional language. Language policy. Specialists' and linguists' competence in the development and assessment of professional language. Sources of linguistic information.	4	2	-	-	6
2. Professional terminology Conception, structure of terms, requirements, resources, management of terminology. Pronunciation of professional terms, word-stress. Composition of terms.	2	4	2	-	12
Studying terminology, preparing for the accuracy test				4	
3. Correctness of professional language. Usage of grammatical categories, parts of speech and their forms, norms and mistakes of lexis and syntax.	-	6	-	-	10
Accuracy test				4	
4. Written professional text. Structure of scientific text, formal requirements. Acronyms, abbreviations and symbols. Presentation of bibliographic data, illustrative material. Electronic text. Language in electronic environment. Layout of a business email, Curriculum Vitae	4	4	2	-	18
Self-study of the written profession-related text				8	
5. Public speaking. Public monologue of a specialist. Principles of composition of a public speech, preparation for a speech, ways to deliver a speech. Extralinguistic components. Public dialogue.	3	4	2	-	13
Presentation of information				4	
Preparation and taking the exam				19	19
Total number of hours	13	20	6	39	78

Assessment of learning outcomes

Ten-point criteria-based assessment system as well as cumulative assessment using individual cumulative index (ICI) is applied. The overall grade is the sum of accuracy test, self-study of the written profession-related text, presentation of information and exam marks multiplied by weighted coefficients.
 $ICI = 0,2 KD + 0,2 SD + 0,1 P + 0,5 E$; where KD – accuracy test, SD – self-study of the written profession-related text, P – presentation of information, E – exam.

Recommended literature

Key literature						
No.	Year of publishing	Author(s) and title of the publication	Publishing house	Number of copies and/or internet link		
				ŠSC library	Other premises	Other libraries*
1.	2015	Rutkienė L. Technologijų specialistų profesinė kalba: sistema ir vartoseną.	Technika	3	-	1
2.	2014, 2011, 2010	Dumšienė E. Kalbos patarimai informatikams. (http://ezproxy.svako.lt:2170/elektronines-knygos).	Šiaulių valstybinės kolegijos leidybos centras	8	2	2
3.	2009	Celiešienė V., Džežulskienė J. Profesinės kalbos pagrindai.	Technologija	2	1	2
Additional literature						
No.	Year of publishing	Author(s) and title of the publication	Publishing house and/or internet link			
1.	2013	Dumšienė E. Kompiuterijos terminų bei žodžių tartis ir kirčiavimas. Kompiuterininkų dienos – 2013. 81–85, ISBN 978-9986-34-294-6.	http://www.zara.lt/e-knygos/e-KoDi-2013-metod.pdf			
2.	2010	Dumšienė E. Kompiuterijos terminai baigiamuosiuose projektuose. // Profesinės studijos: teorija ir praktika. 7, 26–30.	Šiaulių valstybinės kolegijos leidybos centras			
3.	2008	Kaulakienė A., Petrėtienė ir kt. Kalbininkų patarimai studentams: teorija ir praktika.	Technika			
4.		Dagienė V., Grigas G., Jevsikova T. Enciklopedinis kompiuterijos žodynas.	http://ims.mii.lt/EK%C5%B4D .			
5.		Lietuvos Respublikos terminų bankas	http://terminai.vlkk.lt/pls/tb/tb.search			
6.		Matematikos ir informatikos instituto lietuvių kalbos terminų bazė	http://www.terminynas.lt/			
Databases						
Humanities International Complete EBSCO Publishing						

* ŠAVB – Šiauliai County Povilas Višinskis Public Library, ŠU – Šiauliai University library

Required material resources and their short description

- **Equipment (devices):** a computer with Internet access, multimedia projector, audio player.

The description prepared by:

Lecturer Eglė Dumšienė