

DESCRIPTION OF THE STUDY SUBJECT

Title

PROFESSIONAL GERMAN LANGUAGE

Scope of the subject

Semester	Mode of studies	Structure*			Total number of hours	Number of credits	Group and type of subjects
		PS	C	S			
II	Full-time	66	12	81	159	6	General compulsory subject of college studies
I	Part-time	18	21	40	159	6	
II		18	21	41			

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

Aim of the subject

To improve general practical and communicative German language abilities, to form the professional vocabulary.

Necessary background knowledge for studying the subject

B1/B2 German language level

Content of the subject

Title of the topic and description of the content	Number of contact hours		S	Total number of hours
	PS	C		
1. Introduction. Job search. Employment. Letter of application. Curriculum vitae. Business correspondence. E-mail. Junk.	10	2	-	12
Preparation of employment documents (CV, letter of application)	-	-	10	10
2. Talks over the phone. Organisation of the business meeting.	6	2	-	8
Dialogue (talk over the phone)	-	-	6	6
3. Computer. Computer history. Computer application areas.	8	2	-	10
Talk on a topic chosen by the student (Computer history. Computer application areas.)	-	-	13	13
4. Computer hardware (Basic computer elements. Information input and output, accumulation, storage, processing equipment).	18	2	-	20
Presentation (modern computer technologies)	-	-	12	12
5. Types of computers. Ergonomics. Software. Operating systems. Graphical user interface. Text editors. Spreadsheets. Databases. Internet. Viruses. Information protection. Programming.	24	4	-	28
Tests (1,2)	-	-	16	16
Preparation for the examination, taking the examination	-	-	24	24
Total number of hours	66	12	81	159

Assessment of learning outcomes

Ten-point criteria-based assessment system as well as cumulative assessment using individual cumulative index (ICI) are applied. The overall grade is the sum of grades for intermediate accountings and examination (E) multiplied by weighted coefficients

ICI = 0,1 ED + 0,1 D + 0,1 T + 0,1 PR + 0,1 T1 + 0,1 T2 + 0,4 E, where ED – employment documents, D – dialogue, T – talk, PR – presentation, T1, T2 – tests

Recommended literature

Key literature						
No.	Year of publishing	Author(s) and title of the publication	Publishing house	ŠŠC library	Other premises	Other libraries *
2.	2015	Autorių kolektyvas. Žurnalas CHIP	CHIP Digital GmbH	http://www.chip.de/		
3.	2014	Steinmetz, M., Dintera, H. Deutsch für Ingenieure	Springer	1	-	-
Additional literature						
No.	Year of publishing	Author(s) and title of the publication			Publishing house and/or internet link	

Institution: Šiauliai State College
Study programme: Multimedia Technologies

1.	2015	Autorių kolektyvas. Žurnalas Computer Bild	COMPUTER BILD Digital GmbH
2.	-	Kompiuterinės leksikos žodynas Computer-woerterbuch.de/woerterbuch	Kay Birkner

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

Required material resources and their short description

- **Equipment (devices):** a computer with Internet access, multimedia projector, audio player.
- **Software:** German-Lithuanian, Lithuanian-German computer dictionary, MS Office 2013 or later, OpenOffice.org 4.1 or later, MS Windows 10 or later.

The description prepared by:

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