

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
Lesya Ukrainka Volyn National University
Foreign Languages and Translation Department
International Relations Faculty

SYLLABUS
of a normative academic component

FIRST FOREIGN LANGUAGE (GERMAN)

Bachelor Training

Area of knowledge 29 International Relations

Specialty 292 International Economic Relations

Education and professional programme “International Business”

The syllabus of the academic component *First Foreign Language (German)*, Education Level *Bachelor*, Field of Knowledge *29 International Relations*, Specialty *292 International Economic Relations*, Educational and professional programme “*International Business*”.

Developers:

Alla Kozak, PhD in Pedagogy, Associate Professor of the Foreign Languages and Translation Department.

Approved

by the Guarantor of Education and Professional Programme:



Andrii Boiar

The syllabus of the academic component was approved at the meeting of the Foreign Languages and Translation Department Protocol No. 1 as of August 28, 2024

The Head of the Department:



Olena Kruhlii

1. THE DESCRIPTION OF ACADEMIC COMPONENT

Table 1.

Indicator Name	Field of knowledge, educational and professional programme, education level	Characteristics of academic component
Full-time form of education	29 International Relations, Specialty 292 International Economic Relations, International Business, Bachelor	Normative
Number of hours / credits 780/26		Year of study 2024-2025, 2025-2026, 2026-2027
		Semester 1, 2, 3, 4, 5, 6
		Lectures –
		Practical classes – 560 hours 1 semester – 72 hours 2 semester – 68 hours 3 semester – 108 hours 4 semester – 102 hours 5 semester – 108 hours 6 semester – 102 hours
		Independent work – 172 hours
Individual Student's Work: no		Consultations – 48 hours
	Form of control: 1, 3, 5 semester – credit, 2, 4, 6 semester – exam	
Language of study: German		

II. INFORMATION ABOUT THE INSTRUCTOR

Table 2.

Name	Alla Kozak
Scientific Degree	PhD in Philology (Candidate of Sciences)
Academic Title	Associate Professor
Title	Associate Professor, Head of the Foreign Languages and Translation Department
Contacts	+380507139975, Kozak.Alla@vnu.edu.ua
Days Classes	https://ps.vnu.edu.ua/cgi-bin/timetable.cgi
	Face-to-face consultations are held on the days of practical classes (by prior agreement). All questions can be sent to the e-mail addresses indicated in the syllabus.

III. DESCRIPTION OF THE ACADEMIC COMPONENT

Table 3.

A COURSE ABSTRACT	<p>The programme of the academic discipline <i>First Foreign Language (German)</i> was compiled in accordance with the educational and professional training program for bachelors of the specialty 292 <i>International Economic Relations</i> according to the Educational and Professional Programme “<i>International Business</i>”.</p> <p>The subject of the educational component study is oral and written speech, phonetic and grammatical features of the modern German, the knowledge of which gives an opportunity to form the student’s linguistic competence.</p>	
PREREQUISITES	<p>The prerequisite for studying the discipline <i>First Foreign Language (German)</i> is the knowledge of the German language (Phonetics, Grammar, Vocabulary) acquired by students during their studies in institutions of general secondary education. In parallel with the development of speech skills, familiarization with the work of the human articulatory apparatus, the process of phoneme formation, and the correct intonation design of utterances takes place. Training in listening, communication, improving reading and writing skills continues.</p>	
POSTREQUISITES	<p>The knowledge, skills and abilities that the student acquires during the course <i>First Foreign Language (German)</i> will become a necessary basis for further study of the academic discipline <i>Business Translation</i>.</p>	
GOAL AND TASKS OF THE ACADEMIC COMPONENT	<p>The programme provides consistency and continuity in the study of the material during three years of study. It has the goal of forming skills and abilities of practical command of the German and is aimed at the formation of students' linguistic, communicative and linguistic competence. Linguistic competence implies knowledge of the language system and the rules of its functioning in the process of communication. Communicative competence involves the ability to perceive and reproduce foreign speech in accordance with the conditions of speech communication. Linguistic competence includes knowledge of the main features of the country socio-cultural development whose language is being studied as well as being able to perform one's speech behavior in accordance with them.</p>	
LEARNING OUTCOMES (COMPETENCIES)	GENERAL COMPETENCIES	PROFESSIONAL COMPETENCIES
	<p>GC2. The ability to preserve and enhance moral, cultural, scientific values and achievements of society based on an understanding of the history and patterns of the subject area development as well as its place in the general system of knowledge about nature and society and in the development of society, technology and technology, to use various types and forms of physical activity for active recreation and healthy lifestyle.</p>	<p>PC14. Ability to communicate on a professional and social level using professional terminology, including oral and written communication in national and foreign languages.</p>
	<p>GC3. Ability to learn and be up-to-date.</p>	<p>PC16. The ability to improve the theoretical level of knowledge constantly, generate and effectively use it in practice.</p>
	<p>GC6. Ability to communicate in foreign languages.</p>	
	<p>GC10. Ability to communicate</p>	

	with representatives of other professional groups at different levels (with experts from other fields of knowledge/types of economic activity).	
	Criterion code	Effects
LEARNING OUTCOMES	LO1.	Be responsible for professional self-improvement, realizing the need for lifelong learning, show tolerance and readiness for innovative changes.
	LO2.	Communicate freely on professional issues in national and foreign languages orally and in writing, use economic terminology professionally.
	LO21.	Understand and have skills in conducting business protocol and business etiquette in the field of international economic relations, taking into account the peculiarities of intercultural communication at the professional and social levels, both in state and foreign languages.
	LO23.	To be aware of the need for lifelong learning in order to maintain professional competence at a high level.

STRUCTURE OF THE ACADEMIC COMPONENT

Table 4.

Name of the content Module and topic	Total	Lectures	Practical classes	Independent student's work	Consultations	Form of control/ Grades
1 semester						
Content Module 1. Einführung in die Phonetik.						
Topic 1. Phonetik. Allgemeines.	3		2		1	P3 / IPC
Topic 2. Lange und kurze Vokale.	4		2	1	1	ДС/ P3 / T/ IPC
Topic 3. Phonetische Transkription.	4		3		1	ДС/ P3 / T
Topic 4. Konsonanten. Die Deutschen Monophthonge.	3		2		1	ДС/ P3 / T/ IPC
Topic 5. Die Deutschen Diphthonge. Assimilation.	5		3	1	1	ДС/ P3 / T/ IPC
Total for module 1	16		10	2	4	
Content Module 2. Guten Tag. Mein Name ist ... Meine Familie.						
Topic 6. Das bin ich; Ich komme aus Polen. Telefongespräch.	3		3			P3 / IPC
Topic 7. W-Fragen; Personalpronomen ich, Sie, du;	4		3		1	ДС/ P3 / T/ IPC

Topic 8. Visitenkarten. Adresse.	4		3		1	ДС/ P3 / T/ IPC
Topic 9. Verbkonjugation (ich, Sie, du): heißen, kommen, sprechen, sein	4		3		1	P3 / IPC
Topic 10. Pause ist super; Wie geht's – Danke, gut. ; Possessivartikel mein/meine; Personalpronomen er/sie, wir, ihr, sie;	5		3	1	1	ДС/ P3 / T/ IPC
Topic 11. Das ist mein Bruder; Er lebt in Poznan Präposition in ; Ja-/Nein-Frage ; Nullartikel	4		3		1	ДС/ P3 / T/ IPC
Topic 12. Zahlen und Personalien. Deutschsprachige Länder. unbestimmter Artikel ein/eine; Negativartikel kein/keine	6		4	1	1	ДС/ P3 / T/ IPC
Total for module 2	30		22	2	6	
Content Module 3. Essen und Trinken. Meine Wohnung.						
Topic 13. Lebensmittel; Einkaufszettel. Plural der Nomen; Verbkonjugation: essen	5		4		1	P3 / IPC
Topic 14. Preise und Mengenangaben; Mein Lieblingsessen Bestimmter Artikel der/das/die	5		4		1	ДС/ P3 / T/ IPC
Topic 15. Meine Wohnung; Häuser und Wohnungen beschreiben. Lokale Adverbien hier/dort	6		4		2	ДС/ P3 / T/ IPC
Topic 16. Möbelstücke, Elektrogeräte und Farben. prädikatives Adjektiv.	7		4	1	2	P3 / IPC
Topic 17. Wohnungsanzeige; Einrichtung. Personalpronomen er/es/sie; Negation nicht.	7		4	1	2	ДС/ P3 / T/ IPC
Total for module 3	30		20	2	8	
Content Module 4. Mein Tag						
Topic 18. Mein Tag. Von früh bis spät. Trennbare Verben: Bruno steht früh auf	6		4		2	P3 / IPC
Topic 19. Ich räume mein Zimmer auf. Verbkonjugation: fernsehen, arbeiten, anfangen	6		4		2	ДС/ P3 / T/ IPC
Topic 20. Uhrzeit; Wochentage. Verbposition im Satz.	7		4	1	2	ДС/ P3 / T/ IPC
Topic 21. Tageszeiten. Präpositionen am, um, von ... bis	6		4		2	P3 / IPC
Topic 22. Öffnungszeiten.	7		4	1	2	ДС/ P3 / T/ IPC
Total for module 4	32		20	2	10	
Total 1 semester hours / grades	108		72	8	28	100

2 semester						
Content Module 5. Freizeit						
Topic 1. Freizeit. Akkusativ: den Salat, einen Tee, keinen Saft	6		4		2	P3 / IPC
Topic 2. Wetter und Klima. Ja- /Nein-Frage und Antwort ja, nein, doch.	6		4		2	ДС/ P3 / T/ IPC
Topic 3. Freizeit und Hobbys.	7		4	2	1	P3 / IPC
Topic 4. Reiseland. Verbkonjugation: nehmen, lessen, treffen, möchte	5		4		1	ДС/ P3 / T/ IPC
Module test paper						МКР 15
Total for module 5	24		16	2	6	25
Content Module 6. Lernen – ein Leben lang						
Topic 5. Lernen – ein Leben lang.	3		2		1	ДС/ P3 / T/ IPC
Topic 6. Fernunterricht. Modalverben können, wollen.	5		2	2	1	P3 / IPC
Topic 7. Eine Sprache lernen.	3		2		1	ДС/ P3 / T/ IPC
Topic 8. Satzklammer: Ich kann nicht gut singen.	3		2		1	ДС/ P3 / T/ IPC
Topic 9. Freizeitaktivitäten.	5		4		1	ДС/ P3 / T/ IPC
Topic 10. Weiterbildung. Perfekt mit haben: hat ...gelernt. Lernstrategien. Perfekt mit sein: ist ...gefahren	5		4		1	ДС/ P3 / T/ IPC
Module test paper						МКР 15
Total for module 6	24		16	2	6	25
Content Module 7. Beruf und Arbeit.						
Topic 11. Beruf und Arbeit. Modale Präposition <i>als</i>	5		4		1	ДС/ P3 / T/ IPC
Topic 12. Praktikums und Jobbörse. lokale Präposition bei	7		4	2	1	P3 / IPC
Topic 13. Berufe, Arbeit, Praktikum. temporale Präpositionen vor, seit, für	5		4		1	ДС/ P3 / T/ IPC
Topic 14. Telefongespräch: ist die Stelle noch frei?	5		4		1	ДС/ P3 / T/ IPC
Topic 15. Präteritum sein, haben: war, hatte	4		2		2	P3 / IPC
Module test paper						МКР 15
Total for module 7	26		18	2	6	25
Content Module 8. Unterwegs						
Topic 16. Unterwegs. Na los, komm mit. Modalverben müssen, dürfen	9		4		3	P3 / T/
Topic 17. Informationsbröschüre. Pronomen man.	6		4		2	P3 / IPC
Topic 18. Ein Zimmer buchen. Buchungsformular. Imperativ.	6		4		2	ДС/ P3 / T
Topic 19. Regeln in Verkehr und Umwelt.	8		3	2	3	P3 / T/ IPC

Topic 20. Verbkonjugation: nehmen, helfen	6		3		3	P3 / IPC
Module test paper						MKP 15
Total for module 8	33		18	2	13	
Total 2 semester hours / grades	104		68	8	28	100
3 semester						
Content Module 9. Gesundheit und Krankheit						
Topic 1. Gesundheit und Krankheit. Körperteile. Possessivartikel: dein, sein, ihr, unser, ...	8		6		2	DC/ P3 / T/ IPC
Topic 2. Ich soll Schmerztabletten nehmen. Modalverb sollen.	9		6	1	2	P3 / T
Topic 3. Terminvereinbarung. Präposition mit;	8		6		2	P3 / IPC
Topic 4. Krankheiten.	8		6		2	DC/ P3 / T
Topic 5. Beim Arzt.	7		5	1	1	P3 / T/ IPC
Total for module 9	40		29	2	9	
Content Module 10. In der Stadt unterwegs.						
Topic 6. In der Stadt unterwegs. Nach den Weg fragen.	10		8		2	P3 / T/ IPC
Topic 7. Verkehrsmittel. Lokale Präpositionen an, auf, bei, hinter, in, neben, über, unter, vor, zwischen	10		7	1	2	P3 / IPC
Topic 8. Verkehrsmittel. Lokale Präpositionen an, auf, bei, hinter, in, neben, über, unter, vor, zwischen.	10		7	1	2	T/ IPC
Topic 9. Am Bahnhof. temporale Präpositionen vor, nach, bei, in	10		9		1	T/ IPC
Total for module 10	40		31	2	7	
Content Module 11. Kundenservice						
Topic 10. Kundenservice. temporale Präpositionen bis, ab	10		8		2	DC/ P3 / T/ IPC
Topic 11. Nachrichten am Telefon. Höflichkeitsform.	10		7	1	2	P3 / T
Topic 12. Hilfe im Alltag. Konjunktiv II würde, könnte	10		8		2	P3 / IPC
Topic 13. Reparaturservice; Dienstleistungen.	10		7	1	2	
Module test paper						MKP 20
Total for module 11	40		30	2	8	
Content Module 12. Neue Kleider						
Topic 14. Neue Kleider. Demonstrativpronomen der, das, die	7		6	1		DC/ P3 / T
Topic 15. Kleidungsstücke. Demonstrativpronomen dies	8		6		2	P3 / T/ IPC
Topic 16. Kleidung und Gegenstände.	9		6	1	2	

Total for module 12	24		18	2	4	
Total 3 semester hours / grades	144		108	8	28	100
4 semester						
Content Module 13. Feste						
Topic 17. Ende gut, alles gut. Verben mit Dativ	19		14	1	4	ДС/ P3 / T/ IPC
Topic 18. Feste. Einladungen. Verbkonjugation: mögen; Ordinalzahlen: der erste, ...	17		12	1	4	P3 / T
Topic 19. Personalpronomen im Akkusativ: mich, dich, ...; Konjunktion denn: Sie kann nicht kommen, denn sie ist krank.	18		14	1	3	ДС/ P3 / T/ IPC
Topic 20. Wiederholung.	16		12	1	3	ДС/ P3 / T/ MKP 20
Module test paper						
Total for module 13	70		52	4	14	
Content Module 14. Herzlich willkommen.						
Topic 1. Herzlich willkommen. Länder. Sprachen. Nationalitäten.	16		12	1	3	P3 / IPC
Topic 2. Das Personal einer Firma.	16		12	1	3	ДС/ P3 / T
Topic 3. Die Anrede. Begrüßung und Abschied. Begrüßungsformen.	17		12	1	4	P3 / T/ IPC
Topic 4. Bundesrepublik Deutschland.	19		14	1	4	P3 / IPC
Total for module 14	68		50	4	14	
Total za 4 semester hours / grades	140		102	8	28	100
5 semester						
Content Module 16. Dienstreise.						
Topic 5. Dienstreise nach Coburg.	10		8		2	ДС/ P3 / T/ IPC
Topic 6. Telefongespräch.	11		8	1	2	P3 / T/ IPC
Topic 7. Die Informationsmedien. Der Telex.	10		8		2	P3 / IPC
Topic 8. Das Telefax, der Teletext.	11		8	1	2	ДС/ P3 / T
Topic 9. Reisemit dem Flugzeug.	15		10	1	4	P3 / T/ IPC
Topic 10. Bundesrepublik – Staat, Politik, Recht.	15		12	1	2	P3 / IPC
Total for module 16	72		54	4	14	
Content Module 17. Ankunft in Deutschland.						
Topic 11. Im Flugzeug.	9		6	1	2	ДС/ P3 / T/ IPC
Topic 12. Paß-und Zollkontrolle.	8		6		2	P3 / T
Topic 13. An der Haltestelle.	9		6	1	2	P3 / IPC
Topic 14. Im Hauptbahnhof.	10		8		2	ДС/ P3 / T
Topic 15. Der Geschäftsbrief.	8		6		2	P3 / T/ IPC

						IPC
Topic 16. Die Eisenbahnreisen.	10		8		2	P3 / IPC
Topic 17. Der Stadtverkehr.	8		6	1	1	T/ IPC
Topic 18. Verkehrswesen in der Bundesrepublik.	10		8	1	1	P3 / IPC
Total for module 17	72		54	4	14	
Total za 5 semester hours / grades	144		108	8	28	100
6 semester						
Content Module 18. Im Hotel.						
Topic 19. Am Empfang.	11		8	1	2	P3 / IPC
Topic 20. Im Zimmer.	11		8	1	2	ДС/ P3 / T
Topic 21. Im Restaurant.	11		8	1	2	P3 / T/ IPC
Topic 22. Die Anfrage. Telefax-Anfrage.	10		8		2	P3 / IPC
Topic 23. Die Hotels.	10		8		2	T/ IPC
Topic 24. Die Mahlzeiten. Satzreihe.	9		6	1	2	ДС/ P3 / T/ IPC
Topic 25. Soziale Sicherheit.	8		6		2	T/ IPC
Module test paper						МКР 20
Total for module 18	70		52	4	14	
Content Module 19. In der Firma.						
Topic 26. In der Firma.	11		8	1	2	ДС/ P3 / T/ IPC
Topic 27. Arten von Unternehmen.	11		8	1	2	P3 / T/
Topic 28. Das Angebot.	10		8		2	P3 / IPC
Topic 29. Die Bewerbung. Das Bewerbungsschreiben.	10		8		2	ДС/ P3 / T
Topic 30. Lebenslauf.	13		8	1	4	P3 / T/ IPC
Topic 31. Das Wirtschaftssystem der Bundesrepublik.	15		10	1	4	P3 / IPC
Module test paper						MTP 20
Total for module 19	70		50	4	16	
Total 6 semester hours / grades	140		102	8	30	100
Total	780		560	48	172	

Control methods: DS – discussion, DB – debate, T – tests, TR – training, PM/CM – problems/cases management, IST/ISW – individual task/individual work of the student, SGW – work in small groups, MTP/TP – module test paper/test paper, Ab – abstract, analytical note, analytical essay, analysis of the work.

TASKS FOR INDEPENDENT WORK

The student's independent work includes:

- preparation for practical classes: performance of oral and written tasks, study of basic and additional lexical and grammatical material;
- systematization of the studied material for writing creative works, control works, dictations, translations, essays, tests;
- listening and performing tasks to the listened texts;
- performance of the proposed tasks within the relevant content modules;
- doing homework and preparing for practical classes in German;

- work on home reading and reading fiction and magazines in German;
- compiling a dictionary of one's own vocabulary;
- development of lexical minimums compiled by teachers of the Department of Foreign Languages and Translation according to the Topic of content modules;
- oral and written translation of sentences and translation of texts from German to Ukrainian and vice versa
- construction and implementation of dialogues in German with the interlocutor;
- working with technical means of learning, especially when listening to broadcasts, listening to podcasts and watching educational videos.

Table 5.

No.	Topic	Hours
1.	Content Module 1. Bekanntschaft – Stellen Sie einander vor!	8
2.	Content Module 2. Die Rolle der Familie im Gesellschaft.	8
3.	Content Module 3. Wo und wie kann man die Fremdsprachen benützen.	8
4.	Content Module 4. Die Stadt. Straßenverkehr.	8
5.	Content Module 5. Heute haben wir Besuch.	8
6.	Content Module 6. Deutsch in meinem Leben.	8
7.	Content Module 7. Meine zukünftige Arbeit.	8
8.	Content Module 8. Nach dem Weg fragen.	8
9.	Content Module 9. Project „Was muss man machen, um gesund und fit zu bleiben“.	8
10.	Content Module 10. In der Stadt.	10
11.	Content Module 11. Tagesabläufe beschreiben.	10
12.	Content Module 12. Kleider Machen Leute!	10
13.	Content Module 13. Wir feiern Abschied.	10
14.	Content Module 14. Deutschland.	10
15.	Content Module 15. Welche Begriffe fallen Ihnen im Zusammenhang mit Deutschland ein?	10
16.	Content Module 16. Schreiben Sie einen Geschäftsbrief.	10
17.	Content Module 17. Schreiben Sie einen Brief ins Ausland.	10
18.	Content Module 18. An essay „Wir machen heute eine Stadtrundfahrt“.	10
19.	Content Module 19. Presentation „Deutsche Bundesländer“.	10
Total		172

IV. EVALUATION POLICY

The teacher's policy regarding the student. The educational process and control of its results is carried out in accordance with the Regulation on the current and final evaluation of the students' knowledge at Lesya Ukrainka Volyn National University.

The specifics of teaching AC *First Foreign Language (German)* is the use of two types of control: current and final. Current control includes tasks such as writing tests and essays, surveys, doing exercises, working in pairs and small groups, leading a discussion, composing dialogues, performing additional test tasks on the online platform Office 365 in Teams. Such forms of control allow the instructor to check the level of students' preparation for each lesson, the ability to process, assimilate and operate the studied material, the ability to answer the questions logically and consistently, to solve various educational tasks, to check the ability of students to process a certain amount of educational material independently. As well as it allows checking the skill to highlight the main and secondary information, ask questions and discuss new material with other participants in the educational process.

When studying the OC *First Foreign Language (German)* the student performs the following types of work: studying lexical and grammatical material, working on the development of speaking, writing and listening skills in the main language, preparing projects and presentations, abstracting an article on the topic being studied, writing tests and an oral exam. Students master topics and perform tasks according to the stages and terms specified in the syllabus. The students may be credited with learning results obtained in formal, informal and/or informal education (professional (specialist) courses/trainings, civic education, online education, internships).

Academic Integrity Policy. While learning, teaching and carrying out scientific activities, participants of the educational process should be guided by the rules defined by law, observe educational ethics and academic integrity, as well as time limits and limits of the educational process, treat others tolerantly. In order to ensure confidence in the learning results, it is strictly forbidden to write off during tests or exams. All written works performed by a student in the presence of doubts about academic integrity can be checked with the help of anti-plagiarism systems. Observance of academic integrity by students involves:

- independent performance of current and final control tasks;
- references to sources of information in case of use of ideas, findings, statements, information;
- compliance with the legislation on copyright and related rights;
- provision of reliable information about the results of one's own educational (scientific, creative) activities, used research methods and sources of information.

Any form of academic integrity breach will not be tolerated. The main types of responsibility of education seekers for violation of academic integrity (Part 6 of Article 42 of the Law of Ukraine On Education):

- repeated assessment (test, exam, credit, etc.);
- repeating the relevant educational component of the educational program;
- expulsion from the university (except for persons who obtain a general secondary education);
- academic integrity deprivation of an academic scholarship;
- academic integrity deprivation of tuition benefits provided by the university.

The general principles, values, principles and rules of ethical behavior of the participants of the educational process can be found in the Code of Academic Integrity of Lesya Ukrainka Volyn National University.

Deadlines and retaking policy. A student's absence from class during the preparation of projects, writing test and control papers, essays without a valid reason is assessed as «0» points. If there is an objective reason for the absence, which is documented, the student has the right to rewrite a test, a test, an essay or prepare a presentation outside of class time and pay the debt within a week from the day of returning to studies. All tasks must be completed within the set time. Works submitted in violation of the deadlines set by the teacher will be given a lower grade (-10% of the grade).

V. FINAL CONTROL

The form of final semester control in this discipline is a credit and an exam. The course *First Foreign Language (German)* contains six credits. Final control is a credit in the 1st, 3rd, and 5th semesters and an exam – in the 2nd, 4th, and 6th semesters. Components of credit are modules that reflect all forms of the student's educational workload. The current evaluation of students' knowledge is carried out according to a five-point system and includes evaluation of students' work during classroom classes for oral and written answers, writing dictations, performing translations, doing tests, various types of tasks, and participation in discussions.

Credit is given based on the results of current work in a case when the student has completed the types of educational work specified in the AC syllabus. If the student did not attend classes (for valid reasons), she/he has the right to work through the missed classes and get the number of points that were determined for the missed topics at the consultations. The maximum number of points is calculated as the arithmetic average of all points for oral and written answers in classroom classes (from 0 to 5 points), while the average point is multiplied by a factor of 20 ($20 \times 5 = 100$). The instructor carries out comprehensive assessment of knowledge by on a 100-point scale. On the date of the credit, the teacher records the amount of total grades that the student scored during the current work (scale from 0 to 100 points). In the event when the student scored less than 60 points, he retakes a credit during the liquidation of academic debt. In this case, the grades scored during the current assessment are cancelled. The maximum number of points during the liquidation of academic credit is 100.

The maximum number of points for the current control is 40 points, if the form of the final control is an exam. The maximum number of points is calculated as the arithmetic mean of all points for oral and written answers in classroom classes (from 0 to 5 points), while the average point is multiplied by a factor of 8 ($8 \times 5 = 40$). The maximum number of points for the current test is 40, for the final test (writing modular test papers) - 60. The comprehensive assessment of knowledge is carried out by the teacher on a 100-point scale.

- The grade «excellent» corresponds to 5 points for oral answers in classroom classes, writing written works (dictations, translations, tasks, exercises) and is given for broad and systematic knowledge of theoretical and practical material from a second foreign language.

- The grade «good» corresponds to 4 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given for good knowledge of theoretical and practical material from a second foreign language.

- The grade «satisfactory» corresponds to 3 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given for basic knowledge of theoretical and practical material from a second foreign language.

- The grade «unsatisfactory» corresponds to 0-2 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given in case of failure to complete practical tasks and lack of knowledge of theoretical material from the first foreign language.

Students are expected to attend all classes. In case of absence from the class or failure to perform one of the types of mandatory work on the topic, the student receives «0» points for the uncompleted type of work. Assignments that are submitted late without good reason are assigned a lower grade. In case of a good reason, the student can retake the topic/module during the consultations.

The teacher issues a final grade without taking an exam based on the results of current and module control if the student has successfully completed all the tasks provided by the programme of the academic discipline and received at least 75 points. Such a grade is issued on the day of the exam. Presence of the student is mandatory. The student must take the exam if he scored less than 75 points during the semester, or if he wants to improve his result. The final semester grade in the case of taking an exam is defined as the sum of the current semester and exam grades in points without taking into account module control tests. Exam cards are approved at the meeting of the Foreign Languages and Translation Department every semester.

When setting the final grade, the student's presence and activity in classes must be taken into account. The terms of final control, liquidation of academic debt are determined by the schedule of the credit and examination session. Retaking credits and exams in the case of receiving an unsatisfactory grade is allowed no more than twice for each academic component: once by the instructor, the second time by the commission created by the dean of the Faculty.

VI. GRADING SCALE

Table 6

Scores	Linguistic Grade	Exam	
		Grade	ECTS Grading Scale Definition
90-100	Excellent	A	outstanding performance
82-89	Very good	B	above the average standard
75-81	Good	C	generally sound work
67-74	Satisfactory	D	not bad

60-66	Sufficiently	E	performance meets the minimum criteria
1-59	Fail	Fx	needed to retake

Credit

Table 8

Scores	Linguistic Grade
90-100	Passed
82-89	
75-81	
67-74	
60-66	
1-59	Fail (needed to retake)

VII. RECOMMENDED LITERATURE

Basic literature

1. Schritte international Neu 1. Niveau A 1/1 Deutsch als Fremdsprache. Kurs- und Arbeitsbuch mit Audio-CD zum Arbeitsbuch // Daniela Niebisch, Sylvette Penning-Himstra, Franz Sprech. Hueber Verlag, 2016.
2. Schritte international Neu 2 Kursbuch+Arbeitsbuch+CD zum Arbeitsbuch// Daniela Niebisch, Sylvette Penning-Himstra, Franz Sprech. Hueber Verlag, 2016.
3. Бориско Н.Ф. Бізнес – курс німецької мови. Київ: ТОВ «ВП Логос. М» 2011. 352 с.
4. Бориско Н.Ф., Ишханян Н.Б. Социально-психологические предпосылки формирования лингвосоциокультурной компетенции. *Иноземні мови*. 2000. №3.
5. Бориско Н.Ф. Deutsch ohne Probleme! Самоучитель немецкого языка (в двух томах). Т 1. К: ООО «ИП Логос», 2003. 480 с.
6. Бориско Н.Ф. Бізнес-курс німецької мови/Wirtschafts Deutsch. Київ: ТОВ “ВП Логос” 2002. 350 с.
7. Козак А. В. Grammatiktests : збірник тестових завдань з німецької мови. Луцьк, 2020. 58с.
8. Козак А. В. Німецька мова: тексти з німецької мови для здобувачів факультету міжнародних відносин. Методичне видання для здобувачів факультету міжнародних відносин : методичні рекомендації. Луцьк, 2022 р. 50 ст.

Additional literature

1. Бориско Н.Ф., Бессмертная Н.В., Красовская Н.А. Интенсивный курс немецкого языка. Киев: “А.С.К.”, 2001. 396 с.
2. Гінка Б.І., Мелех З.Д. Посібник-порадник для старшокласників та абітурієнтів. Тернопіль: Навчальна книга - Богдан, 2005. 236 с.
3. Wege. Lehrbuch. Max Hueber Verlag, 1997. 254 S.
4. Alles Gute! Ein deutscher Fernsprehkurs. Begleitbuch. Bonn, 1989. 176 s.
5. Christiane Braun, Wilhelm Brüggeman, Wolfgang Weerman Wirtschaft auf Deutsch/Lehrwerk für Wirtschaftsdeutsch für die Mittelstufe. Klett Edition Deutsch 1999. 195 s.
9. Gerd Nicolaus, Margarete Sprenger, Wolfgang Weermann Wirtschaft auf Deutsch/Wirtschaftsdeutsch für die Mittelstufe. Klett Edition Deutsch 1999. 324 s.
10. Adelheid Höffgen Deutsch, lernen für den Beruf. Verlag für Deutsch. 264 s.
11. Tatsachen über Deutschland. Sozietät-Verlag. 544 s.

Internet resources

1. <https://www.hueber.de/schritte-international-neu/oet?niveau=a11>
2. <https://www.hueber.de/shared/uebungen/schritte-international/fset.php?Volume=1&Lecture=2&Exercise=5&SubExercise=1>
3. <https://www.youtube.com/watch?v=iDFY4rJVV5o>
4. <https://www.youtube.com/watch?v=K6emyFLWeBA>

5. <https://www.youtube.com/watch?v=JPIu3nuFB7Q>
6. <https://www.youtube.com/watch?v=zrFb3jhutIw>
7. <https://www.youtube.com/watch?v=kr0TLeCtfGc>
8. <https://www.youtube.com/watch?v=tmCLqdFOQkA>
9. <https://www.youtube.com/watch?v=5B1B41oH2Vk>
10. <https://www.youtube.com/watch?v=HR6pwqoGbvI>
11. <https://www.youtube.com/watch?v=4-rCErejAx4>