

Study subjects offered to students of the Erasmus exchange program in the 2024/2025 academic year

Faculty of Management and Social Sciences

Fall semester

Code	Area	Title	ECTS
ValoPC39	Linguistics	Foreign Language (English) I (Business and Organization Management)	3
ValoPB61	Linguistics	Foreign Language (English) I (Tourism and Recreation Management)	3

Spring semester

Code	Area	Title	ECTS
ValoPC40	Linguistics	Foreign Language (English) II (Business and Organization Management)	3
ValoPB62	Linguistics	Foreign Language (English) II (Tourism and Recreation Management)	3

These courses are organized for local students and Erasmus students are joining them. Because of this, there is a certain number of participants that teacher can accept. Also, courses can overlap with other courses in other faculties.

Descriptions

Subject title	Foreign Language (English) I, II (Business and Organization Management)
Level (Basic studies, master)	Basic studies
Subject aim	Repeat, strengthen, deepen and improve the English language skills to enable students to apply English in their work environment or continuing education
Subject content	The course is designed to repeat and reinforce the knowledge of English and its proper use, to deepen existing knowledge and to develop new skills needed for students for work in international enterprises. This course is focused on learning how to speak and write, and express thoughts orally and in writing in correct

	<p>English, and how to communicate with people in grammatically and lexically correct language. It covers all the necessary topics and issues that one can encounter when speaking to foreigners in Latvia or abroad in a foreign language. This course consists of lectures that offer a theoretical explanation of the topics, and hands-on sessions that give the opportunity to apply the gained knowledge and evaluate the achievements through applying them to practice.</p> <p>Part I – test</p> <ol style="list-style-type: none"> 1. Information about oneself 2. Relationships with people and relationship building at work or in life 3. Working day and rest, vacation, office <ul style="list-style-type: none"> * my working day, my holiday, * recreation and vacation planning 4. Travel and foreign culture, transport <ul style="list-style-type: none"> * types and possibilities of travel * traveling in Latvia and abroad, eco-tourism 5. Health, insurance, medicine 6 Habits, moods, conflicts and their resolution <ul style="list-style-type: none"> * good habits, * bad habits, * human character and relationships with colleagues 7. Education opportunities, career, unemployment, state benefits, search for a job 8. Shopping, making a profit, money <ul style="list-style-type: none"> * store types, sales and purchases * shopping abroad, quality, famous brands <p>Part II– exam</p> <ol style="list-style-type: none"> 9. Fashion and style <ul style="list-style-type: none"> * fashion in the world * fashion in Latvia 10. Modern technologies and mass media <ul style="list-style-type: none"> * e-commerce, advertisements and classifieds 11. Food industry 12. Production and risks 13. Modern business and its formation, advertising 14. Work with clients and partners 15. Private business and management <ul style="list-style-type: none"> * creating own business, competition *taxes * building business relationships * Business ethics and etiquette 16. Business correspondence
Expected results	To apply the obtained English knowledge in order to express correctly one’s thoughts when speaking or writing
Requirements to gain ECTS	Complete the study course programme in full: attend 85% of lectures (both lectures and practical sessions), complete all homework included in the course, get acquainted with the necessary literature, and pass the test in the 1st Semester and the exam in the 2nd Semester

English I, II (Tourism and Recreation Management)

Basic studies

Repeat, strengthen, deepen and improve the English language skills to enable students to apply English in their work environment or continuing education

The course is designed to repeat and reinforce the knowledge of English and its proper use, to deepen existing knowledge and to develop new skills needed for students for work in international enterprises. This course is focused on learning how to speak and write, and express thoughts orally and in writing in correct English, and how to communicate with people in grammatically and lexically correct language. It covers all the necessary topics and issues that one can encounter when speaking to foreigners in Latvia or abroad in a foreign language. This course

consists of lectures that offer a theoretical explanation of the topics, and hands-on sessions that give the opportunity to apply the gained knowledge and evaluate the achievements through applying them to practice.

Part I – test

1. Information about oneself
2. Relationships with people and relationship building at work or in life
3. Working day and rest, vacation, office
 - * my working day, my holiday,
 - * recreation and vacation planning
4. Traveling and foreign culture, transport
 - * types and possibilities of travel
 - * traveling in Latvia and abroad, eco-tourism
5. Health, insurance, medicine
- 6 Habits, moods, conflicts and their resolution
 - * good habits,
 - * bad habits,
 - * human character and relationships with colleagues
7. Education opportunities, career, possibilities to find job in tourism industry
8. Planning the best trip, travel risks, individual journey
9. Tourism history, modern times, globalization, new offers
10. Hotels, types of guest houses and lodgings, their classification, reception of guests and services, services.
11. Food industry, classification, services
12. Types of entertainment, excursions and their planning, sightseeing, route planning

Part II– exam

13. Modern technologies and mass media, their assistance in tourism industry
 - * e-commerce, advertisements and classifieds
14. Food industry
12. Production and risks
13. Modern business and its formation, advertising
14. World travel agencies, their work, advantages and disadvantages
15. Dangerous travel directions
16. Creating your own travel agency, advertising, competition, business ethics and etiquette
17. Work with clients and partners, working as a guide in a foreign country
18. Business correspondence

To apply the obtained English knowledge in order to express correctly one's thoughts when speaking or writing

Complete the study course programme in full: attend 85% of lectures (both lectures and practical sessions), complete all homework included in the course, get acquainted with the necessary literature, and pass the test in the 1st Semester and the exam in the 2nd Semester