

SYLLABI

| Basic data of the subject | | | | |
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| Academic unit: | | Faculty of Management | | |
| Program: | | Business Management and Entrepreneurship | | |
| Course title: | | German III | | |
| Level: | | Bachelor | | |
| Subject status: | | Obligatory | | |
| Year of studies: | | II | | |
| Semester: | | IV | | |
| Number of hours per week: | | 2 | | |
| Credit value – ECTS: | | 3 | | |
| Time / location: | | UASF | | |
| Subject professor: | | | | |
| Contact details: | | | | |
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| Course Description | | The course "German III" will address topics that coincide not only with professional life, but also with everyday life. The selected topics are mainly from the book "Schritte international Neu" -Unterwegs, Sieh mal !: Aufforderungen verstehen und Anweisungen geben; Grammar: Imperative, How to drive a car in the EU, Book a room, Health and well-being Unsere Augen sind so blue Grammar: Declension of Possessivartikel, Ich soll Schmerztabletten nehmen, Terminvereinbarung, In der Stadt unterwegs, Wir fahren mit dem Auto, Da! Vor der Brücke links, Am Bahnhof, Wiederholung, through these topics will be practiced and developed, systematically, four language skills: listening, speaking, reading and writing, but also grammar and lexicon, which help to acquire as much as possible easy of these skills. | | |
| Purpose of the course | | The course "German III" aims to expand knowledge in German, which is achieved through the treatment of various topics, which help in the practice and systematic development of four language skills, namely listening, speaking, reading and writing. | | |
| Expected learning outcomes | | After completing this course, students will: 1. listen and understand conversations and texts, especially in the professional field, (ECTS: 1), 2. communicate in German in different situations of daily and professional life. (ECTS: 0.8), 3. read correctly, adhering to the rules of orthography of the German language, (ECTS: 0.7), 4. write properly based on the grammar and vocabulary learned. (ECTS: 0.5), | | |
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| Contribution to the student workload (which should correspond to the student's learning outcomes) | | | | |
| Activity | | Hours | Days/week | Total |
| Lectures | | 2 | 15 | 30 |
| Theoretical exercises/tasks | | | | |

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| Practical work | | | |
| Contacts with teachers – consultations | 1 | 5 | 5 |
| Preparation for project assignments | | | |
| Course project - Test (planning + implementation) | | | |
| Homework | 2 | 5 | 10 |
| Student's own study time (in the library or at home) | | | 25 |
| Final exam preparation | 2 | 3 | 6 |
| Time spent on assessment (tests, final exam) | | | |
| Projects, presentations, etc. | 1 | 4 | 4 |
| Total | | | 75 |
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| Teaching methodology and learning methodology | Acquire and practice four language skills by working with students individually, in pairs and in groups. | | |
| Assessment methods and passing criteria | <p>The Assessment method – is based on three activities – on which the final grade will be built (there may be more activities decided by the course professor):</p> <ul style="list-style-type: none"> • Activity and Engagement in the lesson.....max 20 points (%), • Final exam (or two tests).....max 80 points (%), <p>Passing criteria related to the activities foreseen by the assessment method:</p> <p>1. Activity and Engagement in Learning – is assessed with 20 points (%) out of 100 points (%) possible:</p> <ul style="list-style-type: none"> • Activity in the lesson (10 points (%)) - means that the student is active and involved in interactive discussions between professors and students, students and students, opening up new topics that are related to the subject, providing ideas, opinions, critical thoughts with the aim of stimulating debate during lectures. • Engagement (10 points (%)) - means that the student completes and presents the tasks that are assigned at the end of each lecture and then discussed at the beginning of the next lecture. <p>Goal: Encouraging critical thinking and creative solution of real situations related to the problems posed - related to teaching and learning in the subject module.</p> <p>2. The final exam test is evaluated with 80 points (%) out of 100 points (%) possible, Within the semester, two Tests (2 x 40 points (%)) are scheduled to be held for students actively engaged in lectures, the first test in the 7th or 8th week and the second test at the end of lectures, the student passes the test if he has at least 20 points (%), since the student is assessed as having passed the first test, then the student can take the second test, the student has the right to take directly the final exam - oral or written. The student will be subject to the final exam test, after the completion of the course lectures and on the exam deadlines determined by the University Senate.</p> | | |

| | <p>The purpose of the exam is to assess the knowledge, skills, abilities and competencies of the student, related to the learning outcomes foreseen in the material of the lectured course.</p> <p>The exam test (question form) must be completed individually by the student and the same is evaluated according to the criteria and contains:</p> <ul style="list-style-type: none">♦ objective multiple-choice questions, these will be used to assess the student's ability to recall and recognize concepts and course material.....40 points (%),♦ subjective questions of the type of topic for explanation/written answer/tasks - for which the student himself must be able to provide answers related to the material of the lectured course, the same answers will be used to assess the student's understanding and abilities to apply the knowledge acquired in the analysis, synthesis/evaluation of the problem.....40 points (%), <p>Purpose of the test: to assess the acquisition of learning outcomes and the ability to apply them in practical situations.</p> <p>The student passes the exam if he/she collects 50 points (%) from all activities foreseen by the assessment method,</p> <p>Grades at UASF:</p> <table><tr><th>Grade</th><th>ECTS/Grade</th><th>Points/Percent (%)</th><th>The definition</th></tr><tr><td>10</td><td>A</td><td>90 - 100</td><td>Excellent</td></tr><tr><td>9</td><td>B</td><td>80 - 89</td><td>Excellent</td></tr><tr><td>8</td><td>C</td><td>70 - 79</td><td>Very good</td></tr><tr><td>7</td><td>D</td><td>60 - 69</td><td>Good</td></tr><tr><td>6</td><td>E</td><td>50 - 59</td><td>Sufficient</td></tr><tr><td>5</td><td>FX/F</td><td>0 - 49</td><td>Insufficient</td></tr></table> | Grade | ECTS/Grade | Points/Percent (%) | The definition | 10 | A | 90 - 100 | Excellent | 9 | B | 80 - 89 | Excellent | 8 | C | 70 - 79 | Very good | 7 | D | 60 - 69 | Good | 6 | E | 50 - 59 | Sufficient | 5 | FX/F | 0 - 49 | Insufficient |
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| Concretization tools – IT | Use of Smart-board, Internet, wireless, computer, projector, PowerPoint, Use of "on-line" platforms and tools to support communication and team collaboration, etc. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The ratio between the theoretical and practical part of the study | <p>65% - Theory, 35% - Theoretical exercises/tasks,</p> <p>This report aims to analyze the connection between the theoretical knowledge acquired during the lectures provided in the course module . Of the total 75 hours planned for the course, the division is made according to the ratio of 65% with a focus on theory and 35% on practice.</p> <ul style="list-style-type: none">• 50 hours are dedicated to theoretical lectures, including the acquisition of basic concepts, methodologies and standards foreseen in the subject module.• 25 hours are focused on practical exercises, work visits, case studies, group work and development of simulation projects. <p>Distribution of 5 ECTS</p> <ul style="list-style-type: none">❖ 2 ECTS (65%) are dedicated to the theoretical part;❖ 1 ECTS (35%) are dedicated to the theoretical exercises/tasks; | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | This division reflects the balance between acquiring basic concepts and applying them through practical activities. |
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| Literature | |
| Basic literature: | <ol style="list-style-type: none"> 1. Schritte international Neu, Kursbuch + Arbeitsbuch, Hueber Verlag, München, Deutschland, 2016, 2. Burim digital: https://www.hueber.de/schritte-international-neu/lernen |
| Additional literature: | <ol style="list-style-type: none"> 1. Dreyer-Schmitt: Lehr- und Übungsbuch der deutschen Grammatik (Neubearbeitung)- Max HueberVerlag, Ismaning, 2000 2. Schritte Neu, Grammatik, Hueber Verlag, München, Deutschland, 2018 3. Em Übungsgrammatik. Deutsch als Fremdsprache, Max Hueber Verlag, Ismaning, 2009 |
| Designed lesson plan: | |
| Week | The lecture that will be held |
| First week | Prezantimi i lëndës, përmbytja e planprogramit dhe literatura e nevojshme |
| Second week | Unterwegs: Abläufe im Alltag erklären; Grammatik: Modalverben müssen; Satzstruktur: Aussagesatz und Fragesatz, R-1, |
| Third week | Sieh mal! Aufforderungen verstehen und Anweisungen geben; Grammatik: Imperativ, R-1, |
| Fourth week | Sie dürfen in der EU Auto fahren: über Erlaubtes und Verbotenes sprechen; eine Informationsbroschüre verstehen; ein Buchungsformular ausfüllen Grammatik: Modalverb dürfen; pronomen man, R-1, 2, |
| Fifth week | Ein Zimmer buchen: Angebote verstehen; ein Buchungsformular ausfüllen; Gespräche an der Hotelrezeption verstehen Grammatik: Verbkonjugation: helfen, R-1, 2, |
| Sixth week | Gesundheit und Krankheit: Körperteile benennen; über das Befinden sprechen Grammatik: Possesivartikel: sein, ihr, unser, R-2, |
| Seventh week | Unsere Augen sind so blau: über das Befinden anderer sprechen Grammatik: Deklination der Possessivartikel, R-2, |
| Eighth week | Ich soll Schmerztabletten nehmen: Anweisungen und Ratschläge verstehen und geben Grammatik: Modalverb: sollen, R-3, |
| Ninth week | Test I, |
| Tenth week | Terminvereinbarung: Telefongespräche zu Terminvereinbarungen verstehen; einen Termin vereinbaren, ändern oder absagen Grammatik: E-Mail schreiben, R-3, |
| Eleventh week | In der Stadt unterwegs: nach dem Weg fragen und den Weg beschreiben Grammatik: Ordinalzahlen, |

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| | R-3, 4 |
| Twelfth week | <i>Wir fahren mit dem Auto:</i> Verkehrsmittel benennen Grammatik: Präposition: mit, R-4, |
| Thirteenth week | <i>Da! Vor der Brücke links:</i> Ortsangaben machen; Orte und Richtungen geben Grammatik: Lokale präpositionen: an, auf, bei, hinter, in, neben, zwischen, über, unter, vor, zwischen: Wo? R-4, |
| Fourteenth week | <i>Am Bahnhof:</i> Durchsagen verstehen; am Schalter: um Auskunft bitten; Fahrplänen Informationen entnehmen Grammatik: Lokale Präpositionen: zu, nach, in: Wohin? R-4, |
| Fifteenth week | Wiederholung: Vorbereitung für die Prüfung, Test II, |
| Academic policies and rules of conduct | |
| The student is obliged to attend lectures regularly and to have correct behavior towards colleagues and University staff, maintaining calm and active engagement in lectures and exercises is mandatory. During lectures and exercises, eating, whispering that hinders work in the classroom and the use of mobile phones are PROHIBITED. At the same time, mobile phones must be turned off or put on silent and not used during lectures or exercises. Lack of academic integrity (including plagiarism, copying another person's work, use of unauthorized aids in exams, cheating, etc.) will not be tolerated. If there are doubts about the authenticity of the work submitted, the professor has the right to ask the student to verify his/her work. This can be done through: repeating the work, written or oral testing, surprise quiz or any other action deemed necessary by the lecturer. | |