

Subject card

Subject name and code	Business Russian I, PG_00149912						
Field of study	Russian Philology						
Date of commencement of studies	October 2026		Academic year of realisation of subject		2027/2028		
Education level	Bachelor's studies		Subject group		Obligatory subject group in the field of study Subject group related to scientific research in the field of study		
Mode of study	full-time studies		Mode of delivery		at the university		
Year of study	2		Language of instruction		Russian		
Semester of study	3		ECTS credits		2.0		
Learning profile	academic		Assessment form		credit		
Conducting unit	Division of Russian Language and Translation Studies -> Institute of Russian and Eastern Studies -> Faculty of Languages -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Ewa Konefał				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	30		2.0		18.0	50
Subject objectives	Formation and improvement of language skills necessary for reading and listening with understanding to texts specific to the business sphere; formation of skills for correct and effective oral and written communication with a Russian-speaking partner in business contacts.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[FROSL3_U04] The graduate is able to identify various types of texts and conduct their critical analysis and interpretation, using linguistic methods, including advanced information and communication technologies.		The student can identify various types of commercial correspondence in Russian and conduct their critical analysis and linguistic interpretation, taking into account the context of specialized communication.		[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU5] implementation of a problem task		
	[FROSL3_U07] The graduate is able to use the Russian language at the B2 level of the Common European Framework of Reference for Languages (CEFR).		The student can correctly use the Russian language in speaking and writing, utilizing specialized business terminology and linguistic etiquette.		[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU5] implementation of a problem task		
Subject contents	Introduction to language etiquette in business. Organization of business contacts: telephone conversation, e-mail, business cards. Principles of spelling the name of organizations and institutions and the creation and use of abbreviations and acronyms used in business correspondence. Structure of a business letter. Drafting simple business letters (letters of information, cover letters, requests and responses to requests, thanks, invitations, condolences, wishes, confirmations, reminders, guarantees). Complex commercial letters - inquiries, commercial offers (content and types of offers) and response to offers, orders, complaints. Introduction to commercial contract.						
Prerequisites and co-requisites							

Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	active participation in classes	51.0%	30.0%
	check works	51.0%	70.0%
Recommended reading	Basic literature	Bondar N., Chwatow S., Komunikacja biznesowa po rosyjsku. Część 1. Biznes w Rosji, Warszawa 2009. Bondar N., Chwatow S., Komunikacja biznesowa po rosyjsku. Część 2. Transakcje w handlu zagranicznym, Warszawa 2010. Gallo Â., Makarovska O., Kalita I., Vvedenie v delovoe obšenie. Posobie po russkomu Źyku kak inostrannomu, Nitra 2020. Świrepo L., Rosyjska korespondencja handlowa, Warszawa 2007.	
	Supplementary literature	Kuca Z., Język rosyjski w biznesie (dla średnio zaawansowanych). Warszawa 2007. Ziętala G., Interkulturowa komunikacja ustna w polskiej firmie, Rzeszów 2006. Žilina O.A., Delovoj dokument: specifika Źyka, stilâ i struktury teksta, Moskva 1999.	
	eResources addresses		
Example issues/ example questions/ tasks being completed			
Work placement	Not applicable		

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