

**Subject card**

Subject name and code	Spanish Language III, PG_00197710						
Field of study	Administration						
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 Optional subject group		
Mode of study	full-time studies	Mode of delivery			at the university		
Year of study	2	Language of instruction			Spanish		
Semester of study	3	ECTS credits			2.0		
Learning profile	academic	Assessment form			credit		
Conducting unit	Rector						
Name and surname of lecturer (lecturers)	Subject supervisor		mgr Monika Gawin				
	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	Developing student's language skills: speaking, reading, writing, listening so that they reflect learner's academic, professional and personal needs, as well as job market requirements.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[ADMINL3_U03] possesses language skills in the scope of basic legal terminology as well as terminology related to administration and administrative activity, consistent with the requirements specified for level B2 of the Common European Framework of Reference for Languages.		-		[SU1] oral statement/conversation/discussion [SU4] test/exam - oral or written		
Subject contents	1. Language and skills applicable to a specific job environment, in the context of the selected field of study, such as: <ul style="list-style-type: none"> <li>• telephoning</li> <li>• meetings</li> <li>• teamwork and team building</li> <li>• presentations</li> <li>• cross-cultural communication</li> </ul> 1. Revision and consolidation of grammar rules.						
Prerequisites and co-requisites							
Assessment methods and criteria	Subject passing criteria		Passing threshold		Percentage of the final grade		
	Written and oral assignments, including student's self-study		51.0%		100.0%		

Recommended reading	Basic literature	"Nuevo Español en marcha", SGEL, 2019  Arriba. Editnos, 2018  Aula Internacional. Difusión, 2017
	Supplementary literature	Materials shared by the teacher
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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