



**UNIVERSITÄTS-
BIBLIOTHEK
PADERBORN**

Universitätsbibliothek Paderborn

Kommentiertes Vorlesungsverzeichnis

**Universität Paderborn / Fakultät für Wirtschaftswissenschaften
Paderborn, WS 2002/03(2002) - SS 2004; damit Ersch. eingest.**

Bachelor-Kurse

urn:nbn:de:hbz:466:1-8685

07. Spezielle Veranstaltungen für die Studienrichtung IBS

Englisch

Bachelor-Kurse

038103	International Communication: Current economic issues (BA IBS)			
BPSef,	Ü 2	Mo 14:00-16:00	a	C 4.224 Wagner
BPSes,		Do 16:00-18:00	b	C 4.234
Hibs				

Art der Prüfung: 60-minute written examination 60-minute written examination

Literatur:

Recommended reading: Any quality newspaper, such as Financial Times, Times, Guardian or Independent Journals: Economist, Newsweek, Business Week Recommended viewing: BBC World Service Class videos: copies in the AVMZ Recommended reading: Any quality newspaper, such as Financial Times, Times, Guardian or Independent Journals: Economist, Newsweek, Business Week Recommended viewing: BBC World Service Class videos: copies in the AVMZ

038105	Strategies for Business Writing (BA IBS)			
BPSef,	PJ 2	Mo 08:00-09:30	a	C 3.203 Zörner
BPSes,		Di 14:00-16:00	b	C 3.203
Hibs		Mi 07:45-09:15	c	C 3.222
		Fr 09:00-11:00	d	C 3.212

Erforderliche Vorkenntnisse: Please register beforehand Please register beforehand

Art der Prüfung: Continuous assessment and projects: Proposal Continuous assessment and projects: Proposal

Literatur:

Ashley, A., Correspondence Workbook, 1993, Oxford, OUP The Economist style guide 1998, London Forsyth, P., How to be better at writing reports and proposals, 1997, London, The Industrial Society / Kogan Page Griffin, J., The new handbook of business letters, 1993, New Jersey (UB) Merriam-Webster's Guide to Business Correspondence, 1996, Springfield/ Massachusetts (UB) Piotrowski, M.V., Effective business writing, 1998, New York Ashley, A., Correspondence Workbook, 1993, Oxford, OUP The Economist style guide 1998, London Forsyth, P., How to be better at writing reports and proposals, 1997, London, The Industrial Society / Kogan Page Griffin, J., The new handbook of business letters, 1993, New Jersey (UB) Merriam-Webster's Guide to Business Correspondence, 1996, Springfield/ Massachusetts (UB) Piotrowski, M.V., Effective business writing, 1998, New York

038106	Effective Meetings and Negotiations			
	(BA IBS)			
BPSef,	PJ 2	Mi 14:00-18:00	a	C 3.222 Zörner
BPSes,		Mi 14:00-18:00	b	C 3.222
Hibs				

Erforderliche Vorkenntnisse: Please register beforehand Please register beforehand

Art der Prüfung: Continuous assessment with class projects: chairperson
Continuous assessment with class projects: chairperson

Kommentar:

Group a) Start: 22.10.2003 Group b): Start: 29.10.2003

Literatur:

Barker, A., How to hold better meetings, 1997, London, Kogan Page Evans, D., Decisionmaker, 1997, Cambridge, CUP Ludlow, R. and Panton, F., The Essence of Effective Communication, 1992, Hemel Hempstead (UB) Swift, R., Intensive English for Meetings and Presentations, 1996, Stuttgart, Klett Barker, A., How to hold better meetings, 1997, London, Kogan Page Evans, D., Decisionmaker, 1997, Cambridge, CUP Ludlow, R. and Panton, F., The Essence of Effective Communication, 1992, Hemel Hempstead (UB) Swift, R., Intensive English for Meetings and Presentations, 1996, Stuttgart, Klett

038108	International Communication: European issues (BA IBS)			
BPSef,	Ü 2	Mi 09:30-11:00	a	C 3.212 Zörner
BPSes,		Fr 11:00-13:00	b	C 3.212
Hibs				

Art der Prüfung: 60-minute written examination 60-minute written examination

Literatur:

Recommended reading: Any quality newspaper, such as Financial Times, Times, Guardian or Independent Journals: Economist, Newsweek, Business Week Recommended viewing: BBC World Service Class videos: copies in the AVMZ Recommended reading: Any quality newspaper, such as Financial Times, Times, Guardian or Independent Journals: Economist, Newsweek, Business Week Recommended viewing: BBC World Service Class videos: copies in the AVMZ

038150	Translating Economic Texts (BA IBS)			
BPSef,	Ü 2	Mo 09:00-11:00	a	C 3.222 Braun
BPSes,		Mi 09:00-11:00	b	C 3.212
Hibs				