

MINISTRY OF EDUCATION AND TRAINING
LAC HONG UNIVERSITY

COURSE SYLLABUS

< 125097-FOREIGN LANGUAGE 6 >

1. GENERAL INFORMATION

Subject name (in Vietnamese):	Ngoại ngữ 6
Course name (in English):	English 6
Course code:	125097
Belongs to the knowledge area:	Specialized
Department/Faculty in charge:	Management - International Economics
Instructor in charge:	Ms. Van Thi Bich Email: bichvt@lhu.edu.vn
Lecturers involved in teaching:	Ms. Van Thi Bich Email: bichvt@lhu.edu.vn NCS. Luu Ngoc Liem Email: liemln@lhu.edu.vn
Number of credits:	3
Theory:	3 credits (45 hours)
Practice:	0
Exercise:	0
Nature of the subject	Required for International Business students

2. COURSE DESCRIPTION

This course provides students with fundamental knowledge of English communication in a business environment with foreign partners, and how to conduct contract transactions in English. In addition, it equips students with basic vocabulary and concepts of specialized business administration terminology through topics related to economics, finance, marketing, etc. It also provides some grammatical structures and essential skills such as listening, speaking, and reading comprehension to help students communicate effectively with native speakers, work more confidently for foreign companies, and understand international scientific articles and journals. It fosters research and self-learning habits to meet the demands of lifelong learning.

3. Course Learning Outcomes

Table 1: Course Learning Outcomes (CLOs)

Course Learning Outcomes (CLOs)	Content learning outcomes	Level	Program output standards PLOs/SOs/PI (*)
CLO1	Applying basic knowledge of English for specific purposes: communication and reading comprehension of specialized management texts.	Knowledge (3)	PLO1/PI1.2
CLO2	Refine listening, speaking, reading, and writing skills through business transaction scenarios.	Skills (3)	PLO6/PI6.2
CLO3	Value the spirit of self-study and lifelong learning in foreign languages.	Attitude (3)	PLO9/PI9.1

4. COURSE CONTENT, TEACHING PLAN

Table 2: Course content and teaching plan

Week	Lesson / Chapter	Title of the Lesson/Chapter	Learning Outcomes (LLO)		Work teaching and learning	Teaching methods	Evaluation method	References (*)
1	Unit 1	Communication Introducing concepts and sentence patterns related to working day. Vocabulary	LLO1 .1	Applying vocabulary and sentence patterns related to the topic of working day.	The instructor provides an overview of the course, its regulations, and the learning roadmap. Students practice by repeating the vocabulary they have learned. Self-study: Students write a paragraph in English on the topic	+ Lecture + Practice	Quizzes and multiple-choice tests	[1]
2	Unit 1	Communication Practice exercise on the topic of working day communication.	LLO1 .2	Emphasize the spirit of self-learning and practical	The instructor provides an overview of the course, its	+ Lecture + Practice	Quizzes and multiple-choice tests	[1]

				<p>application through the topic of "working day".</p> <p>regulations, and the learning roadmap.</p> <p>Students practice by repeating the vocabulary they have learned.</p> <p>Self-study: Students create sentences on the topic.</p>				
3	Unit 2	<p>Corporate culture</p> <p>Introducing business culture, some sample phrases and common scenarios. Vocabulary</p>	LLO2 .1	<p>Applying specialized vocabulary and sentence patterns to facilitate business cultural exchange between countries.</p>	<p>The teacher gives a lecture, provides vocabulary, and plays a CD.</p> <p>Students repeat and practice the scenario.</p> <p>Self-study: Students practice reading.</p>	+ Lecture + Practice	<p>Quizzes and multiple-choice tests</p>	[1]
4	Unit 2	<p>Corporate culture</p> <p>Listening, reading</p>						

5	Unit 2	Presentation	LLO2 .2	Standardize ideas and vocabulary on the topic of culture.	Students give presentations on the cultures of different countries in English.	+ Practice	Presentation Essay Examination	[1]
6	Unit 3	Building relationship Building business relationships Vocabulary Sentence patterns, grammar	LLO3 .1	Applying specialized English terminology to communicate and build business relationships.	The teacher gives a lecture, provides vocabulary, and plays a CD. Students repeat and practice the scenario. Self-study: students write paragraphs on a given topic.	+ Lecture + Practice	Quizzes and multiple-choice tests Essay Examination	[1]
7	Unit 3	Building relationship Building business relationships Reading, listening	LLO3 .2	Standardize English vocabulary and ideas through the topic of building business relationships.	The teacher gives a lecture, provides vocabulary, and plays a CD. Students repeat and practice the scenario. Self-taught: students translate documents.	+ Lecture + Practice	Quizzes and multiple-choice tests Essay Examination	[1]

8	Unit 3	Presentation	LLO3 .3	Standardize English vocabulary and ideas through the topic of building business relationships.	The group presented the advantages and disadvantages of the Internet in English.		Presentation Quizzes and multiple-choice tests Essay Examination	
9	Unit 4	Advertising and marketing Global advertising and marketing strategies Vocabulary, grammar	LLO4 .1	Applying reading and writing skills on advertising and marketing topics.	The teacher gives a lecture, provides vocabulary, and plays a CD. Students repeat and practice the scenario. Self-taught: students translate documents.	+ Lecture + Practice	Quizzes and multiple-choice tests Essay Examination	[1]
10	Unit 4	Advertising and marketing Global advertising and marketing strategies Post	LLO4 .2	Standardize marketing and advertising information through language.	The teacher gives a lecture, provides vocabulary, and plays a CD. Students repeat and practice the scenario. Self-taught: students translate documents.	+ Lecture + Practice	Quizzes and multiple-choice tests Essay Examination	[1]

11	Unit 4	<p>Advertising and marketing</p> <p>Global advertising and marketing strategies</p> <p>Listening</p>	LLO4 .3	<p>Emphasize the spirit of self-learning through thematic practice.</p>	<p>The teacher lectures, provides vocabulary, and offers listening practice.</p> <p>Students repeat and practice the scenario.</p> <p>Self-study: students read and understand passages on a given topic.</p>		<p>Presentation</p> <p>Essay examination</p>	
12	Unit 4	<p>Presentation</p>	LLO4 .4	<p>Standardizing presentation skills in specialized English, focusing on marketing topics.</p>	<p>The team presented on marketing and advertising methods.</p>	Practice	<p>Quizzes and multiple-choice tests</p> <p>Essay Examination</p>	[1]
13	Unit 5	<p>Developing contacts</p> <p>Business contract</p> <p>Vocabulary, grammatical structures, and sentence patterns</p>	LLO5 .1	<p>Applying specialized English terminology to drafting business contracts.</p>	<p>The instructor will give a lecture, provide vocabulary, sentence structures, and some sample business and commercial contracts.</p>	+ Lecture + Practice	<p>Quizzes and multiple-choice tests</p> <p>Essay Examination</p>	[1]

		related to commercial contracts.			Students practice case studies. Self-taught: Students translate contracts.			
14	Unit 5	Developing contacts Business contract Post	LLO5 .2	Applying specialized English terminology to drafting business contracts.	The instructor will give a lecture, provide vocabulary, sentence structures, and some sample business and commercial contracts. Self-taught: Students translate contracts.	+ Lecture + Practice	Presentatio n	[1]
15	Midterm	Presentation	LLO6 .1	Emphasize the importance of self-learning through completing assignments and giving presentations in class.			Presentati on	

5. MAPPING BETWEEN COURSE LEARNING OUTCOMES AND LESSON LEARNING OUTCOMES

Table 3: Mapping of CLOs and LLOs

Lesson	Reviewers			
	CLO1	CLO2	CLO3	
LLO1.1	X			A1, A2
LLO1.2			X	A1, A2,
LLO2.1	X			A1, A2,
LLO2.2		X		A1, A2, A3
LLO3.1	X			A1, A2, A3
LLO3.2		X		A1, A2, A3
LLO3.3		X		A1, A2, A3
LLO4.1	X			A1, A2, A3
LLO4.2		X		A1, A2, A3
LLO4.3			X	A1, A2, A3
LLO4.4		X		A1, A2, A3
LLO5.1	X			A1, A2, A3
LLO5.2	X			A1
LLO6.1			X	A1

6. COURSE ASSESSMENT

Table 4: Course Evaluation

Reviewers	Assessment method	Cos	Percentage (%)
A1. Process	- Presentation - Quizzes and multiple-choice tests	CLO1, CLO2, CLO3	30%

A2. Midterm	- Presentation - Quizzes and multiple-choice tests	CLO1, CLO2, CLO3	30%
A3. End of term	- Essay examination	CLO1, CLO2, CLO3	40%

7. COURSE REQUIREMENTS AND EXPECTATIONS

- Class attendance: as per school regulations
- Students read and study the course materials provided by the lecturer before each class on the online learning system (LMS - learn.lhu.edu.vn).
- Completing homework assignments on the LMS, answering short questions and quick exercises in class will earn bonus points towards the student's course grade.
- Complete all stages of the group assignment according to the schedule given by the teacher.

7. STUDY MATERIALS, REFERENCE MATERIALS

Textbook

[1] Mary Ellen Guffey, Dana Loewy, Essentials of business communication, 12th edition. - Boston, Ma: Cengage Learning, 2022

References

[1] Nhu Vy - Thanh Tam, Business English Pro - Business English, Thanh Hoa Publishing House, 2021

8. SOFTWARE OR TOOLS TO ASSIST PRACTICAL TRAINING

- Internet
- Google Chrome

General convention :

Symbol	Describe
PLO/SO	Program learning outcomes
PI	Assessment Index (Intermediate Output Standard)

CLO	Course learning outcomes
LLO	Learning outcomes
Teacher	Teacher
SV	Student

Dean / Program Head

Dong Nai, Date ... Month ... Year 2025
Course Instructor

Van Thi Bich