

DEGREE COURSE
Organization and administration of public and private companies
TEACHING: FRENCH LANGUAGE
Academic year 2023/2024- II YEAR-I SEMESTER-CFU 8
Professor
PROF. FERNANDA TASSONI

Course information	FRENCH LANGUAGE-II YEAR- CFU 8
Teacher information	PROF. FERNANDA TASSONI-CONTRACTED TEACHER
Course description	The course includes 48 hours of lectures / interactive lessons / exercises which will have to provide students with the linguistic skills and specific tools for active learning of the microlanguage pertaining to the field of specialisation.
Course Objectives and Expected Learning Outcomes	<p>The teaching of the French language provided corresponds to the B1 level of the European reference framework. The course intends to develop and enhance the linguistic, pragmatic and cultural notions which will make it possible to understand frequently used expressions relating to areas of immediate relevance (e.g. information of based on person and family, shopping, local geography, work, tourism, employment)</p> <p>The student must be able to communicate in simple and routine activities that require a simple and direct exchange of information, he must be able to describe experiences and events and explain the reasons for his opinions and projects as well as being able to understand the main ideas of texts concerning both concrete and abstract topics, concerning his field of specialization.</p>
Program (contents, implementation methods). Possible distinction between attending and non-attending programmes	<p>The course will be divided into moments of diversified learning divided as follows:</p> <ol style="list-style-type: none"> 1) Acquisition of the grammatical and syntactic structures of the French language; 2) Acquisition of the vocabulary necessary for communication in the language; 3) Acquisition of the sectoral lexicon of the economy and business. Specific part: Civilization and microlangue(commerce and economy) <p>CIVILIZATION</p> <ul style="list-style-type: none"> - Overview of France from an administrative, political and commercial point of view; - Europe from the administrative, political and commercial point of view; <p>TRADE AND ECONOMY</p> <p>THE PRIVEE ENTERPRISE THE MARKET PRODUCTION AND SALE</p>

	<p>COMMERCIAL CORRESPONDANCE – Letter of offer Respond to the offer Letter of command Modification and cancellation of orders WORK IN THE COMPANY Commercial Correspondence : Letter of spontaneous applications Respond to the announcement How to Write a Curriculum Vitae Prepare for the job interview THE PUBLIC ENTERPRISE structure Organisation Difference between public enterprise and private enterprise</p> <p>STRUCTURE AND ORGANIZATION OF FRENCH BANKS</p>
<p>Estimate of the Hourly Commitment required for individual study</p>	<p>70 HOURS</p>
<p>Teaching methods used</p>	<p>Lectures, educational laboratories, case simulation, problem solving, exercises</p>
<p>Learning resources (recommended textbooks, any further recommended reading for further study, other educational material)</p>	<p>- Parodi Vallaco- Grammaire Savoir faire- CIDEB latest edition - Fernanda Tassoni-Le français de l’entreprise-Rubbettino 2008 - Ponzi-Carnet culture-Lang 2010 Parodi-Vallaco-Système entreprise léger –Trevisini Edirore</p> <p>Handouts prepared by the teacher and downloadable from the website will also be used:</p> <ul style="list-style-type: none"> ● De la monarchie absolue à la cinquième République ● Montesquieu ● L’entreprise publique ● L’administration territoriale de la France ● Les étapes de la construction européenne ● <p>Recommended reference texts: - Unilingual dictionary : Le Petit Robert”. - Bilingual dictionnaire : “Le Robert et Signorelli, dictionnaire français-italien / italien-français”, Paris, Le Robert (latest edition).</p> <p>Additional texts: In addition to those already mentioned, the student can take</p>

	<p>advantage of numerous online teaching resources:</p> <ul style="list-style-type: none"> ➤ <u>Language and Grammar</u> <p>http://www.lepointdufle.net/grammaire_conjugaison.htm https://leconjugueur.lefigaro.fr/ https://www.espacefrancais.com/grammaire/ http://parlons-francais.tv5monde.com http://apprendre.tv5monde.com/</p> <ul style="list-style-type: none"> ➤ <u>Phonetics</u> <hr/> <p>http://phonetique.free.fr/ http://flenet.unileon.es/phon/indexphon.html</p> <ul style="list-style-type: none"> ➤ <u>Civilization and commerce</u> <p>https://www.elysee.fr/la-presidence/les-institutions-de-la-cinquieme-republique https://www.economie.gouv.fr/facileco/dossier-lentreprise-cest-quoi</p>
Support Activities	During the course, seminars may be held with French intellectuals or writers
Frequency Mode	The methods are indicated in article 8 of the University teaching regulations.
Method of Assessment	<p>The course includes, for those attending students, intermediate evaluation tests, with an exempt value.</p> <p>Exam candidates will be subjected to a written test (multiple choice questions or written comprehension ,business letter) and an oral one. The written test is preparatory to the oral one. If the evaluation of the written test is lower than the notation corresponding to 18/30, the student remains "not recommended" to appear to take the oral exam. However, exceptionally and after precise and motivated agreements with the teacher, the student who has obtained a notation in the written tes corresponding to 16 or 17/30, will still be able to take the interview. The final grade will be the result of the appropriately weighted grades obtained in the written and oral tests.</p> <p>The use of bilingual and monolingual vocabulary is allowed</p>

Vote	Knowledge and understanding of the topic	Analysis and synthesis skills	Using references
Unsuitable	Important shortcomings. Significant inaccuracies	Irrelevant. Frequent generalizations. Inability to synthesise	Completely inappropriate
18-20	At the threshold level. Obvious imperfections	Just enough capacity	Just appropriate
21-23	Routine knowledge	He is able to carry out correct analyzes and synthesis. Argue logically and coherently	Use standard references
24-26	Good knowledge	Has good analytical and synthesis skills. Arguments are expressed consistently	Use standard references
27-29	More than good knowledge	He has remarkable skills of analysis and synthesis	He delved into the topics
30-30L	Excellent knowledge	He has excellent analytical and synthesis skills	Important insights