

Wypełnia Zespół Kierunku	Course unit title:					Course unit code:	
	Faculty / Department providing the course / module:						
	Subject title: <b>Fundamentals of social communication for legal professions.</b>						
	Mode and cycle of study:		Profile of study:		Specialty:		
	Full-time studies						
	Year / semester:		Course / module status		Language of instruction: English Italian		
	Format of instruction	lecture	workshop	laboratory	seminar	diploma seminar	other (specify)
	No. of hours	15					
Course / module coordinator							
Course instructor							
Course / module objectives		The course will develop students' understanding of communication forms and styles and provide students with tools to improve communication skills.					
Prerequisites							
<b>LEARNING OUTCOMES</b>					Ref. to programme benchmark statements	Ref. to subject area benchmark statements	
Knowledge	01 Understands the mechanisms and determinants of social communication 02 Gains an understanding of the main forms of social communication						
Skills	03 Recognizes the essential principles governing the communication process 04 Effectively makes use of specialized vocabulary						
Social competences	05 Acquires the skills to develop own knowledge of interpersonal, group and public communication. 06 Identifies the ethical dimension of a communication problem and acknowledges different points of view						
<b>CONTENT</b>						No. of hours	
Format of instruction – lecture						15	
1. Introduction to social communication: definition, forms, levels of communication						1	
2. Communication competence. Communication barriers.						2	
3. Effective listening.						3	
4. Verbal and non-verbal communication. Effective interpersonal and group communication.						3	
5. Understanding of and responding to criticism.						3	
6. Public communication. Ethics and social communication. Intercultural communication.						3	
Modes of delivery	<ul style="list-style-type: none"> <li>lectures accompanied by an analysis of case studies</li> <li>multimedia presentations</li> <li>discussion</li> </ul>						
Assessment methods						No. of learning outcome	

		from the syllabus
	Active participation in classes in solving tasks, examples and case studies. Oral exam. Final project (multimedia presentation).	
Grading criteria		
	Rules for calculating the grade in the subject: Oral exam with a weight of 35 pts Final project (multimedia presentation) 15 pts Class work with a weight of 20 pts	
	60 pts - 58 pts - 5.0 57pts - 52 pts - 4.5 51 pts - 45 pts - 4.0 44 pts - 40 pts - 3.5 39 pts - 33 pts - 3.0 32 pts - 00 pts - 2.0	
Basic reading	Dignen, Bob, Effective International Business Communication. Collins, 2013	
Supplementary reading	Communication in the Real World: An Introduction to Communication Studies, 1.4 Communication Competence, <a href="http://open.lib.umn.edu/communication/chapter/1-4-communication-competence/">http://open.lib.umn.edu/communication/chapter/1-4-communication-competence/</a> A. Antczak- Barzan, B.Antczak Building effective customer relationships. Marketing and public relations activities and tools 2014	
STUDENT WORKLOAD:		
	No. of hours	
Contact hours		
Preparation for contact hours		
Private reading and studying		
Participation in tutorials		
Preparation of project / essay / etc.		
Preparation for test / exam		
Other		
TOTAL workload		
ECTS credits		

Kod pola został zmieniony

Sformatowano: Kolor czcionki: Automatyczny