

THE CARD OF DESCRIPTION THE EDUCATION MODULE			
Name of course/module Interpersonal communication			Code AU_U_2.2_012
Main field of study ARCHITECTURE AND URBAN PLANNING	Education profile (general academic, practical) general academic		Year/ Semester I/2
Specialization -	Language of course: English		Course (core, elective) core
Hours Lectures: 30 Classes: - Laboratory - Projects / seminars: - classes:			Number of points 3 ECTS
Level of qualification: II	Form of studies (full-time studies/part-time studies) Full-time studies and part-time studies	Education area(s) Technical Sciences	ECTS division (number and %) 3 100%
Course status in the study program (basic, directional, other) directional		(general academic, from other field of study) general academic	
Responsible for the course/lecturer: Dr Liliana Szczuka-Dorna Centre of Languages and Communication ul. Piotrowo 3, 60-965 Poznań e-mail: Liliana.szczuka-dorna@put.poznan.pl			
Prerequisites of knowledge, skills, social competences:			
At the beginning of the course student should have a language competence corresponding to the B2 level according to description of foreign languages levels (the Common European Framework of Reference for Languages). Student should have skills of solving basic problems related to interpersonal and intercultural communication. Should also understand the need of the improvement of competences. Moreover in the scope of social competences the student must present such attitudes like the ability to work individually and in a team, the ability to use the various information sources.			
Objective of the course:			
<ol style="list-style-type: none"> 1. Provides students the fundamental knowledge in the scope of interpersonal and intercultural communication. 2. Familiarize students with the contemporary problems of interpersonal and intercultural communication. 3. Developing skills of solving problem and communication in groups. 4. Perfecting the language competences to level minimum B2+ (the Common European Framework of Reference for Languages). 			

Learning outcomes		
Knowledge:		
W01	student has explicit, theoretically based knowledge including the key issues of interpersonal and intercultural communication	
W02	student understands complexity of communication in groups, teams during meetings and negotiations	
W03	student knows basic terms and theories related to interpersonal and intercultural communication	
W04	student understands intercultural differences and related to them difficulties in communication both in written language and spoken language	
Skills:		
U01	student can communicate using different techniques in the professional environment and in Polish and English	
U02	student can prepare and present in Polish and English oral presentation including the elements of correct presentation	
U03	student has language skills in the scope of English, according to requirements at B2+ level of the Common European Framework of Reference for Languages adopted by the European Council	
Social competences:		
K01	understands the need of continuous updating and supplementing his/her knowledge as well as the need of the improvement of professional and social competences	
K02	student can work and cooperate in a team, assuming a number of different roles therein	
K03	student is prepared to the conscious communication in various environments both in written form and in oral form	
K04	student correctly identifies and solves dilemmas in the scope of different spatial situations in the urban and planning scale	
Methods of check the learning outcomes		
Credit conditions and methods of project evaluation.		
Summary score:		
<p>1. in the scope of lectures the verification of assumed effects of education is realized by:</p> <ul style="list-style-type: none"> • continuous assessment, at every classes (oral answers) – rewarding the increasing skills of use the known principles and methods, • assessment of written project, which is prepared after finishing of classes. 		
Course contents		
<p>Program of lectures includes the following issues:</p> <ol style="list-style-type: none"> I. <u>Interpersonal communication:</u> <ol style="list-style-type: none"> 1. Communication – theories and its importance. Types of Communications. 2. Spoken language: <ul style="list-style-type: none"> ○ Verbal and non-verbal communication. ○ Public speaking – types of speeches, methods of them preparation. ○ Active listening. ○ Negotiations. 		

3. Written language:
- Writing the abstracts, reports and theses in English.
 - Principles of correct Communications in business.

II. **Intercultural communication:**

1. Theoretical introduction to Intercultural Communication.
2. Theories of Intercultural Communication.
3. Edward Hall: beginnings of intercultural communication.
4. Verbal and non-verbal communication.
5. Interculturality in companies.
6. Richard Gesteland: division of cultures.
7. Geert Hofstede: division of cultures in business.
8. Ethical behaviours in organisations. Savoir-vivre in intercultural corporations.

Basic bibliography:

1. Morreale S.P., Spitzberg B.H., Barge J.K. *Komunikacja między ludźmi*, PWN, 2008
2. McKay M., Davis M., Fanning P., *Sztuka skutecznego porozumiewania się*, GWP, 2010
3. Hofstede , Geert Hofstede Gert Jan, *Cultures and Organizations Software of the Mind*, The McGraw Hill Companies, 2005
4. Gesteland Richard, *Cross-Cultural Business* , Copenhagen Business School Press, 2001
5. Spencer-Oatey Helen, Franklin Peter, *Intercultural Interaction, A Multidisciplinary Approach to Intercultural Communication*, Palgrave Macmillan, 2009

Complementary bibliography:

1. Witkowski T., *Psychomanipulacje*, Biblioteka Moderadora, Warszawa 2000
2. Cialdini R., *Wywieranie wpływu na ludzi*, GWP, 2010
3. Axtell, Roger E. *Do's and Taboos Around the World*. John Wiley & Sons, 3rd ed., 1993
4. Journals on Intercultural Communication – selected readings

The workload of student

Form of activity	Hours	ECTS
Total workload	78	3
Activities that require individual contact with the teacher	40,5	2
Activities of practical	0	-

Balance the workload of the average student

Form of activity	Number of hours
participation in lectures	30 h
participation in classes/ laboratory classes (projects)	0 h
preparation for classes/ laboratory classes	0 h

preparation to colloquium/final review	15 x 2,5 h
participation in consultation related to realization of learning process	3 x 3,5 h = 10,5 h
preparation to the exam	0 h

Total workload of student: 3 ECTS credits 78 h

As part of this specified student workload:

1. activities that require direct participation of teachers:

30 h + 10,5 h = 40,5 h

2 ECTS credits