## INGLÉS PARA FINES ESPECÍFICOS I (1551)

Curso 2022-2023

Pilar Aguado Jiménez Mª José Marín Pérez Fuensanta Piqueras



	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
08-09		A + B Pilar	A + B Pilar		A + B Pilar
09-10					
10-11					
11-12					
12-13					
13-14	A1 Pilar B1 Mª José				
14-15	A2 Pilar B2 Mª José				
15-16					
16-17					
17-18					



### COURSE OBJECTIVES



- Get in touch with ESP in general, and Business and Legal English in particular.
- Familiarise with professional applications of Business and Legal English:
  - What is ESP?
  - ☐ Characterising Business and Legal English for translation
  - ☐ Using Business and Legal English at work



## **COURSE SYLLABUS**



- 1. What ESP is. Teaching ESP.
- 2. Characteristics of Legal and Business English. Translating Legal and Business English.
- 3. Business and Legal English at work: Writing and Speaking Skills.



### **ASSESSMENT**

INSTRUMENTS	MARK (%)
WRITTEN EXAM Characterization of Business and Legal texts	80%
Written texts in working environment	
(you should have at least 40 in the exam to pass the subject. Only in this case the marks for practical activities	
will be added)	
PRACTICAL ACTIVITIES	20%

- You can bring to the exam any hard copy dictionary and your class notes.
   No electronic devices are allowed in the exam.
- The subject is passed with 5 over 10



#### **EXAM DATES**



**December:** 19/12/22

May: 15/05/23

June: 23/06/23

Erasmus students: Adapt your flights back your home country to the exam dates!!!!

No changes in the exam dates are possible.



## TEACHERS' OFFICE HOURS



#### **Pilar Aguado**

- Tuesdays, from 9 to 12, room 1.6, Faculty of Humanities Building.
   Campus La Merced.
- Office phone number: 868 88 76 87
- Electronic office hours: SAKAI and paguado@um.es. 7/24
- Available at agreed times via email (face-to-face or zoom meeting)

#### Mª José Marín

- Mondays, from 10 to 13, room 1.26, Faculty of Humanities Building. Campus La Merced.
- Electronic office hours: SAKAI and <u>mariajose.marin1@um.es</u>.

#### **Fuensanta Piqueras**

ZOOM appointments via AV message



# VIRTUAL PLATFORM (SAKAI)



- Check every week for messages and announcements.
- Redirect messages to your current email address.
- Additional materials will be uploaded there (RECURSOS)



septiembre 2022							
L	М	Х	J	V	S	D	
			1	2	3	4	
5 COURSE PRESENTATION	6	7	8	9	10	11	
12 PRACTICE 1	13 BANK HOLIDAY	14	15	16	17	18	
19 PRACTICE 2	20	21	22	23	24	25	
26 PRACTICE 3	27	28	29	30			



octubre 2022							
L	М	Х	J	V	S	D	
					1	2	
3 ACADEMIC YEAR OPENING	4	5	6	7	8	9	
10 PRACTICE 4	11	12 BANK HOLIDAY	13	14	15	16	
17 PRACTICE 5	18	19	20	21	22	23	
24 PRACTICE 6	25	26	27	28	29	30	
31							



noviembre 2022							
L	М	Х	J	V	S	D	
	1 BANK HOLIDAY	2	3	4	5	6	
7 PRACTICE 7	8	9	10	11	12	13	
14 PRACTICE 8	15	16	17	18	19	20	
PRACTICE 9	22	23	24	25	26	27	
28 PRACTICE 10	29	30					





diciembre 2022							
L	M	Х	J	V	S	D	
			1	2	3	4	
5	6 BANK HOLIDAY	7	8 BANK HOLIDAY	9 END OF TERM	10	11	
12	13	14	15	16	17	18	
19 FINAL EXAM	20	21	22	23	24	25	
26	27	28	29	30	31		