

**Description of Course Unit**

Course unit title	English Course (Listening)
Course unit code	EI 19120
Type of course unit (compulsory, optional)	Compulsory
Level	Bachelor of Economics (B.Ec)
Semester	2
Number of credits	1
Name of lecturer(s)	Language Training Center (LTC) UMY
Learning outcomes of the course unit	<ol style="list-style-type: none">1. Students are able to understand audio expressions used in Business English Communication.2. Students are able to apply expressions used in conducting meetings.3. Students are able to comprehend audio expressions used in making appointments for formal meetings and changing meeting times.4. Students are able to create dialogues and practice them in role plays.
Mode of delivery (face-to-face, distance learning)	Face-to-face and blended learning
Prerequisites and co-requisites	All compulsory courses from semester 1-5
Course content	<ol style="list-style-type: none">1. Semester Learning Plan (RPS)2. UNIT 1: Socializing3. UNIT 2: Who's Who in the Office (1)4. UNIT 2: Who's Who in the Office (2)5. UNIT 3: Company Facts (1)6. UNIT 3: Company Facts (2)7. REVIEW & Preparation for UK-18. Competency Test 19. UNIT 4: Telephoning (1)10. UNIT 4: Telephoning (2)11. UNIT 5: Morning Briefing12. UNIT 6: Meeting (1)13. UNIT 6: Meeting (2)14. UNIT 7: Changing A Meeting Time15. REVIEW & Preparation for UK-216. Competency Test 2



Recommended or required reading and other learning resources/tools	<ol style="list-style-type: none"> 1. Learning English_Listening by British Council 2. Sri Ani Puji Setiawati. Handout English for Economics: LISTENING 3. BBC Learning English-Talking Business (bbclearningenglish.com) 4. <i>English for Business Communication</i> by Margaretha Dharmayanti H., S.Pd., M.Hum.
Planned learning activities and teaching methods	Tutorial, case study, self-directed study, discovery learning, role play, simulation, focus group discussion, cooperative learning,
Language of instruction	Indonesian and English for international class
Assessment methods and criteria	Quiz, assignment, Evaluation Course Learning Outcome

GRADE	SCORE (%)	PREDICATE	Description	Conversion Value
A	$80 \geq ..$	Excellence	Achieve learning outcomes with excellence grade	4
AB	$75 \leq AB < 80$	Very Good	Achieve learning outcomes with very good grade	3,5
B	$65 \leq B < 75$	Good	Achieve learning outcomes with good grade	3
BC	$60 \leq BC < 65$	Good Enough	Achieve learning outcomes with good enough grade	2,5
C	$50 \leq C < 60$	Enough	Achieve learning outcomes with enough grade	2
D	$35 \leq D < 50$	Less	Achieve learning outcomes with less grade	1
E	$.. < 35$	Failed	Failure to achieve learning outcomes	0