



COURSES IN ENGLISH FOR EXCHANGE STUDENTS
Business Administration and Management
BAM

Business Administration and Management:

NAME	ID
Fundamental Concepts	BAM1-01
Business English	BAM1-02
Cross activities	BAM1-03
Business English	BAM3-01
Cross activities	BAM3-02
Cross-cultural management	BAM3-03
Computer Science	BAM5-02
Logistics and SCM	BAM5-03
Marketing study and business plan	BAM5-04
Cross activities	BAM5-05
Business English	BAM2-01
Professional and Personal Project (PPP)	BAM2-02
Internship/Professional Project	BAM2-03
Business english	BAM4-01
Internship/Professional Project	BAM4-02
Strategy and innovation	BAM6-01
Business trade and international develop- ment	BAM6-03

ACCOUNTANCY
Fundamental concepts

BAM1-01

Objectives:
Understand the fundamental
accountancy rules
To read and understand an in-
come statement and a balance
sheet

Skills:
Understand the stakes of accounting:
register and classify
information (balance sheet, income
statement)

Hours:

<u>Lecture:</u>	15
<u>Tutorial Classes:</u>	20

ECTS: 6

ENGLISH
Business English

BAM1-02

Objectives:
Develop written and spoken
competence in English (gene-
ral).

Skills:
Introduce a person, present a company
...
Understand in a global way, documents
of current events or general interest
(oral or written) and communicate
about main ideas
Discover the business world vocabulary
Acquire notions and know-how in work
situations

Prerequisite:
Level B1

Hours:

<u>Tutorial Classes:</u>	15
<u>Practical work:</u>	15

ECTS: 5



Spring



Autumn

MANAGEMENT
Cross activities

BAM1-03

Objectives:

Discover how we manage an organization, its different functions, departments and team management.

Skills:

Understand a business organization
Integrate and manage teamwork
Identify the roles of manager

Hours:

<u>Lecture:</u>	9
<u>Tutorial Classes:</u>	20
<u>Practical work:</u>	30

ECTS: 6

ENGLISH
Business English

BAM3-01

Objectives:

Improve language knowledge in a business context.

Develop a critical thinking and knowledge about cultural realities (intercultural communication)

Skills:

Develop a critical analysis .
Argue (following studies of press articles, audio or video documents linked to language of speciality, i.e. international transport, banking, on-line marketing, global trade, strategy, accountancy, logistics).
Make a success of an interview (job or studies).
Organize, lead a meeting, report

Prerequisite:
Level B2

Hours:

<u>Tutorial Classes:</u>	15
<u>Practical work:</u>	15

ECTS: 5



Spring



Autumn

MANAGEMENT
Cross activities

BAM3-02

Objectives:
Discover how to manage an organization, its different functions, departments and team management.

Skills:
Integrate team work.

Hours:

Tutorial Classes: 20

ECTS: 5

CROSS-CULTURAL MANAGEMENT
Cross-Cultural Management

BAM3-03

Objectives:
Take into consideration how cultural characteristics affect team management.

Skills:
Become more familiar with various cultures.
Understand how traditional cultures can influence team management.
Learn about the specifics of French cultural management.
Develop the ability of working in a cross-cultural environment.

Hours:

Lecture: 15
Tutorial Classes: 7.5

ECTS: 4



Spring



Autumn

MANAGEMENT PROJECT
Computer Science

BAM5-02

Objectives:
Acquire intermediate Microsoft Office proficiency.

Skills:
Create, modify, and format charts.
Create a template and work with a design template

Hours:

<u>Lecture:</u>	4
<u>Tutorial Classes:</u>	10

ECTS: 3

MANAGEMENT PROJECT
Logistics and SCM

BAM5-03

Objectives:
Understand the links between business with the supply chain concept

Skills:
Understand the links between businesses and the supply chain concept

Hours:

<u>Lecture:</u>	4
<u>Tutorial Classes:</u>	10

ECTS: 3



Spring



Autumn

MANAGEMENT PROJECT
Marketing study and Business Plan

BAM5-04

Objectives:

Be able to do a market study in order to start up a business and understand the use of business models.

Skills:

Analysis of the opportunities of the market, the market value and the model of revenue

Prerequisites:

Descriptive statistics

Hours:

<u>Lecture:</u>	21
<u>Tutorial Classes:</u>	21

ECTS: 6

MANAGEMENT PROJECT
Cross activities

BAM5-05

Objectives:

Discover how to manage an organization, its different functions, departments and team management.

Skills:

Integrate teamwork components.

Hours:

<u>Tutorial Classes:</u>	21
--------------------------	----

ECTS: 5



Spring



Autumn

ENGLISH
Business English

BAM2-01

Objectives:
Deepen written and spoken competence in Business English

Skills:
Communicate in a company in an international environment.
Study texts and documents about different aspects of the economic activity.
Acquire notions and know-how in work situations.

Prerequisite:
Level B1

Hours:

<u>Tutorial Classes:</u>	15
<u>Practical work:</u>	15

ECTS: 5

CAREER PROFILES AND QUALIFICATIONS
Professional and Personal Project (PPP)

BAM2-02

Objectives:
Carry out a thorough work analysis in order to find out precisely which jobs are available for the students and which skills and knowledge are required.
Define a coherent study framework adapted to job descriptions.
Acquire guidance methods useful all life long.

Skills:
Discover and integrate the business world.

Hours:

<u>Practical work:</u>	20
<u>Practical work:</u>	20

ECTS: 3



Spring



Autumn

INTERNSHIP/PROFESSIONAL PROJECT

BAM2-03

Objectives:

Discover an organization and its different activities.

Skills:

Acquire and develop rigor, adaptability, flexibility, capacity of listening and organizational skills and professionalism

Hours:

Tutorial Classes: 140

ECTS: 6

ENGLISH

Business English

BAM4-01

Objectives:

Improve language knowledge in a business context.

Improve knowledge of different communications tools (meetings, video conference, teamwork).

Develop comprehension skills and fluency in conversation .

Develop socializing skills in a business environment.

The cultural and professional dimension.

Skills:

Develop a critical analysis.

Argue (following studies of newspapers, audio or video documents about international transport, banking, online marketing, global trade, strategy, accountancy, logistics).

Prepare for job or course interviews.

Organize, lead a meeting, reports.

Prerequisite:

Level B2

Hours:

Tutorial Classes: 15

Practical Work: 15

ECTS: 5



Spring



Autumn

INTERNSHIP/PROFESSIONAL PROJECT

BAM4-02

Objectives:

Discover an organization and its different activities.

Skills:

Lead specific management actions in large companies and SMEs.

Hours:

Tutorial Classes: 280

ECTS: 6

MANAGEMENT

Strategy and innovation

BAM6-01

Objectives:

Give a comprehensive understanding of the issues and techniques of strategy : external and internal analysis and the choice of the strategic position

Skills:

Analysis of the environment and the capabilities of the organisation.

Make a choice for the strategic position

Hours:

Lecture: 7
Tutorial Classes: 14

ECTS: 3



Spring



Autumn

MANAGEMENT

Business Trade and international development

Objectives:

Give:

- a definition of cross-cultural Management, culture
- Cross-cultural understanding a business environment
- a definition of small and medium-sized enterprise (SME) in International Trade

Skills:

Manage cross-cultural project teams
Negotiate with foreign suppliers or customers

Hours:

<u>Lecture:</u>	2
<u>Tutorial Classes:</u>	5

ECTS: 3



Spring



Autumn