

**UNIVERSITY OF ECONOMICS - VARNA**  
**DEPARTMENT OF LANGUAGE TEACHING**  
**DEPARTMENT OF WESTERN EUROPEAN LANGUAGES**

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**ACCEPTED BY:**

**Rector:**

**( Prof. Dr. Plamen Iliev)**

**SYLLABUS**

**SUBJECT: "FOREIGN LANGUAGE FRENCH";**

**DEGREE PROGRAMME: „Accounting“; BACHELOR`S DEGREE**

**YEAR OF STUDY: 1st; SEMESTER: 2d;**

**TOTAL STUDENT WORKLOAD: 90 h.; incl. curricular 30 h.**

**CREDITS: 3**

**DISTRIBUTION OF WORKLOAD ACCORDING TO THE CURRICULUM**

<i>TYPE OF STUDY HOURSE</i>	<b>WORKLOAD, h.</b>	<b>TEACHING HOURS PER WEEK, h</b>
<b>CURRICULAR:</b>		
incl.		
• LECTURES	0	0
• SEMINARS (lab. exercises)	30	2
<b>EXTRACURRICULAR</b>	60	-

**Prepared by:**

1. ....  
(senior lecturer Sv. Todorova)

2. ....  
(senior lecturer Sv. Iliev)

**Head of department: .....**  
**Western European Languages ( senior lecturer S. Shtereva)**

## I. ANNOTATION

*This module is a continuation of the Accounting French course, started in previous semesters. The course objectives are to build up students' confidence in using French for financial and accounting purposes and improve their overall linguistic fluency. During the course students develop their reading, writing, listening and speaking skills by a variety of practical tasks which include: reading and discussing authentic articles on a wide range of business and financial topics; learning essential accounting vocabulary; listening to authentic interviews or lectures and developing note-taking skills; they take part in meetings, role-plays, prepare presentations, have the opportunity to understand how business works in different cultures, etc. By course completion students must be able to understand, summarize and interpret a variety of accounting and financial data, and present it accordingly; express opinions on different business and financial issues; write business letters; use French in social situations for telephoning, networking, negotiating, etc. Students master a whole repertoire of different skills which are necessary to participate in an increasingly international work environment.*

## II. THEMATIC CONTENT

No.	TITLE OF UNITS AND SUBTOPICS	NUMBER OF HOURS		
		L	S	LS
<b>1. Entreprise en mouvement</b>			<b>6</b>	
1.1	Présenter des entreprises		2	
1.2	L'évolution de l'entreprise		2	
1.3	Culture d'entreprise		2	
<b>2. Nouvelles formes du travail</b>			<b>6</b>	
2.1	Comprendre des statistiques		2	
2.2	S'informer sur les nouvelles formes de travail		2	
2.3	Rédiger un compte-rendu		2	
<b>3. Communication performante</b>			<b>6</b>	
3.1	Promouvoir l'image de marque de l'entreprise		2	
3.2	Présenter sa fonction		2	
3.3	Faire face à une situation de crise		2	
<b>4. Comptabilité de l'entreprise</b>			<b>5</b>	
4.1	Les documents comptables de la société		2	
4.2	Comment faire le bilan		3	
<b>5. Les finances de l'entreprise</b>			<b>5</b>	
5.1	Financer son entreprise		2	
5.2	Les banques et l'entreprise		3	
5.3	Test		2	
<b>Total:</b>			<b>30</b>	

### III. FORMS OF CONTROL:

No. by row	TYPE AND FORM OF CONTROL	No/week	Extracurricular hours
<b>1.</b>	<b>Midterm control</b>		
1.1.	Project work – on a predefined theme	<b>1</b>	<b>20</b>
1.2.	Written assignments on a given topic	<b>1</b>	<b>10</b>
	<b>Total mid-term control:</b>	<b>2</b>	<b>30</b>
<b>2.</b>	<b>Final term control</b>		
2.1.	Test	<b>1</b>	<b>30</b>
	<b>Total final term control:</b>	<b>1</b>	<b>30</b>
	<b>Total for all types of control:</b>	<b>3</b>	<b>60</b>

### IV. LITERATURE

#### REQUIRED (BASIC) LITERATURE:

1. Girardeau, B., Mistichelli, M., Travailler en français en entreprise, éd. Didier, 2009
2. Gautier, M., Banque-finances.com, éd. CLE INTERNATIONALE, 2004
3. Danilo, M., Le français de la communication professionnelle, 1993
4. Penformis J.L., Affaires.com, éd. CLE INTERNATIONALE, 2005

#### RECOMMENDED (ADDITIONAL) LITERATURE:

1. Penformis J.L., Vocabulaire progressif du français des affaires, éd. CLE INTERNATIONALE, 2004
2. Dimitrova, T., Todorova, S. Exercices de lexique et de grammaire éd. « Science et économie », 2010