

## STATISTICS AND METHODS FOR ECONOMICS AND FINANCE

2024-25

### ENGLISH LANGUAGE

General information	
Year of the course	2024-25
Academic calendar (starting and ending date)	February-June 2025
Credits (CFU/ETCS):	6
SSD	L-LIN/12 (English language and translation)
Language	English, Italian
Mode of attendance	Face to face lectures; online practice lessons

Professor/ Lecturer	
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Telephone	
Department and address	Dipartimento di Economia e finanza, Largo Abbazia S. Scolastica - 70124 Bari
Virtual room	7ec3ohc
Office Hours (and modalities: e.g., by appointment, on line, etc.)	By appointment or email Students are required to use their institutional account only (@studenti.uniba.it)

Work schedule		<a href="https://www.uniba.it/it/corsi/scienze-statistiche/studiare/didattica/orario-delle-lezioni">https://www.uniba.it/it/corsi/scienze-statistiche/studiare/didattica/orario-delle-lezioni</a>	
Hours			
Total	Lectures	Hands-on (laboratory, workshops, working groups, seminars, field trips)	Out-of-class study hours/ Self-study hours
150	42	18	90
CFU/ETCS			
6	4	2	

<b>Learning Objectives</b>	<i>Analysis and communication of specialized texts related to business, and actuarial science. English grammar and specialized vocabulary.</i>
<b>Course prerequisites</b>	<i>The minimum requirement is English B2.</i>

<b>Teaching strategies</b>	<i>Lectures will allow students to practice their communication skills in English. Besides lectures, the course includes online practice lessons with Dr. Palazzo (caterinaclaudia.palazzo@uniba.it).</i>
<b>Expected learning outcomes in terms of</b>	
<b>Knowledge and understanding on:</b>	<ul style="list-style-type: none"> <li>○ Specialized concepts and terminology concerning business and actuarial science.</li> <li>○ English grammar.</li> </ul>
<b>Applying knowledge and understanding on:</b>	<ul style="list-style-type: none"> <li>○ Studying the texts in the programme will provide students with logical-analytical tools to apply acquired knowledge to the workplace or to subsequent levels of specialization. Students will also be able to deal with interview questions and submit their own CV and cover letter.</li> </ul>

<b>Soft skills</b>	<ul style="list-style-type: none"> <li>• At the end of the course, students will be able to: <ul style="list-style-type: none"> <li>o communicate effectively in English in written and oral form about topics related to business and actuarial science;</li> <li>o understand and apply grammar rules.</li> </ul> </li> <li>• Students will develop the ability to effectively communicate what they have learned and express their own opinions.</li> <li>• By the end of the course, students will have acquired the ability to continue studying independently.</li> </ul>
<b>Syllabus</b>	
<b>Content knowledge</b>	<p><i>Grammar</i> Noun phrase, conjunctions, adverbs, prepositions, verb phrase, form, tense, aspect, voice, mood, direct and indirect speech, primary auxiliaries, modal auxiliaries, conditional clauses, relative clauses.</p> <p><i>Business</i> Talking about first impressions, arranging to meet, work routines, projects and plans, how to start and end conversations, motivation at work, managing projects, ideas and innovation, ethical business, plan arrangements, talking about decisions, plans and predictions, personality and decision making, outsourcing, presenting factual information, employers and employees, negotiating with colleagues, starting up a new business, communications technology, talking about change, dealing in data, discussing data, cultural differences, describing past events and news.</p> <p><i>Actuarial Science</i> The history of actuarial science, innovation, the actuarial career, ethical use of AI in investments, emissions reduction and climate-related risk, life insurance trends, balancing the career and personal life, ESG principles and alternative assets, cyber risks, leadership and communication, workplace diversity, reinsurance and the sidecar option.</p> <p><i>Project work: preparation of curriculum vitae, cover letter and job interview.</i></p>
<b>Texts and readings</b>	<ul style="list-style-type: none"> <li>• <i>Business Result Upper-Intermediate Student's Book with Online Practice, second edition, John Hughes and Jon Naunton, Oxford University Press (units 1-13). <b>Make sure to get the textbook before the beginning of the course.</b></i></li> <li>• <i>The Actuary (freely available online)</i></li> <li>• <a href="https://www.careers.ox.ac.uk/sitefiles/oxford-guide-careers-2024.pdf">https://www.careers.ox.ac.uk/sitefiles/oxford-guide-careers-2024.pdf</a> pp.47-65.</li> </ul>
<b>Notes, additional materials</b>	<ul style="list-style-type: none"> <li>• <a href="http://www.collinsdictionary.com/dictionary/english-italian">http://www.collinsdictionary.com/dictionary/english-italian</a></li> <li>• <a href="http://www.wordreference.com">http://www.wordreference.com</a></li> <li>• <i>Murphy, Raymond. English Grammar in Use. With answers. Cambridge University Press. Cambridge 2016 (non-compulsory text, recommended for self-study)</i></li> </ul>
<b>Assessment</b>	
<b>Assessment methods</b>	<p><i>Assessment methods include a multiple choice test and an oral interview. The interview is designed to verify oral skills (listening, speaking) as well as the ability to analyse and express specialized contents.</i></p> <p><i>Written skills are assessed by writing a CV, a cover letter and answering job interview questions, to be prepared under the supervision of linguistic expert Dr. Palazzo. The project work, already corrected and revised by Dr. Palazzo, must be sent via email to Prof. Gaudio (Dr. Palazzo in cc) at least five days</i></p>

	<i>before the date of the exam. Students are required to use their institutional email account (@studenti.uniba.it).</i>
Assessment criteria	<ul style="list-style-type: none"> <li>• <i>The minimum score to pass the grammar, syntax and vocabulary test is 7/10</i></li> <li>• <i>After successfully completing the test, the oral interview is aimed at assessing students' knowledge of the texts in the programme, the project work, and their ability to expound them in English.</i></li> </ul>
Final exam and grading criteria	<i>Pass or fail. Upon request, the assessment can be expressed in grades (minimum pass grade is 18/30). However, grades for this exam will not be computed in the final graduation score.</i>
<b>Further information</b>	