

Incoming Programme Winter term 2020

Course Description (16,5 SWS/30 ECTS)

I. German language courses

Interkulturelle Kommunikation im Team auf Deutsch + Outdoortraining Lecturer: Petra Hauptfeld		Type: PR	Code:
Year: 2020/21	Semester: Winter, Summer	SWS: 1,5	Credits: 2
Language: German	All levels	Assessment: presentations in class, written exercise	
Entry Requirements: -			
Aims: to get to know each other and the various countries; to reduce anxiety when speaking German; to get accustomed to a German speaking environment; to be informed about first facts concerning Austria, to enhance team building processes			
Contents: self-presentations, presentations in groups about the incoming countries; team building exercises for multicultural groups; group-work to remember first facts about Austria; repetition of basic sentence structures; outdoor training			
Kommunikation auf Deutsch in Alltag und Beruf B1/B2 – intermediate level Lecturer: Petra Hauptfeld		Type: PR	Code:
Year: 2020/21	Semester: Winter, Summer	SWS: 2	Credits: 4
Language: German	Level B1 and B2	Assessment: permanent, 2 tests optional: ÖSD exam B1 or B2	
Entry Requirements: Students' language competencies will be assessed through the course "Interkulturelle Kommunikation" (oral skills and listening comprehension) and a written test at the beginning (listening comprehension, writing skills) of the course. Elaborated skills at B1 level or start of B2 level are recommended; if the level is a little bit lower or higher attendance is possible supported by specific exercises.			
Aims: to enhance mainly the oral competence concerning sentence structure and vocabulary, to speak more fluently in everyday and business situations, to be able to understand general topics and participate in business and everyday conversation, preparation for the ÖSD exam B1 and B2			
Contents: The course is competence-based concerning various topics in work and study: asking for information; initiating social contacts, business etiquette; mastering the personal environment: professions and working conditions; phone calls in public, argumentation styles, presenting information and referring to statistics, ÖSD exercises to prepare for the final exam			

Kommunikation auf Deutsch in Alltag und Beruf A1/A2 – beginners plus level Lecturer: Petra Hauptfeld		Type: PR	Code:
Year: 2020/21	Semester: Summer	SWS: 2	Credits: 4
Language: German	Level A1	Assessment: permanent, 2 tests optional: ÖSD exam A1 or A2	
Entry Requirements: Students' language competencies will be assessed through the course "Interkulturelle Kommunikation" (oral skills and listening comprehension) and a written test at the beginning (listening comprehension, writing skills) of the course. It is a beginners' course plus at level A1; if the level is a little bit higher (start of level A2) attendance is possible supported by specific exercises.			
Aims: to enhance mainly the oral competence concerning sentence structure and vocabulary, to speak more fluently in everyday and business situations, to be able to understand general topics and participate in business and everyday conversation, preparation for the ÖSD exam A1 and A2			
Contents: The course is competence-based concerning various topics in work and study: introducing each other and self-presentation; organising the day: time and data; ordering in a restaurant; hobbies and leisure time; small talk in business, short phone calls; basic vocabulary and grammar; listening comprehension			

II. Courses in Communication Skills (in English)

Business Management Lecturer: Gerda Weinzerl		Type: PR	Code: 5000830
Year: 2020/21	Semester: Winter, Summer	SWS: 2	Credits: 3
Language: English	Level depending on a grading test	Assessment: permanent	
Entry Requirements: The level of competence will be assessed in a test before the beginning of the course			
Aims: to be able to understand and discuss marketing issues; to present oneself in business, to enhance the written competence, to speak more fluently in business situations, to use and reinforce marketing vocabulary			
Contents: core marketing topics like products and services; the 4Ps; marketing mix; recruitment topics like cover letters, CVs and interviews; business correspondence; giving presentations on marketing topics			

Interview Techniques Lecturer: Christian Decker		Type: PR	Code: 5000330
Year: 2020/21	Semester: Winter, Summer	SWS: 1	Credits: 2
Language: English	All levels	Assessment: permanent	
Entry Requirements: -			
Aims: to study and analyse the most common types of interviews for jobs and applications; to be able to identify prerequisites, develop catalogues of questions and evaluation principles independently			
Contents: various types of interviews; analysis of situations; catalogue of questions; factors influencing interviews; feedback and evaluation of interviews; preparation for job applications and interview techniques; nonverbal communication			

Creative Techniques and Problem Solving Lecturer: Theisl		Type: PR	Code: 5000430
Year: 2020/21	Semester: Winter, Summer	SWS: 1	Credits: 2
Language: English	All levels	Assessment: permanent	
Entry Requirements: -			
Aims: to get to know methods and tools for creative, time related and goal oriented job performance (in teams); to be able to work on tasks and to solve problems in groups in a cooperative, systematic and coordinated way			
Contents: analysis of teamwork, creativity techniques, problem solving techniques, goal oriented and time related work performance, self-awareness, training of problem solving skills and techniques in teams			

III. Courses on Selected Topics (in English)

Intercultural Team Project Management Lecturer: Regina Rowland		TYPE PR	Code: 5000630
Year 2019/20	Semester: Winter, Summer	SWS: 2	Credits: 3
Language: English	All levels	Assessment: team presentation	
Entry Requirements: -			
<p>Contents:</p> <p>This course will be taught in collaboration with students from other Austrian universities and with a focus on collaborative “Circular Innovation” methods — this means that students from different disciplines, programs, and countries will be co-creating potential solutions for sustainability-oriented innovation challenges. During the winter semester, students will work in diverse teams and apply human-centered design thinking methods. The course work includes independent online learning and preparation sessions to become familiar with the genre of sustainable innovation. The highlight of this course is an intense 2-day event for co-developing potential solutions for a given design challenge with a live client.</p> <p>The course is underpinned by Module 5 “Innovation in the Business Context” of the “Excellence-in-Research for Social and Technical Innovations” (ReSTI) curriculum that was co-funded by the European Union Funds ERDF and IPA under the Danube Transnational Programme: http://resti.academy/ Additionally, students have the opportunity to complete the whole online series of the Module 5 courses to earn the digital badge “ReSTI Entrepreneur” from the ReSTI Consortium.</p> <p>Note: During summer semesters, students apply nature-inspired innovation methods, such as biomimicry thinking (instead of human-centered).</p> <p>Meeting Dates and Event Locations to be determined.</p>			

Austrian Economy, Politics and Culture Lecturer: Friedrich Seeber		Type: PR	Code: 5000930
Year: 2020/21	Semester: Winter, Summer	SWS: 1	Credits: 2
Language: English	All levels, B1 recommended	Assessment: permanent	
Entry Requirements: -			
Aims: broaden one's knowledge about Austrian culture, politics and economics, to be able to understand and discuss these topics; to get acquainted with Austrian cultural standards; to give orientation in everyday life			
Contents: facts and figures about Austria, Austrian cultural standards, political system and parties, typical Austrian political "codes", recent political topics, structure of the Austrian economy, labour market, economic key data, important Austrian companies, Austria within the EU			

Academic Writing including the course AWO - Academic Writing Online Lecturer: Natascha Miljkovic		TYPE SE	Code: 5002150
Year: 2020/21	Semester: Winter, Summer	SWS: 2	Credits: 5
Language: English	B2, C1 recommended	Assessment: seminar paper in English, five exercises (AWO)	
Entry Requirements: fluent in English; level C1 recommended			
Aims: to find an interesting topic for writing; to structure and write a seminar paper according to the formal criteria; to apply quotation and argumentation systems, to keep to the formal rules and scientific language style			
Contents: blended learning seminar: 2/3 contact learning and 1/3 distance learning via AWO: structuring of the paper/paragraphs, wording and quotation, scientific phrasing and argumentation, description of study results and statistics; analysis of personal writing style; presentation and permanent assessment of the student's texts; discussion sessions and feedback on texts within the group			

Organizational Development Lecturer: Christa Koppensteiner		TYPE SE	Code:
Year: 2020/21	Semester: Winter	SWS: 2	Credits: 3
Language: English	B2 recommended	Assessment: presentations, written paper, active participation	
Entry Requirements: fluent in English from B2+, interest in organizational matters within HR (leadership, communication, teamwork...)			
Aims: to get an understanding of how Organizational Development and Change management connect and are necessary in modern organizations and rapid changing environments; to experience learning in a free-spirited workshop; to enhance collaborative work			

Contents:

online learning and preparation sessions to become familiar with the topic of organizational development and change management, team workshop to experience the impact of different settings hands-on