



**SYLLABUS OF THE SUBJECT**  
**«BUSINESS UKRAINIAN LANGUAGE»**  
 for all Fields of Study, Specialties and Educational and professional programs

<b>Academic Degree</b>	First (Bachelor)
<b>Subject status</b>	Educational discipline of the main component from the catalog of general university subjects
<b>Course of study</b>	1
<b>Semester</b>	1 (2)
<b>Subject volume, ECTS credits / total amount of hours</b>	3/90
<b>Language</b>	Ukrainian, English
<b>To be studied (study subject)</b>	Modern Ukrainian literary language, represented by scientific and official-business styles of speech
<b>Why is it interesting and must be learned? (purpose)</b>	In accordance with the requirements of current legislation, business communication in government agencies, government agencies, organizations, enterprises, in all spheres of public life is carried out in the state Ukrainian language. Every employee is obliged to have the necessary knowledge and practical skills in the Ukrainian business language and ethics of business speech.
<b>What is studied? (learning results)</b>	As a result of studying the discipline, students will know the specifics of scientific and official business styles of the Ukrainian language, the requirements for academic integrity and academic writing, the terminology of the future profession, the basics of business speech culture.
<b>How is it possible to use the gained knowledge and skills? (competencies)</b>	After studying the course, students will be able to create scientific texts in accordance with the norms of the Ukrainian literary language; correctly draw up business papers required for professional activities; to carry out scientific and business communication with observance of the corresponding rules.
<b>Academic logistics</b>	<b>Course content:</b> the role of the Ukrainian language in professional communication, the concept of academic integrity, the rules of academic writing, the term in professional communication, the culture of oral business communication, classification of modern business papers, their details, design rules. <b>Kinds of sessions:</b> lecture, practical. <b>Teaching methods:</b> explanatory-illustrative, problem-based presentation method, group work, research method. <b>Modes of study:</b> full-time
<b>Prerequisites</b>	Basic knowledge of the disciplines "History of Ukrainian statehood and culture", "Philosophy"
<b>Post-requisites</b>	Knowledge of the business Ukrainian language will be used during educational, scientific and professional communication
<b>Information support from the fund and repository of NAU library</b>	Зубков М. Г. Сучасна українська ділова мова: підручник. К., 2007. Загнітко А.П., Данилюк І.Г. Українське ділове мовлення: професійне і непрофесійне спілкування: посібник. К., 2006. Варенко В.М., Дячук Т.М. Ділова українська мова: Навчальний

	<p>посібник для студентів усіх спеціальностей. К.: НАУ, 2011. 244 с. : <a href="https://er.nau.edu.ua/handle/NAU/14731">https://er.nau.edu.ua/handle/NAU/14731</a>  Бурлакова І.В., Сібрук А.В., Земляна Г.І., Онуфрійчук Г.І., Добровольська Л.А. Практикум з української мови. К.: НАУ, 2019. 87 с.: <a href="https://er.nau.edu.ua/handle/NAU/47571">https://er.nau.edu.ua/handle/NAU/47571</a></p>	
<b>Location and logistics</b>	Audiences of theoretical training, PC, multimedia equipment	
<b>Semester control, examination techniques</b>	Module testing, Grade Test	
<b>Department</b>	Ukrainian Language and Culture Department	
<b>Faculty</b>	Faculty of Linguistic and Social Communications	
<b>Lecturer(s)</b>		<p><b>Sibruk Anastasiia</b>  <b>Position: Associate Professor</b>  <b>Scientific degree: PhD in Philology</b>  <b>Academic Status: Docent</b>  <b>Teacher profile:</b>  <a href="https://scholar.google.com.ua/citations?user=Mly1B-wAAAAJ&amp;hl=uk">https://scholar.google.com.ua/citations?user=Mly1B-wAAAAJ&amp;hl=uk</a>  <b>Phone.: +380976439424</b>  <b>E-mail:</b>  <b>anastasiia.sibruk@npp.nau.edu.ua</b>  <b>Location: 8.901</b></p>
<b>Originality of academic discipline</b>	Author's course, teaching in English and Ukrainian	
<b>Link to discipline</b>		