

Title of the Course	PROFESSIONAL RUSSIAN LANGUAGE I		
Amount in credit points/ECTS)	1/1,5	Volume (in hours)	40
Grounding	Basic level of Russian Language		
Science Sector	Linguistics and Literature		
Science Subsector	Business Linguistics		
Summary of academic hours		Amount (academic hours)	
Distance learning		20	
Contact hours / video lessons		4	
Exercises, self – assessment questions and tests		7	
Individual work/ discussions in distance		7	
Exams/tests		2	
1. level professional study programme	Organisation and management of government institutions. Commerce. Management of micro, small and middle enterprises. Accounting and finance planning. Law. Tourism and hotel services. Human resource psychology and human resource management.		
Author(s) of the course	Mg. Philol. Gaļina Glazunova; Mg. psych., Mg. sc.ing. Tatjana Timofejeva		
Lecturer(s) of the course	Mg.sc.soc. Jekaterina Cernenko		
Goal of the course:	To deepen the understanding of Russian language as a system (rather close to Latvian language), to give opportunity to obtain skills theoretically and practically, that would allow to solve issues of work necessities, business communication as well as private life, in Russian language successfully and effectively and to have adequate reactions to situation changes.		
Requirements for obtaining credit points (structure of course evaluation):	The final evaluation is calculated: Moodle discussion/task – 50% Test – 50% For obtaining final evaluation, both activities should hold successful evaluation – not below 4 points. Final evaluation is the average grade in 10-point system, in proportion of percentage distributed amongst both activities		

Study Results
Knowledge:

1.1. Students understand Russian language as a system, understand grammar and are able to use vocabulary in a particular context.

Skills:

2.1. Students have the basic command of Russian language – reading, writing, speaking and listening, are able to express themselves and successfully express their opinion and successfully communicate in different situations in business environment and private life.

2.2. Students are able to use information regarding study materials and other information linked to usage of language in a specific context independently.

Competency:

3.1. Students are able to use theoretical knowledge of usage of language in their work and in any other real problem-situations regarding.

Content of the Course

No.	Subjects	Contact hours, video, audio lessons	Distance learning	Exercises, self-assessment questions and tests	Individual task – remote discussion. Description of the individual task is available in the E-studies.	Exams/tests
1.	Words and phrases of etiquette. How to address a stranger, official representative, audience.	4	5	1	1	2
2.	Russian names, surnames, father's names. Russian and foreign surnames in the context of Russian language.		5	2	2	
3.	Telephone conversations. Mutual impact of languages, positive and negative consequences.		5	2	2	
4.	Traits of modern Russian spoken language. Money – its names and regard to it.		5	2	2	
TOTAL:		4	20	7	7	2
40						

Mastering the course and successfully passing examination, student is capable of (*knowledge, skills and competencies*)

Study Results:	Evaluation Criteria		
	(40-69%)	(70-89%)	(90-100%)
Knowledge	Understanding of elementary rules of grammar and vocabulary	Correct recognition of text and audio content, expressing own opinion and giving answers, understanding of terminology	Ability to understand and define information in complex texts, audio and video recordings in any area of language usage
Skills	Application of basic rules of grammar and vocabulary	Ability to justify and express own opinion, to analyse and integrate	Ability to combine and synthesize all knowledge, means and resources to use

		information, to use study materials and other resources	the language freely
Competences	Critical thinking, self-evaluation of language knowledge, decision-making during problem-situations regarding lacking of language competency	Responsibility, initiative, self-discipline during the situations where language is being used, ability to communicate and present information successfully	Creativity during application of the language in writing and speaking of any subject, ability to communicate and cooperate using the language successfully. To organise, plan and carry out communication and information exchange

Acknowledgement of the obtained study results

Study Results	1.1.	2.1	2.2.	3.1.
Evaluation Method				
Moodle discussions/tasks	X	X	X	X
Test	X	X	X	X

Core Literature

1.	Berdicevskis A. Kolarova E. Russian Language Self-Studying. Riga: Zvaigzne ABC, 2012.
2.	Kotane L., Kozlova I. Russian for business. Riga: Zvaigzne ABC, 2012.
3.	Krasnais M., Puzule V., Silakalne G. Russian Language Manual. Riga: Zvaigzne ABC, 2004. etc.
4.	Ovsijenko J. Russian Language for Beginners. Riga: Zvaigzne ABC, 2011.

Additional Literature

1.	Krievu-latviesu dictionaries and latviesu-krievu dictionaries.
2.	Булыко А.Н. Словарь иноязычных слов. Актуальная лексика. Минск: Харвест, 2006.
3.	Бунимович Н., Жаркова Т., Корнилова Т. и др. Краткий словарь современных понятий и терминов. Москва: Республика, 2000.
4.	Голуб И. Новый справочник по русскому языку и практической стилистике. Москва: Эксмо, 2007.
5.	Грушко Е., Медведев Ю. Энциклопедия русских фамилий. Москва: Эксмо, 2002.
6.	Еремина Л., Любимцева С., Тарковская Б. Русский язык для бизнесменов. Москва: «Русский язык» Курсы, 2006.

7.	Инфантьев Б. Балто-славянские культурные связи. Лексика, мифология, фольклор. Рига: ВЕДИ, 2007
8.	Королёва М. Говорим по-русски (аудиокнига). Москва: Контент-Медиа, Эхо-Москвы, 2009.
9.	Краус Г. Деловой язык. Современный сленг профессионалов. Москва: Омега-Л, 2008.
10.	Кузнецов И. Деловое общение. Деловой этикет. Москва: ЮНИТИ-ДАНА, 2008.
11.	Новиков Вл. Словарь модных слов. Языковая картина современности. Москва: АСТ-ПРЕСС КНИГА, 2011.
12.	Ожегов С.И., Шведова Н.Ю. Толковый словарь русского языка. Москва, 2001.
13.	Окунцова Е. Новейший словарь иностранных слов. Москва: АЙРИС-пресс, 2007.
14.	Розенталь Д., Джанджакова Е., Кабанова Н. Справочник по русскому языку. Москва: Айрис-Пресс, 2006.
15.	Солганик Г. Толковый словарь. Язык газеты, радио, телевидения. Москва: АСТ Астрель, 2002.
16.	Успенский Л. Слово о словах. Москва: Астрель, 2008.

Recommended Periodicals

1.	Справочно-информационный портал «Русский язык» http://www.gramota.ru/
2.	Русский язык дистанционно (по материалам СМИ). А.Н.Богомолов. Центр международного образования МГУ им. М.В.Ломоносова): http://dist-learn.ru
3.	Русский язык: говорим и пишем правильно - ресурс о культуре письменной и устной речи - http://www.grammar.ru