

**SYLLABUS**

# **Academic and Business Writing 7.5 credits E0006S**

**Academic and Business Writing**

**Course syllabus admitted: Autumn 2012 Sp 2 - Spring 2014 Sp 4**

DECISION DATE  
**2012-08-24**

# Academic and Business Writing 7.5 credits E0006S

## Academic and Business Writing

### First cycle, E0006S

Education level	Grade scale	Subject	Subject group (SCB)
First cycle	U G VG	Engelska	English

## Entry requirements

In order to meet the general entry requirements for first cycle studies you must have successfully completed upper secondary education and documented skills in English language

## Selection

The selection is based on final school grades or Swedish Scholastic Aptitude Test.

## Examiner

Chris Tanner

## Course Aim

The aim of the course is to improve the general English and the language skills of the students, as well as to strengthen and develop the students' ability to express themselves in a scientific manner, especially when writing financial texts, reports and summaries.

## Contents

The course consists of essay writing, business correspondence and summaries of economic and scientific texts. Aspects of presentation techniques will be discussed when doing oral presentations and project reports.

## Realization

Each course occasion's language and form is stated and appear on the course page on Luleå University of Technology's website.

Lectures, classes and exercises.

## Examination

If there is a decision on special educational support, in accordance with the Guideline Student's rights and obligations at Luleå University of Technology, an adapted or alternative form of examination can be provided. Compulsory assignments.

## Overlap

The course E0006S is equal to KSS020, E0011P

## Literature. Valid from Autumn 2007 Sp 1

Hornby, A.S., The Oxford Advanced Learner's Dictionary, latest edition.

Or

Longman Dictionary of Contemporary English, latest edition.  
Compendium.

## Course offered by

Department of Arts, Communication and Education

## Items/credits

Number	Type	Credits	Grade
0001	Academic and Business Writing	7.5	U G VG

## Last revised

by Monica Johansson, HUL, Department of Arts, Communication and Education 2012-08-24

## Syllabus established

1995-03-08. Revised 2004-04-29.