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| FACULTY: | Faculty of Humanities |
| FIELD OF STUDY: | European Studies |
| ERASMUS COORDINATOR OF THE FACULTY: | Anna Hajek, MA  Wiesław Trojanowicz, MA |
| E-MAIL ADDRESS OF THE COORDINATOR: | anna.hajek[@tu.koszalin.pl](mailto:jolanta.sypianska@tu.koszalin.pl)  [trojanowicz@op.pl](mailto:trojanowicz@op.pl) |
| COURSE TITLE: | Diplomatic protocol and business etiquette |
| LECTURER’S NAME: | Maria Izabela GIRYN-BOUDY, PhD |
| E-MAIL ADDRESS OF THE LECTURER: | maria.giryn@tu.koszalin.pl |
| ECTS POINTS FOR THE COURSE: | 4,0 |
| ACADEMIC YEAR: | **2021/2022** |
| SEMESTER:  (W – winter, S – summer) | W |
| HOURS IN SEMESTER: | 30H |
| LEVEL OF THE COURSE:  (1st cycle, , 3rd cycle) | 2nd cycle |
| TEACHING METHOD:  (, , group tutorials, seminar, other-what type?) | Laboratory, lecture |
| LANGUAGE OF INSTRUCTION: | Polish (French possible) |
| ASSESSMENT METHOD:  (written exam, oral exam, class test, , project work, presentation, continuous assessment, other – what type?) | written exam |
| COURSE CONTENT: | Learning to read code of behavior and elegance:  - diplomatic correspondence  - the art of ceremony  - organic visits and official visits  - table cutting  - the language of diplomacy and the magic of resolving conflicts  - savoir vivre  - selection of appropriate wines (introduction to learning about guilt and their meaning)  - diplomatic correspondence |
| ADDITIONAL INFORMATION: | consultations in French and English |

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