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| FACULTY: | **Faculty of Humanities** |
| FIELD OF STUDY: | **English Philology** |
| ERASMUS COORDINATOR OF THE FACULTY: | Dominika Liszkowska, PhD |
| E-MAIL ADDRESS OF THE COORDINATOR: | dominika.liszkowska@tu.koszalin.pl |
| COURSE TITLE: | **Remote communication tools** |
| LECTURER’S NAME: | Eryk Szwarc |
| E-MAIL ADDRESS OF THE LECTURER: | eryk.szwarc@tu.koszalin.pl |
| ECTS POINTS FOR THE COURSE: | 2 |
| COURSE CODE (USOS): | 1411>0701-NKZ |
| ACADEMIC YEAR: | 2024/2025 |
| SEMESTER: (W – winter, S – summer) | S |
| HOURS IN SEMESTER: | 30 |
| LEVEL OF THE COURSE:  (1st cycle, 2nd cycle, 3rd cycle) | 1st cycle |
| TEACHING METHOD:  (lecture, laboratory, group tutorials, seminar, other-what type?) | laboratory |
| LANGUAGE OF INSTRUCTION: | **English** |
| ASSESSMENT METHOD:  (written exam, oral exam, class test, written reports, project work, presentation, continuous assessment, other – what type?) | Continuous assessment – several practical tasks |
| COURSE CONTENT: | Practicing the skills of using computer programs for remote communication in the work of a language teacher and translator, using available communication channels, in an asynchronous and synchronous manner, in order to effectively interact with clients, students or co-workers.  Developing skills in using software packages supporting the work of a teacher and translator (e.g. preparing teaching materials, written translations, presentations), which are intended to help in the preparation of documents or presentations used in remote communication, both as part of teaching and in the translation process.  Improving communication skills using interactive tools (e.g. virtual boards, shared documents) in the context of language teaching and the work of a translator, which facilitates the presentation of content, cooperation with others, as well as remote training or text correction. |
| ADDITIONAL INFORMATION: |  |

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