

SCHOOL OF FOREIGN LANGUAGES

UNDERGRADUATE AND GRADUATE STUDIES



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I. WHY IS SFL THE BEST SCHOOL FOR FOREIGN LANGUAGES IN MACEDONIA?



- ▶ **A UNIQUE OPPORTUNITY IN MACEDONIA**
The concentration in Business Communication and Translation in English is accredited in the USA by the Accreditation Council for Business Schools and Programs (ACBSP)
- ▶ English Language Teaching (ELT), uniquely tailored and offered only at UACS

II. OUR FACULTY

- SFL is proud to cooperate with:
- ▶ Professors with degrees from international universities, and
 - ▶ Guest professors from international universities.

Some of the universities where our professors have earned degrees, or from where our guest lecturers come are the following:



III. OUR TEACHING PHILOSOPHY

UACS is well known for applying various teaching methods, approaches and techniques. Here are just some of them:

- ▶ Communicative Language Teaching
- ▶ Community Language Learning
- ▶ Principled Eclecticism
- ▶ Multiple Intelligences
- ▶ Participant-Centered Learning
- ▶ Learning by doing
- ▶ Case Study
- ▶ Role play
- ▶ Problem solving

IV. PROGRAMS AND CONCENTRATIONS

As the UACS SFL is designed to meet the needs of language professionals, students learn things such as:

- ▶ Modern methodology in teaching English as a Foreign and/or Second Language;
- ▶ The most modern techniques for translation of written documents;
- ▶ Advanced techniques for simultaneous and consecutive interpretation;
- ▶ Contemporary standards of business communication in the era of globalization.

The program will improve students' skills in:

- ▶ Teaching a foreign language in diverse multicultural environments, with different groups and at different levels, in a socially responsible manner;
- ▶ Using computer assisting tools such as Word Fast – translation software with greater speed and efficiency;
- ▶ Collecting, analyzing, comparing and evaluating data as a basis of different types of translation and interpretation;
- ▶ Developing the ability for business communication, effective communication in teams, as well as skills in presenting and communicating in a multicultural environment in English.

Learning outcomes:

- ▶ Know the source language (Macedonian) and the target language (English) at the level of: word, idiomatic expression, sentence, discourse, and style;
- ▶ Learn the elements of teaching hours and the function of textbooks and materials for teaching English;
- ▶ Be able to prepare lesson plans, select instructional materials, recognize the needs and deficiencies of students and properly direct their further educational process;
- ▶ Have skills for presentation, transparency and clarity in teaching a foreign language;
- ▶ Know how to analyze the basic principles and methods of translation and interpretation;
- ▶ Learn the basic principles and methods of business and professional communication and correspondence, business terminology, writing business plans, reports and proposals.

V. COOPERATION WITH THE BUSINESS COUNCIL

The School of Foreign Languages is proud to have Business Council Cluster as an active partner. Some of its members are: Centre for Foreign Languages – Skopje, Leticom Plus – School for Foreign Languages, ELTAM (English Language Teachers' Association of Macedonia), American Corner Skopje; the publishers: Magor, Tabernakul and Prosvetno Delo; the translation agencies: Congress Service Center, AdVerbum and many others.

The UACS SFL Business Council enables:

- ▶ Adjustment of the curricula to the needs of the organizations;
- ▶ Guest lecturers in class;
- ▶ Internships for the students and, last but not least,
- ▶ Career advising and recruitment for our students.

VI. CAREER OPTIONS

Upon graduation, students earn a diploma which opens vast opportunities for getting a job and/or for freelance work as self-employed foreign language professionals. Some of the professional opportunities that students could pursue as future career are the following:

- ▶ English language teacher in primary and secondary education as well as adult education in both private and public sector;
- ▶ Translator and interpreter of different sorts of texts and topics, in domestic and foreign companies;
- ▶ Business communication correspondent;
- ▶ Proofreader;
- ▶ Book editor.

VI. CARE FOR THE COMMUNITY

At UACS, students will learn a lot about their field of study. However, we always emphasize the following: they should be respectable and responsible members of the communities they live in.

Besides UACS events like the Water Day (2013) or "Help Those in Needs" (2012), SFL has also organized the following events:

- ▶ Spelling Bee Contest (in partnership with Peace Corps and US Embassy);
- ▶ UACS Debate Contest;
- ▶ Competition in Reading Literature;
- ▶ ELTAM National Contest, etc.



UNDERGRADUATE COURSES

YEAR I (Total ECTS - Business Communication and Translation in English : 62 / English Language Teaching : 60)	
Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
Modern English Language 1	Modern English Language 1
Modern Macedonian Language 1	Modern Macedonian Language 1
British and American Studies	British and American Studies
Modern English Language 2	Modern English Language 2
Composition 1	Composition 1
Business Module 1	Modern English Grammar 1: Morphology
Practicum	Practicum
Elective Courses in concentration Business Communication and Translation in English – students choose 2 of the following courses:	Elective Courses in concentration English Language Teaching - students choose 2 of the following courses:
Introduction to Management	Introduction to Management
Psychology	Psychology
Sociology	Sociology
Elective Courses at Univ. level students choose 2 of the following courses:	Elective Courses at Univ. level students choose 2 of the following courses:
Computer Applications 1	Computer Applications 1
Global Understanding	Global Understanding
World Language	World Language
YEAR II (Total ECTS - Business Communication and Translation in English : 62 / English Language Teaching : 60)	
Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
Modern English Language 3	Modern English Language 3
English Literature 1	English Literature 1
Critical Theory	Critical Theory
Modern English Language 4	Modern English Language 4
Preparation for Translation and Interpreting	Preparation for Translation and Interpreting
Business Module 2	Modern English Grammar 2: Phonetics
Practicum	Practicum
Elective Courses in concentration Business Communication and Translation in English – students choose 3 of the following courses:	Elective Courses in concentration English Language Teaching - students choose 3 of the following courses:
Introduction to Linguistics	Introduction to Linguistics
Business Terminology	Business Terminology
Gender Studies	Gender Studies
Introduction to Creative Writing	Introduction to Creative Writing
Elective Courses at Univ. level students choose 2 of the following courses:	Elective Courses at Univ. level students choose 2 of the following courses:
Ecology and Sustainable Development	Ecology and Sustainable Development
World Language	World Language
YEAR III (Total ECTS - Business Communication and Translation in English : 62 / English Language Teaching : 60)	
Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
English Literature 2	English Literature 2
Modern English Grammar: Morphology, Phonetics, Syntax	Modern English Grammar 3: Syntax
Writing Business Plans, Reports and Proposals	American Literature
American Literature	English Language Teaching Methods
Business Module 3	Modern English Language 5
Practicum and project	Practicum and project
Elective Courses in concentration Business Communication and Translation in English – students choose 3 of the following courses:	Elective Courses in concentration English Language Teaching - students choose 3 of the following courses:
International Business	International Business
Contrastive Analysis	Contrastive Analysis
Shakespeare	Shakespeare
World Language	World Language

TOTAL ECTS PER PROGRAM: Business Communication and Translation in English:186 / English Language Teaching: 180

GRADUATE COURSES: MODEL 3+2

YEAR I	
Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
Translation Theories	Advanced ELT Methods
Business Communication: Theory and Practice	Semantics
Business English	Business English
Organisational Behaviour	Organisational Behaviour
Business Module 4	ELT Multimedia Applications
Practicum and Specialist Thesis	Practicum and Specialist Thesis
Elective Courses in concentration Business Communication and Translation in English – students choose 2 of the following courses:	Elective Courses in concentration English Language Teaching – students choose 2 of the following courses:
Semantics	Pedagogy
Business Modules ^{1,2,3}	Educational Psychology
Computer Assisted Translation	Educational Management
Elective Courses at Univ. level students choose 1 of the following courses:	Elective Courses at Univ. level students choose 1 of the following courses:
Research Methods and Critical Thinking	Research Methods and Critical Thinking
Qualitative Research	Qualitative Research
YEAR II	
Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
Translation Workshop	ELT Testing
Interpreting Workshop	Syllabus Design Methodology
Academic Writing for Graduates	Academic Writing for Graduates
Master Thesis	Master Thesis
Elective Courses in concentration Business Communication and Translation in English – students choose 2 of the following courses:	Elective Courses in concentration English Language Teaching – students choose 2 of the following courses:
Human Resources Management	Cognitive Linguistics
Public Relations	Discourse Analysis
Interpersonal Communication	Psycholinguistics

GRADUATE COURSES: MODEL 4+1

Concentration - Business Communication and Translation in English – Required courses	Concentration English Language Teaching - Required courses
Business Communication 2: Theory and Practice	Advanced ELT Methods 2
Translation Workshop	ELT Testing
Academic Writing for Graduates	Academic Writing for Graduates
Business Modules 1,2,3	Educational Management
Business Module 4	Semantics
Organisational Behaviour	Discourse Analysis
Master Thesis	Master Thesis
Elective Courses in concentration Business Communication and Translation in English – students choose 1 of the following courses:	Elective Courses in concentration English Language Teaching – students choose 1 of the following courses:
Business English	Business English
Semantics	Syllabus Design Methodology
Elective Courses at Univ. level students choose 1 of the following courses:	Elective Courses at Univ. level students choose 1 of the following courses:
Research Methods and Critical Thinking	Research Methods and Critical Thinking
Qualitative Research	Qualitative Research

- ▶ The University reserves the right to change the offer of elective courses in the current academic year.
- ▶ The University American College Skopje reserves the right to amend the program