



LS150V Professional Written Communication for Foreign Engineers 3.0 credits

Skriftlig kommunikation på arbetsplatsen för utländska ingenjörer

This is a translation of the Swedish, legally binding, course syllabus.

Establishment

On 17/01/2021, the Dean of the ITM School has decided to establish this official course syllabus to apply from autumn term 2021 (registration number M-2021-0098).

Grading scale

P, F

Education cycle

First cycle

Main field of study

Specific prerequisites

Knowledge in Swedish equivalent to CEFR level B1/Swedish Tuition for Immigrants D

Language of instruction

The language of instruction is specified in the course offering information in the course catalogue.

Intended learning outcomes

- The aim of the course is to develop the student's language skills for efficient written communication such as letters and documents that are used in work-related situations

After passing the course, the student should be able to:

- identify differences in linguistic style between informal and formal work-related communication
- adapt his/her written production to the context, the target group and the aim

Course contents

- Written exercises in work-related communication situations with a focus on vocabulary, phrases, stylistic levels for formal documents, email and other written work-related communication.
- Overview of communication strategies for Swedish-language workplaces/Swedish-speaking work groups

Examination

- INL1 - Assignment, 3.0 credits, grading scale: P, F

Based on recommendation from KTH's coordinator for disabilities, the examiner will decide how to adapt an examination for students with documented disability.

The examiner may apply another examination format when re-examining individual students.

If the course is discontinued, students may request to be examined during the following two academic years.

Other requirements for final grade

75% attendance

Ethical approach

- All members of a group are responsible for the group's work.
- In any assessment, every student shall honestly disclose any help received and sources used.

- In an oral assessment, every student shall be able to present and answer questions about the entire assignment and solution.