**PM5 Effective Communication Skills I**

Training in key verbal and non-verbal communication skills in English.

**PM7 Personal & professional development I**

Students are guided to actively work on improving key personal and professional competencies Situational self-assessment, reflection and training, both in the study program and  outside of university, form an important basis for this module. Students track their progress in a digital portfolio, which can be used as a “personal branding” tool.

**PM8 Project: Analyse your company**

Within this project, you will have the opportunity to assess the business situation for a company and to identify areas for improvement and, if appropriate, recommendations on how to improve it. The project follows a clear roadmap that will start in assessing the industry where this organization belongs to and the status-quo of their situation. This path will eventually take you into understanding the main business drivers for such current situation and how they all interact. As you will eventually notice, organizations are complex organisms that react to stimuli in many different levels. For instance, a business vision might derive into strategic initiatives that will create internal business conflicts when they are not properly aligned. You will get equipped with the fundamentals of different business disciplines, namely: Strategic Management, Finance, Accounting, Business Ethics, Human Resources and Operations management. All these disciplines strive for the same goal or at least, they should. This will be up to you to find out!

**PM9 Strategy & HR**

As future business leaders and line managers, students will be involved in strategy determination and people management. Therefore, students need to acquire basic knowledge of strategy and Human Resources Management (HR). As a supporting module to the 2nd semester project, PM9 will provide students with the required theoretical and practical knowledge on these themes.

This course is divided into five elements of knowledge/skills which the students will acquire during the course of this semester. At the end of the module, students will be able to

1. understand what a strategy is,
2. describe the components of HR,
3. identify the relevance of HR to an organization,
4. apply basic HR functions and
5. recognize the concept of change.

**PM10 Monitor & Control**

Business Monitoring & Control deals with the efficient and effective use of financial and physical resources. In order to reach this goal, it is necessary to understand the business trends and patterns throughout the organization which play a role in the creation of value.

With this aim in mind, this course will provide you with the fundamentals of three main business disciplines: finance, accounting and operations management. These perspectives will provide you with some of the most applicable tools that you will need to assess the complexities that underlie business activities.

**PLA7 Dutch for Beginners**

This Learning Arrangement (LA) helps the student to acquire a practical knowledge of spoken Dutch. This LA focuses mainly on spoken Dutch. However, listening, reading and writing skills are being considered as well.

**PLA14 Business English**

This Learning Agreement (LA) helps the student to acquire oral business communication skills in the form of meeting skills and presentation skills.

Meetings

At end of this section, the student plans, participates in, and leads a structured discussion. This means that the student uses highly polite, indirect word usage to deal with conflicts, to steer discussions and to get the point across during meetings.

Presentations

At end of this section, student speaks effectively in public at first year level. This entails the following. First, the student learns to structure a presentation by using clear transitions and signals to steer the audience. Secondly, the student makes real contact with audience by using the fourteen communication channels in a natural manner. Thirdly, the student delivers speech well. This means that the student’s English is easy to understand, it conveys enthusiasm, it is phonetically, lexically, grammatically, and idiomatically correct. Fourthly, the student gives good feedback on observed presentation performance of other students by stating what went well and what could be improved.

**FIBS Research Project**

FIBS is always looking for ways to improve its programs for incoming exchange students. This goes beyond the academic program. It is therefore good to have more input than our own evaluations. This project gives you the opportunity to work on your research and writing skills and at the same time it will provide us with very useful information that we can incorporate in our strategy.

Research question: How can FIBS convince more incoming exchange students at your home university to spend a semester at FIBS, Venlo?

Requirements

- Clear structure (summary, introduction, description research methodology, research outcomes, recommendations based on research outcomes, conclusion)

- Determine the research methodology yourself (could be SWOT for example but feel free to contact your supervisor if things are not clear)

- Make sure you include a bibliography of sources used

- Make sure your English is flawless

- Ten pages maximum