



# Award in English for Organisational Communication

★ MQF/EQF Level 5

★ Course Start Date: 25th Sep. 2023

## Our Mission & Values

### EXCELLENCE

Excellence is the hallmark of all Ascencia Malta's educational programmes. Our programmes are homegrown, officially accredited by the Malta Further and Higher Education Authority, and designed to put our learners at the centre of their learning. We recruit from among the most talented professionals on the island to give our learners the benefit of first-hand industry experience combined with leading-edge pedagogies.

### ACCESSIBILITY

We strive to ensure that Ascencia Malta is an open to youths from all walks of life who might aspire to take their academic or professional careers to the next level. We prioritise dedication and ambition far above background or origins, as we believe these qualities drive personal growth and shape the leaders of the future.

### LEARNER-CENTREDNESS

To ensure that the ambitions of each individual are not only recognised but celebrated, we are proud to afford our learners individual attention in the classroom. Here, they will find training courses founded on participatory pedagogies and based on the value of concrete examples, real-world engagement, and constant exchange between learners and practitioners. Outside the classroom, we follow learners' progress closely and they know that our doors are open at any time for them to come and present their dream projects or to seek our practical advice.

## Why Malta as a study destination

1. **Cultural Immersion** in a vibrant Mediterranean context
2. **Proficiency in the English language**, one of Malta's two native languages
3. **Globally Recognised Quality Education** with unbeatable affordability
4. **Travel and Leisure**, an ideal staycation and a base for exploring the rest of Europe
5. **International Networking** inside a truly global community of students, professionals, and entrepreneurs
6. **Business-Friendly Environment** in a country that actively promotes innovation, entrepreneurship, and emerging industries
7. **Career Prospects** thanks to employers who value versatility and agility
8. **Personal Growth**, self-discovery and independence as the side-effects of the study-abroad experience

AWARD TITLE	STUDY-UNITS COVERED	NUMBER OF ECTS	TOTAL DURATION OF AWARD	TOTAL HOURS OF LESSONS	TOTAL HOURS OF TUTORIALS/ WORKSHOPS	TOTAL SELF-STUDY HOURS
Award in English for Organisational Communication	<ul style="list-style-type: none"> <li>• Communication</li> <li>• Building Business Relationships</li> <li>• Alliances Between Persons &amp; Businesses</li> <li>• The Information Age: the Right to Privacy at Work?</li> </ul>	4 ECTS	8 Weeks (full-time, consecutive)	81 Hours	2 Hours	8 Hours

## Description

Enhance your English language proficiency and effective communication abilities in various contexts with this comprehensive combination of study-units. Develop essential skills for relationships, group dynamics, public speaking, and writing. Explore communication's role in personal and professional settings, mastering stages of conflict resolution and handling challenging situations. Gain an understanding of the importance of maintaining strong relationships with superiors, peers, and juniors at work, as well as with customers. Understand the factors and types of language that contribute to effective communication with customers, and the strategies that businesses can use to improve customer loyalty. Finally, channel all that has been learnt into the virtual world: consider the use of digital communication technologies for improving information relays within the workplace and counter-balance this with the abuse of digital communication to infringe on personal privacy at work.

## What will I be able to do after this Award?

### SPEAKING

- o Express opinions, give advice, and engage in turn-taking exercises
- o Roleplay collaborative techniques
- o Learn diverse approaches to asking questions
- o Improve fluency while speaking with expanded vocabulary
- o Discuss the impact of information overload
- o Explore ethical issues, evaluate digital communication systems, and speculate on future implications
- o Master cross-cultural communication

### LISTENING

- o Extract key points from consultant speeches
- o Focus on specific words, phrases, and numbers
- o Understand question functions in interviews
- o Gain insights from technical talks and memorise the sequence that key points are presented in

### READING

- o Infer meaning and understand writers' attitudes
- o Skim and understand text structure
- o Interpret visual information

### VOCABULARY & ACCURACY

- o Understand English tenses
- o Consolidate question forms
- o Use metaphors from the animal kingdom
- o Construct powerful verb + noun phrases

### WRITING

- o Apply tenses to articles and accurate reporting
- o Compose press releases to announce company achievements