



APPLIES TO ACADEMIC YEAR 2012/2013

## FAK 2621 English for the non-life insurance market

### Programme

Bachelor in Insurance

### Responsible for the course

Gillian Warner-Søderholm

### Department

Department of Communication - Culture and Languages

### Term

According to study plan

### ECTS Credits

7,5

### Language of instruction

English

### Introduction

The course has been developed to offer practical language and communication training to people working in the non-life (general) insurance market. The course has been specially designed for insurance business people who feel that they need to improve their writing skills and speaking skills in order to feel more confident when dealing with non-Norwegian speaking colleagues and customers. The overall objective is to enable course participants to develop the English skills needed to communicate effectively in an international non-life insurance business environment.

### Learning outcome

#### Acquired knowledge

Students will be able to define and identify in proper and appropriate English:

1. Key principles of risk management and non-life insurance
2. Current trends in non-life insurance products
3. Writing skills needed for corresponding in international English
4. Historical perspectives of insurance

#### Acquired skills

Through group work discussions and writing practice, students will acquire increased cultural awareness and a more comprehensive business vocabulary. They will be able to apply key insurance terminology in an appropriate and convincing English in letters/ reports/ e-mail styles of business writing

#### Reflection

Students will ideally exercise greater diplomacy and better insight into communication approaches and non-life insurance matters in English: in both written and orally.

### Prerequisites

None.

### Compulsory reading

#### Books:

Rejda, George E. 2010. Principles of risk management and insurance. 11th ed. Pearson

#### Other:

Classroom handouts and Lecture notes published on It's Learning. It's Learning

### Recommended reading

#### Books:

Bennett, Carol. 2004. Dictionary of insurance. 2nd. ed. Prentice Hall/Financial Times

### Course outline

Vocabulary development in:

1. Principles of risk management and general insurance
2. Legal aspects of the non-life insurance market
3. Homeowners, property and liability insurance coverage
4. Automobile, commercial and professional liability insurance

5. Cross cultural issues in business communication

**Computer-based tools**

Students are expected to use Internet during the course.

**Learning process and workload**

The course comprises 38 hours of classroom teaching. In order to manage the requirements of the course it is essential that students attend the seminar sessions. Individual teachers will set written assignments for individual appraisal and feedback. Students will complete a mandatory mid term report writing assignment with a pass / fail grade. This must be completed in order to sit the final exam.

Activity	Hours used
Classroom participation	38
Preparation for class & practice exam	46
Writing assignments & checklist assessment	10
Task presentation (oral or written)	10
Online multiple choice tasks (content and language) and discussion groups	10 + 16
Self-study and study groups (offline)	30
Contextualization of feedback	10
Examination preparation	30
<b>Total time</b>	<b>200</b>

**Examination**

A three hour written examination concludes the course.

**Examination code(s)**

FAK 26211 - Written examination which accounts for 100% of the final grade in the course  
FAK 2621 English for the non-life insurance market, 7.5 credits.

**Examination support materials**

One English-English dictionary and one bilingual dictionary may be used at the written examination. Examination support materials are specified under examination information in our web-based Student Handbook. Please note the use of dictionary  
<http://www.bi.edu/studenthandbook/examaids>

**Re-sit examination**

A re-sit examination is offered the next time course is offered.

Students that have not passed the course work requirement must re-take the hole course.

Students that have not passed the written exam or who wish to improve their grade can retake just the written examination in connection with the next scheduled course.

**Additional information**