

**EU objectives****At the end of this course, students will be able to :**

- Communicating in a foreign language
- Designing and giving an oral presentation in a foreign language
- Analysing the business world and environmental issues
- Identifying and understanding strategies for success in language certification
- Understanding the company's financial and economic information
- Calculate a cost and draw up a budget
- Understanding the concept of sustainable development
- Present the main sustainable development issues in writing
- List and briefly describe the main environmental impacts
- Understand the concept of carbon impact using the Kaya equation
- Understanding the essential, modern aspects of management techniques.
- Identifying organisational strategies to meet the success and performance requirements of corporate projects
- Implement collective actions and get involved in a coordinated and supportive way.
- Facing up to your own physical and mental limits and overcoming them by cooperating in the effort: testing your individual limits and going beyond them by mutual support within the group.

**Description of the ECUEs****ENGLISH :**

- Preparing for a presentation with visual support (body language, voice management, oral expression, etc.)
- The business world
- Fair trade and sustainable development
- Preparing for certification

**GERMAN :**

- Basic vocabulary and grammar, communicative situations from everyday life (beginner level)
- Revision/expansion of everyday communication skills, revision/consolidation of basic grammar, CV, covering letter (intermediate and advanced level)
- Business communication, technical German (basics) (advanced level)

**SPANISH :**

- Acquire linguistic, communicative and cultural skills in order to apply them to social and professional life, with the aim of guiding learners towards independence.
- Real-life situations
- Preparation for certification
- Presentation of an academic environment, a company or current events, using both visual and written aids

**ACCOUNTING :**

- Accounting basics: balance sheet, income statement, trial balance, basic accounting entries, VAT, invoices, fixed assets, depreciation, provisions.
- Calculating costs: allocation & distribution to analysis centres, purchasing costs, production costs, production costs.
- Cost analysis: break-even and marginal cost.
- Cash flow budgeting.

**SOCIAL AND ENVIRONMENTAL RESPONSIBILITY :**

- Environment and sustainable development: definitions, history and issues
- Raising awareness of major environmental impacts
- Carbon impact and the Kaya equation

**HUMAN ORGANISATION OF COMPANIES :**

- Definition and analysis of the company: main characteristics and different conceptions of the company, methods of analysis; organisational doctrines and work organisation models.
- Company structures: Types of structure & representation, Design and implementation of structures, Criteria for structuring the company: content and choice, evolution and methods of analysis
- Corporate Management & Management: Decision-making models, management styles,
- Internal control within the company: Internal control procedures: components, obstacles & limits - Techniques for assessing internal control (description and systems evaluation)

**FAPSA : Main content : Implementing a project - Group cohesion**

- Implement a project in which sporting performance is essentially based on the cohesion of the group and requires mutual support between its members.
- Take into account the strengths and weaknesses of each individual to achieve a collective sporting performance.
- Supporting and encouraging each other through effort and difficulty.
- Conferences planned (3h CM): "Can we move our limits", Mental preparation, Testimony of an ultra-trailer...
- Examples of physical sports and artistic activities that can be used as a support: Trail, Mountain bike touring, 24h rollerblading, Bike & Run, Supervision of people with disabilities, etc.

**Prerequisites**

- English: Level B1
- German and Spanish: Beginners level: none, intermediate level: A1/A2, advanced level: A2/B1 (During the first course, students will take a test to determine the 3 level groups).
- Raising awareness of sustainable development: Basic physics, oral and writing skills

**Bibliography**

- English - German - Spanish: References will be given at the beginning and during the academic year;
- Raising awareness of sustainable development: Donella Meadows, Dennis Meadows, Jorgen Randers, Halte à la croissance, rue de l'échiquier, 2012 - François Mansebo, le développement durable, Armand-Colin, 2010 - Jean-Luc Menet, Ion Cosmin Gruescu, L'écoconception dans le bâtiment en 37 fiches outils, Dossiers 1 (Développement Durable) et Dossier 2 (Impacts environnementaux) : Dunod, 2014 ;
- Organisation humaine des entreprises : " Les cahiers français " (Organisation - Systèmes d'information), Alain DESREUMAUX : " Structures d'entreprise - Encyclopédie de gestion Tome III " Economica,- Press articles " \*le nouvel économiste " (enquêtes d'entreprise) - " Sciences & avenir " (la logique décisionnelle) ; Etat des savoirs, edition coordinated by P. Cabin, Sciences Humaines, 1999 Le leadership dans les organisations, James G March, Ecole des Mines de Paris, 2003 Méthodes de negotiation, A. Pekar Lempereur/ A. Colson, Dunod, 2004