

The Hong Kong Polytechnic University

Subject Description Form

Subject Code	ELC3721
Subject Title	English Communication for Hospitality and Tourism Management
Credit Value	2
Level	3
Pre-requisite	LCR English subjects
Objectives	This subject aims to develop the English language and communication skills required by students to communicate effectively in their future careers.
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none">write correspondence for internal or external communication in workplace contexts; andwrite reports which describe and interpret data in workplace contexts, and <p>To achieve the above outcomes, students are expected to use language and text structure appropriate to the context, select information critically, and provide support for stance and opinion.</p>
Subject Synopsis/ Indicative Syllabus	<p>The content is indicative. The balance of the components, and the corresponding weighting, will be based on the specific needs of the students.</p> <ol style="list-style-type: none">Written communication in the hospitality and tourism industry Selecting and organising relevant content; using appropriate format, vocabulary, grammatical structures and style in workplace correspondence and reports.Language appropriacy Using context-sensitive language in spoken and written English.Language development Improving and extending relevant features of students' grammar, vocabulary and pronunciation.