



VIVES BUSINESS ACADEMY

Business Management, Commercial Sciences & Applied Informatics

Design your future

Campus Kortrijk
Applied Informatics



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1 The VIVES University College

The VIVES University College is a merger that consists of six campuses situated in Brugge, Kortrijk, Oostende, Roeselare, Tielt and Torhout, and provides a whole range of professionally oriented study programmes at the level of bachelor.

These six places are medium-sized cities in Flanders, the Dutch-speaking region in Belgium.

At this moment, mergers in the field of higher education are a common trend in Flanders. With approximately 13.000 students, VIVES is the biggest university college in Flanders. The **Faculty of Commercial Sciences, Business Management & Informatics** is located on the VIVES Bruges and Kortrijk Campuses.



2 For incoming students

Teaching language
English



Assessment

Individual and group assessment according to the ECTS grading scale.

Level

- Professional bachelor programme for undergraduate students who have already acquired at least 60 ECTS credits at their home university.
- Language: students have an upper-intermediate level of spoken and written English. The minimum requirement is **Level B2** in the Common European Framework of Reference. You may be invited for a skype interview in English.

Workload

International students staying for one semester are advised to select courses or modules equivalent to 30 ECTS credits, for two semesters a minimum of 60 ECTS credits.

1 ECTS credit equals a workload of 25 to 30 hours.

A laptop is required.

Application

In case you are interested to come and study in VIVES and you want to apply please contact us on: evy.vansieleghem@vives.be and we will inform you what to do.

Deadlines:

- **31 May 2016 (autumn semester)**
- **20 November 2016 (summer semester)**
- No tuition fees for students of partner universities of VIVES University College; others pay 1500 EUR.
- Signed application form (see ECTS documents for incoming students on www.vives.be)
- CV and letter of motivation
- Learning agreement
- Certificate of registration at your home university

More information

Most updated information on our website: <https://www.vives.be/international/incoming-students>

Programme coordinator

Johan Cottyn
johan.cottyn@vives.be
+32 477 49 23 06

3 VIVES Business Academy, Applied Informatics

Introduction

“The VIVES Business Academy” is geared at the characteristics of our entrepreneurs: hard-working and flexible, innovative and disciplined, multilingual and with a sound interpretation of “Think global, act local”.

Flanders...

Although Flanders has no natural resources, it is still one of the richest regions in the World. This has been achieved through our human “capital”: hard working people, high level of education, openness towards the world and innovative entrepreneurs.

“The VIVES Business Academy” intends to share with the students, the experiences and views that have been the driving forces for the high standard of living in this part of the world.

Specifically, the modules have the following goals:

- to develop your personal skills,
- to increase your understanding of modern management approaches (theory and practice),
- to offer you an opportunity to learn about Flanders, Belgium and Europe,
- to make you aware of changes in the global environment.

The ultimate goal of our programme is to increase the knowledge and competences of our students as a contribution to their personal growth and their career development.



Welcome to the Department of Commercial Sciences, Business Management & Informatics.



Johan de Langhe
Head of the faculty of Management and Business Studies

Dear International Students,

We are glad you've chosen to stay with us to study at VIVES-Kortrijk for a couple of months.

The Department of Commercial Sciences, Business Management & Informatics has a lot of facilities you can find in this guide to make your study pleasant.

This guide offers you all the practical information you need about the VIVES Business Academy. You find all the details about our courses and project works on the following pages.



Campus Kortrijk

Commercial Sciences, Business Management and Informatics Department

Campus Bruges

Commercial Sciences and Business Management Department



5 More About Campus Kortrijk

5.1 The International Office

For all your questions and problems, you can come to office 50.13, where the International Office is situated. The Head is Mr. Johan Cottyn. If you need help, please make an appointment with Mr. Cottyn. You can send an e-mail to johan.cottyn@vives.be. In case of emergency, don't hesitate to contact Mr. Cottyn on his mobile phone: +32 477 49 23 06.

Working in close collaboration is Ms. Anna Szermuszyn. If you need help, please make an appointment with Ms Szermuszyn. You can send an e-mail to anna.szermuszyn@vives.be. In case of emergency, don't hesitate to contact Ms Szermuszyn on her mobile phone: + 32 485 98 51 11. Also, you can always ask for help our trainee, (former Erasmus student in VIVES): Bianca Cricler: cricler_bianca_melania@yahoo.com

The Central International Office (main building "t Forum") will give you practical information about your accommodation, administration, the city of Kortrijk.

5.2 HITEK

The Department of Commercial Sciences, Business Management & Informatics (VIVES-CSBM&I) works together with the Higher Institute for Languages and Economics (HITEK). HITEK takes care of all the language courses you can attend during your stay at CSBM&I.

The contact person for HITEK is Hermine Schouteten. Her e-mail address is hermine.schouteten.hitek@gmail.com.

You can register for the language courses with Hermine Schouteten.

5.3 MERCURIUS (Student Club)

If you would like to join the students activities, please go on the website of the club: <http://www.mercurius-kortrijk.be> or you can follow their facebook page: www.mercurius-kortrijk.be. There you can find the activities and the contact persons.

6 Courses in CAMPUS KORTRIJK

Introduction

The courses in Applied Informatics belong to the Department of Commercial Sciences, Business Management & Informatics.

The courses will use English course material. As the number of the students per course can be limited, most courses will be offered as individual tutoring or project work (individually or team work). Students will study the course material and solve a series of exercises or do a project. Students will have regular meetings with their lecturer to ask questions or monitor their progress. In some cases the evaluation will also imply an exam.

Student should bring their personal laptop computer to do most of the courses.

Almost none of the courses in applied informatics are introductory courses. This means that the student should already master the basics of object oriented computer programming and in most cases of relational databases (database concepts, SQL). For some courses knowledge of web design (html, css) is also required.

Students can also do a project in software development of IT infrastructure (security, server management, computer networking) which can amount to up to 20 ECTS credits depending on the volume of the project. The topic of this product should be discussed upon arrival with the coordinator of applied informatics to check the foreknowledge and the preferences of the students in order to find a suitable project. If feasible a project can be organised in cooperation with a company or non-profit organisation.

Courses take place in the building "Technology and Informatica (VHTI)".
For practical problem students can contact the international office of the department. Students should discuss their course program of final project with the head of applied informatics.

Head of the International Office: Johan Cottyn (johan.cottyn@vives.be), +32 477 49 23 06, room 50.13 in the building HANTAL (Handelswetenschappen en Bedrijfskunde).

Head of Applied Informatics: Arne Vandenbussche (arne.vandenbussche@vives.be), +32 496 35 48 17, room 112 in the building VHTI (Technology en Informatica).

Below you will find the full list of courses we offer at our department, before you create your learning agreement please make sure you read the full description of the courses and that you meet all the entry requirements.

6.1 Applied Informatics Courses

| CODE | Course name | ECTS | Autumn semester | Spring semester |
|------|---|------|-----------------|-----------------|
| | Web Design | 6 | x | x |
| | Introduction to Linux | 4 | x | x |
| | Databases and SQL | 4 | x | x |
| | Web Development in .NET | 8 | x | x |
| | Web Development in Java | 6 | c | x |
| | Desktop Development in .NET | 6 | x | x |
| | Mobile App Development - Hybrid | 6 | x | x |
| | Android App Development | 6 | x | x |
| | Mobile App Development - iOS | 6 | x | x |

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|--|----------------------------------|----|---|---|
| | IT Security | 4 | x | x |
| | Small IT Project | 8 | x | x |
| | Final Project | 20 | x | x |

6.2 Language Courses

| CODE | Course name | ECTS | Autumn semester | Spring semester |
|------|--|------|-----------------|-----------------|
| | Dutch as a foreign language* | 6 | x | x |
| | Spanish 1/Breakthrough | 3 | x | x |
| | Spanish (levels 2 to 8) | 3 | x | x |
| | Business English 1/Intermediate (B1) | 3 | x | x |
| | Business English 2/Upper-intermediate (B2) | 3 | x | x |
| | Business English 3/Advanced (C1) | 3 | x | x |
| | German (levels 1 to 4) | 3 | x | x |
| | French (levels 1 to 8) | 3 | x | x |
| | Italian (levels 1 to 8) | 3 | x | x |
| | English 5/Threshold 3 | 3 | x | x |
| | English 6/Threshold4 | 3 | x | x |
| | English 7/Vantage | 3 | x | x |
| | English 8/Effectiveness | 3 | x | x |
| | Native languages assistant English | 3 | x | x |
| | Native languages assistant French | 3 | x | x |
| | Native languages assistant Spanish | 3 | | x |
| | Native languages assistant German | 3 | x | x |

* Dutch as a foreign language is available only for students who will study here for the whole academic year

7 Description of the courses

| Course title | 7.1 Web Design |
|--------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Yanic Inghelbrecht yanic.inghelbrecht@vives.be |
| Course contents | Basic concepts of html and css. |
| Course objectives | To be able to build a static website in html and css. |
| Entry requirements | None. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Evaluation of the exercises. Building a final website. |
| Course material | |

| Course title | 7.2 Introduction to Linux |
|--------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 4 |
| Lecturer | Marc Desplenter marc.desplenter@vives.be |
| Course contents | <ul style="list-style-type: none"> • Logging in and out, using the shell. • Using the editor. • Unix files and the file system. • Access right for files and folders. • Working with file contents, regular expressions and sorting. • Sharing files, using links. • Redirection, pipes and standard files. • Processes. • Scripting. |
| Course objectives | To be able to use the unix commands and basic unix scripting |
| Entry requirements | Master the fundamentals of computer programming. |
| Teaching method | Self-study, individual tutoring. |
| Assessment | Written exam. |
| Course material | Textbook: "Unix: The textbook" second edition, Sarware & Koretsky. |

| Course title | 7.3 Databases and SQL |
|-----------------|---|
| Semester | Autumn - Spring |
| ECTS credits | 4 |
| Lecturer | Marc Desplenter marc.desplenter@vives.be |
| Course contents | <ul style="list-style-type: none"> • Basic concepts of a relational database. • Design a simple relational database. • Retrieve data from a SQL database. • Single row functions in SQL • Group functions • Subqueries. |

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| | <ul style="list-style-type: none"> • Data Definition Language • Data Manipulation Language. • Views • Authorization. |
| Course objectives | To be able to query and manipulate data of a relational database using the SQL language. |
| Entry requirements | None. |
| Teaching method | Self-study, individual tutoring. |
| Assessment | Written exam |
| Course material | |

| Course title | 7.4 Web Development in .NET |
|---------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 8 |
| Lecturer | Christophe De Waele christophe.dewaele@vives.be |
| Course contents | <ul style="list-style-type: none"> • ASP.NET Web Forms • Standardizing design with templates and themes. • Server Controls. • Web Part and AJAX. • XAML. • Using a database (LINQ Entity Framework). • Exception handling, debugging. • Status. • Security. • Web Services • MVC (controllers, views, models, form and HTML helpers) • Data annotations and validation. • Routing |
| Course objectives | To be able to build an e-commerce site using ASP.NET MVC |
| Entry requirements | Knowledge of object oriented programming, of html and CSS, of Javascript and of relational database and SQL. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Results of the project work will be assessed permanently. |
| Course material | Pro ASP.NET 4.5 C# , By Adam Freeman, Apress. |

| Course title | 7.5 Web Development in Java |
|---------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Kasper Cools kasper.cools@vives.be |
| Course contents | <ul style="list-style-type: none"> • Model-View-Controller paradigm • JSP & Servlets • Web Services • Front End Frameworks |
| Course objectives | To be able to develop a stable web application in Java |
| Entry requirements | Mastering html, css, Java programming, relational databases and SQL |
| Teaching method | Self-study, individual tutoring, project work. |

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| Assessment | Project work. |
| Course material | Textbook: "Head First Servlets & JSP" second edition by Bryan Basham, Kathy Sierra and Bert Bates. O' Reilly Media 2008. |

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|---------------------------|---|
| Course title | 7.6 Desktop Development in .NET |
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Bavo Ketels bavo.ketels@vives.be |
| Course contents | <ul style="list-style-type: none"> • Winforms • WPF • Windows Presentation Foundation • XAML • LINQ • Exception handling, debugging. • Security • MVVM en binding • Multi-layer model. |
| Course objectives | To be able to develop a desktop application in .NET. |
| Entry requirements | Fundamentals of OO Programming – relational databases and SQL. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Project work. |
| Course material | Textbook: "WPF 4.5 Unleashed – Adam Nathan ". |

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| Course title | 7.7 Mobile App Development - Hybrid |
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Christophe De Waele christophe.dewaele@vives.be |
| Course contents | Students learn to develop an app for a smartphone using html, CSS3, JQuery Mobile of Ionic. The app is deployed to different platforms using Cordova. |
| Course objectives | To be able to develop a mobile app using web technologies. |
| Entry requirements | Knowledge of hmtl, CSS3, basics of programming. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Project work. |
| Course material | Apache Cordova API, John W Wargo. |

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| Course title | 7.8 Android App Development |
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Dirk Hostens dirk.hostens@vives.be |

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|---------------------------|---|
| Course contents | The students learn to develop an Android app using Java: activities, intents, graphical user interface, using local data, using remote data, navigation, fragments. |
| Course objectives | Be able to develop an native Android App. |
| Entry requirements | Concepts of object oriented programming. SQL. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Project work. |
| Course material | Textbook: Beginning Android 4 Application Development – Wei-Meng Lee. |

| Course title | 7.9 Mobile App Development - iOS |
|---------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 6 |
| Lecturer | Dirk Hostens dirk.hostens@vives.be |
| Course contents | Developing apps for iOS 8, using the Swift programming language and the XCode IDE. UI development using UITextView, UILabel, UIImageView, UISlider, UIStepper, ... are used. |
| Course objectives | To be able to develop an app for iPhone or iPad. |
| Entry requirements | Concepts of object oriented programming. SQL. |
| Teaching method | Self-study, individual tutoring, project work. |
| Assessment | Project work. |
| Course material | |

| Course title | 7.10 IT Security |
|---------------------------|---|
| Semester | Autumn - Spring |
| ECTS credits | 4 |
| Lecturer | Peter Debeuckelaere peter.debeuckelaere@vives.be |
| Course contents | The student will do basic research about a current topic concerning IT – security and write a paper about it, in English. |
| Course objectives | To have insight in recent technologies for IT Security. |
| Entry requirements | None. |
| Teaching method | Self-study (research) with coaching by the lecturer. |
| Assessment | Paper. |
| Course material | |

| Course title | 7.11 Small IT Project |
|------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 8 |
| Lecturer | Responsible lecturer: Arne Vandenbussche arne.vandenbussche@vives.be Coaching lecturer will depend on the project. |
| Course contents | The students will do a project in a mixed team with Belgian students for a real client. They will plan their work, communicate with the client, analyse the problem, develop a |

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| | <p>solution and test this thoroughly. The workload is about one and a half days a week.</p> <p>The project can be in the domain of software development, business IT solutions, IT Infrastructure, ... depending on the field of interest of the student and the available projects. It is possible that student have to learn new technologies to do their project.</p> |
| Course objectives | Be able to work out an IT Solution for a real client. Manage projects in a sound way. |
| Entry requirements | Fundamentals of programming – Fundamentals of Windows Server Management. |
| Teaching method | Project work |
| Assessment | Project work |
| Course material | Textbook: "Head First Software Development". |

| Course title | 7.12 Final Project |
|---------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 20 |
| Lecturer | <p>Responsible lecturer: Arne Vandebussche arne.vandebussche@vives.be</p> <p>Coaching lecturer will depend on the project.</p> |
| Course contents | <p>The students will do a project, alone or in a small team, for a real client. They will plan their project, communicate with their client, analyze the problem, develop a solution and implement the solution. They will document their project in detail writing a paper about the project and its results.</p> <p>The project can be in the domain of software development (web development, desktop development, mobile app development) , business IT solutions (Sharepoint, Business Intelligence, ...), IT Infrastructure (Security, Server Management, Virtualisation, Cloud Computing), ... depending on the field of interest of the student and the available projects. It is possible that student have to learn new technologies to finish their project successfully.</p> |
| Course objectives | Be able to work out an IT Solution for a real client. Manage projects in a sound way. Report in English. |
| Entry requirements | Good knowledge of software development or IT Infrastructure. |
| Teaching method | Project work. |
| Assessment | Project management, project results and reporting will be assessed. |
| Course material | |

| Course title | 7.13 Dutch as a foreign language |
|----------------------------|--|
| Semester | Autumn-Spring |
| ECTS credits | 6 (one year) |
| Lecturer | <p>Teachers from HITEK</p> <p>Responsible person: Hermine Schouteten hermine.schouteten.hitek@gmail.com</p> |
| Type of course unit | Dutch can be taken at all levels, from elementary level up to specialised level. |

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| Course contents | To improve your language level |
| Course objectives | You have to do a level test before you start to attend the course. According to the result of the test, they will put you in a level. |
| Entry requirements | - |
| Teaching method | Written and continuous assessment about oral skills |
| Assessment | Course +hand outs |
| Course material | |

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| Course title | 7.14 Language Courses: French, German, Spanish, Italian |
| Semester | Autumn-Spring |
| ECTS credits | 3 |
| Lecturer | Teachers from HITEK Responsible person: Hermine Schouteten hermine.schouteten.hitek@gmail.com |
| Type of course unit | Languages can be taken at all levels, from elementary level up to specialised level (for General English – the offer is limited). The evening schools offers French, German, Spanish, Italian. |
| Course contents | To improve your language level |
| Course objectives | You have to do a level test before you start to attend the course. According to the result of the test, they will put you in a level. |
| Entry requirements | Classes for Erasmus only |
| Teaching method | Written and continuous assessment about oral skills |
| Assessment | Course +hand outs |
| Course material | |

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| Course title | 7.15 Assistant de langue française |
| Semester | Automne – Printemps |
| ECTS credits | 3 |
| Professeurs | <ul style="list-style-type: none"> • Lannoo Dominique (responsable) dominique.lannoo@vives.be • Coghe Frederik • De Baets Frederik • Derolez Bart • De Winter Kathleen • Goudeseune Annelies • Coene Carine • Vanhee Guido • Verplancke Jan • Verrotte Caroline • Willemot Evelyne |
| Contenu du cours | Les étudiants participent à au moins 23 cours de français pour converser avec les étudiants flamands. Les activités sont multiples: jeux de rôles, débats, interviews, conversations téléphoniques, ... Les étudiants font également quelques tâches par écrit, liées aux cours de conversation. Vu qu'ils assistent aux cours de différents professeurs, il est nécessaire de bien planifier les cours. |

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| Objectifs du cours | Echanges culturelle et linguistique |
| Condition préalable | Avoir le français comme langue maternelle |
| Méthode d'apprentissage | Apprentissage coopératif |
| Evaluation | D'une part les étudiants seront évalués sur base de leur participation aux cours; ils sont censés aider et encourager les étudiants flamands à parler le français. D'autre part, ils seront évalués sur base des tâches écrites. |
| Matériaux de cours | Copies |

| Course title | 7.16 Native Language Assistant: Spanish |
|------------------------------|--|
| Semester | Primavera |
| ECTS credits | 3 |
| Profesores | <ul style="list-style-type: none"> • De Baets Frederik (responsable) frederik.debaets@vives.be • Coene Carine • Coghe Frederik • De Winter Kathleen • Van Iseghem Delphine |
| Contenido del curso | Los estudiantes participan a al menos 15 clases de lengua española para conversar con los estudiantes flamencos. Las actividades son múltiples: juegos de roles, debates, entrevistas, simulaciones de conversaciones telefónicas, etc. Los estudiantes tendrán que hacer también algunas tareas por escrito, en relación con las clases de conversación. Como asisten a clases de diferentes profesores (a horas distintas), será necesario planificar bien las clases. |
| Objetivos del curso | Intercambio cultural y lingüístico |
| Condiciones previas | Tener el español como lengua materna |
| Método de aprendizaje | Aprendizaje cooperativo |
| Evaluación | Por una parte, la evaluación de los estudiantes se basa en su participación en las clases. Deben ayudar y estimular a los estudiantes flamencos a hablar español. Por otra parte, se evaluarán también las tareas escritas. |
| Materiales del curso | Fotocopias |

| Course title | 7.17 Native Language Assistant: German |
|---------------------|--|
| Semester | Wintersemester – Sommersemester |
| ECTS credits | 3 |
| Dozenten | <ul style="list-style-type: none"> • Larmuseau Stijn stijn.larmuseau@vives.be • Maes Ils • Wastyn Ria |
| Kursinhalt | <p>Die Studenten nehmen an mindestens 15 Terminen teil und reden mit den belgischen Studenten im Unterricht. Es gibt verschiedene Aktivitäten: Rollenspiele, Debatten, Interviews, Simulationen von Telefongesprächen, usw. Die Studenten sollen auch einige schriftliche Aufgaben machen, die mit den Sprechübungen zu tun haben.</p> <p>Weil die Studenten an mehreren Terminen bei verschiedenen Dozenten teilnehmen (zu unterschiedlichen Uhrzeiten), ist es notwendig, die Termine gut zu planen.</p> |

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| Kursziele | Soziokultureller und linguistischer Austausch |
| Voraussetzungen | Muttersprache: Deutsch |
| Lernmethode | Partnerschaftliches Lernen |
| Bewertung | Einerseits wird die aktive Teilnahme am Seminar bewertet. Die deutschen Studenten sollen den belgischen Studenten helfen und sie motivieren, Deutsch zu sprechen. Andererseits werden auch die schriftlichen Aufgaben bewertet. |
| Kursunterlagen | Arbeitsblätter |

| Course title | 7.18 Native Language Assistant: English |
|---------------------------|--|
| Semester | Autumn - Spring |
| ECTS credits | 3 |
| Lecturers | Lynn Tanghe lynn.tanghe@vives.be An Ostyn, Leen Baelde, Kim De Cock, Stijn Larmuseau, Leen Dufraimont, Sylvie Vanrenterghem, Bart Lesage, Pieter van Haute, Thomas Claesen, Piet Verbeke |
| Course contents | The students participate in at least 15 hours of English classes during which they engage in conversations with the Flemish students. They will be involved in various kinds of activities such as roleplay, discussions, interviews, phone conversations, etc. The students will also have some written assignments, related to the speaking exercises. As the students will be assisting in different classes with several colleagues, careful planning of these sessions is essential. |
| Course objectives | Cultural and linguistic exchange |
| Entry requirements | English as mother tongue |
| Teaching method | Cooperative learning |
| Assessment | The grade the students receive will be based partly on their active participation in class. They are expected to help the Flemish students and encourage them to speak English. Apart from this, also the written assignments will be taken into account. |
| Course material | Photocopies |