

**ES NordPlus Adult project**  
**Innovative Vocational Foreign Language Teaching - a Key to Adult**  
**Learning Motivation**  
**Project ID:NPAD-2015/10009**

**Modules on Business**  
**May, 31, 2017**

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# 21st

# Century

**Literacy**  
**Skills**

**Civic**  
**Communication**  
**Innovation**  
**Global Core**  
**Entrepreneurial**  
**Problem-Solving**  
**Accountability**  
**Learning**  
**Cross-Cultural**  
**Technology**  
**Responsibility**  
**Media**  
**Health**  
**Information**  
**Adaptability**  
**Life**  
**Financial**  
**Initiative**  
**Communication**  
**Social**  
**Self-Direction**  
**Career**  
**Leadership**  
**Flexibility**  
**Economic**  
**Creativity**  
**Productivity**  
**Subjects**  
**Awareness**  
**Global**  
**Core**

Mastery of fundamental subjects and 21st century themes is essential for students in the 21st century. Disciplines include:

## **English, reading or language arts**

World languages

Arts

Mathematics

Economics

Science

Geography

History

Government and Civics

## **Global awareness**

Financial, economic, business and  
**entrepreneurial literacy**

**Civic literacy**

Health literacy

Environmental literacy



# Global Awareness



# Learning and Innovation Skills:

Creativity and Innovation

Critical Thinking and Problem Solving

Communication and Collaboration



# Creativity and Innovation

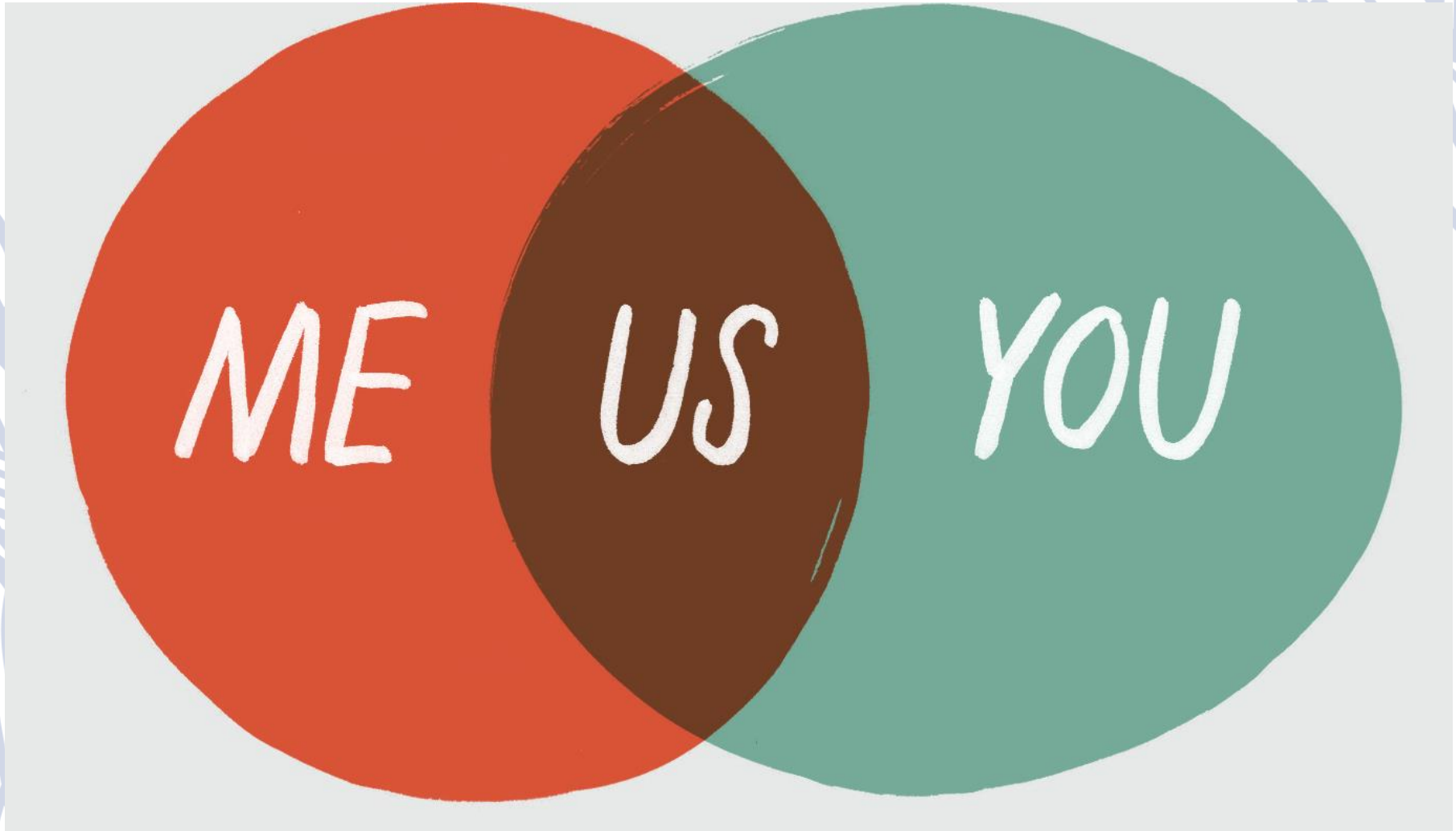


# Critical Thinking and Problem Solving





# Communication and Collaboration



Flexibility & Adaptability  
Initiative & Self  
Direction  
Social & Cross-Cultural  
Skills  
Productivity &  
Accountability  
Leadership &  
Responsibility

3 Modules:

“Business: General Background”

“Business Etiquette”

“Intercultural Dimension Within Business Communication ”

# Business: General Background





# Business Etiquette





# Intercultural Dimension



# General Background: Business

**AIM:** The module *Business: General Background* is aimed as the support material to deepen students' understanding and practise the fundamentals of effective business communication through English. The module will provide educators and students with background information along with practical activities to be introduced during the classes and used as home assignments.

# Business Etiquette

The module *Business Etiquette* is aimed as the support material on effective communication in different social contexts. The module will provide educators and students with background information along with practical activities to be introduced during the classes and used as home assignments.



# Intercultural Dimension

The module “Intercultural Dimension Within Business Communication ” is aimed as the support material on raising awareness of the importance of intercultural dimension within business communication. The module will provide educators and students with background information along with practical activities to be introduced during the classes and used as home assignments.

# English as a Global Language



**English**



**LATVIJAS**  
**UNIVERSITĀTE**  
ANNO 1919

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