

## Effective Communication for Future Leaders - Provisional Timetable 2020

*The LSE Intercultural Communication for Future Leaders aims to develop students' effective communication skills in any global settings. It focuses on intercultural communication skills, functional English proficiency, and critical thinking skills. The course examines theories and case studies in effective communication in diplomacy and business contexts, including negotiation and persuasion. Students will cover the same lecture sessions and then have the option to choose a diplomacy career track or business track for the interactive tutorial sessions. In addition, students will be offered opportunity to take on a choice of French and/or German as an additional language.*

*Students will receive 2-3 hours of recorded lectures plus 10 hours of interactive contact time per. Students will have readings and assignments weekly.*

- ✚ Every Monday, recorded lectures and reading list of the Intercultural Communication will be available online and students are required to complete the reading list for the interactive tutorials.
- ✚ Students will need to complete assignments set by course teachers weekly.
- ✚ Written and verbal feedback will be provided on all tasks, timed writings, and oral presentations/debates.
- ✚ In general:
  - ✚ The early morning sessions (09:00-10:30 GMT) will focus on key skills covering functional English classes and Intercultural Communication tutorials
  - ✚ The mid-morning sessions (11:00-12:00 GMT) will focus on additional foreign language skills.
  - ✚ The afternoon sessions (2:00-5:00 GMT) will focus on watching recorded lecture, completed assignments and readings.

## Week One – Business Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>Welcome Talk &amp; Course Induction</b></p> <p>09:00-10:30</p>	<p><b>Politeness strategies</b></p> <p>09:00-10:30</p>	<p><b>Requests and Persuasion</b></p> <p>09:00-10:30</p>	<p><b>Intercultural Communication Tutorials</b></p> <p>09:00-10:30</p>	<p><b>Data Analysis</b></p> <p>09:00-10:30</p>
<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>
<p><b>Recorded Lecture &amp; Reading</b></p> <p><b>Introduction to Language and Culture</b></p> <p>2:00-5:00</p>	<p><b>Correspondence task</b></p> <p>2:00-3:30</p>	<p><b>Recorded Lecture &amp; Reading</b></p> <p><b>Introduction to Intercultural Communication</b></p> <p>2:00-5:00</p>	<p><b>Data description task</b></p> <p>2:00 – 3:30</p>	<p><b>Independent study</b></p> <p>2:00-5:00</p>

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## Week Two - Business Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Case study analysis</b>  <b>09:00-10:30</b>	<b>Intercultural Communication Tutorials</b>  <b>09:00-10:30</b>	<b>Vocabulary range and Collocations</b>  <b>09:00-10:30</b>	<b>Intercultural Communication Tutorials</b>  <b>09:00-10:30</b>	<b>Voice and Pronunciation</b>  <b>09:00-10:30</b>
<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>
<b>Recorded Lecture &amp; Reading</b>  <b>Pragmatics and Speech acts</b>  <b>2:00-5:00</b>	<b>Case study report task</b>  <b>2:00-3:30</b>	<b>Recorded Lecture &amp; Reading</b>  <b>Persuasion and Negotiation</b>  <b>2:00-5:00</b>	<b>Internship recording task</b>  <b>2:00 - 3:30</b>	<b>Independent study task</b>  <b>2:00-5:00</b>

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## Week Three - Business Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Tense and Conditionality</b>  09:00-10:30	<b>Business simulation/negotiation</b>  09:00-10:30	<b>Optional MFL (French or German) Final Assessment</b>  9:00-10:00	<b>Business English Final Assessment</b> <b>Timed speaking task and submission of written report</b>  09:00-10:30	<b>Final Review &amp; Feedback</b>  09:00-10:30
<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Intercultural Communication Tutorials</b>  11:00-12:30	<b>Intercultural Communication Final Assessment</b>  11:00-12:30	<b>Graduation Ceremony</b>  11:00-12:00
<b>Recorded Lecture &amp; Reading</b>  <b>Linguistic Politeness &amp; Intercultural Competence</b>  2:00-5:00	<b>Effective Presentation recording task</b>  2:00-3:30	<b>Recorded Lecture &amp; Reading/Assessment preparation</b>  <b>Guest speaker – Advice from a business leader</b>  2:00-5:00		

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## Week One – Diplomacy Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Welcome Talk &amp; Course Induction</b>  09:00-10:30	<b>Introduction to Diplomatic English and Diplomatic communication; work of junior diplomats</b>  09:00-10:30	<b>Introduction to Diplomatic Writing and official notes.</b>  09:00-10:30	<b>Further diplomatic writing – different types of note, with examples</b>  09:00-10:30	<b>Intercultural Communication Tutorials</b>  09:00-10:30
<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Optional MFL (French or German)</b>  11:00-12:00	<b>Optional MFL (French or German)</b>  11:00-12:00
<b>Recorded Lecture &amp; Reading</b>  <b>Introduction to Language and Culture</b> 2:00-5:00	<b>Reading and critique – “An Ideal Foreign Service Officer”</b>  2:00-3:30	<b>Recorded Lecture &amp; Reading</b>  <b>Introduction to Intercultural Communication</b> 2:00-5:00	<b>Diplomatic note writing task (choice of tasks)</b>  2:00 – 3:30	<b>Independent study</b>  2:00-5:00

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## Week Two - Diplomacy Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>Introduction to Embassy/Consular work</b></p> <p>09:00-10:30</p>	<p><b>Cultural Work</b></p> <p>09:00-10:30</p>	<p><b>Intercultural Communication Tutorials</b></p> <p>09:00-10:30</p>	<p><b>Press Work</b></p> <p>09:00-10:30</p>	<p><b>Intercultural Communication Tutorials</b></p> <p>09:00-10:30</p>
<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>	<p><b>Optional MFL (French or German)</b></p> <p>11:00-12:00</p>
<p><b>Recorded Lecture &amp; Reading</b></p> <p><b>Pragmatics and Speech acts</b></p> <p>2:00-5:00</p>	<p><b>Presentation Task - Cultural diplomacy</b></p> <p>2:00-3:30</p>	<p><b>Recorded Lecture &amp; Reading</b></p> <p><b>Persuasion and Negotiation</b></p> <p>2:00-5:00</p>	<p><b>Writing task - press statement</b></p> <p>2:00 - 3:30</p>	<p><b>Independent study</b></p> <p>2:00-5:00</p>

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## Week Three - Diplomacy Track

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Trade &amp; Economics</b>  <b>09:00-10:30</b>	<b>Economics / Development</b>  <b>09:00-10:30</b>	<b>Intercultural Communication Tutorials</b>  <b>09:00-10:30</b>	<b>DE Final Assessment - Presentation task</b>  <b>09:00-10:30</b>	<b>Final Review &amp; Feedback</b>  <b>09:00-10:30</b>
<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German)</b>  <b>11:00-12:00</b>	<b>Optional MFL (French or German) Final Assessment</b>  <b>11:00-12:00</b>	<b>Intercultural Communication Final Assessment</b>  <b>11:00-12:30</b>	<b>Graduation Ceremony</b>  <b>11:00-12:00</b>
<b>Recorded Lecture &amp; Reading Linguistic Politeness &amp; Intercultural Competence</b> <b>2:00-5:00</b>	<b>Development of poster / infographic</b>  <b>2:00-3:30</b>	<b>Recorded Lecture &amp; Reading/Assessment preparation Guest speaker - Advice from former UK Ambassador</b> <b>2:00-5:00</b>		

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