

Res chris

pls have a look & make  
comments 14/8/09  
Unofficial translation

No 104



Enclosure:  
3 pages

The Embassy of the Russian Federation in the Republic of Indonesia presents its compliments to the Secretariat of the Association of Southeast Asian Nations in Jakarta and has the honor to convey herewith the text of address of the Peoples' Friendship University of Russia to the institutes of higher education of ASEAN Member States to take part in the joint Russia-ASEAN project on foreign languages teaching.

The Embassy avails itself of this opportunity to renew to the ASEAN Secretariat the assurances of its highest consideration.



Jakarta, « 11 » August 2009

**THE SECRETARIAT OF  
THE ASSOCIATION OF SOUTHEAST  
ASIAN NATIONS**

**RECEIVED**

**Jakarta**

**19 AUG 2009**

Cc: Centre for Education and Training of the Department  
of Foreign Affairs of the Republic of Indonesia  
Jakarta

THE ASEAN SECRETARIAT		
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Приложение:  
на 3 лл.

Посольство Российской Федерации в Республике Индонезии свидетельствует свое уважение Секретариату Ассоциации государств Юго-Восточной Азии в Джакарте и имеет честь препроводить текст обращения Российского университета дружбы народов (РУДН) к вузам государств-членов АСЕАН с приглашением принять участие в совместном российско-асеановском проекте в сфере преподавания иностранных языков.

Посольство пользуется настоящим случаем, чтобы возобновить Секретариату АСЕАН уверения в своем весьма высоком уважении.



Джакарта, « 14 » августа 2009 года

**СЕКРЕТАРИАТУ  
АССОЦИАЦИИ ГОСУДАРСТВ  
ЮГО-ВОСТОЧНОЙ АЗИИ**

**Джакарта**

Копия: Центру подготовки дипломатических кадров  
Министерства иностранных дел Республики Индонезии  
г. Джакарта



## PEOPLES' FRIENDSHIP UNIVERSITY OF RUSSIA

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Dear colleagues!

Foreign languages department of the Economics Faculty in Peoples' Friendship University of Russia initiates the project "Cooperation in scientific and methodological sphere of the Foreign Language for Business and Professional Communication in ASEAN Member Countries". We hope you will take a keen interest in our work.

Two educational sites (1. "Methods of foreign languages teaching to business-school students and business specialists"; and 2. "Russian as a foreign language for business and professional communication") are to be developed by programmers for the first two months of the project 8 May 2009 to 8 July 2009. Starting from 8 July 2009 and till 8 July 2010 freshly prepared materials are to be put on the sites once a fortnight.

The distance course "Methods of foreign language teaching to business-school students and business specialists" comprises the following: A course of lectures on foreign language teaching to non-linguistic students; 2) curriculum; 3) practical classes in Russian as a foreign language for specific purposes (basic level A2 according to Russian certification levels) which include: Basic units on specialities "Management" and "Advertising", grammar reference, listening, interesting facts about Russian culture and business; 5) bank of texts (Russian and English as a mediator language); units tests; 7) linguistic and didactic terms glossary; 8) registration procedure; 10) about us; 11) forum. To be enrolled in the course you have to register and get individual access to the site resources.

Within the project we are planning to bring up for discussion the best expertise in the sphere of teaching English for business and professional communication, teaching foreign languages in non-linguistic universities and ICT-assisted teaching.

Our project is aimed at the wide audience and can be of interest to:

- foreign language teachers in business schools;
- linguists and methodologists, specializing in this sphere;
- civil servants, business school students, business specialists;
- and to those who would like to start learning Russian for business and professional communication from the very beginning or to improve their English for specific purposes.

Foreign language teachers will be offered a refreshment course "Methodology of a Foreign Language teaching in non-linguistic universities". Within the course you will be able to learn more about the state-of-the-art methods of teaching professionally-oriented languages for specific purposes with the use of both conventional and modern Information and Communication Technologies. You will be able also to compare different ways of teaching languages as a means of communication which are established in Russia and abroad.



The course is designed for two years. The first year is to be devoted to modern approaches to foreign languages teaching for business and professional communication. The aim of the second year is to bring to participants' attention the methodology basics of organizing distant Information and Communication technology-assisted education. The distant course "Methods of Teaching the Foreign Language in students of business schools, specialists of business spheres and civil service employees" provides for lectures and seminars, at which you will be able not only to get information on the introduced materials but also discuss the current tendencies in teaching foreign languages, share your experience and exchange views with foreign language teachers in Russia and ASEAN countries. Teachers and methodologists can observe the realization of theoretical findings in the distance units "Practical Classes for Specific Purposes" (Russian for foreigners and English is a mediator language which should be improved and students should know it better than Russian in the process of the course). After finishing this course and having made 75% of the tasks you will get a Certificate of Peoples' Friendship University of Russia in Teaching foreign languages.

### **Business school students, business specialists and civil servants!**

Our distant course "Methodology of Teaching Foreign Languages to business school students, business specialists and civil service employees" enables to improve your Russian and English as a mediator for Specific Purposes (Management and Advertising). Every other week you will be asked to do practical assignments to improve your listening, speaking, reading and writing skills, as well as your grammar knowledge. You will also be able to do tests according to your knowledge level. Once a month you will be asked to do the test to check your progress. On the basis of the results the students will get grammar rules and reference materials which should be looked through again. At the end of the course the students have to do the final test.

Within the course you will be offered:

- 1) 20 units on each speciality (management and advertising);
- 2) bank of texts on the specialities;
- 3) materials for listening to develop listening skills;
- 4) grammar reference materials and exercises to memorize studied grammar;
- 5) linguistic and didactic terms;
- 6) interesting facts about Russian culture and business (both in Russian and English)

The materials will be refreshed every two weeks. You can start the course straight away and do the assignments at an offered pace. For those who cannot start the course with the mainstream group there is an opportunity to make up for the lost time through more intensive independent studies.

Those students who will do all the tasks successfully will get Certificates of Peoples' Friendship University of Russia.

To get the Certificate you will need:

- 1) do all units on chosen speciality (Management or Advertising);
- 2) do all assignments in the units;
- 3) do the tests;



4) achieve results (more than 75% of correct answers).

The course envisages consecutive work on the materials. You cannot jump to the next unit without completion of the previous one. By doing the assignments you will accrue some points. Your final result will be a sum of these points which will show your progress.

A distance form of studies will allow you to be free in planning your time and work that you can devote to the improvement of your English.

**The Russian as a foreign language site** is a multimedia interactive programme of teaching Russian to foreign students. You are offered a course which form corresponds to real class mode. The course includes all kinds of information transfer (video, audio and text) and envisages direct communication with a teacher.

The presented course "Russian as a foreign language for specialists of business sphere and civil servants is planned for two years. Recourses will be updated two times a month.

As a result of doing the course you are to acquire listening and speaking skills, learn Russian intonation patterns, get initial skills of reading and writing, know basic grammatical categories, and receive the ability to communicate at elementary and basic levels of Russian as a foreign language (A1, A2), that will help you feel comfortable with Russian native speakers. In addition, language and culture classes will be brought to your attention that are supposed to facilitate mutual understanding among representatives of different cultures. At the end of the course you will be able to communicate at an elementary level with Russian native speakers in every day social, cultural and business situations, get language basics necessary for some jobs. You will learn elements of phonetics and grammar get aware of Russian speech etiquette, history and culture to adapt to foreign (Russian) language environment.

Classes will be held in Russian with English as a mediator language.

The course comprises:

- 1) 20 units in speciality (Russian as a foreign language)
- 2) 20 units in language and culture (adapting to culture)
- 3) Bank of texts -20 units
- 4) Reference material on vocabulary and grammar – 20 units
- 5) Glossary
- 6) The page of business communication
- 7) Listening -20 units

After finishing this course and fulfilling the tasks (75%) you will get the certificate of Peoples' Friendship University of Russia.

Our contacts are:

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