

# INTERNATIONAL OFFICE MANAGEMENT

## BUSINESS & LANGUAGES

SEMESTER 1		SEMESTER 2	
Business Basics	5	Business Economics	5
Talent Lab 1 (year course)	3	International Marketing	5
ICT Toolkit	6	International Law	5
Intercultural communication skills	6	International Business English	5
Foreign Language 1a*	5	Foreign Language 1b*	5
Foreign Language 2a*	5	Foreign Language 2b*	5
	<b>30</b>		<b>30</b>

SEMESTER 3		SEMESTER 4	
Change Management	3	Business ethics	3
Excel Advanced	4	Talent Lab 2 (year course)	4
Graphic Media Management	3	Own Choice 1 (sem 1 and/or 2)	5
Copywriting	3	Bachelor Project: Concept & Plan	4
Foreign Language 1c*	5	Foreign Language 1d*	5
Foreign Language 2c*	5	Foreign Language 2d*	5
	<b>29</b>		<b>31</b>

SEMESTER 5		SEMESTER 6	
Study abroad	33	Internship abroad	16
		Bachelor Project: Act & Check	8
		Talent Lab 3	3
			<b>27</b>

SEMESTER 5 bis	
IOM@Home	
Foreign Language 3a*	5
Current Global Issues	5
European Business	4
Management Skills	4
Global Citizenship	5
Own Choice 2	5
Own Choice 3	5
	<b>33</b>

## MORE INFO

COLOURS
Business courses
Languages & Communication
ICT & new media
Professional Development
Electives

### \*Foreign Language Options

- Chinese
- Spanish
- German
- French
- Personal choice at recognised external institution

### Electives

Pick electives that match your personality.  
Do you want to broaden or deepen your knowledge?

- Participation Internship
- (Design your own) study trip
- Digital Masters Academy
- Human Resources Management courses
- Current global issues
- International Development studies
- E-commerce
- International Business Game
- Business Events
- Event communication & sponsoring
- Leisure Management