

DOCUMENT

Study programme:

AKAJ22b – Teaching of English Language and Literature (in combination)

Document type:

Description of the study programme

Name of the higher education institution

Constantine the Philosopher University in Nitra

Address of the higher education institution

Tr. A. Hlinku 1, 949 01 Nitra

Name of the faculty

Faculty of Arts

Address of the faculty

Štefánikova 67, 949 01 Nitra

University body approving the study programme:

Board for the Internal Quality Assurance of Higher Education of CPU (Quality Board)

1. Basic information about the study programme

a) - Name of the study program and its number according to the register of study programmes.

Teaching of English Language and Literature (in combination) / 23114

b) - Degree of higher education and ISCED-F education degree code.

I. degree / 645

c) - Place(s) of delivery of the study programme.

Seat of CPU in Nitra.

d) - Name and number of the field of study in which higher education is obtained by completing the study programme, or a combination of two fields of study in which higher education is obtained by completing the study programme, ISCED-F codes of the field/fields.

38. Teacher Training and Education Science, code 7605

e) - Type of the study programme: academically oriented, professionally oriented; translation, translation combination study programme (listing the specializations); teaching, teaching combination study programme (listing the specializations); artistic, engineering, doctoral, preparation for regulated profession, joint study programme, interdisciplinary studies.

teaching combination study programme (at the Faculty of Arts in combination with courses on teaching English Language and Literature, Aesthetics Education, Ethics Education, History, Religious Education, German Language and Literature, Russian Language and Literature, Slovak Language and Literature, Spanish Language and Literature, Civic Education, at FCES in combination with Hungarian Language and Literature)

f) - Awarded academic degree.

Bc.

g) - Form of study.

full time

i) - Language or languages in which the study programme is delivered.

English and Slovak languages

j) - Standard length of the study expressed in academic years.

3 years

k) - Capacity of the study programme (planned number of students), the actual number of applicants and students.

- planned number of students: 25; actual number of applicants: 93; actual number of enrolled students: 28 (in combinations within FA)

2. Graduate profile and learning objectives

a) - The institution defines the learning objectives of the study programme such as student's abilities at the time of completion of the programme and the main learning outcomes.

General characteristic of professional graduate profile

Graduates of Teaching of English Language and Literature (in combination) study programme (I. degree):

- possess a basic knowledge of the field;
- possess knowledge of the biological, psychological and social aspects of an individual's development;
- know and understand the concept of the institutional socialization process in a broader social science context,

- have a comprehensive insight into the structure of society, its statics and dynamics, understand the educational and other relevant needs and specifics of diverse social groups;
- master the topic of pedagogical work in the context of the diversity of the educated population;
- possess a basic knowledge of the developmental differences in individuals resulting from their health or social disadvantages, or aptitudes and talents so that they can effectively cooperate with special educators, psychologists and other experts in the implementation of the inclusive educational process and follow their professional recommendations and conclusions;
- are professionally and practically fluent in English language;
- are able to specify and contextualise knowledge from the theory and history of literature and interpretation of literary texts;

Theoretical knowledge

Graduates of *Teaching of English Language and Literature (in combination)* study programme (I. degree):

- possess systematic knowledge of the phenomena of pedagogical reality, educational processes and their factors, determinants of education and training, as well as knowledge of ways of getting acquainted with pedagogical reality, of pedagogical and didactic approaches and concepts, and of dealing with various pedagogical situations;
- possess basic scientific knowledge in the specialisation fields;

- know the current state education programmes;
- master the theoretical foundations of design, implementation and evaluation of education and training;
- understand the theoretical and practical context of the education content and didactics or didactics and methodology in the chosen specializations;
- know the Slovak school system, legal context and curricular contexts of the teacher profession;
- possess basic psychological and didactic knowledge allowing to understand the relationship between the processes of learning and teaching, education and upbringing of the individual and the dynamics of the social group;
- possess knowledge of the structure and historical development of the English language;
- know the social status and functioning of languages in interpersonal communication and in wider social, cultural and pragmatic contexts;
- know all language levels of the English language system, language styles, contrastive grammar, socio-pragmatic contexts and communication relations of the English language;
- have a relation-argumentation based knowledge of the language and its laws, about the way and conditions of its functioning on all language levels and relations with other languages;
- master the history of English and American literature and knowledge of the theory of literature and literary scholarship methodology;

- master the main data, terms, principles and theoretical and methodological principles of the Anglophone linguistic and cultural-historical area;
- are acquainted with the most important cultural and social realities and history of the language and cultural landscape;

Practical skills and abilities

Graduates of Teaching of English Language and Literature (in combination) study programme (I. degree):

- are able to identify the developmental and specific characteristics and learning needs of an individual;
- accept the individuality of the pupil;
- have basic practical experience with the identification of psychological and social factors of individual learning;
- have skills needed to carry out educational, diagnostic, intervention, correction and prevention activities;
- are able to compile a problem time frame and comprehend the situation of individuals from target groups;
- can positively modify the behaviour and personal development of an individual or target group;
- accept the diversity of pupils in socio-cultural context;

- are familiar with generally binding legislation related to the work of the teacher, with pedagogical and other documentation, with other conceptual and strategic documents and materials of a school;
- can record, analyse and solve diverse pedagogical situations;
- have the skills to efficiently plan, design, manage and organize the educational process in profile teaching specializations;
- have basic methodological skills in their specializations;
- can use information and communication technologies efficiently in the educational process;
- are able to apply an appropriate method of pedagogical evaluation;
- can modify and streamline their activities;
- can efficiently communicate and cooperate with external environment (parents, foster parents, community, etc.);
- can formulate and critically analyse written and spoken communication in English language;
- are able to professionally formulate and present their own opinions and attitudes in English, critically revise them and constructively defend them;
- know the basic procedures, analyses and interpretations of prose, drama and poetry;
- are able to apply their linguistic and literary knowledge in a variety of cultural, artistic and pragmatic-communicative activities;

- develop own language culture in English, are capable of creative and flexible thinking.

Complementary knowledge, skills and abilities

Graduates of Teaching of English Language and Literature (in combination) study programme (I. degree):

- are culturally and grammatically literate;
- are able to work efficiently as a team member, and manage individuals;
- are prepared for an autonomous professional work and further education and professional development;
- hold socially accepted civic attitudes, a positive attitude towards their profession and the target group
- master the historical-cultural, professional, value-moral, social, legal and economic contexts and peculiarities of English language and its language area.
- can keep pace with the current developments in the studied field (English language and literature) and efficiently carry on their professional development

b) - The institution indicates the professions for which the graduate is prepared at the time of completion and the potential of the study programme from the point of view of graduate's employability.

Graduates of Teaching of English Language and Literature (in combination) study programme (I. Degree) find employment:

- in the educational system as educators and teaching assistants at primary and secondary schools, language schools and other pedagogical institutions;
- in the culture sector as representatives in libraries, museums and other cultural and social institutions, as language editors in publishing houses and mass media;
- in governmental and non-governmental organizations and independent sector institutions.

The graduates of the bachelor's study programme are, on the basis of the acquired pedagogical-psychological and social-scientific foundations, qualified to apply in educational system and other pedagogical institutions, e.g., in the position of a teaching assistant at the lower and upper level of secondary education within the framework of ethical education, or in the position of an educator.

c) - Relevant external stakeholders who have provided the statement or a favourable opinion on the compliance of the acquired qualification with the sector-specific requirements for the profession.

The study programme reflects the requirements of potential employers, institutions and organisations. The following relevant external stakeholders have issued a statement or a favourable opinion on the submitted study programme:

Mojmírovce Primary school (Gertrúda Štrámová, Školská ulica 897/8, Mojmírovce, zsmojmirovce@zsmojmirovce.edupage.org), Pázmány Péter Grammar school with Hungarian as the language of instruction (Zuzana Peternai, Letomostie 3, Nové Zámky,

zuzana.peternai@gmail.com), Prince Pribina Primary school (Iveta Miková, Andreja Šulgana 1, Nitra, iveta.mikova@zspribinunr.sk)

3. - Employability

a) - Evaluation of the study programme graduates employability.

Graduates of the bachelor's degree study programme Teaching of English Language and Literature (in combination) are, on the basis of acquired professional knowledge and skills, eligible to apply for further studies at the II. degree of university study, in the field of pedagogical sciences and teaching (English language and literature in combination) or in related fields, such as Philology study programme Translation and interpreting (English language and literature in combination). However, most bachelor's degree graduates usually want to continue their studies at the master's degree level and thus acquire a full teaching qualification. In case they do not continue with master's degree studies, they can apply in the educational system as educators and teacher assistants at primary and secondary schools, or, thanks to mastery of English language and practical skills in IT and text work, apply also in the culture sector as independent representatives in libraries, museums and other cultural and social institutions, as language editors in publishing houses and mass media, but also in governmental and non-governmental organizations and independent institutions.

b) - If applicable, indicate the successful graduates of the study programme.

The most prominent graduates of this study programme (in its I. and II. degree of higher education) include:

Branislav Bédi, PhD., is currently the vice-rector for foreign affairs at the University of Iceland and also works at The Arni Magnusson Institute for Icelandic Studies, University of Iceland; he graduated from Teaching of English Language and Literature and German Language and Literature.

PhDr. Ingrid Cibiková, PhD., Currently works at the Department of English and American Studies, Faculty of Arts, UCM in Trnava; graduated in Teaching of English Language and Literature in combination with Russian Language and Literature and Aesthetics Education.

Mgr. Michaela Dobošová, currently works as a spokesperson for Západoslovenská distribučná, a.s., graduated from Teaching of English Language and Literature in combination with Journalism.

PhDr. Denisa Ďuranová, currently works at National Institute for Education as a research and development employee for language policy projects and international cooperation; graduated from Teaching of English Language and Literature.

Mgr. Tomáš Holúbek, currently a spokesman for Nitra municipality; graduated from Teaching of English Language and Literature in combination with Journalism.

Mgr. Marta Jančkárová, currently works as presenter at RTVS; graduated from Teaching of English Language and Literature in combination with Music education.

doc. PaedDr. Lada Kaliská, PhD., currently works as a vice-dean for science and research at UMB Faculty of education; graduated from Teaching of English Language and Literature in combination with Psychology.

Mgr. Jela Kehoe, PhD., currently works at the Department of English Language and Literature of FA Catholic University in Ružomberok, graduated from Teaching of English Language and Literature (PHARE).

Eva Klaudínyová, PhD., currently works at the Middlebury Institute of International Studies in Monterey, California, USA; graduated from Teaching of English Language and Literature.

Maggie Kubányiová, PhD., currently works as the head of the Center for Language Education Research, University of Leeds; graduated from Teaching of English Language and Literature and Religious education.

Mgr. Zuzana Labudová, PhD., is currently the owner of private language school PRIMA; graduated from Teaching of English Language and Literature (PHARE).

PhDr. Klaudia Lorinczová, PhD., currently works at Keuka College, New York, USA; graduated from Teaching of English Language and Literature and Russian language and literature

Gabriella Morvay, PhD., currently works at The City University of New York, New York, USA; graduated from Teaching of English Language and Literature in combination with Hungarian language and literature.

PaedDr. Andrea Puskas, PhD., currently works as the Head of the Department of English and American Studies at the Faculty of Education, J. Seley University in Komárno; graduated from Teaching of English Language and Literature in combination with History.

Mgr. Peter Rutkovský, currently works as the director of Hotel MIKADO in Nitra

PaedDr. Eva Smetanová, PhD., currently works in the Project Office of the Methodology and Pedagogy Centre Bratislava / Trenčín and is the principal researcher of the national project Professional Development of Teachers (TEACHERS); graduated from Teaching of English Language and Literature and Russian language and literature.

Mgr. Csilla Šafranko, M.A., currently works as the director of the SUCCESS Language School, Nové Zámky; she graduated from Teaching of English Language and Literature.

PhDr. Ján Vančo, PhD., currently works as a member of the Nitra City Council; graduated from Teaching of English Language and Literature in combination with German language and literature.

Norbert Vanek, PhD., currently works as a senior lecturer at the School of Cultures, Languages and Linguistics, The University of Auckland, New Zealand; graduated from Teaching of English Language and Literature in combination with European Studies.

Mgr. Henrich Varga, currently works as a communication advisor to the office of the mayor of Nitra; graduated from Teaching of English Language and Literature in combination with Journalism.

Mgr. Katarína Vargová, currently works as a translator in Luxembourg; graduated from Teaching of English Language and Literature in and German language and literature.

c) - Evaluation of the study programme quality by employers (feedback).

Teachers of the study programme adapt the content and form of the offered courses to the current trends and strategic direction of relevant disciplines at home and abroad. They maintain contacts with customer practice through direct contacts with teachers and principals during student internships, but also through subsequent contacts maintained via professional and interest events, as well as through solving and organizing scientific and educational projects and events in cooperation with similarly

focused workplaces in the academic environment and with employers. Feedback from employers is obtained through direct contact or social networks. The department also obtains a picture of successful applicability through an annually distributed questionnaire for graduates about their employability.

Mgr. Iveta Miková (Prince Pribina primary school, Nitra): "Teacher training programs offered by the Department of English and American Studies provide a solid training for future English language teachers. The content of the study plans covers all important areas – linguistics, literature, cultural studies. I especially appreciate the practice-oriented methodological seminars that reflect current needs and problem areas of pedagogical practice (Planning Face-to-Face and Online Teaching, Teaching Students With Learning Disabilities, Digital Technologies in ELT at the bachelor degree, Innovative Approaches to English Language Teaching, Project Management, Testing Techniques at master degree). Graduates of these study programmes can, in my opinion, put themselves into practice..."

4. - Structure and content of the study programme

a) - The institution describes the rules for the design of study plans within the study programme.

Teaching of English Language and Literature (in combination) study programme is prepared and proposed in accordance with the formalised quality assurance processes of the CPU and the Faculty specified in the documents Quality Assurance System at the Faculty of Arts, CPU (https://www.ff.ukf.sk/images/dokumenty/predpisy_formulare/dff-system-zabezpecenia-kvality.pdf), Status of the Board for Quality Verification at the Faculty of Arts, CPU in Nitra

(https://www.ff.ukf.sk/images/dokumenty/predpisy_formulare/%C5%A0tat%C3%BAt_RK_FF.pdf), Internal Regulation no. 27/2021: Evaluation of study programmes and of habilitation and inaugural procedures at CPU, <https://www.ukf.sk/73-moja-ukf/4838-27-2021-smernica-posudzovanie-studijnych-programov-a-posudzovanie-sposobilosti-habilitacnych-konani-a-inauguracnych-konani-na-ukf>; Status of the Board for the Internal Quality Assurance of Higher Education at the CPU in Nitra https://www.ukf.sk/images/univerzita/Uradna_tabula/Statut_RK_UKF_V11_schvaleny_vruk_f_18032021.pdf and in Internal Regulation no. 31/2021: Methodology of curriculum design at CPU <https://www.ukf.sk/intranet/vnutorne-predpisy/95-vnutorne-predpisy-2021/4945-smernica-c-31-2021-metodika-tvorby-studijnych-programov-na-ukf>.

The Faculty of Arts CPU in Nitra has procedures and tools in place to approve, monitor and evaluate the implementation of study programmes, concerning (i) the definition of formal procedures for the approval of study programmes by bodies other than those implementing them; (ii) the development of study programmes carried out at the Faculty; (iii) monitoring the availability of appropriate teaching resources for the implementation of study programmes; (iv) formulating the expected learning outcomes and checking the actual outcomes in relation to the graduate's profile; (v) monitoring student achievement and educational attainment; (vi) regular evaluation and review of study programmes; (vii) the involvement of students in study programme evaluation activities and ensuring feedback from employers, labour market representatives and other relevant organisations regarding the graduates' employability.

Curriculum design of a study programme, including its content and form, is based on (i) the description of the fields of study and accreditation criteria and standards; (ii) the professional and qualification potential of creative workers and reflects the interest of applicants and the needs of the labour market. Study programmes are prepared in accordance with the formalised quality assurance processes of the CPU and the Faculty

that determine responsibilities for each quality management process (<https://www.ukf.sk/univerzita/vnutorne-predpisy/vnutorne-predpisy-univerzity/14-univerzita/4997-vnutorny-system-zabezpecovania-kvality>). The availability of teaching resources for the implementation of study programmes is ensured by the Faculty in cooperation with its departments and institutes by means of purchases of professional literature, editorial work of the Faculty, as well as establishing e-learning educational courses. The achievement of the expected learning outcomes, as set out in the course information sheets, is evaluated through student assessment questionnaires, in periodic evaluation reports on educational activities and in statistics of success in state exams, as well as analysis of evaluations recorded in AIS. Regular evaluation and review of study programmes is carried out by the person responsible for the study programme, department staff, through student assessment questionnaires and quality assurance bodies at the faculty and university level.

Teachers involved in the implementation of the study programme regularly update the content of their courses with the knowledge acquired from participating in scientific research projects. They publish the results of their scientific research activities in indexed periodicals, monographs and teaching texts, which serve as study literature for students of the study programme. The results of their scientific research and publication activities are also presented and promoted by creative workers in scientific and professional events for both the professional community and students. Feedback on the success of graduates' employability is collected by the Faculty from employers via contacts with graduates and surveys carried out and initiated by the Faculty management and its departments/institutes.

b) - The institution compiles the recommended study plans for individual study paths.

Study plan of the study programme with all the required information and the individual course information sheets are available in the AIS in form set out in Decree no. 614/2002 Coll, in the section Study programmes, in Summary reports for study programmes

(VSST178) at

<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.vs.st.VSST178App&kodAplikacie=VSST178&uiLang=SK&viewer=web> after specifying the criteria for displaying a specific study programme.

c) - The study plan generally states:

The study plan of the bachelor's study programme Teaching of English Language and Literature (in combination) (I. degree) contains compulsory, compulsory optional and optional courses, which are aimed at acquiring comprehensive knowledge in the fields of English language, Anglophone literature and culture, as well as the development of soft skills that are highly relevant for the profession of a teacher. The content of the courses takes into account the required content definition so that the graduate knows the linguistic and literary disciplines of their subject specialization. The content focus is aimed at the ability to apply the acquired theoretical knowledge and professional and practical skills in pedagogical praxis. The **composition of the profile courses** shows that the program emphasizes thorough language and linguistic training aimed at acquiring professional knowledge allowing for its practical utilisation (**Phonetics of English Language and Syntax of English Language**), as well as acquiring knowledge and insight into English literature (**Survey of American Literature 1, Survey of American Literature 2, Literary Analysis and Interpretation**). The course **Introduction to Methodology of Teaching Foreign Language**, which introduces the basic theoretical background and practical skills of teaching English, is fundamental in the system of compulsory courses. Through profile courses, the graduate acquires knowledge about the main topics necessary for the performance of the teacher profession. The courses are focused on the development of independent analytical-critical and synthetic thinking and creativity.

In addition to profile courses, the compulsory courses include Introduction to Literature, Lexicology of English Language, Practicum of English Pronunciation, Morphology of

English Language, Survey of British Literature 1, Survey of British Literature 2 and Professional Writing. The language focus is supplemented by literature-focused courses; emphasis is also placed on written communication, which has an increased time allotment.

The composition of compulsory optional courses consists of the Academic Proseminar, which strengthens students' academic skills and its completion should facilitate the transition to the academic environment. The courses Planning Face-to-Face and Online Teaching and Introduction to Interpersonal Communication reflect current trends in the field of education and aim to prepare the graduate for professional career of a teacher in terms of the development of their profession and personality.

Optional courses of the programme, such as Literature and Film or Text and Visual Culture, support the development of interdisciplinary competencies of future teachers. The courses Teaching Students With Learning Disabilities and Digital Technologies in ELT reflect the current needs of teaching practice and their inclusion in the programme is also a response to feedback on the quality of the programme from students, who highly appreciate courses tied to practice.

Teaching practice is a core part of the preparation for teaching praxis. It is incorporated in the common foundations of the teacher training, both conceptually and credit-wise. The type of training linked to the training of teaching skills in relation to the subject of study is formally reported in the study plan within the relevant specialisation and is implemented under the professional supervision of the methodologist of the workplace providing the given specialisation education.

Compulsory course block Teaching Practice:

Teaching Practice I – Observation and Assistance 1K 20C A

The study plan of the study programme with all the required information and course information sheets is available at the following link:

<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.vs.st.VSST178App&kodAplikacie=VSST178&uiLang=SK&viewer=web>

d) - The institution states the number of credits, the achievement of which is a condition for proper completion of studies and other requirements that the student must meet within the study programme and for its proper completion, including the requirements for state examinations, rules for re-study and rules for the extension, interruption of study.

The total number of credits required for proper completion of bachelor studies with a standard length is at least 180 credits. The students obtain credits in accordance with the prescribed composition of the study plan. For the sub-programme English language and literature (in combination), they have to earn 60 credits. The same amount is necessary both for the other sub-programme in combination and for pedagogical foundations. In case of pedagogical foundations, credits from Teaching Practice (Observation and Assistance) carried out as a part of the specialisation programmes (2 credits for both specialisations), as well as credits for Bachelor's thesis seminars (4 credits) and Bachelor's Thesis Defence (10 credits) count toward this requirement, since these are only elected as a part of one of the specialisations in combination. The condition for completion of studies is the successful completion of state examinations from the courses according to the study plan - in case of I. degree, this comprises the defence of the bachelor's thesis. The requirements for state examinations, rules for re-study and rules for the extension, interruption of study are governed by the Study

regulations of CPU

(https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf)

e) - For individual study plans, the institution states the requirements for completing the individual parts of the study programme and the student's progress within the study programme in the given structure:

- number of credits for compulsory courses required for proper completion of studies:

50

- *number of credits for compulsory optional courses required for the proper completion of studies: 6*

- *number of credits for optional courses required for the proper completion of studies: 4*

- *number of credits required for the completion of the common foundation: 60; and for a given specialisation: 60 + 60*

- *number of credits for final thesis seminars: 4*

- *number of credits for the final thesis and the defence of the final thesis required for the proper completion of studies: 10*

- *number of credits for teaching practice required for the proper completion of studies: 6 (out of this, 1 credit linked to specialisation)*

f) - *The institution describes the rules for verification of learning outcomes, students assessment and the possibilities of appealing against the assessment.*

The study programme has clearly defined and transparent rules, criteria and methods for the assessment of learning outcomes in the course information sheets of individual

courses. Course information sheets are available via AIS to all students. Students also get feedback in the form of continuous assessment. The results of the continuous and final assessment of courses are recorded in the AIS and archived in accordance with legislation in force.

Internal Quality Assurance System at the Faculty of Arts, CPU in § 5 Studying, Teaching and student-oriented evaluation defines all structure policies and procedures applied in verification of learning outcomes and student assessment, and governs the possibilities of appealing against assessment. The general rules for verification of learning outcomes, students assessment and the possibilities of appealing against the assessment are governed by the Study regulations of CPU

(https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf).

g) - Conditions for recognition of studies or a part of studies.

Conditions for recognition of studies or a part of studies in case of a change in study programme, enrolment of a student from a different institution and mobility participants is governed by the Study regulations of CPU

(https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf) and the Procedure for submitting applications for recognition of examinations

(https://www.ff.ukf.sk/images/dokumenty/denne_studium/formulare/postup_uznavanie_sk_usok.pdf).

h) - The institution states the topics of final theses of the study programme (or a link to the list).

Access to the list is available in AIS via path Study evidence – Theses – VSES057 Theses evidence (link

<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.vs.es.VSES057App&ko dAplikacie=VSES057&uiLang=SK&viewer=web>) after filling in search specifications (academic year, department, type of thesis).

prof. Mgr. Štefan Beňuš, PhD. (sbenus@ukf.sk):

Phonetic markers of speech fluency, Ways of signalling word stress in L1 and L2 English, Conversational fillers in L2 English

doc. Mgr. Elena Ciprianová, PhD., M.A. (eciprianova@ukf.sk):

Metaphor in scientific language, Minor word-formation processes in English

doc. Mgr. Simona Klimková, PhD. (sklimkova@ukf.sk):

The allure of polyphonic novels, Resilience and Grief in Maggie O'Farrell's novel Hamnet, Janice Hadlow's The Other Bennet Sister as a Posttext, The phenomenon of graphic biografies

prof. PhDr. Gabriela Miššíková, CSc. (gmissikova@ukf.sk):

Aspects of text and discourse in online promotion of pharmacy products; Stylistic Analysis of metaphorically motivated professional terminology; Stylistic analysis of bulletins in an international corporation

Mgr. Zuzana Kozáčiková, PhD. (zkozacikova@ukf.sk):

English coordinative conjunction AND; Marked word order in selected literary work; Syntactic analysis of research paper abstract

Mgr. Martin Kažimír, PhD. (mkazimir@ukf.sk):

Word-formation processes of emerging English vocabulary; Import of Welsh language in contemporary English vocabulary; Intertextuality in contemporary speculative fiction; Neologisms in contemporary speculative fiction

Mgr. Ivana Horváthová, PhD. (ihorvathova@ukf.sk):

Interpretation of the main themes in Oscar Wilde's Happy Prince; Anthropomorphism in the selected picture books of the 20th century; Symbolism and its Significance in William Blake's Selected Poems

Mgr. Silvia Hvozdíková, PhD. (shvozdikova@ukf.sk):

Cockney influence on Elisa's Character in the play Pygmalion; The socio-political consequences of the Montgomery bus boycott on the racial inequality of African

Americans; Primary English Course Books Analysis in Foreign Language Education Environment; Influence of school management on development of language skills on secondary schools; Comparison of educational policies of Slovakia and other EU countries in context of language education; Options of long-term language education in post-Brexit Great Britain

i) - *The institution describes or refers to:*

- *rules for the assignment, processing, opposition, defence and evaluation of final theses in the study programme:*

The rules for the assignment, processing, opposition, defence and evaluation of final theses in the study programme are governed by the Study regulations of CPU:

https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf,

Internal Regulation no. 13/2020 on final, rigorous and habilitation theses

(<https://www.ukf.sk/73-moja-ukf/3794-13-2020-smernica-o-zaverecných-rigoročných-a-habilitačných->

[pracach?highlight=WyJzbWVybmJlYSIsIm8iLCJvJ2JyaWVuliwielx1MDBIMXZlcmVcdTAxMGRuXHUwMGZkY2giLCJwclx1MDBIMWNhY2giLCJzbWVybmJlYSBvliwic21lcm5pY2EgbyB6XHUwMGUxdmVyZVx1MDEwZG5cdTAwZmRjaClsm8gelx1MDBIMXZlcmVcdTAxMGRuXHUwMGZkY2giLCJ6XHUwMGUxdmVyZVx1MDEwZG5cdTAwZmRjaCBwclx1MDBIMWNhY2giXQ==](https://www.ukf.sk/73-moja-ukf/3794-13-2020-smernica-o-zaverecných-rigoročných-a-habilitačných-pracach?highlight=WyJzbWVybmJlYSIsIm8iLCJvJ2JyaWVuliwielx1MDBIMXZlcmVcdTAxMGRuXHUwMGZkY2giLCJwclx1MDBIMWNhY2giLCJzbWVybmJlYSBvliwic21lcm5pY2EgbyB6XHUwMGUxdmVyZVx1MDEwZG5cdTAwZmRjaClsm8gelx1MDBIMXZlcmVcdTAxMGRuXHUwMGZkY2giLCJ6XHUwMGUxdmVyZVx1MDEwZG5cdTAwZmRjaCBwclx1MDBIMWNhY2giXQ==))

- *opportunities and procedures for participation in student mobility:*

Opportunities and procedures for participation in student mobilities are governed by Study regulations of

CPU: https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf,

Directive 12/2021 on the implementation of mobilities within the Erasmus+, other scholarship programmes and bilateral agreements: <https://www.ukf.sk/fakulty-a-sucasti/studenske-domovy/73-moja-ukf/4514-12-2021-smernica-o-realizacii-mobilit-v-ramci-programu-erasmus-inych-stipendijnych-programov-a-bilateralnych-dohod>

- rules for adherence to academic ethics and rules for drawing consequences:

The requirement of adherence to scientific integrity and academic ethics, as well as the rules for drawing consequences of failing to fulfil this requirement, are, in accordance with §3 point 2.6e of the Internal Quality Assurance System, provided by the Status of the CPU in Nitra (<https://www.ukf.sk/ochrana-osobnych-udajov/14-univerzita/2194-statut-ukf>), Study regulations

(https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf), Code of Ethics of CPU (<https://www.ukf.sk/univerzita/vnutorne-predpisy/eticky-kodex>), and Disciplinary Rules of Faculty of Arts students (https://www.ff.ukf.sk/images/dokumenty/predpisy_formulare/dff-disciplinarny-poriadok-ff.pdf).

- procedures applicable to students with special needs:

The area of procedures applicable to students with special needs is governed by the Internal Regulation no. 28/2015 on providing generally accessible academic workplace for students with special needs (IR 28/2015); the Faculty cooperates in this area with the University Centre for support of students with special needs

(<https://www.ukf.sk/sc/poradenstvo-a-podpora-pre-studentov-so-specifickymi-potrebami?highlight=WyJzbyIsInNwZWNPZmlja3ltaSIsInBvdHJlYmFtaSIsInNvIFx1MDE2M>

XBLY2lmaWNrXHUwMGZkbWkiLCJzbyBcdTAXNjFwZWNPZmlja1x1MDBmZG1pIHBvdHJlYmFtaSIsInNwZWNPZmlja3ltaSBwb3RyZWJhbWkiXQ==)

- *procedures for filing complaints and appeals by students.*

The University ensures the fulfilment of principles in pedagogical activities (as defined by the Code of Ethics of CPU in Article 2, <https://www.ukf.sk/univerzita/vnutorne-predpisy/eticky-kodex>), which guarantee just application of evaluation criteria to all students (as specified in course information sheets) – in accordance with the Internal Regulation 8/2018 Principles of evaluation of teaching and teachers by students, students provide feedback on evaluation methods via questionnaires. As a part of this procedure, they have an option to voice dissatisfaction with a specific course or teacher.

Procedures for filing complaints and appeals by students are governed by the Act no. 9/2010 coll. on Complaints and its amendment no. 94/2017 coll.: <https://www.slovlex.sk/pravne-predpisy/SK/ZZ/2010/9/> and the recommended procedure provided at the webpage of the Faculty in the Study section (<https://www.ff.ukf.sk/organizacia-studia/interne-formy-studia>).

The procedures for submitting and reviewing complaints and suggestions are governed by the Internal Regulation 12/2007 on complaints and petitions at CPU (<https://www.ukf.sk/intranet/vnutorne-predpisy/100-vnutorne-predpisy-2017/3072-vnutorne-predpisy-2017>), with the reviewing of any suggestions and appeals of students and applicants carried out by the control office of the rector.

5. - Course information sheets of the study programme

In the structure according to Decree no. 614/2002 Coll.

In the structure according to Decree no. 614/2002 Coll.

Course information sheets are available in the AIS in form set out in Decree no. 614/2002 Coll, in the section Study programmes, in Summary reports for study programmes (VSST178) at

<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.vs.st.VSST178App&kodAplikacie=VSST178&uiLang=SK&viewer=web> after specifying the criteria for displaying a specific study programme.

6. - Current academic year plan and current schedule

(or hyperlink).

Academic year plan: <https://www.ukf.sk/studium/organizacia-studia/harmonogram-akademickeho-roka>.

Current schedule of the study programme is available in AIS via pathway Schedule – Summary reports for schedule – VSRH009 Schedule for... (Link <https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.vs.rh.VSRH009App&kodAplikacie=VSRH009&uiLang=SK&viewer=web>) after specifying academic year, semester, study programme (and other parameters if necessary).

7. - Persons responsible for the study programme

a) - A person responsible for the delivery, development, and quality of the study programme (indicating the position and contact details).

Prof. Štefan Beňuš, PhD., function: professor, contact: sbenus@ukf.sk

Prof. PaedDr. Zdenka Gadušová, CSc., function: professor, contact: zgadusova@ukf.sk

b) - List of persons responsible for the profile courses of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (they may also be listed in the study plan).

Prof. PaedDr. Zdenka Gadušová, CSc.

- *profile courses of study programme Teaching of English Language and Literature (in combination) (I. degree):*

Introduction to Methodology of Teaching Foreign Language

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10286>

Prof. Štefan Beňuš, PhD.

- *profile courses of study programme Teaching of English Language and Literature (in combination) (I. degree):*

Phonetics of English Language

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10425>

Prof. PhDr. Gabriela Miššíková, CSc.

- *profile courses of study programme Teaching of English Language and Literature (in combination) (I. degree):*

Syntax of English Language

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10304>

Doc. PhDr. Mária Hricková, PhD.

- *profile courses of study programme Teaching of English Language and Literature (in combination) (I. degree):*

Literary Analysis and Interpretation

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10769>

Doc. PaedDr. Jana Waldnerová, PhD.

- *profile courses of study programme Teaching of English Language and Literature (in combination) (I. degree):*

Survey of American Literature 1, Survey of American Literature 2

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10379>

c) - Reference to the research/art/teacher profiles of persons responsible for the profile courses of the study programme.

*Academic profiles of teachers are available in AIS for logged in users with appropriate permissions in the Human resources section, in Human resources overviews – LZ020
Overview of employees and working conditions*

(<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.lz.LZ020App&kodAplikacie=LZ020&uiLang=SK&viewer=web>) after specifying department and person parameters.

d) - List of teachers of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (may be a part of the study plan).

prof. Štefan Beňuš, PhD.

- courses delivered as part of study programme Teaching of English Language and Literature (in combination) (I. degree):

Practicum of English Pronunciation

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10425>

Doc. Mgr. Elena Ciprianová, PhD.

- courses delivered as part of study programme Teaching of English Language and Literature (in combination) (I. degree):

Morphology of English Language, Professional Writing

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10300>

Doc. PhDr. Mária Hricková, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Introduction to Literature, Introduction to Interpersonal Communication

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10769>

Doc. Mgr. Simona Klimková, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Survey of British Literature 1, Survey of British Literature 2, Literary Analysis and Interpretation, Text and Visual Culture,

Literature and Film

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10418>

Mgr. Ivana Horváthová, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Planning Face-to-Face and Online Teaching, Children's Literature, Digital Technologies in ELT

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/31909>

Mgr. Silvia Hvozdíková, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Introduction to Methodology of Teaching Foreign Language, Academic Proseminar, Teaching Students With Learning Disabilities

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/20473>

Mgr. Martin Kažimír, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Introduction to Linguistics, Lexicology of English Language

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/32199>

Mgr. Zuzana Kozáčiková, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination) (I. degree)*:

Professional Writing, Syntax of English Language

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10403>

Mgr. Martina Szabóová, PhD.

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination)* (I. degree):

Introduction to Linguistics, Text and Visual Culture, Literature and Film

- CRZVŠ: <https://www.portalvs.sk/regzam/detail/10415>

Marcos Perez

- courses delivered as part of study programme *Teaching of English Language and Literature (in combination)* (I. degree):

Introduction to Linguistics, Practicum of English Pronunciation, Professional Writing, Academic Proseminar

e) - List of the supervisors of final theses with the assignment to topics (indicating the contact details).

prof. Mgr. Štefan Beňuš, PhD. (sbenus@ukf.sk):

Phonetic markers of speech fluency, Ways of signaling word stress in L1 and L2 English, Conversational fillers in L2 English

doc. Mgr. Elena Ciprianová, PhD., M.A. (eciprianova@ukf.sk):

Metaphor in scientific language, Minor word-formation processes in English

doc. Mgr. Simona Klimková, PhD. (sklimkova@ukf.sk):

The allure of polyphonic novels, Resilience and Grief in Maggie O'Farrell's novel Hamnet, Janice Hadlow's The Other Bennet Sister as a Posttext, The phenomenon of graphic biografies

prof. PhDr. Gabriela Miššíková, CSc. (gmissikova@ukf.sk):

Aspects of text and discourse in online promotion of pharmacy products; Stylistic Analysis of metaphorically motivated professional terminology; Stylistic analysis of bulletins in an international corporation

Mgr. Zuzana Kozáčiková, PhD. (zkozacikova@ukf.sk):

English coordinative conjunction AND; Marked word order in selected literary work; Syntactic analysis of research paper abstract

Mgr. Martin Kažimír, PhD. (mkazimir@ukf.sk):

Word-formation processes of emerging English vocabulary; Import of Welsh language in contemporary English vocabulary; Intertextuality in contemporary speculative fiction; Neologisms in contemporary speculative fiction

Mgr. Ivana Horváthová, PhD. (ihorvathova@ukf.sk):

Interpretation of the main themes in Oscar Wilde's Happy Prince; Anthropomorphism in the selected picture books of the 20th century; Symbolism and its Significance in William Blake's Selected Poems

Mgr. Silvia Hvozdíková, PhD. (shvozdikova@ukf.sk):

Cockney influence on Elisa's Character in the play Pygmalion; The socio-political consequences of the Montgomery bus boycott on the racial inequality of African Americans; Primary English Course Books Analysis in Foreign Language Education Environment; Influence of school management on development of language skills on secondary schools; Comparison of educational policies of Slovakia and other EU countries in context of language education; Options of long-term language education in post-Brexit Great Britain

f) - Reference to the research/art/teacher profiles of the supervisors of final theses.

prof. Štefan Beňuš, PhD.:

Doc. Mgr. Elena Ciprianová, PhD.:

prof. PaedDr. Zdenka Gadušová, CSc.:

Doc. PhDr. Mária Hricková, PhD.:

Mgr. Ivana Horváthová, PhD.:

Mgr. Silvia Hvozdíková, PhD.:

Mgr. Martin Kažimír, PhD.:

Doc. Mgr. Simona Klimková, PhD.:

Mgr. Zuzana Kozáčiková, PhD.:

prof. PhDr. Gabriela Miššíková, CSc.:

Mgr. Martina Szabóová, PhD.:

Doc. PaedDr. Jana Waldnerová, PhD.

Academic profiles of teachers are available in AIS for logged in users with appropriate permissions in the Human resources section, in Human resources overviews – LZ020

Overview of employees and working conditions

(<https://ais2.ukf.sk/ais/servlets/WebUIServlet?appClassName=ais.gui.lz.LZ020App&kodAplikacie=LZ020&uiLang=SK&viewer=web>) after specifying department and person parameters.

g) - Student representatives representing the interests of students of the study programme (name and contact details).

Vanessa Vršánska – study programme: Teaching of English Language and Literature and History, 3rd year, vanessavrsanska99@gmail.com

h) - Study advisor of the study programme (indicating contact details and information on the access to counselling and on the schedule of consultations).

- study programme advisor (tutor): Mgr. Ivana Horváthová, PhD., ihorvathova@ukf.sk, <https://meet.ukf.sk/konzultHorvathova>

- vice-dean for education FA CPU: doc. PhDr. Michaela Malíčková, PhD, mmalickova@ukf.sk, <https://www.ff.ukf.sk/struktura-fakulty/vedenie-fakulty>

i) - Other supporting staff of the study programme – assigned study officer, career counsellor, administration, accommodation department, etc. (with contact details).

- assigned study administrator: Jozefína Cintulová, jcintulova@ukf.sk, <https://www.ff.ukf.sk/studium-na-fakulte/studijne-oddelenie>

- department administrative personnel: : Mgr. Jana Balcová, jbalcova@ukf.sk, <https://www.kaa.ff.ukf.sk/kontakt/>

- accommodation administrator - accommodation centre of halls of residence: RNDr. Katarína Baťová, PhD, kbatova@ukf.sk; Mgr. Simona Gutová, sgutova@ukf.sk, <https://www.ukf.sk/fakulty-a-sucasti/studentske-domovy>

8. - Spatial, material, and technical provision of the study programme and support

a) - List and characteristics of the study programme classrooms and their technical equipment with the assignment to learning outcomes and courses (laboratories, design and art studios, studios, workshops, interpreting booths, clinics, priest seminaries, science and technology parks, technology incubators, school enterprises, practice centers, training schools, classroom-training facilities, sports halls, swimming pools, sports grounds).

The study programme in question is carried out in lecture and seminar rooms equipped with computers with installed relevant software and other didactic aids. By default, lecture rooms are equipped with a desktop computer with Internet connection and webcam, a data projector, a projector screen, a white and interactive boards and a lectern. In addition, large lecture rooms are also equipped with a sound system with fixed/wireless

microphone, as well as a system for recording and broadcasting lectures. This technology, apart from promoting an e-learning form of teaching, increases the accessibility of content and increases possibilities for the promotion of specific educational activities among students and Faculty staff. For this reason, TV panels are installed in the common areas, displaying recorded individual lectures, leisure time events or live streams from lecture rooms. Seminar rooms are also equipped with a sound system, a desktop computer connected to the Internet, a web camera and a data projector. The maintenance and continuous upgrading and replacement of the material and technical equipment is financed mainly from structural funds and research projects.

Department of English and American Studies resides at the first floor of the FA CPU building at Štefánikova ulica 67. The department staff and secretariat have at their disposal 5 offices equipped with 13 tabletop computers, 23 laptops, 11 external hard drives, 3 data projectors, 12 multifunction printers, 2 printers, 1 scanner, 2 voice recorders, 1 large screen monitor, 1 copy machine, and 1 DVD player. For scientific work, department is equipped with: 1 interactive robotic communication head, 1 recording equipment set, 12 headphones, 6 microphones, audio device, stand-alone recording equipment, portable recorder, digital recorder, 2 tablets, camera, video camera and a speaker.

All offices are connected to phone network and Internet, allowing internal and public communication at an appropriate level. Communication with students and general public is also carried out via Department's webpage: (<https://www.kaa.ff.ukf.sk/en/welcome/>) and the Department's social network fan page ([https://www.facebook.com/ Katedra anglistiky a amerikanistiky FF UKF v Nitre](https://www.facebook.com/Katedra_anglistiky_a_amerikanistiky_FF_UKF_v_Nitre)).

The study programmes of the Department of English and American studies are carried out in lecture and seminar rooms located at Štefánikova ulica 67 or Trieda Andreja Hlinku 1. Lectures at the Trieda Andreja Hlinku are delivered in lecture rooms P6 and P9 (room P6

has a capacity of 200 seats with fixed desks, folding seats, area of 174 m²; room P9 has a capacity of 60 seats with fixed desks, folding seats, area of 102 m²).

All lecture rooms are equipped with computer-connected data projectors and sound systems. Seminars are carried out in seminar rooms at Štefánikova ulica 67, specifically in rooms ST 115 (capacity of 30 seats, area of 36.74 m²; equipped with computer, data projector, and a blackboard), ST 128 (capacity of 24 seats, desks with chairs, area of 29.64 m²; equipped with computer, data projector, and a blackboard), ST 211 (capacity of 32 seats, desks with chairs, area of 40.64 m²). The room is equipped with the computer with Internet access, data projector and a blackboard. The distance between the seat of the Department and the Rector's office at Trieda Andreja Hlinku, where lecture rooms P6 and P9 are located, is 0.8 km.

In addition to the library collection of the University Library, the Department of English and American Studies has a study room at its disposal at Hodžova ulica 1, which is part of the CPU University Library and the departmental sub-library. It contains more than 551 titles, which are regularly supplemented at the suggestion of the department's staff, so as to enable students to follow the latest information and trends in the field. Funds for the purchase of books are obtained mainly from grants. Students also have access to professional linguistic and literary-scientific periodicals published by De Gruyter Poland: Topics in Linguistics (journal registered in the databases WoS, Scopus, EBSCO, ERIH Plus, etc.) and Ars Aeterna (journal registered in the databases Scopus, ERIH Plus, etc.). The editors-in-chief of the Topics in Linguistics are prof. Štefan Beňuš, PhD. and doc. Elena Ciprianová, PhD. The editor-in-chief of Ars Aeterna is doc. Simona Klimková, PhD. Both journals have a six-month periodicity and publish peer-reviewed papers on current knowledge and research results of various domestic and foreign experts in their respective fields.

b) - Characteristics of the study programme information management (access to study literature according to Course information sheets, access to information databases and other information sources, information technologies, etc.).

UKF uses several proven, modernized pre-existing and new information systems providing information to support management in the following areas:

The complete educational agenda at UKF is carried out via the Academic Information System (AIS). This system processes data on the education of individual students from the moment of submitting their applications for university studies, through compiling of study results to the registration and printing of certificates. In addition to study results, it also contains records of final theses, course schedules and system for registering for courses. Data from the AIS are uploaded to the Central Register of Students, the Central Register of Theses and Dissertations and the register of universities - PortalVS.sk. At the management level, the AIS serves as a resource for reporting teaching activities and measuring the educational performance of departments/institutes and their offer of study programmes. The information collected in the AIS is the fundamental source of information for the accreditation and creation of the offer of study programmes.

Document Management (DOC) - (document management system) serves as an authorized zone for employees and students of the university and, along with the intranet section of the website, provides access to current documents (internal regulations of the university and faculty, forms, decisions of the rector, deans, e.g., concerning scholarships, software (licensed and open-source), working materials of management units, etc.).

Library Information System (KIS) serves as the platform for activities of the university library. Publication activity registry is a part of Library Information System, allowing each employee the access to personal publication activity records, both for input and output of

publication and citation records. The collected data serve as a resource for employee and department evaluation from publication activity point of view, as well as a source for Central Registry of Publications Activity. Study support is provided through study literature, which is provided to students through multiple channels. The primary source is the newly built University Library at the CPU Zobor Campus with study rooms at Hodžova and Kraskova.

E-learning portals serve as a secondary source of study materials. LMS Moodle was implemented in September 2007 as a university-wide e-learning portal in a structure corresponding to the university structure (faculties divided into departments). The edu.ukf.sk portal is intended to support the teaching of accredited courses. The number of users of the EDU system exceeds 13,500 users per year (of which about a third are active), which can be considered as a progressive promotion of e-learning in the university environment. The successful implementation of structural fund projects involving the construction of e-learning courses also positively influenced this development.

Within the NISPEZ UK project, CPU – through Slovak Centre of Scientific and Technical Information – provided access to the following electronic information databases: SCOPUS, SpringerLink, Wiley Online Library, ProQuest Central, ScienceDirect, Knovel Library, Web of Knowledge – Current Contents Connect (CCC), Web of Knowledge – Essential Science Indicators (ESI), Web of Knowledge – Journal Citation Reports (JCR), Web of Knowledge – MEDLINE, Web of Knowledge – Web of Science (WOS), Web of Knowledge – Korean Journal Database, Web of Knowledge – Russian Science Citation Index, Web of Knowledge – SciELO Citation Index.

Thanks to cooperation with the Slovak National Library in Martin, CPU University Library gained access to the databases of the American company EBSCO Publishing: Academic Search Complete, Agricola, AHFS Consumer Medication Information, Business Source Premier, ERIC, GreenFile, Health Source – ConsumerEdition, Health Source: Nursing/Academic Edition, Humanities International Complete, Library, Information

Science & Technology Abstracts, MasterFILE Premier, MEDLINE with Full Text, Newspaper Source, Regional Business News, Teacher Reference Center.

There is an extensive network of specialized ICT-equipped classrooms at CPU. Additionally, students have freely accessible computer stations at their disposal in corridors in virtually all university buildings. CPU currently has 790 PCs available to students. The construction and renovation of the existing ones were carried out largely in 2010-2012 (with several phases of complete renovation since) as a part of Structural Fund projects (Modernization of infrastructure for improvement of the quality of education and Development of infrastructure with a focus on ICT - a prerequisite for education in the 3rd millennium) . Within the scope of these projects, more than 100 workstations connected to data projectors were also installed in classrooms. Specialized classrooms (special language classroom equipped with translation software; 2 classrooms equipped with complete interpreting equipment; specialized audiovisual classroom; research, recording and communication centre and university creative studio) were established and furnished.

An important step in the field of e-learning has been the integration of a system for recording and broadcasting lectures, which is deployed in 5 lecture rooms across faculties. One lecture room arranged in this way is located on the premises of the CPU Faculty of Arts. In addition to increasing content accessibility, this technology also provides space for promotion and communication with the general public.

The basis of the data and telecommunication network technical infrastructure is a 10 Gb/s optical network, built within the framework of Structural Fund projects (Modernization of infrastructure for improvement of the quality of education and Development of infrastructure with a focus on ICT – a prerequisite for education in the 3rd millennium). Thanks to the resources from the structural funds, the coverage of the wireless signal, which is currently available in all university buildings, has also been improved. CPU currently has 113 wireless access points.

The operation of the computer network and the operation of information systems is ensured by several dozen servers, gradually expanded thanks to resources from the Structural Funds. At present, information systems run on virtual systems in most cases, which saves energy costs and increases the security of systems against intrusions.

As a part of the provision of basic information support for studies, an e-mail system was set up for students maintained by the university, within which each student obtains their own e-mail account for official communication with the institution upon enrolment. In addition to this, students are provided information via websites of workplaces and distribution of messages in the AIS system, as well as via screens integrated into the information system of the university. This technology was implemented as a part of the project Infrastructure Development with a focus on ICT – a prerequisite for education in the 3rd millennium, with a goal to provide current information, multimedia presentations and presentations of individual workplaces in the most frequented places of the university.

Our participation in the Eduroam project represents a significant modernization, as this infrastructure enables students and academic staff to connect to a computer network at another academic institution without having to register or obtain additional credentials. Therefore, connecting to the network requires only the username and password that the user owns from the home institution. This network can be used by both university visitors and our students and staff when at other institutions.

As a part of improving the quality of education and research, an extension of information systems has been carried out in recent years, the aim of which is to map the activity, productivity and results of the university's creative staff. The construction of this managerial superstructure resulted in closer coordination of the individual systems and the construction of an integrative portal simplifying access to the individual university information systems.

The main communication channel presenting and promoting the university is the university website. which has undergone several changes in recent years. In the first phase, the design was changed and clarified, and in the second, a content management tool was deployed, enabling simple and user-friendly content maintenance and updating. Subsequently, the site management system was implemented at the faculties and other parts of the university. A secondary information source intended primarily for students is the presentation of the activities of the university and the faculty on several social networks, which makes the access to information faster and more efficient for the target group.

University Library

*As of October 28, 2020, the **CPU Library** collections comprised 323,751 items. In 2020, the CPU Library subscribed to 195 periodicals, out of which 72 were foreign titles. The University Library has 285,199 library units at disposal for its readers, of which 61,812 are final and qualification theses.*

<https://www.uk.ukf.sk/sk/kniznicny-fond>

CPU remote access

Remote access to electronic information resources results from the CPU long-term plan. Pursuant to priority axis IV-2.1, the role of the library is to provide remote access for its readers, so the library services (access to domestic and foreign databases and electronic periodicals) are accessible from off-campus.

<https://www.uk.ukf.sk/sk/e-zdroje>

List of resources:

Discovery Service, [Summon](#), Databases of NISPEZ project, [Gale Virtual Reference Library](#): [Art Knovel Library](#), [ProQuest Central + ebrary education collection](#), [ScienceDirect](#), [SCOPUS](#), [SpringerLink](#), [Web of Knowledge – Current Contents Connect](#), [Web of Knowledge – Essential Science Indicators](#), [Web of Knowledge – Journal Citation Reports](#), [Web of Knowledge – MEDLINE](#), [Web of Knowledge – Web of Science](#), [Wiley Online Library](#), [EBSCO](#)

National license of EIR

The National license of Electronic Information Resources (NL EIR) is intended for all academic, public, scientific and special libraries in Slovakia. It includes the Gale publishing databases: [Academic One File](#), [General One File](#), [InfoTrac Custom Journal](#)

The InfoTrac database provides more than 31,800 titles from various disciplines. For easier orientation, the entire database is divided into sub-databases: AcademicOneFile database with more than 18,000 titles - intended for academic and scientific libraries, GeneralOneFile database with more than 14,000 titles - intended for public and other libraries.

Prepaid databases of NISPEZ 4

Springer eBooks, SpringerLink, WoS – Core Collection, WoS – Journal and Highly Cited Data, Journal Citation Reports (JCR), Proquest Central, ScienceDirect, Scopus, Springer Nature, Web of Science Citation Connection, WoS – Current Contents Connect, Wiley Online Library (HSS Collection)

Overview of library services:

<https://www.ukf.sk/sk/sluzby>

<https://www.ukf.sk/sk/studovne>

Information technologies and systems

Eduroam WiFi network is available to students on all university premises. All information and installation guidelines are available here:

<https://www.ukf.sk/helpdesk/wifi>

Principles for the use of computer network

<https://www.ukf.sk/helpdesk/zasady-pouzivania-pocitacovej-siete>

Additionally, on the basis of an agreement between the Ministry of Education of the Slovak Republic and Microsoft, all our students and faculty staff are entitled to a free account in Microsoft Office 365 Education.

<https://www.ukf.sk/helpdesk/office-365-education>

Information systems for communication

students and teachers communicate using university e-mail accounts:

<https://www.ukf.sk/helpdesk/elektronicka-posta>

In accordance with strategic and operational goals, the CPU employs the following systems, including their value added for managing, storing and evaluating information:

- 1. **Academic Information System (AIS2)** – is currently used to record complex information about the study programme (study plans, course information sheets, academic profiles of teachers and student records, including their admission procedure, studies, final theses and state exams). The CPU also uses the AIS to prepare academic schedules and conduct student evaluations of programmes, teachers and studies. Data from the AIS are uploaded to the Central Register of Students, the Central Register of Theses and Dissertations and the register of universities – PortalVS.sk. At the management level, the AIS serves as a resource for reporting teaching activities and measuring the educational performance of departments/institutes and their offer of study programmes. The information collected in the AIS is the fundamental source of information for the accreditation and creation of the offer of study programmes.*
- 2. **Document Management (DOC)** - (document management system) serves as an authorized zone for employees and students of the university and, along with the intranet section of the website, provides access to current documents (internal regulations of the university and faculty, forms, decisions of the rector, deans, e.g., concerning scholarships, software (licensed and open-source), working materials of management units, etc.).*
- 3. **Education portal (EDU)** - <https://edu.ukf.sk/>*
- 4. **Library Information System (KIS)** - <https://kis.ukf.sk/opacXE>*
- 5. **Registrature (REG)** - <https://uis.ukf.sk/>*

6. **Catering portal** - <https://www.stravovanie.ukf.sk/>
7. **Order management system (OSYS)** -
<https://osys.ukf.sk:4443/osys/users/login/?u=%2Fosys%2F>
8. **Accommodation system (UIS)**- <https://uis.ukf.sk/>
9. **Time and Attendance System (Watt)** - <https://watt.ukf.sk/>
10. **Employee Self-service Portal (ESS)** -
<https://portal.ukf.sk/kvalita/index.php?r=site/login>
- 11th **Web mail for employees and students**- <https://posta.ukf.sk/webmail/>
12. **University website** – <https://www.ukf.sk/>

All information systems communicate with the user through a secured channel. In order to simplify access and minimize the possibility of credential theft, a system of central authentication has been deployed. It stores the access data of employees and students via LDAP and enables their verification upon request from all information systems.

The system is linked to the financial and personnel system (SOFIA), and thus upon termination of employment the employee's access to the information systems and facilities of the university is automatically denied and, vice-versa, granted upon onboarding.

Our participation in the Eduroam project represents a significant modernization, as this infrastructure enables students and academic staff to connect to a computer network at another academic institution without having to register or obtain additional credentials. Therefore, connecting to the network requires only the username and password that the user owns from the home institution. This network can be used by both university visitors and our students and staff. The main communication channel presenting and promoting the university is the university website.

CPU has built and continues to innovate its own ICT infrastructure and information systems (IS) that are integrated parts of information support processes with a focus on research, education and management. Their implementation and operation are managed by the University CIKT (Centre for ICT), ensuring compliance with the University long-term intentions and strategic goals. Regarding their application, individual technologies and systems are used as follows: project and task management (IS Projects, SAP system, MIS Performance indicators); teaching and improvement activities support provided at the level of knowledge management (KIS, University library databases, some educational materials are provided by faculty staff via e-learning courses); didactic support and improvement activities (available computer classrooms in each faculty); Internet access (all facilities are almost completely covered by wireless connection and all fixed computers provide Internet connection).

Interaction with students is ensured through AIS, e-mail communication, as well as web presentations of the university, its faculties and other organisational units. In selected periods, the University increasingly promotes its activities and study possibilities by means of print media, workshops and open days. Sharing and providing information at the level of educational content (e-learning, library services, and education management) is accessible non-stop through electronic services. All the university information systems are linked to the unified user management (LDAP) system, allowing access to all systems through the same credentials.

An example of minimizing the environmental burden is the electronic monitoring of time and attendance, incapacity for work, business trips and overtime using contactless chip cards or the Time and Attendance Software (WATT). Another example of minimizing the environmental burden is the Order Management System (oSYS), designed for internal procurement of goods and services within CPU through mass collection of information from individual organisational units with the possibility of approving individual orders in

accordance with the hierarchical structure of CPU. Employees may access payslip or other information regarding remuneration in the ESS system.

c) - Characteristics and extent of distance education applied in the study programme with the assignment to courses. Access, manuals of e-learning portals. Procedures for the transition from contact teaching to distance learning.

E-learning systems

Education Portal (EDU) - <https://edu.ukf.sk/>

The CPU e-learning portal provides automatic access to published e-learning courses for all CPU students. Users can monitor the fulfilment of individual tasks and assignments and hold discussions in forums. Moreover, the system provides teachers with sophisticated online testing options.

Department of English and American Studies has prepared e-learning courses for all of its courses, available at <https://edu.ukf.sk/course/index.php?categoryid=18>.

E-learning user guidelines in the form of tutorial videos are published on the Faculty of Arts website at: <https://edu.ukf.sk/course/index.php?categoryid=162>

Video Conferencing System (meet) - <https://meet.ukf.sk/>

The system enables distance learning and student evaluation, as well as online state examinations at the time of controlled distance learning. Moreover, it provides online consultation sessions with students and other study and group activities. All communication via the CPU Meet application is fully encrypted.

MS Teams, an application from Office 365 package accessible to all teachers and students alike, is another suitable platform for distance learning.

d) - Institution partners in providing educational activities for the study programme and the characteristics of their participation.

The Department of English and American Studies actively cooperates with domestic and foreign academic institutions. Within the scope of domestic institutions, the department, represented by prof. PaedDr. Zdenka Gadušová, CSc. cooperates with The National Institute for Education in Bratislava, Slovak Academic Association for International Cooperation – Bratislava, Slovak Academic Information Agency – Bratislava, and with publishing houses Slovak Ventures s.r.o., Nitra, Macmillan Bratislava and Oxico Bratislava.

The cooperation with foreign institutions based in Slovakia – the British Council, the Fulbright Foundation and embassies in Slovakia (of Great Britain, Ireland, USA and Canada) significantly contributes to the quality and successful implementation of studies. Cooperation with the University of Economics in Bratislava and with partner companies connects studies with practice for the English Language for Professional Communication programme, with students working in teams on interdisciplinary project assignments for various partners from business practice. This cooperation is coordinated on behalf of the Department of English and American Studies by doc. Elena Ciprianová, PhD.

In context of practice, the department cooperates with, e.g., Golianova grammar school, Golianova st., Nitra; St. Jozef Kalazanský grammar school, Piaristická st., Nitra; Spojená

škola, Slančíkovej st., Nitra, Secondary vocational school of veterinary studies, Nitra; Secondary vocational school of construction, Cabajská cesta, Nitra; Benkova primary school, Nitra; Fatranská primary school, Nitra; Prince Pribina primary school, Nitra; Primary school Škultétyho 1 Nitra and others.

In terms of international cooperation, the Department cooperates intensively with Saurashtra University, Rajkot, India, specifically with the Department of English & Comparative Literary Studies. This takes place on the basis of a memorandum of understanding, which specifies the various forms of cooperation, including the organization of online lectures, webinars, joint publications, projects and the preparation of online courses for students of both institutions.

Other foreign partner institutions of the Department are Department of Digital Humanities, University of Helsinki (Finland), Columbia University (USA), Research Institute for Linguistics of the Hungarian Academy of Sciences (Hungary), University Torcuato Di Tella and University of Buenos Aires (Argentina), University Aix-Marseille (France), University of Madeira, Funchal (Portugal), Limerick University (Ireland), Middlesex University (Great Britain), University of Iceland in Reykjavik (Island), University of Mazandaran in Babolsar, (Iran), Faculty of Education of Masaryk University in Brno (Czech Republic), University of South Bohemia in České Budejovice (Czech Republic), University of Ostrava (Czech Republic), Prague University of Economics and Business (Czech Republic), Eszterházy Károly University of Applied Sciences in Eger (Hungary), University of Novi Sad (Serbia), University of Bielsko-Biala (Poland), Kazan Federal University (Russia), Al-Farabi Kazakh National University and Kazakh Ablai Khan University of International Relations and World Languages in Almaty (Kazakhstan), Tajik National University in Dushanbe and Khujand State University (Tajikistan), Chaudhary Charan Singh University in Meerut (India), Karshi State University (Uzbekistan).

e) - Characteristics of the possibilities for social, sports, cultural, spiritual and social activities.

Social security, sports, cultural, spiritual and social enjoyment of CPU students is a part of the CPU Long-Term Plan for 2019-2025 and the FA CPU Long-Term Plan for 2019-2022. To support the development of society and, in particular, the region in which the university operates, is the third main pillar of its mission. For this purpose, the university also uses feedback from its graduates and other participants in the social and cultural life of the region.

CPU has its own grant scheme to support students' cultural and sporting events. The list of student events is available at <https://www.ukf.sk/sc/kulturne-sportove-a-spolocenske-podujatia-2>.

Student life

<https://www.ukf.sk/studium/studentsky-zivot>

Constantine the Philosopher University promotes student cultural and sports activities. The student activities revolve also around the various [University Associations and Clubs](#).

Culture

The Hall of Residence CPU Nitra is home to the [University Creative Studio](#). It is an integral cultural rendezvous point for the University students and their ensembles to rehearse and stage theatrical productions, various scenic projects and cultural events. The Creative Studio is also used for educational purposes (workshops, seminars, trainings) within the artistic and artistic-educational study programmes at the University.

Ponitran, the oldest folk ensemble at the University, focuses on traditional Slovak folklore with special interest in the Ponitrie Region. The mission of this ensemble is to evolve spare-time activities of the students, follow up on the traditional Slovak culture, interpret it artistically and collect the folklore material from various Slovak regions, but especially from the Nitra and Tekov Regions.

The *VYDI Student Theatre* was founded in 1992. During an academic year, student actors rehearse one production that is staged for a domestic audience in the University Creative Studio of the Faculty. They also take part in various regional shows or thematic festivals. The participation of students in this body is not limited only to theatrical productions, but a diverse range of variable activities also takes place: improligy (improvisation leagues), stand up performances, street parades, Santa's parties, *majálesy* (student rag in May), cabaret, matriculation, workshops, etc.

The civic association *JA a MY* organises cultural events, exhibitions, concerts, scientific conferences, seminars, discussion forums, round tables, debates, as well as alternative art projects in the national and international context, with an emphasis on supporting the region's all-round artistic development. The association supports budding artists, publicists and scholars of fine art in order to enable them to make a public presentation of their creative and scientific activities. The best-known event organised under the auspice of this association is *The Petr Scherhauser Festival*.

The Hungarian CPU Choir successfully represents the University on domestic and foreign concert stages, choir festivals and competitions. At *The Kodályové dni Festival* in Galanta, the national qualification competition of choirs, our choir has repeatedly won the *Zlaté pásmo* award. The members organise regular concerts and its goal is to cultivate and further revive Kodály's traditions, as well as the dissemination of Hungarian choral culture, primarily among the university youth. The manager of the choir is currently the Faculty of Central European Studies, CPU.

Sport

In addition to individual sports, the sports activities of CPU students are focused especially on team sports. The following sports clubs represent the sport life at the CPU: [Volley Project](#), [BKM Youth Basketball Club](#), [Taekwondo](#) and hockey team [Philosophers Nitra](#).

CPU Student Parliament

<https://www.ukf.sk/univerzita/studentske-kluby-a-zdruzenia>

It organises annual events – Nitrianske univerzitné dni (Nitra University Days), Dni nitrianskych univerzít (Days of Nitra Universities) with the participation of urgent healthcare students who, with the supervision of teachers, provide first aid.

<https://www.ukf.sk/verejnost/aktuality/udalosti/4288-studentsky-parlament-chysta-online-podujatia>

As a part of ensuring quality studies and extracurricular life, the CPU provides various services to its students (<https://www.ukf.sk/studium/sluzby-studentom>).

The University Pastoral Centre of Paul Strauss in Nitra (UPC) was founded in December 2008. Its main aim is to provide pastoral care and spiritual guidance to the students and staff of the Nitra universities, other institutions and university halls of residence (www.upcnitra.sk).

The Student Centre (SC) offers advice, counselling and other services to support students' extracurricular activities. This centralized consultancy unit includes spiritual, financial,

career, psychological, legal, social and health counselling and support to the students with special educational needs. (<https://www.ukf.sk/sc>).

f) - Possibilities and conditions for participation of the study programme students in mobilities and internships (indicating contact details), application instructions, rules for recognition of this education.

The possibilities and conditions of student participation in mobilities and internships are regulated by Directive 12/2021 on the implementation of mobilities within the Erasmus+, other scholarship programmes and bilateral agreements: <https://www.ukf.sk/fakulty-a-sucasti/studentske-domovy/73-moja-ukf/4514-12-2021-smernica-o-realizacii-mobilit-v-ramci-programu-erasmus-nych-stipendijnych-programov-a-bilateralnych-dohod>.

Instructions for applicants' registration are published on the university's website: www.ukf.sk. The rules for recognition of this education are governed by the Study regulations of CPU:

https://www.ukf.sk/images/univerzita/Uradna_tabula/Studijny_poriadok_uplne-znenie_23_11_2020.pdf.

The contact person for students of CPU study programmes is the Vice-Dean for International Relations and Development prof. PaedDr. Bernard Garaj, CSc.: bgaraj@ukf.sk.

The Department of English and American Studies fully supports domestic and international mobility and various student activities in accordance with the CPU Internationalisation Strategies in 2019 - 2025. Within the Erasmus+ programme, cooperation is taking place with universities in Great Britain (University of Wolverhampton, Middlesex University), Germany (Teacher Training College Carinthia, Chemnitz University of Technology), Spain (University of the Balearic Islands), Greece

(Ionian University), Croatia (University of Zadar), Belgium (Katholieke Universiteit Leuven), Poland (University of Opole), Turkey (Istanbul Gelisim University), Austria (Teacher Training College Carinthia) and the Czech Republic (Charles University, University of South Bohemia, University of Ostrava). The department coordinator of the Erasmus+ programme is Mgr. Zuzana Kozáčiková, PhD.: zkozacikova@ukf.sk

9. Required abilities and admission requirements for the study programme applicants

a) - Required abilities and necessary admission requirements.

Criteria and requirements for applicants (pursuant to Section 57 (5) of Act No. 131/2002 Coll. on Higher Education Institutions and on amendments to certain acts) are always published transparently on the Faculty's website: <https://www.ff.ukf.sk/prijimacie-konanie>.

The basic condition for admission to bachelor's studies is successful completion of secondary school education.

b) - Admission procedures.

Admission procedures are governed by the principles of the Faculty of Arts admission process and are published on the Faculty's website: <https://www.ff.ukf.sk/prijimacie-konanie/zasady-prijimacieho-konania>. The applicant responds to the published study offer <https://www.ff.ukf.sk/ponuka-studia/>, which is updated annually on the website of the faculty and the university and on the Register of Universities after discussion with the dean's board of the Faculty of Arts. The applicants can find additional organizational instructions for submitting electronic or paper applications on the faculty's website <https://www.ff.ukf.sk/prijimacie-konanie/prihlaska-na-studium>. Any questions regarding

the admission procedure will be answered by the authorized persons (Vice-Dean for Education, Vice-Dean for International Relations) via e-mail prijimacky@ffukf.sk.

c) - Results of the admission process over the last period.

The results of the admission process over the last period are available in AIS:

<https://www.ff.ukf.sk/prijimacie-konanie/vysledky-prijimacieho-konania> and are regularly published in the form of statistics in the annual report of the Faculty:

<https://www.ff.ukf.sk/o-fakulte/vyrocne-spravy>

10. - Feedback on the quality of provided education

a) - Procedures for monitoring and evaluating students' opinions on the study programme quality.

Monitoring and evaluation of study programmes by students is carried out each year through student assessment questionnaires. The procedures for monitoring and evaluating students' opinions on the study programme quality are regulated by the Quality Assurance System at the Faculty of Arts, CPU.

https://www.ff.ukf.sk/images/dokumenty/predpisy_formulare/dff-system-zabezpecenia-kvality.pdf.

Periodic evaluation of teaching and teachers by students is accessible through AIS.

The Department of English and American Studies uses anonymous online questionnaires to obtain feedback from students, which it evaluates at the end of each academic year. Students have the opportunity to comment on the quality of education at the department, the approach of teachers, its material and spatial conditions, and at the same time provide the department with suggestions for improvements.

b) - Results of student feedback and related measures to improve the study programme quality.

The results of student feedback are analysed at several levels of the faculty (Dean's Board, FA Scientific Council, FA Academic Senate, etc.), provided to stakeholders and published on the faculty's website, in the faculty's annual report

(<https://www.ff.ukf.sk/o-fakulte/vyrocné-spravy>), and in the report from the evaluation of teaching and faculty teachers (<https://www.ff.ukf.sk/organizacia-studia/hodnotenie-vyucby-a-pedagogov-studentmi>). The results of the feedback are an important resource for refining the study programme.

Feedback from students obtained through anonymous questionnaires is the subject of discussions at regular meetings of the department, where all employees of the department are acquainted with its contents. Evaluations and suggestions from students are the subject of thorough analysis and discussion at the departmental level and lead to eventual adjustments of the study programme – e.g., to the innovation of the lists of recommended literature, to the modifications of the content of individual courses and other changes intended to improve the quality of education at the department.

c) - Results of graduate feedback and related measures to improve the study programme quality.

The Department obtains feedback from graduates through anonymous online questionnaires distributed annually among graduates of the study programme. It is also the subject of discussions of regular meetings of the department, where all employees of the department are acquainted with its contents. Evaluations and suggestions from graduates are the subject of thorough analysis and discussion at the departmental level

and are reflected in feasible modifications of the study programme, as well as the content of individual courses and study organization.

11th References to other relevant internal regulations and information concerning the study or the study programme student

(e.g study guide, accommodation regulations, fee directive, guidelines for student loans, etc.).

<https://www.ff.ukf.sk/studium>

[ukf.sk/sc](https://www.ukf.sk/sc)

<https://www.ff.ukf.sk/organizacia-studia/sprievodca-studiom>

<https://www.ff.ukf.sk/prijimacie-konanie/poplatky-za-prijimacie-konanie>

<https://www.ukf.sk/studium/sluzby-studentom>