**INTRODUCTION**

The electronic educational-methodical complex in the discipline “Business Writing” (EEMCD “Business Writing”) is courseware which includes framed academic, scientific and resource materials in the discipline “Business Writing”. The complex under consideration explores methodology for the study of the discipline by the means of information and communication technologies and provides qualitative environment for realization different kinds of learning activity.

EEMCD “Business Writing” was developed under the national educational standards of higher education of the Republic of Belarus and according to the requirements of the course of study in the discipline approved by the Department of Professionally Oriented English Speech of the Belarusian State Economic University for the Master’s Course for the major in 1-26 80 03 “Business Administration”.

The complex under discussion is advisory rather than mandatory. Its aim is to organize educational learning material, streamline the educational process and provide a qualitative environment for the development of students’ communicative language competences at B2 (Vantage).

EEMCD “Business Writing” consists of the following parts:

* *Policy documentation* in the discipline “Business Writing” comprises academic program in the discipline “Business Writing” for the Master’s Course for the major in 1-26 80 03 “Business Administration” and curriculum framework of the discipline “Business Writing”.
* *Teaching and learning resources* contain topics for lectures and seminars in the discipline “Business Writing” for the Master’s Course for the major in 1-26 80 03 “Business Administration”, compendium of lectures and instructional guidelines for the seminars.
* *Resource materials for students' assessment* include sample tests for continuous assessment; exemplary exam topics; guided independent work.
* *Reference materials* involve required reading list.