

3 Jan 2019

To whom it may concern

I am writing this reference at the request of **Ms Clara KNOLL** (01550771).

Ms Knoll did English Business Communication 2 (EBC 2) and English Business Communication 3 (EBC 3) with me in winter semester 16/17 and summer semester 2017. She earned good grades. Based on Ms Knoll's performance, attendance and class participation, I would rate her academic performance in my classes as very good.

Ms Knoll has a number of strengths to offer an academic institution. She showed very good organisational and cooperative skills when working in teams during class group work. Furthermore, her command of English is very good (level C1 on the CEFR). She is a highly motivated and attentive student. I appreciated her contributions very much. Last but not least, she was able to apply her business knowledge and understanding gained in other courses successfully in an English speaking context in both EBC2 and EBC 3.

In conclusion, I would highly recommend Ms Knoll for the Masters Programme. If her performance in my classes is any indication of how she would perform in the Masters Programme, she will be a very positive addition to your programme. Should you need any additional information, please do not hesitate to contact me by email at romana.zeilinger@wu.ac.at.

Sincerely



Mag Romana Zeilinger, MA
Senior Lecturer

