

IDIOMAS - INGLÉS DE NEGOCIOS

Duración: 10 horas

Metodología: Online

Financiación: Bonificable

MODULE ONLY BUSINESS - LEVEL B1 - COURSE 2

Descripción

Este curso Module Only Business está orientado a reforzar competencias clave del ámbito empresarial, abordando contenidos prácticos centrados en la gestión, la toma de decisiones y el desarrollo profesional, con un enfoque aplicado a la realidad del entorno de negocio actual.

Objetivos

- » En este bloque, el alumno consolidará el material de los Bloques anteriores y comenzará la transición de B1 a un B2 sólido. El contenido del curso sigue siendo funcional y se centra por completo en mejorar la independencia del alumno en todas las áreas, especialmente en situaciones como viajes y alojamiento, expresarse y responder preguntas. En este bloque, el alumno practicará los tiempos narrativos (Pasado simple, Pasado continuo y Presente perfecto) y comenzará a practicar cómo volver a contar experiencias personales e historias de viajes o eventos pasados..

Programa

Business correspondence

- » Focus on emails and telephone calls to make a complaint.
- » Role-play to describe a problem.
- » General business vocabulary: order, delivery, to dispatch, to be faulty/damaged, postage, refund.

Presenting a company

- » An introduction to the language of presentations, referring to graphics and charts.
- » Listen to an example of a short presentation.
- » Guided speaking practice: presenting a small company using given information.

Consultant

- » Discuss the role of consultants and their place in modern companies.
- » Vocabulary: chain of command, to be in charge of/responsible for, to lead a team, give advice, efficiency, motivation, productivity, suggest solutions
- » Speaking practice: play the part of a consultant giving advice using should and must.

Dealing with clients

- » Extended speaking practice. Making and dealing with complaints over the telephone.
- » Making suggestions: We could..., how about..? What if..?
- » Apologising: I'm terribly sorry, I'm afraid, I agree, I see your point.

What went wrong?

- » Using common irregular verbs to talk about the past.
- » Speaking practice: telling short anecdotes.
- » Expressing causes and consequences: so that, because, in order to, as a result.

Choosing a conference venue

- » Expressing preferences: far better/worse than, way too+ adj...
- » Comparing venues and facilities in a role-play about two different conference centres.
- » Talking about consequences using the first conditional.

Renting a car and van for a trade fair - Get good insurance

- » In this lesson the student will learn how to negotiate a deal on hiring vehicles for a trade fair.
- » In addition the student will learn vocabulary related to the field of car hire and the types of vans available.
- » The student will also learn the structure "to be going to" for future plans.

You've got mail:

- » In this section the student will answer the spoken questions the tutor has prepared and plan and write an email following the tutor's written instructions
- » The tutor will give feedback on this work.