



EMPREENDEDORES: INGLÉS DE NEGOCIOS

DURACIÓN: 50 horas

CRÉDITOS ECTS: 0

OBJETIVOS

- Adquirir los conocimientos necesarios del idioma para poder llevar a cabo la comunicación en un contexto empresarial o de negocios.
- Estudiar estructuras verbales y adjetivos para evaluar compañías.
- Practicar la ortografía, números y la correcta pronunciación de nuevo vocabulario.

PROGRAMA CONTENIDOS

1. Business Introductions
2. A new colleague at work
3. Email problems
4. What do they do?
5. Around the office
6. International business
7. Starting work - Where are the departments?
8. You've got mail:
9. 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
10. The tutor will give feedback on this work.

11. Starting work - Where are the departments?

12. A business lunch

13. Company rules

14. Working life

15. What's my job?

16. A busy day at the office

17. Fire drill - There is a fire!

18. The company secretary

19. Where's my pen?

20. Where is the manager's office?

21. Responsibilities

22. How many messages?

23. Business trip

24. Health and safety - An accident at work

25. How was the trip?

26. Comparing companies

27. He's talking to the boss

28. What time is the meeting?

29. A guest at work

30. My last job

31. It isn't working!

32. Office

33. Typical Situation. Office

34. Performance appraisal

35. Job interview

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36. An informal meeting
 37. Making an order
 38. Organising an agenda
 39. A trade fair - Watch out for your competitors
 40. Business correspondence
 41. Presenting a company
 42. Consultant
 43. Dealing with clients
 44. What went wrong?
 45. Choosing a conference venue
 46. Renting a car and van for a trade fair - Get good insurance
 49. Working away
 47. Can I take a message?
 48. How much?!
 49. Prices will go up
 50. From start to finish
 51. Review
 52. Taking a company to court - Is it worth it?