



MODULE ONLY BUSINESS - LEVEL C1 - COURSE 1

DURACIÓN: 10 horas

CRÉDITOS ECTS: 0

OBJETIVOS

En este bloque, el alumno consolidará el material de los bloques anteriores y completará el cruce de B2 o pre-C1 a un nivel de usuario competente C1. El contenido del curso sigue siendo funcional y se centra por completo en mejorar la independencia del alumno en todas las áreas, motivándolo a familiarizarse con diversos temas, como la familia, los problemas laborales y los arreglos. En cuanto a las estructuras gramaticales, habrá una revisión y extensión continuas de las estructuras en todos los tiempos verbales, centrándonos en los tiempos futuros para hablar de acciones completadas o previstas en el futuro. Las habilidades productivas y receptivas se amplían con más verbos frasales, expresiones idiomáticas, las diferencias entre el vocabulario británico y estadounidense, hacer predicciones y hablar sobre planes futuros, ofrecer, sugerir. Al igual que con los otros bloques del curso, hay una práctica frecuente de pronunciación y el alumno está expuesto a sonidos largos y cortos, acentuación de palabras, sonidos de vocales, contracciones, así como práctica de vocabulario general y oraciones. El uso de una variedad de ejercicios abarca diferentes estilos de aprendizaje y garantiza una cobertura completa de los temas tratados.

PROGRAMA CONTENIDOS

Human resources

1. The language of the Human Resource department: redundancy package, golden handshake, to let someone go/lay people off, headhunting, disputes, settlements, hiring and firing, payroll, performance appraisals, liaise with.
2. Describing functions and procedures within a HR department.

A difficult task

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1. Dealing with sensitive issues at work. Expressing opinions and ideas about possible causes and the effect the illustrated problems can have on a company.
 2. Vocabulary: Health & safety, bullying, harassment, discrimination, absenteeism, to address a problem, to speak freely.

Working to a deadline

1. Defining and describing the different phases of a project.
2. Talking about self-discipline and motivation.
3. Giving personal ideas and recommendations.
4. Vocabulary: pace yourself, leave things to the last minute, to cut it fine, to pace oneself, to leave things to the last minute, kick off, check-up, revisions, set objectives, prioritize, set time aside, build-in extra time.

Times have changed

1. Speaking practice to express changes that have occurred in the business world over the last 25 years.
2. Talking about different marketing techniques that are available today: B2b, B2c.

Big ambitions

1. Talking about the future and expressing hopes and ambitions for a company.
2. Guided speaking practice: give a short presentation based on notes containing ideas and aims for the future of a growing company.

Types of company

1. Defining and describing the different types of company that exist.
2. Introducing and revising ways to talk about businesses: Ltd (limited), plc (public limited company), Inc. (Incorporated), CEO (Chief Executive Officer), MD (Managing Director), HR Manager (Human resource manager), Head of PR (Public Relations), Customer service manager, Chief Financial Officer.

Buying and leasing property

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1. In this lesson the student will learn the pros and cons about buying or leasing a commercial property and the procedure to take to ensure a suitable deal is made.
 2. In addition the student will practice vocabulary relating to pros and cons and discussing advantages and disadvantages.
 3. In this lesson the student will consolidate and extend language that describes costs and benefits and sums up financial scenarios such as business rental, business mortgages and property leasing.
 4. 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.