



EMPRENDEDORES: 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
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?