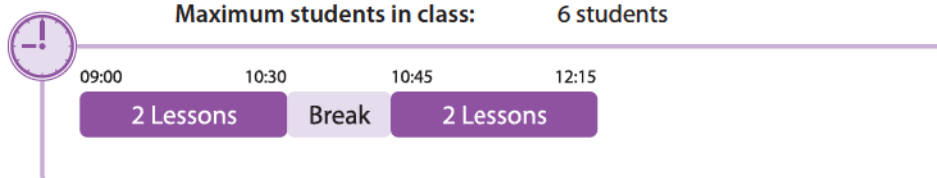


# Business English

This course provides you with the quickest route to communicative competence in English and is organised around the professional tasks and work-related situations of busy executives. Practical assignments will draw on the varied interests of the clients themselves and lessons will respect the sophisticated knowledge and expertise of the students, especially in areas such as leadership, innovation and human relationship. The key concepts of the course include topic-based situations that help to reinforce vocabulary, speaking, writing and social English. Our aim is to offer a flexible approach to the basic interaction patterns used by business people in their work. Topic-based learning units will cover a wide range of business situations, such as using good commercial English in collecting information, drafting reports and preparing presentations, managing a job interview, writing business letters and e-mails, telephone conversations, decision making and problem solving. On your first day at school, you will have a language placement test to enable us to decide which level of the Business English classes is best for you.

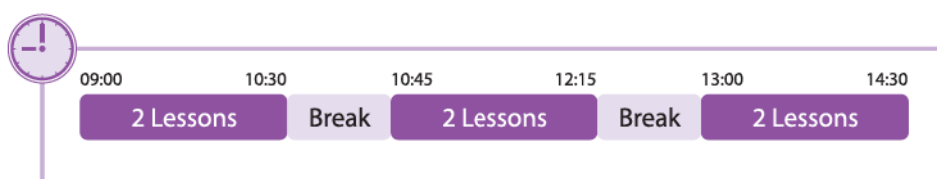
<b>Period of operation:</b>	All year round
<b>Level:</b>	Intermediate to Advanced
<b>Duration of 1 Lesson:</b>	45 minutes
<b>Lessons per week:</b>	20 lessons / 15 hours
<b>Maximum students in class:</b>	6 students



# Intensive Business English

The course content is the same as that for the Business English course except for the number of lessons per week. This course is designed for students who wish to dedicate more time to develop an increased proficiency in Business English in a relatively short period of time.

<b>Period of operation:</b>	All year round
<b>Level:</b>	Intermediate to Advanced
<b>Duration of 1 Lesson:</b>	45 minutes
<b>Lessons per week:</b>	30 lessons / 22.5 hours
<b>Maximum students in class:</b>	6 students



# One-to-One Business English

This favourable student-teacher 1:1 ratio ensures greater flexibility in planning the language work really needed by the student in the lessons. This course is ideal for students who need Business English related to their profession such as English for Banking, Finance, Accountancy, Advertising, Human Resources, Management and Marketing.

<b>Period of operation:</b>	All year round
<b>Level:</b>	Intermediate to Advanced
<b>Duration of 1 Lesson:</b>	45 minutes
<b>Lessons per week:</b>	20 lessons / 15 hours, 30 lessons / 22.5 hours, 40 lessons / 30 hours

After finishing a Business English Course students may opt to take the BEC (Business English Certificate) Cambridge ESOL Examination: BEC Preliminary (CEFR Level B1), BEC Vantage (CEFR Level B2), BEC Higher (CEFR Level C1). Your teacher will recommend which level is the most appropriate one for your level of competence.