

# PLUS business

14 Friars Entry Oxford OX1 2BZ UK tel: +44 (0)1865 721268 fax: +44 (0)1865 233968 email: english@eckersley.co.uk

# eckersleyoxford

## communication for international commerce

This is for you if you are or intend to be *in* business, *studying* business, or are just *interested* in business.

You will study in a General English class in the mornings and a special business class in the afternoon.

The content of the course depends very much on what the students need, but focuses mostly on the following areas:

- business vocabulary (for example: marketing, finance, commerce)
- functional language for business situations (e.g. meetings)
- practising and role playing business situations
- understanding and writing business documents
- cultural differences and business etiquette
- discussion of business and political issues
- social English in a business context

All of these will be looked at using a variety of different material and facilities.

For example, you might use an interactive whiteboard to prepare and give a business presentation, guided by your teacher. You might read business articles from journals and newspapers, and discuss the issues raised, maybe comparing the situation in your different countries. You might visit businesses and meet local business people.

	<b>09.20 - 10.50</b>	<b>11.15 - 12.00</b>	<b>12.00 - 12.45</b>	<b>14.00 - 15.30</b>
<b>Monday</b>	Communicative tasks to review the language from last week	Grammar input	Intensive pronunciation work in the language laboratory	Business and financial vocabulary
<b>Tuesday</b>	Games to practice grammar and vocabulary	Intensive listening - the BBC news	Discussion and debate on topical subjects	Giving presentations
<b>Wednesday</b>	Interactive and collaborative writing tasks	Extended language game or simulation	Putting grammar into practise	Describing company structure and processes
<b>Thursday</b>	Putting grammar into practise	Reading and discussing a news-paper article	Working with video	Telephone and email language
<b>Friday</b>	Review of the week's work and individual tutorials with your teacher	Using your English outside the classroom - a visit to a place of interest in Oxford		Independent self-study

### Tuition fees (per week)

Length of your course	1 - 12 weeks	13 - 25 weeks	26 - 50+ weeks
21 hours	230 GBP	215 GBP	200 GBP

Registration Fee 65 GBP

# www.eckersley.co.uk