

Business English

Pre-Intermediate A (A2)

Course Information

Our approach

This course integrates speaking, writing, listening and reading skills using a 'communicative approach', as well as grammar analysis and practice. The focus of the course is for you to communicate successfully with others in a business context; this means that error correction takes place at certain points in the lesson, not necessarily every time a mistake is made.

Materials

The **student's book** used for this course is Market Leader Pre-Intermediate (3rd Edition) and the topics you will cover are:

- Unit 1: Careers
- Unit 2: Companies
- Unit 3: Selling
- Unit 4: Great Ideas

What will you be able to by the end of the course?

This course aims to help you to be able to do the following things more **confidently** and **using appropriate language**. Your teacher will encourage you to self-assess your ability throughout the course.

I can use a variety of modal verbs to talk about myself in job interviews and conduct telephone conversations
I can assess different candidates for a job based on skills and experience
I can understand and make a presentation about a company using present tenses and appropriate vocabulary
I can discuss a range of investment options to increase sales at a company
I can understand and discuss a variety of factors relating to sales
I can negotiate the key terms of a contract between companies
I can use past tenses and appropriate vocabulary to describe innovative business ideas
I can discuss and pitch an idea to increase local tourism

Assessment and Self-Study

Your teacher will give you 1 assessed speaking task and 1 writing task over the course and will give you written feedback on your performance.

Additionally, you will use the practice file for work in class and at home. The book is only one part of your course – you will also use activities, multi-media resources and other materials which will help you learn.

What level is my class?

CEFR Level	Business English Courses	General English Courses
C1-C2	Advanced A/B/C	Proficient User A-F
B2	Upper Intermediate A/B/C	Pre-Advanced A/B
		Upper Intermediate A/B/C
B1	Intermediate A/B/C	Intermediate A/B/C
A2	Pre-intermediate A/B/C	Pre-intermediate A/B/C
A1		Elementary A/B/C

What is an A2 user of English?

According to the Common European Framework of Reference (CEFR), an A2 user can:

- understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment).
- communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters.
- describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.

If you have any questions about your course, please speak to your teacher or get in touch with our Integrated Customer Service team contact@britishcouncil.ro +40 213 079 600

Business English

Pre-Intermediate B (A2)

Course Information

Our approach

This course integrates speaking, writing, listening and reading skills using a 'communicative approach', as well as grammar analysis and practice. The focus of the course is for you to communicate successfully with others in a business context; this means that error correction takes place at certain points in the lesson, not necessarily every time a mistake is made.

Materials

The **student's book** used for this course is Market Leader Pre-Intermediate (3rd Edition) and the topics you will cover are:

Unit 5: Stress

Unit 6: Entertaining

Unit 7: New business

Unit 8: Marketing

What will you be able to by the end of the course?

This course aims to help you to be able to do the following things more **confidently** and **using appropriate language**. Your teacher will encourage you to self-assess your ability throughout the course.

I can use present perfect and past simple to talk about wellbeing in the workplace
I can analyse factors which contribute to stress at work and discuss practical solutions
I can make small talk with new contacts at events , such as conferences
I can use a range of verb phrases to plan a corporate hospitality event
I can use time clauses and appropriate vocabulary to explain the development of businesses
I can discuss issues affecting new and expanding businesses using language to express statistics
I can accurately form a variety of questions to conduct a consumer survey
I can interpret consumer data to create a marketing plan using appropriate vocabulary

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Assessment and Self-Study

Your teacher will give you 1 assessed speaking task and 1 writing task over the course and will give you written feedback on your performance.

Additionally, you will use the practice file for work in class and at home. The book is only one part of your course – you will also use activities, multi-media resources and other materials which will help you learn.

What level is my class?

CEFR Level	Business English Courses	General English Courses
C1-C2	Advanced A/B/C	Proficient User A-F
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		Upper Intermediate A/B/C
B1	Intermediate A/B/C	Intermediate A/B/C
A2	Pre-intermediate A/B/C	Pre-intermediate A/B/C
A1		Elementary A/B/C

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Business English

Pre-Intermediate C (A2)

Course Information

Our approach

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Materials

The **student's book** used for this course is Market Leader Pre-Intermediate (3rd Edition) and the topics you will cover are:

Unit 9: Planning

Unit 10: Managing people

Unit 11: Conflict

Unit 12: Products

What will you be able to by the end of the course?

This course aims to help you to be able to do the following things more **confidently** and **using appropriate language**. Your teacher will encourage you to self-assess your ability throughout the course.

I can use future forms and appropriate vocabulary to discuss innovative business plans
I can participate in planning meetings, interrupt politely and clarify others' ideas
I can use a range of verbs to describe ways of communicating with and managing people
I can discuss problems and solutions related to managing a team
I can consider the cause and effect of conflict in the workplace using appropriate vocabulary
I can use conditional structures to discuss the impact of important business decisions
I can understand and describe different companies' approaches to launching new products
I can use passive forms and appropriate vocabulary to present a new product

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Assessment and Self-Study

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Additionally, you will use the practice file for work in class and at home. The book is only one part of your course – you will also use activities, multi-media resources and other materials which will help you learn.

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