



## Emprendedores: Inglés de negocios

**Sku:** PC648

**Horas:** 60

**Formato:** HTML

### OBJETIVOS

- En este curso, se estudian los conocimientos necesarios del idioma para poder llevar a cabo la comunicación en un contexto empresarial o de negocios. Se estudian funciones como: intercambiar información personal, describir trabajos, dar instrucciones, realizar pedidos, expresiones habituales en los viajes, etc.
- Para ello, se utilizan las técnicas de role-play, lectura de textos y cuestiones abiertas.
- El estudiante utilizará estructuras verbales, como el present simple y present continuous para comparar y contrastar actividades habituales y periódicas; adjetivos para evaluar compañías; el past simple para hablar de hábitos pasados; el present perfect para referirse a acciones recientes, etc.
- También se practica la ortografía, los números y la correcta pronunciación de nuevo vocabulario.

### CONTENIDOS

- **Modulo 1. Inglés de negocios**
  - Business Introductions
  - A new colleague at work
  - Email problems
  - What do they do?
  - Around the office I
  - International business
  - Starting work – Where are the departments? (British version)
  - Starting work – Where are the departments? (American version)
  - A business lunch
  - Company rules
  - Working life
  - Around the office II

- What's my job?
- A busy day at the office
- Fire drill – There is a fire! (British version)
- Fire drill – There is a fire! (American version)
- The company secretary
- Where's my pen?
- Where is the manager's office?
- Responsibilities
- How many messages?
- Business trip
- Health and safety – An accident at work (British version)
- Health and safety – An accident at work (American version)
- How was the trip?
- Comparing companies
- He's talking to the boss
- What time is the meeting?
- A guest at work
- My last job
- It isn't working! (British version)
- It isn't working! (American version)
- Office I
- Office II
- Office III
- Office IV
- Typical Situation. Office
- Performance appraisal
- Job interview
- Around the office III
- An informal meeting
- Making an order
- Organising an agenda
- A trade fair – Watch out for your competitors (British version)
- A trade fair – Watch out for your competitors (American version)
- Business correspondence
- Presenting a company
- Consultant
- Dealing with clients
- What went wrong?
- Choosing a conference venue
- Renting a car and van for a trade fair – Get good insurance (British version)
- Renting a car and van for a trade fair – Get good insurance (American version)
- Working away
- Can I take a message?
- How much?!
- Prices will go up
- From start to finish
- Review

- Taking a company to court – Is it worth it? (British version)
- Taking a company to court – Is it worth it? (American version)