

# Spoken English Communication for International Business



As companies increasingly work in global markets, the challenge facing managers is communicating effectively in a complex, diverse world. As well as speaking English clearly, they need to negotiate a wide variety of language when interacting with new global partners, clients and staff to achieve business objectives.

This course focuses on core English spoken communication skills for managers: managing and participating in meetings, delegating, negotiating and giving presentations. We focus on these skills in an international context and work with participants to develop strategies for overcoming communication difficulties when working with diverse groups of people in English. We also provide feedback to sharpen clarity and accuracy of participants' language.

## Who is this course for?

This course is for managers and executives who have a minimum English level of B1 (Intermediate). Participants should already be able to talk reasonably clearly about familiar topics related to their work and life.

## What are the benefits?

- Speaking in English more effectively and confidently with customers and colleagues
- Improving your English communication skills for managing and participating in meetings, negotiating, delegating and giving presentations
- Sharpening the clarity and accuracy of your English language

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>9.00-12.50</b> (with 30 - min break)	Introducing yourself  Networking	Managing and participating in meetings	Working across departments	Negotiating	Giving presentations  Feedback and action plan
<b>13.50-14.55</b>	Meeting new clients and partners	Delegating	Handling difficult people and situations	Presenting data	

## About this course:

Course available for group bookings. Please contact CESC for further information.

**Course length:** 1 week  
25 lessons

**Minimum Level:** B1 (CEFR)

Participants will cover the following elements:

- Communications skills
- Managing and participating in meetings
- Delegating
- Presentations
- Networking
- Handling difficult people and situations

Please review the course programme for full details on this course.

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## COURSE ADDITIONS

### + PLUS One-to-One Tuition - £55.00 per lesson

Participants can choose to opt for individual private tuition in the afternoons to improve a particular skill most relevant to their work and industry.

## ACCOMMODATION AND TRANSERS

Accommodation and airport transfers can be arranged. Prices are available on our 2019-20 Course Price List.

## How to book:

- Contact CESC to request our group enrolment form
- Complete the enrolment form, with the student, transfer and accommodation requirements
- Pay your group deposit of 10% by bank transfer or debit/credit card
- You will be issued your final invoice to be paid no later than 2 weeks prior to your course start date



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