

PGD02001 - Business English Communication

Introduction

The design of the program aims to help participants to gain greater confidence and fluency for effective communication using English in daily business environment. It is to enhance their proficiency in the speaking and listening skills. Through active participation, role-plays, case studies, group discussions and simulated working environment, participants will be able to use a good range of business English vocabulary and expressions for successful real-life communication.

Design for

This program is designed for participants with average standard of English.

Contents

1. Interactive listening and speaking
2. Successful socializing workshop
3. Telephoning skill
4. English for commerce – oral

Language Medium

English (Native English Speaker)
English course manual

Duration

45mins - 1 hour per session, running
continuously in a year time

Contact our Sales Consultant for assistance - free of charge

Tel: 8200 6826
