



This course is based on helping professionals to improve their level of English so as to be able to communicate effectively in the work environment. It offers the benefit of studying in a group but with fewer numbers so that students have more opportunity to actively participate during the lesson and get more teacher attention than they would in larger classes. Smaller numbers offer more flexibility in planning the course content around the individual needs of the participants.

The lessons cover general needs at targeted levels:

- Intermediate (B1)
- Upper Intermediate (B2)
- Advanced (C1)

- ✓ Students need to fill in a placement test to establish entry level of English
- ✓ We would recommend you to bring a laptop or tablet

In this course we adopt variations of both the Communicative approach- aiding students to become better communicators, and the Lexical approach- focusing on combining words, phrases and expressions, both of which will give students the language skills they need to communicate fluently and accurately in their chosen field.

The course materials focus on adapting the four skills- reading, writing, listening and speaking, as well as focusing on grammar and lexical issues, and pronunciation, all within a centred context.

Student needs are an important aspect that we take into consideration when developing course materials and the themes covered would apply to a wide range of students working in different fields, whilst also personalising to individual needs.

Lessons are based on full immersion where learners are exposed to target language and simulating real- life experience and situations. Please note we encourage you to bring your Tablet or Notebook with you to work in the classroom

✓ **Aim of the course**

- To improve operational effectiveness in a typical business environment by delivering English language coaching, which builds learner confidence in real life business situations
- Recycling and revisiting skills, sub-skills and systems to develop effective communication through authentic commercial material, simulations, collaboration and project work

✓ **Components of the course:**

The Business English course offers the following:

- ✓ Business needs analysis
- ✓ Case Studies
- ✓ Role-plays & Simulations
- ✓ Self-study book
- ✓ Other course material
- ✓ End of course interview/feedback discussion
- ✓ End of Course Report
- ✓ Certificate of Attendance

| Sample Timetable | 09:00 – 10:30 | 11:00 – 12:30 | 13:00 – 14:30 |
|------------------|---|---|---|
| MONDAY | Needs Analysis and Objective setting. | Language building: Describing company structures. | Question forms and responding with interest using intonation. |
| TUESDAY | Case study: Improving systems . | Presentation skills- explaining how something works. | Using comparative forms to compare old with new. |
| WEDNESDAY | Using Present Perfect simple vs past simple to describe recent changes and results. | Presentation practice and feedback. | Business Idioms in use- meaning, form and practice. |
| THURSDAY | Meetings: Good Meetings/Bad Meetings Identifying points of success. | Updating and delegating tasks key expressions and practice | How to start and end phone calls |
| FRIDAY | Language at work: Present Simple and continuous to describe your current activities | Simulation – Planning a product launch | The Dragons’ Den. Listening and discussion |

MINI GROUP BUSINESS ENGLISH - 20

| | |
|--------------------|--|
| Levels | Intermediate (B1), Upper intermediate (B2) and Advanced (C1) |
| Lessons per Week | 20 Sessions @ 45 Minutes per Session |
| Class Size | Average 4 Students – Maximum 8 Students |
| Age Recommendation | Minimum 23 Years |
| Price per Week | 305.00 Euro |

MINI GROUP INTENSIVE BUSINESS ENGLISH - 30

| | |
|--------------------|--|
| Levels | Intermediate (B1), Upper intermediate (B2) and Advanced (C1) |
| Lessons per Week | 30 Sessions @ 45 Minutes per Session |
| Class Size | Average 4 Students – Maximum 8 Students |
| Age Recommendation | Minimum 23 Years |
| Price per Week | 405.00 Euro |

MINI GROUP COMBINATION BUSINESS ENGLISH

| | | |
|--------------------|--|-------------|
| Levels | Intermediate (B1), Upper-intermediate (B2) and Advanced (C1) | |
| Lessons per Week | 20 Sessions @ 45 Minutes per Session + 5 Individual Sessions OR + 10 Individual Sessions | |
| Class Size | Average 4 Students – Maximum 8 Students + Maximum 1 Student as per Individual Tuition | |
| Age Recommendation | Minimum 23 Years | |
| Price per Week | Combination 5 | 405.00 Euro |
| Price per Week | Combination 10 | 505.00 Euro |

MINI GROUP INDIVIDUAL BUSINESS ENGLISH

| | |
|--------------------|---|
| Levels | Intermediate (B1), Upper-intermediate (B2) and Advanced (C1) |
| Lessons per Week | On Request. We Recommend a Minimum of 2 Sessions per Day @ 45 Minutes per Session |
| Class Size | Maximum 1 Student |
| Age Recommendation | Minimum 23 Years |
| Price per Session | 30.00 Euro |

ADDITIONAL :

| | |
|--|------------------|
| Course Supplement – July & August per week | 35.00 Euro |
| Airport Transfers on Request | 1 Way 26.00 Euro |
| | 2 Way 40.00 Euro |
| Guard.me Insurance per week | 8.00 Euro |
| Fees for text book | 35.00 Euro |

All of the above courses include:

- ✓Welcome pack including student card
- ✓AM Student Handbook
- ✓AM Copy Book
- ✓AM Pen
- ✓Discounts @ various outlets
- ✓Free use of WIFI in the school
- ✓Free Sim Card on request
- ✓24/7 assistance
- ✓Orientation walk + welcome evening
- ✓Film Viewing – 1 per week
- ✓Disco / Parties – 1 per week
- ✓1 x Beach Club Entrance per week (June to September)