

2020 readiness toolkit



Business in Foreign Languages

Online program

The target languages are: German, English, French, Italian, Spanish, Romanian. The current level is to be determined, and the objective of the program is to use the target language with ease in the professional context – daily interactions, presentations, etc. The program is interactive and helps participants improve their level fast.

I. Le Français Pratique© - Niveau Débutant / Italiano Per Stranieri© / Descubrir el Español de Negocios© / Deutschkurs Interaktiv© / Discovering Romanian©

Suitable for people who had no previous contact with the target language, or whose skills are limited. The program offers tools that help participants in day-to-day situations in their professional life. Also, it includes practical exercises that help participants:

- develop communication – understanding, speaking, pronunciation
- develop the basic vocabulary they need to interact effectively with their colleagues, partners and clients
- develop writing skills – to understand short texts on concrete topics and write simple messages related to business situations

II. Le Français Pratique© - Niveau Intermédiaire / Developing Business Communication© / Exploring Romanian©

Address people who would like to consolidate their skills in the target language in a business context. The program offers the tools that help participants:

- talk about past events in some detail
- describe future plans and intentions
- express opinions and making suggestions
- write messages in tactful, more complex language
- present various business topics in meetings or in front of an audience

III. Le Français des Affaires, Niveau Avancé©/Managing Business English© / Enjoying Romanian©

Address people who already have an advanced knowledge in the target language and would like to consolidate their conversational fluency.

The program offers tools for managing any type of interaction in the target language and helps participants:

- present a nuanced point of view
- express hypotheses and probabilities
- express abstract ideas on various topics, using a coherent discourse
- support ideas with different arguments
- report past situations using complex structures

Steps

- An initial evaluation discussion with the participants to set the level, their personal objectives and manner of working
- Delivery of the program as standard module: 1.5-hour classes, 45 hours, on Zoom platform
- Evaluation – collecting feedback on the way (informally) and mid-course and at the end (formally)
- Qualitative and quantitative reports – monthly progress and attendance reports with comments and feedback, mid-course and final reports
- An individual action plan at the end of the module

Description

Experiment

- Participants access real texts, listening documents and videos to understand the target language in context and acquire the right pronunciation

Tools

- Vocabulary – adapted to the needs and objectives of their level
- Grammar and structure – introduced in realistic communication situations, so that participants may use them in conversation

Transfer

- Role plays – participants go through role plays where they use the vocabulary and structures they studied
- Individual action plan – mid-course and at the end of the module



Do you have questions about us?
Looking for solutions for your organisation?

3A Caloian Județu Street,
3rd District, 031111,
Bucharest

e-mail: interact@i-interact.ro
phone: +40 722 525 505