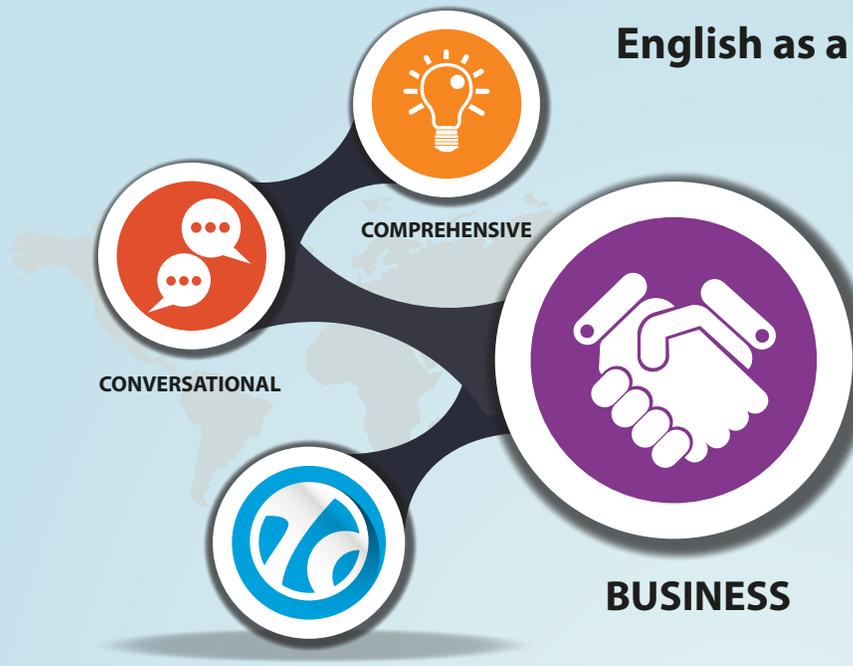


## English as a Second Language



### Business English

**Focus skills: Writing, grammar, pronunciation, vocabulary**

Develop skills inherent to English communication in the Western business world. With an understanding of the learner's and their organization's objectives, this course will further the abilities of learners communicating with English speaking counterparts. Writing and

grammar will be some of the skills focused on in this course. Learners will become more confident in tasks such as sending emails, communicating efficiently in meetings, and reviewing contracts. Practicing pronunciation and accent reduction will strengthen a learner's power to be understood and respected in the workplace.

\*Please note that all our class openings are currently full. Please submit your information below to be contacted by an ESL instructor to enroll in the next available spot.

Objective: Advance English abilities for international employees seeking to increase their aptitude in an English-language setting.

Forbes Magazine states that English is, "a basic skill needed for the entire workforce"<sup>1</sup>. Currently spoken by 2 billion people worldwide, English a primary choice of communication in North America and Europe. Mastering English is essential for anyone conducting international business. We can accommodate English learners anywhere in the world. With our remote learning capabilities, innovative methods, and seasoned instructors, 7C Lingo can teach organizations, groups, and individuals seeking to improve their skills for communicating in an English work setting. Whether you are in sales, retail, or higher education, our committed linguists will fit classes to your goals and get you across the finish line.

<sup>1</sup> Forbes Magazine, Oct 26, 2012, "English – The Language of Global Business?"



In the professional world, focusing on accurate and precise communication is the most important factor when conducting business. Whether you are trying to convey ideas in a meeting, write up an agreement with clients, or simply sending an email with good grammar, this course will heighten your skills and competencies while working in English.

Objectives for our learners in this course are to:

- Communicate their ideas practically in an English-business setting
- Speak with confidence in video calls, meetings, and presentations
- Whether written or spoken, heighten skills of socializing, negotiation, and standard business conduct in an English-speaking country

In our Business English Course, learners will develop and practice a host of skills that will improve their ability to work in the Western business world. Sample modules in this course include:

- Providing constructive criticism to peers and counterparts, receiving it from superiors
- Negotiating in English-speaking countries with business partners, customers, and clients
- Conveying ideas clearly in proposals, projects, and presentations

Enrolling in this course will provide learners with 21 remote instruction hours over 7 weeks. Upon completion learners will be provided with a certificate of completion from 7C Lingo, proving their mastery of course material. In all our courses, we provide flexible accommodations for your learning, such as:

- ✓ 100% remote learning, utilizing the highest quality video-conferencing software
- ✓ Personalized goal setting and needs analysis with your instructor
- ✓ Pre-course assessment to determine your current English level
- ✓ Free 30-minute consultation with one of our certified ESL instructors

Submit your information below to be contacted by one of our ESL instructors for a free consultation and sign up for your personal English assessment.

[7c@7clingo.com](mailto:7c@7clingo.com)



Global Solutions



Training & Development



Global Services

Text line: 810-328-3570

5215 Jolly Cedar Court | Lansing, MI 48911