

## Business Communication - English



LAN-9 30 Days (30 Hours)



### Description

Do you have limited time and want quick results, whether for you or for the immediate benefits it brings to your business? These are intensive training courses for executives, managers, professionals and anyone who aims to develop their communication in English. The training simulates real-world situations and everything you learn quickly applies to your workplace.

### Who is this training for ?

#### For whom

Anyone who aims to develop their communication in English in the business field.

#### Prerequisites

Aucune

### Training objectives

- Improve the fluency of oral expression;-
- Improve the ease of expression during meetings, presentations or negotiation interviews;-
- Use specialized sectoral vocabulary;-
- Improve the quality of telephone interviews;-
- Write statements commercial documents.

### Training program

Module 1 : cultural diversity and socialising

Module 2 : Telephoning

Module 3 : Presentations

Module 4 : Meetings

Module 5 : Negotiations

Module 6 : Human Resources

Module 7 : Effective Communication in Selling & Negotiations

Module 8 : Grammar and Style

Module 9 : Relationship Building & Networking

Module 10 : Developing Leadership Skills & Team-building