

## Financial and Business English courses



### Business English

In today's global market environment, where English is the language of choice for international trade and many multi-national companies, the knowledge of Business English has become crucial for effective business communication. The Business English course of IAB Centre, which lasts 80 hours, is a multi-level course for people who are in business.

#### **Our Business English course will enable you to:**

- become more fluent and confident in using the language of business
- use functional language and essential business vocabulary
- communicate on various types business related topics fluently
- write business documents professionally

**By the end of this course you will** be able to use business English more freely and effectively communicate on business issues, do business writing, read professional literature and improve your listening and speaking skills when dealing with foreigners.

**Prerequisites:** To take a placement test in order to be assigned to the appropriate level.

**Deadlines:** Register before **15th of June** to be included in the summer courses.

**Course Start Date:** **2 July, 2012**

**Course fee:** 130 USD per month.

## Financial English

IAB Centre's Financial English course is developed to provide you with the key skills, tools and terminology you need to operate in an ever competitive international financial environment or to be able to take professional studies and exams in English Language.

Financial English is a comprehensive 72 hour course taught over three months.

### **Our Financial English course will enable you to:**

- apply the basic concepts of most areas of financial English in everyday work
- build your financial vocabulary through listening, reading and discussions
- develop your comprehension of financial texts
- develop your business proficiency by increasing your confidence and fluency in a range of skills.

**By the end of this course you will** be able to confidently discuss financial documents and data, produce professional written reports in English and use key financial terminology during presentations.

**Prerequisites:** Intermediate level of English.

**Deadlines:** Register before **15th of June** to be included in the summer courses.

**Course Start Date:** **2 July, 2012**

**Course fee:** 160 USD per month.

### **Steps to improve your Financial English:**

- Register and take QPT (Quick Placement test) to find out your current level of English
- Register for IAB Financial or Business English course
- Make the payment
- Join the course and improve your Financial or Business English Skills

