

English language training: meeting, presenting and argumentation

GOALS

In this training, you will learn to apply the English language jargon of the financial world in practice in various situations:

- Meeting
- Presenting
- Argumentation

You're embarking on a multifaceted process with a mix of:

- Face-to-face and online training
- Individual and group coaching
- Field missions and self-study

SUMMARY

Category:

- Personal development

Difficulty level:

Basic

Certification type:

Blended learning

Price:

- Member: € 1850.00
- Non member: € 2220.00
- Partner BZB: € 1850.00
- Incompany: custom tailored, prices on demand

INTENDED AUDIENCE

The course can be taken by anyone who regularly uses English in a financial context.

FOREKNOWLEDGE

This course is only open to those with a language level of at least B1 (50).

CONTENT

CONTENTS

Week 1

Meeting

- Announce agenda
- Summarise
- Dealing with speaking time
- Formulating an action plan

Week 2

Presenting

- Giving presentations
- Structuring
- Deciding/closing
- Questions/answers

Week 3

Asking and giving opinions

- Agree/disagree
- Hypotheses/alternatives/suggestions
- Justifying oneself
- Argumentation

Week 4

Wrap up

- Competence test
- Reports
- Individual feedback

Extra info:

How to get started? Our partner organisation Atolo will send you via email a link to connect to the classes.

In order to earn continuing education points, it is important to log in with your own name, attend the entire training, and answer the questions suggested by the trainer. Do not follow the training with multiple people through the same PC.

METHODOLOGY

Course structure:

- Intake: individual interview of 30 min.
- For 4 weeks every week:
 - 3 hours online in a group via web conference
 - 1 hour online in a group via web conference
 - 30 min. Online individual coaching
- Closing session: individual interview of 30 min.